

SUB-METERING POLICY (MANAGEMENT DIRECTIVE)

1 Scope:

This policy applies to the installation, ownership and maintenance of metered connections to new multi-unit complexes.

2 Purpose:

To provide a framework for FRW employees and consumers/customers for sub-metering of individual lots/units within new and existing complexes to ensure the QPW Code is effectively implemented.

3 Related Documents:

Primary

Plumbing and Drainage Act 2002

Secondary

Body Corporate and Community Management Act 1997

Building Act 1975

Building Regulation 2006

Public Health Act 2005

Plumbing and Drainage Regulation 2003

Sustainable Planning Act 2009

Water Efficiency Labeling and Standards Act 2005

Water Supply (Safety & Reliability) Act 2008

Australian and New Zealand Design Standards

Australian Technical Specifications

Building Code of Australia

Installation of Sub-Meters Application Form

Plumbing Code of Australia

Queensland Plumbing and Wastewater Code

Sub-Metering Guideline

4 Definitions:

To assist in interpretation, the following definitions apply:

Body Corporate	An entity created under section 30 of the <i>Body Corporate and Community Management Act 1997</i> . The members of the body corporate for a community title scheme are the owners of all lots included in the scheme. The purpose of the body corporate is to manage common property.
Common Property	As per section 10 of the <i>Body Corporate and Community Management Act 1997</i> : Freehold land forming part of the scheme land but not forming

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	part of a lot included in the scheme.
CTS	Community Title Scheme As per section 10 of the <i>Body Corporate and Community Management Act 1997</i> : (a) A single community management statement recorded by the registrar identifying land (the scheme land); and (b) The scheme land.
Complex	Includes community titles schemes and multi sole occupancy units classified under the Building Code of Australia under Class 2, 4, 5, 6, 7 or 8 building and each storey of a Class 5.
Connectivity Inspection	A verification process in which each sub-meter is matched with its respective unit. The aim of this inspection is to ensure that each unit in a given complex is supplied through one sub-meter only and to make sure that the respective sub-meter is marked clearly with the number/description of that unit.
Developer	As per Schedule 6 of the <i>Body Corporate and Community Management Act 1997</i> : The original owner or other person responsible for developing the scheme.
Existing Complex	Any complex approved prior to 1 January 2008.
FRW	Fitzroy River Water A commercial business unit of Rockhampton Regional Council responsible for operating and maintaining water and sewerage assets throughout the Region.
Lot	<i>As per section 10 of the Sustainable Planning Act 2009</i> : (a) A lot under the <i>Land Title Act 1994</i> ; or (b) A separate, distinct parcel of land for which an interest is recorded in a register under the <i>Land Act 1994</i> ; or (c) Common property for a community titles scheme under the <i>Body Corporate and Community Management Act 1997</i> ; or (d) A lot or common property to which the <i>Building Units and Group Titles Act 1980</i> continues to apply; or (e) A community or precinct thoroughfare under the <i>Mixed Use Development Act 1993</i> ; or (f) A primary or secondary thoroughfare under the <i>Integrated Resort Development Act 1987</i> or the <i>Sanctuary Cove Resort Act 1985</i> .
New Complex	Any complex approved after 1 January 2008.
QPW Code	Queensland Plumbing and Wastewater Code
Scheme Land	As per section 10 of the <i>Body Corporate and Community Management Act 1997</i> : Land may be identified as scheme land only if it consists of – (a) 2 or more lots; and (b) Other land (the common property for the community title scheme) that is not included in a lot mentioned in paragraph (a).
Sole Occupancy Unit	A room or other part of the building for occupation by one or a joint owner, lessee, tenant, or other occupier. This could be a dwelling, a room or a suite of associated rooms in a building classified under the Building Code of Australia as a Class 2, 4, 5, 6, 7 or 8 building. A sole occupancy unit also includes any part of the building that is common area or common property.
Sub-Meter	A term used to describe individual water meters within multi-unit complexes.
Sub-Metering	The installation of individual water meters to measure water consumption to individual houses, units, flats or apartments that

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	form part of a complex.
Unit	A house, flat, commercial or workspace, or an apartment within a complex.
Water Meter	As per the <i>Plumbing and Drainage Act 2002</i> : A device, including equipment related to the device, for measuring the volume of water supplied to premises. For example: a pulse meter or an automatic meter reader and associated technology, or similar devices.

5 Policy Statement:

Complexes that meet the below criteria and draw a water supply from FRW must have sub-meters installed:

- Each lot/unit within a CTS, including the common property;
- The sole occupancy unit of a Class 2, 4, 5, 6, 7 and 8 building in a water service provider's area; and
- Each storey of a Class 5 building in a water service provider's area where the building consists of more than one storey and sole occupancy units are not identified at the time of the building's plumbing compliance assessment.

Existing complexes are exempt from the provisions of this policy, as it is accepted that it may be impractical to sub-meter all lots/units in existing complexes. It is optional whether an existing complex elects to install sub-meters; however, should they elect to do so, all associated costs will be the responsibility of the owner and the relevant conditions of this policy will apply.

5.1 Application Process

An Installation of Sub-Meters Application Form must be completed and approved, as outlined in the Sub-Metering Guidelines and Specifications.

5.2 Installation of Sub-Meters

The developer is responsible for the installation of sub-meters, including the supply of all equipment and materials. If FRW is to read the sub-meters, FRW will conduct a connectivity inspection, and ensure the installation meets FRW's requirements and be certified accordingly.

5.3 Ownership and Maintenance of Sub-Meters

Once FRW has certified the installation of the sub-meters, FRW will assume ownership of the sub-meters and any attached equipment.

However, the developer will be responsible for any defects in the materials, equipment or maintenance for a period of 12 months after the date of certification. FRW will be responsible for the reading and testing of the sub-meters during this defects liability period.

FRW may also elect to replace sub-meters at any reasonable time at no charge to the developer, body corporate, occupant or owner, provided replacement is not required as a result of action or inaction by the developer, body corporate, occupant or owner. The body corporate or owner of the complex will be advised prior to any such replacement.

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5.4 Billing

FRW will charge the owner for the water supplied through each sub-meter and will charge the body corporate of the complex for any water used in the common property in accordance with its current billing policy.

6 Review Timelines:

This policy will be reviewed when any of the following occur:

- 6.1. The related information is amended or replaced; or
- 6.2. Other circumstances as determined from time to time by the Council.

7 Responsibilities:

Sponsor	Chief Executive Officer
Business Owner	General Manager Regional Services
Policy Owner	Manager Fitzroy River Water
Policy Quality Control	Corporate Improvement and Strategy

EVAN PARDON
CHIEF EXECUTIVE OFFICER

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