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| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | **Updated As-Constructed Package Certification Form** | | | |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | **[Understand the Water Approval Process](https://www.vision6.com.au/ch/63898/1b2wh/2214953/k3cBPzYPlg6V.enMGHJb6kakmfzBnFTFwgJoQpz_.html)** |   As of 18 October 2022 there is an updated As-Constructed Package Certification form to be submitted with your As-Constructed Package. Instead of making documentation declarations on the form you are now required to do that in the portal. The new form now acts as a guide to indicate what documentation and deliverables are required and also what document category they should be uploaded as in the portal.  No changes have been made to requirements being lodged, we have just updated the form to align with system improvements. The previous form can still be used until 31 January 2023, when only the new form will be accepted. | | | | | |
| |  | | --- | | [Access the Form](https://urbanutilities.com.au/development/help-and-advice/development-forms) | |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | **Alteration/Re-use Application Management** | | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | Occasionally an Alteration application for ‘Re-use’ can ‘stall’ in the Construction stage in the portal. If you have completed the Assessment stage, no construction or repairs are required, and the application is holding at the Construction stage in the portal for no apparent reason, send an email to: [development.compliance@urbanutilities.com.au](mailto:development.compliance@urbanutilities.com.au) with relevant information and your request, may assist us in progressing the application to the Ascon Submittal stage.  System enhancements, in the form of phased releases, will continue to be made to the new Developer Services Portal over the next 18 months with intention to improve this process included.  Note: You still need to submit an As-Constructed Package for an Alteration/Re-use Water Approval. If the application is for multiple services, and only one is Alteration/Re-use, you still need to complete the Construction details and register your work dates with [development.audit@urbanutilities.com.au](mailto:development.audit@urbanutilities.com.au) | | | | | |
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| |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | **Removing Existing Water Meters – What To Do** | | | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | |  |  |  |  | | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | | |  | | --- | | When removing existing Water Meters from a property the first and most important thing to do is record the Water Meter details. This includes the **Serial Number** and **Meter Reading** along with the meter size and which lot/property it was servicing. This information must be added to a Water Meter form and submitted as part of the Certified As-Constructed package, to update our billing system.  Removed Water Meters do not need to be returned to Urban Utilities. However please dispose of Water Meters so they can’t accidentally be re-used. An environmentally friendly disposal method is via a metal recycler, where you can be paid for those valuable metals within the meter. | | | | | | | | |
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| |  | | --- | | **Queensland WaterAid Golf Day (sent on behalf of WaterAid)** | |
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