

Application to work on the City's infrastructure

Council of the City of Gold Coast
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Please use BLOCK LETTERS and complete all details in full.

Site details			
Development name including stage, and full address		Lot and RP plan number	
OPW number (Medium and high risk works only)		MCU, ROL or BLD number (low risk works only)	
Applicant details			
Name			
Postal address			
Email address		Phone	
Contractor details (this must be the contractor performing the physical works)			
Company name		Contact Name	
Email Address		Phone	
Principal Contractor details (if applicable)			
Company name		Contact Name	
Email Address		Phone	
Owner details			
Name		Phone	
Email address			
<ul style="list-style-type: none"> All fees must be paid in full by the Applicant and received by the City as part of the application submission. Water service and water meter installations are subject to the <i>Plumbing and Drainage Act 2002, Water Supply (Safety and Reliability) Act 2008</i> and the Council of the City of Gold Coast (City) policies. Sewer property service disconnections are subject to the <i>Plumbing and Drainage Act 2002, Water Supply (Safety and Reliability) Act 2008</i> and the Council of the City of Gold Coast (City) policies. All works are subject to City of Gold Coast policies and Land Development Guidelines, and shall be constructed in accordance with the South East Queensland Design and Construction Codes. All construction material and equipment must be present on site prior to work commencing. All connection work must be inspected by a Water and Waste representative prior to backfill. Contractor to arrange inspection. If at any time during the connection work Water and Waste believe there is a risk posed to its network, the Contractor or the general public, authority to undertake the works will be revoked and the works will be completed by Water and Waste at the applicant's expense. Where network shutdowns are required or the work is completed outside normal work hours, all costs will be invoiced to the Applicant following completion of the works. Sewer connections must be approved and completed prior to water connections. <p style="text-align: center; color: red;">Any work shall NOT commence until written authorisation from Water and Waste has been issued in the form of a signed approval letter and associated conditions.</p>			

Are the works part of an OPW?

If the development incorporates an OPW component, then the applicant must fill in the OPW table below; note for OPW developments there may be low, medium or high risk works.

If the development does not have an OPW component then the applicant must fill in the Non-OPW table below; note the works may only be 'low risk' works.

Risk categories

The City has devised a risk based approach for all proposed work on the City's water and sewerage infrastructure in accordance with the Water and Sewerage Connections Policy. All proposed work will fall into one of 3 categories: low, medium, high.

Depending on the category of work, a different degree of support documentation is required to be submitted by the Applicant as part of the application. Please refer to cityofgoldcoast.com.au/connections for the Risk category table which details a list of possible work on the City's infrastructure and their category.

Please note, that depending on the category, the timeframe which the application may be approved in varies.

The applicant must tick which category their works for this application falls into and indicate the total number for each risk included in the application, and then complete the relevant section below according to category of work:

OPW:

<input type="checkbox"/>	Low risk work (Total no.)	<input type="checkbox"/>	Medium risk work (Total no.)	<input type="checkbox"/>	High risk work (Total no.)
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Non-OPW:

<input type="checkbox"/>	Low risk work (Total no.)
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NOTE: Please provide separate applications if you require approval at different times. E.g. plug and lays sewer connections can be approved at an early stage of the development but if the development also includes connections which will require acceptance testing prior to connection, these would be on a separate application.

The following information must be submitted with all applications:

- Copy of payment receipt.
- Water and Waste inductions (General, pump station and construction) for all persons involved with the works including all subcontractors (e.g. concrete corers, asbestos removalists, excavator drivers, pipe relining etc.).
- Latest approved drawings showing highlighted connection points
 - Low risk – plumbing and drainage hydraulic drawings or sketch
 - Medium risk – OPW drawings
 - High risk – OPW drawings.

I have read and understand / agree to the terms and conditions above.

Applicant's signature _____

Date ____/____/____

As Property Owner/Developer, I grant permission for my contractor to undertake the requested work including where applicable entering the property.

Owner's signature _____

Date ____/____/____

**Applications must be sent to applications@goldcoast.qld.gov.au
Do not send applications directly to other staff email addresses.**

For further information, contact City of Gold Coast, Customer Contact Centre on 1300 465 326 or 07 5582 8211

Collection Notice

Council of the City of Gold Coast (Council) is collecting your personal information in order to provide the services requested, perform associated Council functions and services, and to update and maintain Council's customer information records. Your information is handled in accordance with the Information Privacy Act (Qld) 2009 and may only be accessed by Councillors, Council employees and authorised contractors. Unless authorised or required by law, we will not provide your personal information to any other person or agency. For further information go to <http://www.goldcoast.qld.gov.au/privacy-81.html>. Council may also use your personal information in order to contact you to provide you with information regarding Council functions and services. If you do not wish to receive such information please opt out using the unsubscribe link in the communication material sent to you

Price listing (valid until 30/06/2021)

Water (potable / recycled A+)			Sewerage		
Low risk	Medium risk	High risk	Low risk	Medium risk	High risk
99285 \$271.90	99285 \$842.40	99285 \$1,626.30	99295 \$271.90	99295 \$842.40	99295 \$1,626.30

Office use only

Revenue number _____ Receipt number _____ Fees paid \$ _____ Date: ___/___/___
Fee master number _____ Officer name _____ Sundry debtor number _____

Part A - Low risk work category details

Connection number of (to be provided by person performing the work)	
Application reference number (refer to the Risk Category Table)	
Description	

Proposed timing for works			
Proposed date: (dd/mm/yyyy)	Start time:	Duration (in hours):	
Contractor information			
All Contractors undertaking low risk works must tick each item below to state they are satisfied that they comply with all the legislative and Water and Waste requirements to be able to perform the works safely and correctly. Refer to the Water and Sewerage Connections Policy for further information.			
<input type="checkbox"/>	WW inductions <ul style="list-style-type: none"> • General. • Construction sites. • Pump stations etc. 	<input type="checkbox"/>	Relevant specialised Licences/Tickets for all persons involved with the works including any subcontractors. E.g. <ul style="list-style-type: none"> • Asbestos removal. • Confined spaces. • Plumbers licence. • PE welding.
<input type="checkbox"/>	Safe Work Method Statements for all activities.	<input type="checkbox"/>	Insurances
<input type="checkbox"/>	Approved plumbing and drainage hydraulic drawings or sketch	<input type="checkbox"/>	Written approval from owner for any work in private property
<input type="checkbox"/>		<input type="checkbox"/>	Certified pipe laying course for the relevant pipe material

Construction methodology (to be provided by person performing the work) (Please attach additional pages as required)		
	Construction steps	Time to complete (minutes)
1		
2		
3		
4		
5		
6		
7		
8		

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Part B – Medium risk work category details

Connection of of	
(to be completed by person performing the work)	
Application reference number (refer to the Risk Category Table)	
Description	

Proposed timing for works			
Proposed date: (dd/mm/yyyy)	Start time:	Duration:	
Contractor information			
<p>All Contractors undertaking medium risk works must tick each item below to state they are satisfied that they comply with all the Legislative and Water and Waste requirements to be able to perform the works safely and correctly.</p> <p>Refer to the Water and Sewerage Connections Policy for further information.</p>			
<input type="checkbox"/>	WW inductions <ul style="list-style-type: none"> • General. • Construction sites. • Pump stations etc. 	<input type="checkbox"/>	Relevant specialised Licences/Tickets for all persons involved with the works including any subcontractors. E.g. <ul style="list-style-type: none"> • Asbestos removal. • Confined spaces. • Plumbers licence. • PE welding.
<input type="checkbox"/>	Safe Work Method Statements for all activities	<input type="checkbox"/>	Insurances
<input type="checkbox"/>	Approved plumbing and drainage hydraulic drawings or sketch	<input type="checkbox"/>	Written approval from owner for any work in private property
<input type="checkbox"/>		<input type="checkbox"/>	Certified pipe laying course for the relevant pipe material

Construction methodology		
(to be completed by person performing the work) (Please attach additional pages as required)		
	Construction steps	Time to complete (minutes)
1		
2		
3		
4		
5		
6		
7		
8		

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Part C – High risk work category details

Connection of of (to be completed by person performing the work)					
Application reference number (refer to the Risk Category Table)					
Description					
Contractor information All Contractors undertaking high risk works must tick each item below and provide a copy of the relevant documentation as part of the application. All documentation shall comply with current legislative and Water and Waste requirements to be able to perform the works safely and correctly. Refer to the Water and Sewerage Connections Policy for further information.					
<input type="checkbox"/>	WW inductions <ul style="list-style-type: none"> • General. • Construction sites. • Pump stations etc. 	<input type="checkbox"/>	Relevant specialised Licences/Tickets for all persons involved with the works including any subcontractors. E.g. <ul style="list-style-type: none"> • Asbestos removal. • Confined spaces. • Plumbers licence. • PE welding. 		
<input type="checkbox"/>	Safe Work Method Statements for all activities	<input type="checkbox"/>	Insurances (form and copy of certificates)	<input type="checkbox"/>	Certified pipe laying course for the relevant pipe material
<input type="checkbox"/>	Detailed construction methodology	<input type="checkbox"/>	Written approval from owner for any work in private property		
Additional notes:					
<ul style="list-style-type: none"> • Developer connection fees must be paid in full by the Applicant, prior to submitting an application. NOTE: All additional fees will be invoiced to the Applicant subject to the City of Gold Coast relevant policies. • Approval will be granted following review of the required documentation submitted as part of the application. All construction shall be completed by the Contractor as set-out in the final versions of the documentation. Failure to comply may result in the approval being revoked or construction stopped. • Connection work shall NOT commence until all connection requirements are met and written authorisation from Water and Waste has been issued in the form of a signed approval letter. OPW approval is not approval to work on the City's infrastructure. 					

High risk works checklist

Applicants must acknowledge that they have read and supplied all the required information for each item below by ticking each point and signing this page. Failure to comply will result in the application being rejected.

Support documentation which must be lodged with application	Tick
A copy of the Contractor's safe work method statements (SWMS) for each activity e.g., excavation, asbestos etc.	
A copy of the Developer connection methodology clearly detailing each connection.	
A copy of the completed Insurance requirements for connections to the City's water and sewerage network form.	
A copy of the relevant pipe laying training course.	
A copy of all specialised qualifications/tickets such as PE welding confined space, asbestos removal, etc., for all persons involved with the activity.	
Written approval from other parties such as neighbours where construction is within private property which is NOT the development land and/or road reserves (where applicable).	
All individuals involved with the connection construction must complete WW inductions prior to working on infrastructure owned by the City. To complete the inductions, please email GCWtraining@goldcoast.qld.gov.au for further information. A copy of all completed induction cards must be presented to the AA&H representative prior to commencement of the connection and must remain on site at all times during the work.	
Additional documentation to be lodged after application submitted but prior to connection approval	Tick
Sewer vacuum test results for gravity mains and structures (where applicable).	
Sewer pressure test results for sewer rising mains (where applicable).	
Sewer CCTV survey DVD and copy of report including inclination report (where applicable).	
Road closure approvals/permits for the relevant Traffic guidance scheme.	
Additional documentation which may be required to assist in processing the application.	
Additional notes	Tick
It is the Contractors responsibility to determine the actual location and material of the existing infrastructure (e.g. using DBYD and potholing) where each connection will be completed. This shall be done prior to the work methodology being written to ensure the correct equipment, materials and staff qualifications are listed correctly and available on site for the works. The City shall not be liable for any incorrect information.	
A pre-start meeting must be completed prior to applying for connection.	
Where work is within designated fire ant zones, the Contractor is responsible for complying with legislative requirements.	
Where work is within or near the G:LINK alignment, the Contractor is responsible for obtaining approval and complying with any G:LINK requirements.	
All construction must satisfactorily pass a water and sewerage pre-connection Inspection by City of Gold Coast prior to approval being granted for connection (where applicable).	

Applicant's signature _____