

Sub-meter Assessment Checklist

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

<p>1) Description of land</p> <p>The description must identify all land the subject of the application.</p> <p>The lot & plan details (eg. SP / RP) are shown on title documents or a rates notice.</p> <p>If the plan is not registered by title, provide previous lot and plan details.</p>	<p>Street address (Include number, street, suburb/locality & postcode)</p> <p>-----</p> <p style="text-align: right;">Postcode</p> <p>Lot & plan details (attach list if necessary)</p> <p>-----</p> <p>Local Government area</p> <p>City of Gold Coast</p>
<p>2) Related approvals</p> <p>Provide the application number of the approvals related to the work that is the subject of this application.</p>	<p>Development application number Building application number</p> <p>-----</p>
<p>3) Water service provider</p> <p>Details of the water service provider for the area, i.e. the party registered under the <i>Water Act 2000</i>, chapter 3, part 2, as the water service provider for retail water services for the premises.</p> <p>This is also the water service provider that provides information on the type of approved sub-meter to be installed and the preferred location for installation of the meters.</p> <p>'Sub-meters' is the common term used to describe individual water meters within multi-unit complexes; the term also differentiates from 'master meters' that measure the supply of water to a complex as a whole.</p>	<p>Name of Water Service Provider</p> <p>Water and Waste</p> <p>Contact person</p> <p>-----</p> <p>Phone number (<i>business</i>) Mobile number Fax number</p> <p>-----</p> <p>Email address</p> <p style="text-align: center;">@goldcoast.qld.gov.au</p> <p>Postal address</p> <p>-----</p> <p style="text-align: right;">Postcode</p>

<p>4) Responsible person</p> <p>Under the SPDR the responsible person means a person who:</p> <p>(i) is a licensed person for the work; and</p> <p>(ii) performs, directs the performance of, or supervises, the work.</p>	<p>Licensed Plumber for the development</p> <p>Name (in full) <input style="width: 100%;" type="text"/></p> <p>Company name if applicable <input style="width: 50%;" type="text"/> Contact person <input style="width: 50%;" type="text"/></p> <p>Phone no. <i>business hours</i> <input style="width: 20%;" type="text"/> Mobile no. <input style="width: 20%;" type="text"/> Fax no. <input style="width: 20%;" type="text"/></p> <p>Email address <input style="width: 100%;" type="text"/></p> <p>Postal address <input style="width: 100%;" type="text"/> ----- <input style="width: 100%; text-align: right;" type="text"/> Postcode</p> <p>Licence number <input style="width: 100%;" type="text"/></p>																								
<p>5) Plans / Compliance Permit</p> <p>Under section 14A of the <i>Standard Plumbing and Drainage Regulation 2003</i> (SPDR), If regulated work is to be performed on a building other than a building mentioned in subsection (2)(d), there must be a floor plan of the building showing the approximate location on the premises of each meter, and details of the specifications of each meter, for measuring the supply of water to any part of the premises</p> <p>Meterable premises are defined in the Queensland Plumbing and Wastewater Code.</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Water supply to all meterable premises identified? (e.g. lots in a community title scheme and common property)</td> <td style="width: 20%; text-align: right;">Yes / No</td> </tr> <tr> <td>Sole occupancy units in a class 2, 4, 5, 6, 7 or 8 building identified?</td> <td style="text-align: right;">Yes / No</td> </tr> <tr> <td>Sole occupancy units in a class 5 building identified or 1 sub-meter per floor?</td> <td style="text-align: right;">Yes / No</td> </tr> <tr> <td>Proof of consultation with the water service provider? (e.g. letter or certificate).</td> <td style="text-align: right;">Yes / No</td> </tr> <tr> <td>Description of the approved sub-meter, specifications and equipment included with it? (e.g. automatic reading equipment)</td> <td style="text-align: right;">Yes / No</td> </tr> <tr> <td>Location of sub-meters identified on plans?</td> <td style="text-align: right;">Yes / No</td> </tr> <tr> <td>Sub-meters located in the common area, common property or less than 3 metres from a public area?</td> <td style="text-align: right;">Yes / No</td> </tr> <tr> <td>Number of sub meters to be installed:</td> <td style="text-align: right;"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Number of physical lots:</td> <td style="text-align: right;"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td><input type="checkbox"/> Town houses</td> <td><input type="checkbox"/> Multi story office block</td> </tr> <tr> <td><input type="checkbox"/> Multi story unit</td> <td><input type="checkbox"/> Shopping complex</td> </tr> <tr> <td><input type="checkbox"/> Other (specify) _____</td> <td></td> </tr> </table>	Water supply to all meterable premises identified? (e.g. lots in a community title scheme and common property)	Yes / No	Sole occupancy units in a class 2, 4, 5, 6, 7 or 8 building identified?	Yes / No	Sole occupancy units in a class 5 building identified or 1 sub-meter per floor?	Yes / No	Proof of consultation with the water service provider? (e.g. letter or certificate).	Yes / No	Description of the approved sub-meter, specifications and equipment included with it? (e.g. automatic reading equipment)	Yes / No	Location of sub-meters identified on plans?	Yes / No	Sub-meters located in the common area, common property or less than 3 metres from a public area?	Yes / No	Number of sub meters to be installed:	<input style="width: 100%;" type="text"/>	Number of physical lots:	<input style="width: 100%;" type="text"/>	<input type="checkbox"/> Town houses	<input type="checkbox"/> Multi story office block	<input type="checkbox"/> Multi story unit	<input type="checkbox"/> Shopping complex	<input type="checkbox"/> Other (specify) _____	
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<p>6) Inspection / compliance assessment</p> <p>These key points are provided as a guide to inspecting / cross checking requirements for installation of sub-meters. Additional requirements may apply in certain circumstances. Complying valve is defined in the Queensland Plumbing and Wastewater Code.</p>	<p>Sub-meters installed in accordance with the approved plan? Yes / No</p> <p>As-constructed plans submitted noting location of sub-meters? Yes / No</p> <p>Have the approved sub-meters been installed? Yes / No</p> <p>Are the sub-meters installed correctly? Yes / No</p> <p>Sub-meters located in the common area, common property area or public area? Yes / No</p> <p>Are the sub meters easy to access for reading and maintenance? Yes / No</p> <p>Has a complying valve been provided? Yes / No</p> <p>Water meter numbers assigned to correct unit number? Yes / No</p> <p>Has the responsible person for installation of the sub-meter completed a Form 7? Yes / No</p>	<p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p> <p>Yes / No</p>
<p>7) Completion</p> <p>This checklist has been provided for use by local councils, plumbers, builders and developers. Certification that all the information supplied is true and correct.</p>	<p>Person completing the checklist</p> <p>Name <i>(in full)</i></p> <input data-bbox="499 813 1489 857" type="text"/> <p>Company name if applicable <input data-bbox="499 925 1018 969" type="text"/> Contact person <input data-bbox="1050 925 1489 969" type="text"/></p> <p>Phone number <i>(business)</i> <input data-bbox="499 1025 810 1070" type="text"/> Mobile number <input data-bbox="842 1025 1153 1070" type="text"/> Fax number <input data-bbox="1185 1025 1489 1070" type="text"/></p> <p>Email address <input data-bbox="499 1137 1489 1182" type="text"/></p> <p>Postal address <input data-bbox="499 1249 1489 1339" type="text"/></p> <p style="text-align: right;">Postcode</p> <p>I certify that all the information supplied is true and correct.</p> <p><input data-bbox="499 1462 882 1541" type="text"/> <input data-bbox="914 1462 1281 1541" type="text"/> <input data-bbox="1313 1462 1489 1541" type="text"/></p> <p>Name (in full) Signature Date</p>	

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.

Notes – use of columns: <u>Install date:</u> Date meter was installed Meter Reading on Installation Date (kL): Meter reading observed on date installed <u>Unit number:</u> Unit which the meter services Meter number: The serial number of the water meter Meter size (mm): The size of the meter Meter make: The make of the meter <u>Supply type:</u> Potable or Recycled meter or Fire <u>Location:</u> Physical location of meter (see key opposite for abbreviations)	Key abbreviations: <u>HSE - House</u> <u>UN - Unit</u> <u>THS - Townhouse</u> <u>FACT - Factory</u> <u>GYM - Gymnasium</u> <u>POOL - Pool Pump</u> <u>REST - Restaurant</u> <u>AMEN - Amenities</u> <u>OFF - Office</u>	Key abbreviations continued: <u>HWS - Hot Water System</u> <u>CT - Cooling Tower</u> <u>COM - Common</u> <u>BIN - Binwash</u> <u>OTH - Other</u> Location: <u>LVL - Floor Level</u> <u>EID - Enclosure ID</u>	Meter Make: <u>ELS – Elster</u> <u>RMC – Reliance</u> <u>ARAD OCT – ARAD Octave</u> <u>ARAD WST - ARAD Woltman Silver Turbo</u> <u>SIE – Siemens</u> Supply Type: <u>POT - Potable</u> <u>REC - Recycled</u> <u>Fire - Fire</u>
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PLUMBER TO COMPLETE								OFFICE USE ONLY							
Site address & meter installation details								City of Gold Coast							
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Completed by: (private plumber)	Name		Signature		Date	
Inspected by (Council Representative)	Name		Signature		Date	

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