

This form is used to apply for access to Urban Utilities' networks, including live works connections and preparation and approval of shut and flow control plans. Activities which may interfere with Urban Utilities' water and wastewater infrastructure are regulated by the *Water Supply (Safety and Reliability Act) 2008*.

Please complete this form and send (with any relevant attachments, including a Live Tap Application if also required) to development.permits@urbanutilities.com.au using the subject heading: Network Access Permit application. The contractor is required to complete sections 1 – 9. The engineering consultant is required to complete sections 10 – 16 (in addition to providing any missing information).

Upon receiving a properly-made application, your request will be acknowledged and the Network Access Permit will be issued within 10 business days.

Note: where a flow control plan is required for access to wastewater infrastructure, it is recommended that the job plan be submitted at least 20 business days before the planned commencement of live works.

For enquiries or assistance contact Developer Services on 07 3432 2200 or email developmentenquiries@urbanutilities.com.au

Sections 1 to 9 to be completed by the contractor, *indicates mandatory information.

1. Contact details of contractor (the person in charge of the water and/or wastewater works)*

Company/entity name	First name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Postal address		
<input type="text"/>		
Daytime phone no.	Mobile no.	Email address
<input type="text"/>	<input type="text"/>	<input type="text"/>

2. Qualifications*

Please enter your licence number or certification number to carry out works:

Qualification type	Qualification/Licence No.	Qualification type	Qualification/Licence No.
Plumbing/Drainage Licence	<input type="text"/>	PVC	<input type="text"/>
Ductile Iron	<input type="text"/>	PE	<input type="text"/>
Mild Steel	<input type="text"/>	Other	<input type="text"/>

3. External approvals, authorisations and safety requirements

Where applicable, the applicant is responsible for obtaining all necessary and required external approvals, permits, authorisations and safety requirements, prior to construction. This includes, but is not limited to, completing hazard assessments for the following:

- Asbestos
- Confined Space
- Electrical Testing
- HV Isolations and Access
- Operating Mobile Plant
- Overhead Power Lines
- Evacuation, Trenching, and Underground Services
- Restricted Work Areas
- Working at Heights
- Working Near Pressurised Gas Mains
- Working Near Roads
- Working Over or Adjacent to Water
- Working on Water Mains or Services
- Hazardous Chemicals and Dangerous Goods

Note: Hazard assessments are not required to be sent to Urban Utilities, but should be retained on job site.

4. Principal contractor (Work Health and Safety Regulation 2011)

If different to section 1, please provide contact details for the person in charge of construction at the site.

Company/entity name	First name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone no.	Email address	
<input type="text"/>	<input type="text"/>	

5. Property information

Please provide the property address for the location of the live works.

Property no.*	Street name*	Suburb*	Postcode*
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Lot no.	Plan no.	Location description	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

6. Water Approval information*

Please provide the Urban Utilities application or Water Approval number, if known (e.g. 19-PNT-12345).

Application number – Water

Application number – Wastewater

7. Description of live works*

Please provide a brief description of the live works (as relevant):

New infrastructure					Existing infrastructure
	QTY	Description	Size	Material	Connecting to (size and type)
Water		Main			
		Service			
		Meter			
Wastewater		Main			
		Service			
Other (please specify):					
<input type="text"/>					

8. Timing of works*

Proposed start date

Please note: *Minor works* audits should be booked with the endorsed consultant/engineer, and Urban Utilities advised of audit date and time in order to attend (final decision at Urban Utilities' discretion). *Major works* audits should be booked with the consulting engineer at a time and date agreed by Urban Utilities. Failure to arrange Urban Utilities inspection may result in requests for information or requests to expose works before issue of Connection Certificate. Costs associated with additional requests will be the responsibility of the applicant.

9. Shut plan and flow control plan requirements

Water – shut plans

Are you installing a 100mm or larger connection and/or hydrant?

No Proceed to sewer Yes A shut plan will be issued as part of your permit

Do you request to live tap these works?

No Yes Complete and attach the **Under Pressure Cut-In Connection (Live Tap) Application Form**. Your request will be evaluated as part of your permit. Hydrants will not be permitted as a live tap.

Sewer – flow control plans

Are you connecting into an existing unused stub/junction?

No Yes Proceed to Section 10 – Engineering consultant details

Are you connecting into an existing sewer larger than 225mm?

No Yes We will assess your flow control requirements and issue a plan with your permit (if required)

Have you identified the nearest upstream sewer pump station?

None identified Yes Pump station ID: We will assess your flow control requirements and issue a plan with your permit (if required).

Will there be any alteration to the benching?

No Yes We will assess your flow control requirements and issue a plan with your permit (if required).

Identify QUU Asset ID of the structure/line you are connecting to*

Sections 10 to 16 to be completed by the engineering consultant, *indicates mandatory information.

10. Engineering consultant details*

Company/entity name	First name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Position	Phone no.	Signature
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email address	RPEQ name (if different)	RPEQ No.
<input type="text"/>	<input type="text"/>	<input type="text"/>

11. Supporting information

Is the approved/endorsed design attached? No Yes Drawing no.

Are the connection details included on the drawing? No Yes

Is the locality plan shown on the drawing? No Yes

Do the connection details on the drawing match the description in Section 7 – Description of live works? No Yes

If No: Please review and amend accordingly, otherwise your Network Access Permit Application may be delayed or rejected.

12. Major works (see Network Access Permit Guidelines)

Is the commissioning plan attached? No Yes

Does the commissioning plan include the following:

Coded status of mains: No Yes Status of completion summary: No Yes Sequencing of works: No Yes

Scope of works plan based on QUU's GIS water and/or sewer network, including mark-ups of scope of works and a GIS reference point: No Yes

13. Under pressure cut-in connection (live tap)

If required, has the Under Pressure Cut-In Connection (Live Tap) Application form been attached? No Yes

14. Further information

Please provide any further information that may assist Urban Utilities in assessing this Network Access Permit application.

Note: for Major works please reference the specific designs relating to these live works.

15. Developer information*

Company/entity name	First name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Daytime phone no.	Mobile no.	Email address
<input type="text"/>	<input type="text"/>	<input type="text"/>

16. Acknowledgement

I have read this form and in signing this document agree to all terms and conditions. I hereby certify that all information provided is correct and complete and that I am a person duly authorised by the property owner to make the application*:

Signature (electronic signature acceptable)

Date

Attachment 1 – Terms and Conditions for Queensland Urban Utilities Network Access**Important note to applicants**

- Activities which may interfere with Urban Utilities' water and sewerage infrastructure are regulated by the *Water Supply Safety and Reliability Act 2008* (Qld). Generally, Queensland Urban Utilities' written consent is required prior to any interference.
- Urban Utilities' consent is not required for building work for a building or structure on a lot that contains, or is adjacent to a lot that contains Queensland Urban Utilities' sewer or water mains. ('Building work', 'building' and 'structure' are defined in the *Building Act 1975*(Qld)).
- In all other cases, Urban Utilities' written consent is required before undertaking any activities. A Network Access Permit constitutes such consent. Penalties apply for any interference done without written consent.
- Each completed Network Access Permit Application Form with all required documentation for a Network Access Permit must be lodged with Urban Utilities PRIOR to the proposed commencement date of any activities.

The following terms and conditions apply to all Network Access Permits:

- 1) The following words or expressions have the meanings set out below:
 - a. 'Law' includes legislation, regulations, industry codes and the requirements of any statutory body;
 - b. 'Personnel' means officers, employees, contractors, subcontractors, agents and invitees;
 - c. 'Urban Utilities Officer' means an Urban Utilities employee or officer, including any Urban Utilities Control Room or safety officer;
 - d. 'Urban Utilities' means the Central SEQ Distributor-Retailer Authority (trading as Urban Utilities);
 - e. 'Urban Utilities Infrastructure' means water and sewerage infrastructure owned or operated by Urban Utilities;
 - f. 'Work' means any work or activity performed by, for or on behalf of the applicant on or near Urban Utilities Infrastructure.
- 2) The issue or extension of a Network Access Permit is at Urban Utilities' sole discretion, and may be subject to additional conditions.
- 3) The applicant indemnifies Urban Utilities from any loss or damage arising from or in connection with any Work, and/or any liability Urban Utilities incurs because of any non-compliance by the applicant with a Law.
- 4) The applicant must give written notice to affected customers of any intended interruption or suspension of water or sewerage services relating to the works, at least 72 hours before the interruption or suspension. The notice must comply with Urban Utilities' public notification requirements.
- 5) The Urban Utilities Control Room must be notified by phone (07) 3856 7179 at the commencement and completion of each time period in which Work is carried out under a Network Access Permit.
- 6) The applicant must ensure all Personnel of the applicant:
 - a. are informed in writing of these terms and conditions prior to the performance of any Work; and
 - b. comply with these terms and conditions.
- 7) Where the applicant is not an individual, the applicant warrants that the person who signs a Network Access Permit has been duly authorised to do so on the applicant's behalf.
- 8) The applicant must confirm positive isolation of Urban Utilities Infrastructure prior to commencing or, where Work has been suspended or interrupted for any reason, resuming Work.
- 9) The applicant must, at its sole cost, comply with all workplace health and safety laws and Urban Utilities safety requirements at all times.
- 10) Once all Work ceases or is completed, the applicant must ensure that Urban Utilities Infrastructure and any area in which work has performed is reinstated to the condition it was in prior to the commencement of the Work.
- 11) The applicant is solely responsible for making all necessary searches and enquiries, including Dial Before You Dig prior to commencing any Work. The applicant agrees that Urban Utilities is not liable for any loss or damage relating to any failure to comply with this clause or any inaccuracy, error or omission in the results of such searches or enquiries.

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