## Procedure

### 4.07.1 Council responsibility - water supply and metering

<table>
<thead>
<tr>
<th>Department</th>
<th>Transport and Utilities Group</th>
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<tbody>
<tr>
<td><strong>Responsible Officer</strong></td>
<td>Manager │ Water and Sewerage Services</td>
</tr>
</tbody>
</table>

### Scope

This procedure applies to all properties connected or eligible to be connected to Bega Valley Shire Council’s reticulated water supply.

### Purpose

This document has been prepared to provide clarity for property owners regarding responsibility for water connection installations.

### Definitions

- **Backflow**
  The unplanned reversal of flow of water or mixtures of water and contaminants into the reticulated water supply system.

- **Backflow Prevention Device**
  A device used to protect a water supply by preventing water from a property flowing back into the potable water supply.

- **Connection**
  Means a connection to Council’s potable water supply.

- **DSP for Water Supply**
  Current Development Servicing Plan – Water Supply. Defines the current water supply areas.

- **Potable**
  Safe to drink.

- **Point of Supply**
  The point on the water pipe leading from the water main to the premises, which marks the boundary of responsibility between the customer and Council (usually the water meter)

- **Pressure reducing valve**
  A control valve to reduce the pressure of water supplied to a property.

- **Service Pipe**
  The section of water pipe between a water main and the point of supply.

- **Water main**
  A pipe owned by Council that conveys potable water.

- **Water meter**
  A device connected to a property used to measure the amount of water consumed.
Background

Properties eligible to connect to the reticulated water supply must be located within the service areas defined by the current Development Servicing Plan.

Council is responsible for operation, maintenance and replacement of all reticulation assets up to and including the water meter.

All assets including pipes, pressure reducing valves and backflow prevention devices located after the meter are the responsibility of the property owner.

Application for Connection

- In urban areas water meters shall be located just inside the property boundary. Where this is not feasible water meters shall be located as close as possible to the water main.
- In non-urban areas water meters shall be located as close as possible to the water main to minimise the length of service line for which Council is responsible.
- If the property plumbing system has potential to cross connect with other water sources, a Council approved system of backflow prevention must be provided by the property owner to prevent backflow through the water meter into Council’s water main.
- Water meter upsizing will be considered on receipt of a written application. Applications for upsizing will be considered based on water availability, quality, flow, pressure and other hydraulic considerations. Water meter upsizing on trunk water supplies will not be considered.
- Water meter downsizing will be considered on receipt of a written application inclusive of a report detailing typical flow requirements, fire flow requirements and other hydraulic factors. The report shall be undertaken by a Certified Practicing Hydraulics Engineer. Reports completed by plumbing contractors will not be considered.
- Additional water meter installations will only be considered as part of subdivision, dual occupancy or other development proposals and in these circumstances, Section 64 development contributions may be applicable. Where additional water supply capacity is required, then water meter upsizing may be considered.

Council Responsibility

Council is responsible for:

- Installation, maintenance and replacement of all plumbing componentry up to the outlet of the water meter.
- Connection of the meter to Council’s water supply.
- Reading of meters and billing.
- Periodic testing of meters.

Property Owner Responsibility

The property owner is responsible for:

- Installation, maintenance and replacement of pipework and fittings located after the water meter.
• Providing access to the water meter.
• Not tampering with the meter or its reading.
• Notifying Council if the water meter is damaged or leaking.
• Where Council has installed a PRV, its future maintenance and replacement is the responsibility of the property owner.

Costs
Customers are responsible for the following costs in accordance with adopted Fees and Charges:
• Water meter connection charges
• Section 64 charges
• Access and usage charges
• Testing of water meters (payment will be reimbursed if meter is proven faulty).
• Flow and pressure testing charges
• Damage to the water meter(s) caused by negligence
• Installation, maintenance and replacement costs associated with pipework or fittings downstream of the water meter.

Procedures, guidelines and supporting documents
4.01.2 Asset damage, restoration charges policy
4.07.5 Water supply & sewerage Section 64 charges
Application for water connection form
Current fees and charges
Current Development Servicing Plan – Water Supply
Water meter downsizing application form
Water meter relocation application form
Water meter upsizing application form
Water meter testing application form