

	CENTRAL HIGHLANDS REGIONAL COUNCIL POLICY	
	Water Sub-metering for Community Title Schemes	POLICY REF NO CHRCP: 0070

1.0 Policy Purpose

- 1.1 The purpose of this policy is to ensure customer equity and parity in regard to water sub-metering and billing arrangements for Community Titles Schemes.
- 1.2 This policy applies to water consumption billing for properties within a Community Titles Scheme.

2.0 Policy Statement

- 2.1 Council has two arrangements available for Community Titles Schemes based on the installation of sub-meters meeting council’s requirements.

2.1.1 Scenario One

- a) In the case of existing Community Title Schemes, where sub-meters are not installed, council will provide individual accounts to each Lot Owner for a share of the total charge payable for the water supplied to the Scheme Land, based on the contributions for each lot.

The Body Corporate may, by agreement with Council, take on liability for each Lot Owner within the scheme for the water supplied to the whole of the Scheme Land. In such cases, council will provide the account to the Body Corporate for the total charge payable for the water supplied to the Scheme Land.

2.1.2 Scenario Two

- a) In the case of new community titles schemes or where sub-meters are installed, council will provide individual water accounts to each Lot Owner within the scheme based on usage registered on the sub-meter installed to the lot where:
 - all lots within the scheme have a sub-meter.
 - all Common Property water use must be sub-metered;
 - the sub-meters are installed in compliance with Queensland plumbing and drainage legislation, Australian & Queensland plumbing standards and codes;
 - the sub-meters are accessible to read;
 - the ownership of the sub-meters and if applicable, Automated Meter Reading (AMR) technology has been accepted by council;
 - The Body Corporate retains maintenance responsibilities of all plumbing from the Master metre to and after sub-meters; and
 - the Body Corporate accepts liability for water consumption supplied to the common property defined as common property water consumption.

A summary of the standard billing arrangements and requirements for a Water Charges Agreement under each scenario are provided in the following table:

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Scenario	Water and wastewater service charges	Volumetric consumption charges	Water Charges Agreement Required
1	Charged to the individual lot owner or Body Corporate	Charged to the individual lot owner based on contribution schedule or alternatively charged to the Body Corporate, if agreed with council	Yes
2	Charged to the individual lot owner	Charged to the individual lot owner based on usage registered on the sub- meter Common property consumption charged to Body Corporate	No

3.0 Body Corporate Water Charges Agreements

3.1 In the case of **Scenario 1** the Body Corporate must submit a written request to council to establish the relevant billing arrangement. Where approval is granted, council will provide a written response outlining the agreement conditions based on the relevant scenario.

4.0 Definitions

TERM	DEFINITION
Accessible	for water sub-meter reading purposes, means sub-meters must be located in a public access area. The sub-meters must not be obscured by vehicle movement, overgrown vegetation and be free from all other forms of obstruction (i.e. Security access).
Automatic Meter Reading (AMR)	technology describes a method of reading water meters other than by visual inspection of the meter face. A generic term for all systems with this capability.
Body Corporate	is an entity created under the <i>Body Corporate and Community Management Act 1997</i> . The members of the Body Corporate for a community titles scheme are the owners of all the units/lots included in the scheme.
CEO	refers to Chief Executive Officer
Council	refers to Central Highlands Regional Council
Common property	for a community titles scheme is freehold land forming part of the scheme land, but not forming part of a lot included in the scheme.
Common Property Water Consumption	is the consumption attributable to Sub-meters supplying the common property area.

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Community Titles Scheme	means a scheme registered in accordance with the <i>Body Corporate and Community Management Act 1997</i> in relation to certain freehold land. A community titles scheme is established by: <ul style="list-style-type: none"> • The registration, under the <i>Land Title Act 1994</i>, of a plan of subdivision for identifying the scheme land for the scheme; and • The recording by the registrar of the first community management statement for the scheme
Existing community titles scheme	describes any development which received plumbing approval before 1 January 2008.
Lot owner	being the owner of a house, unit, apartment or vacant lot within the scheme land.
Master meter	is the meter installed at the point of connection for the community titles scheme land to the Council main and is up stream of all sub-meters and used to measure the water supplied to the whole of the scheme land.
New community titles scheme	describes any development which received plumbing approval after 1 January 2008.
Scheme Land	means the land identified in the plan of subdivision registered under <i>the Land Title Act 1994</i> in relation to a community titles scheme.
Sub-meter	measures the water supplied to an individual lot, common property or part of the common property within the scheme. This can be contrasted to the Master meter which measures the water supplied to the whole of the scheme land.
Sub-metering	is the installation of individual water meters to measure water consumption to individual lots within either an existing or new community titles scheme.
Water Meter	describes a device, for measuring the volume of water supplied to a premise.

Strategic Link	<i>Body Corporate and Community Management Act 1997 (Qld)</i> <i>Local Government Act 2009 (Qld)</i> <i>Local Government Regulation 2012 (Qld)</i> <i>Plumbing and Drainage Act 2018 (Qld)</i> Plumbing and Drainage Regulation 2019 (Qld) Central Highlands Regional Council Revenue Policy Queensland Plumbing and Wastewater Code <i>Land Title Act 1994 (Qld)</i>
Category	Water Connection
Lead Business Unit	Water Business Unit
Public Consultation	No
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Document Number	1118540
Record Keeping	ECM, council website, Vine
Related Documents	Water Supply (Domestic Use Only) for Sapphire and Rubyvale Mining Claims/Leases Procedure

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