



INFORMATION BULLETIN

Process for Disconnection of Water & Sewerage Services

Issue Date	17/06/2020	ISSUE ECI011
Department	Engineering and Commercial Infrastructure	
Program	Water Network	
Issuer Position	Inspection Coordinator	

1 Purpose of this Information Bulletin

To advise clients of the process for the disconnection of sanitary drains, sewerage and water supply services for residential and non-residential sites as well as sites with on-site sewerage systems.

2 Background

This document outlines the processes required for disconnecting all Classes of Building and non-sewered sites.

Water and sewerage services at all properties must be disconnected by a licensed plumber and drainer prior to the commencement of any demolition or relocation works.

The following three categories outline the processes applicable to their following Building Class:

Category	Building Class
Category One	Class 1 and Class 10
Category Two	Class 2, 3, 4, 5, 6, 7, 8 and 9
Category Three	Any site or building with an on-site sewerage facility, e.g. septic tank.

3 Category One Details

Prior to commencement of any works associated with the removal or demolition of a Class 1 or 10 building, the property owner or contractor must first have the sewerage and water supply services to the property disconnected and capped in accordance with the *Plumbing and Drainage Act 2018 QLD (PDA 2018)* and the *Plumbing and Drainage Regulation 2019 QLD (PDR 2019)*.

Water Supply:

If the water service is to remain in place, a licensed plumber must disconnect the water supply immediately downstream from the water meter assembly. This type of plumbing work is considered as Minor Work (Schedule 2 – PDR 2019), which is self-assessable by the licensed plumber.

If the water service is no longer required, the service must be disconnected at the water main and the water meter and meter assembly removed. Such work can only be carried out by Mackay Regional Council as per the *Water Supply (Safety and Reliability) Act 2008 (WSSR 2008)*.

For requests to disconnect water services, the form “Application for Sewer/Water Service Disconnection” must be completed and submitted along with the applicable fee.

Sewerage Service:

If the sewerage service is no longer required, the jump up must be disconnected and sealed by Mackay Regional Council. For requests to disconnect sewerage services, the form “Application for Sewer/Water Service Disconnection” must be completed and submitted along with the applicable fee.

If the sewerage service is to be retained for future use, the house drain can be disconnected and sealed upstream from the connection point to the infrastructure by a licensed plumber and drainer. This type of plumbing and drainage work is considered as Notifiable Work (Form 4) (Schedule 1 – PDR 2019), where the licensed plumber and drainer must submit a Form 4 upon completion of the works to the Queensland Building and Construction Commission (QBCC) with a copy of the As Constructed details of the disconnection. The Form 4 is also subject to a lodgement fee to the QBCC. Mackay Regional Council may conduct an audit inspection of the works on the Form 4 however there are no costs associated with this inspection.

Legislation	Penalties for Non-Compliance
WSSR Act 2008 - Section 191- Connecting to or disconnecting from service provider’s infrastructure without approval.	Maximum penalty – 1,000 penalty units / PIN – 5 penalty units
WSSR Act 2008 - Section 192 –Interfering with service provider’s infrastructure.	Maximum penalty – 1,000 penalty units / PIN – 5 penalty units

4 Category Two Details

Prior to commencement of any works associated with the removal or demolition of a Class 2 - 9 building, the property owner or contractor must first have the sewerage and water supply services to the property disconnected and capped in accordance with the *Plumbing and Drainage Act 2018 QLD (PDA 2018)* and the *Plumbing and Drainage Regulation 2019 QLD (PDR 2019)*.

Water Supply:

If the water service is to remain in place, a licensed plumber must disconnect the water supply immediately downstream from the water meter assembly. This type of plumbing and drainage work is considered as Notifiable Work (Form 4) (Schedule 1 – PDR 2019), where the licensed plumber and drainer must submit a Form 4 upon completion of the works to the Queensland Building and Construction Commission (QBCC) with a copy of the As Constructed details of the disconnection. The Form 4 is also subject to a lodgement fee to the QBCC. Mackay Regional Council may conduct an audit inspection of works on the Form 4 however there are no costs associated with this inspection.

If the water service is no longer required, the service must be disconnected at the water main and the water meter and meter assembly removed. Such work can only be carried out by Mackay Regional Council. For requests to disconnect water services, the form “Application for Sewer/Water Service Disconnection” must be completed and submitted along with the applicable fee.

Sewerage Service:

If the sewerage service is no longer required, the jump up must be disconnected and sealed by Mackay Regional Council. For requests to disconnect sewerage services, the form "Application for Sewer/Water Service Disconnection" must be completed and submitted along with the applicable fee.

If the sewerage service is to be retained for future use, the house drain can be disconnected and sealed upstream from the connection point to the infrastructure by a licensed plumber and drainer. This type of plumbing and drainage work is considered as Permit Work (Form 1) in accordance with the PDA 2018 and PDR 2019 therefore a Form 1 must be submitted to Mackay Regional Council, with proposal plans, relevant supporting documentation and the prescribed fee before Permit will be issued to allow the works to commence. Council will then complete the mandatory inspections before issuing a Final Certificate upon successful completion of the works.

Legislation	Penalties for Non-Compliance
WSSR Act 2008 - Section 191- Connecting to or disconnecting from service provider's infrastructure without approval.	Maximum penalty – 1,000 penalty units / PIN – 5 penalty units
WSSR Act 2008 - Section 192 – Interfering with service provider's infrastructure.	Maximum penalty – 1,000 penalty units / PIN – 5 penalty units

5 Category Three Details

Prior to commencement of any works associated with the removal or demolition of any class of building, the property owner or contractor must first have the on-site sewerage system and water supply services to the building disconnected and capped in accordance with the *Plumbing and Drainage Act 2018 (PDA 2018)* and the *Plumbing and Drainage Regulation 2019 (PDR 2019)*.

If the on-site sewerage system is no longer required, the system must be pumped out by a licensed liquid waste transporter and transported to a legal point of discharge, dismantled/demolished and backfilled with an approved material. This type of plumbing and drainage work is considered as Permit Work (Form 1) in accordance with the PDA 2018 and PDR 2019 therefore a Form 1 must be submitted to Mackay Regional Council, with proposal plans, relevant supporting documentation and the prescribed fee before Permit will be issued to allow the works to commence. Council will then complete the mandatory inspections before issuing a Final Certificate upon successful completion of the works.

If the on-site sewerage system is to be retained for future use, the house drain must be disconnected and sealed immediately upstream from the treatment facility. The on-site sewerage system would then have to be approved for re-use by a suitably qualified person (e.g. Geotechnical Engineer) before an application is submitted, seeking approval for its re- use.

Legislation	Penalties for Non-Compliance
PDA 2018 – Section 66 – Permit required for permit work	Maximum penalty – 250 penalty units / PIN – 5 penalty units

4 Relevant legislation

*Plumbing and Drainage Act 2018 QLD; and
Plumbing and Drainage Regulation 2019 (PDR 2019)*

5 Date of Effect

3rd March 2017

6 Enquiries

Please direct enquiries concerning this information bulletin to the Inspection Coordinator, Business Services ECI program of Mackay Regional Council by via one of the below contact methods:

1300 MACKAY (622 529) or
council@mackay.qld.gov.au