

# Notice of Intent to Permanently Stop Supply

Section 230 of the Water Supply (Safety and Reliability) Act 2008



Queensland  
Government

**Important information for applicants** – Information requested in this form is required to give the regulator notice of the proposed permanent stoppage of supply of recycled water under a recycled water scheme and will be assessed in accordance with the *Water Supply (Safety and Reliability) Act 2008* ('the Act') and relevant subordinate legislation and guidelines. Before submitting this application, applicants should understand the requirements of the Act and associated subordinate legislation and guidelines.

For declared critical recycled water schemes, this approved form must be given to the regulator in circumstances where there is no other entity willing to take over the operation of all or part of the scheme to ensure the continued production and supply of recycled water under the scheme.

The approved form *Notice of Having Permanently Stopped Supply* is to be used for giving the regulator notice of the day on which supply of recycled water stopped.

**Privacy notice** – Personal information on this form is being collected for the purpose of assessing your notice of intent to permanently stop supply under s230 of the *Water Supply (Safety and Reliability) Act 2008*. Your personal information will not be otherwise disclosed to any other parties without your consent unless authorised or required by law, such as under the *Right to Information Act 2009* or the *Evidence Act 1977*.

## SECTION 1 – Relevant entity details

Scheme Manager     Recycled water provider     Declared entity

Please record details of the relevant entity below

Name of organisation	ABN	ACN	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Registered/business physical address	City/Town	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mailing address (if different from above)	City/Town	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone number	Mobile number		
<input type="text"/>	<input type="text"/>		
Email address	<input type="text"/>		

### Principal contact

Nominated contact officer (including title)	Position	
<input type="text"/>	<input type="text"/>	
Phone number	Mobile number	
<input type="text"/>	<input type="text"/>	
Email address	<input type="text"/>	

## SECTION 2 – Scheme details

Please provide details of the recycled water scheme

Name of recycled water scheme	Scheme reference number
<input type="text"/>	<input type="text"/>
Street address	Postcode
<input type="text"/>	<input type="text"/>

## SECTION 3 – Scheme classification

Select the recycled water scheme classification.

Critical recycled water scheme

Non- critical recycled water scheme

**Important:** the relevant entity for a critical recycled water scheme must give the regulator notice of the proposed stoppage **at least 60 days** before supply of the recycled water is stopped, unless the relevant entity has a reasonable excuse for not giving the notice.

OR

**Important:** the recycled water provider must give the regulator notice of the proposed stoppage **at least 30 days** before supply of the recycled water is stopped, unless the recycled water has a reasonable excuse for not giving the notice.

**Note:** There is a minimum penalty for failing to give the regulator notice within the required timeframes, unless there is a reasonable excuse. Longer timeframes apply for critical recycled water schemes to enable the regulator to consider the potential need to take action to ensure continuity of operation of a critical recycled water scheme.

## SECTION 4 – Scheme manager advice (for multiple-entity recycled water schemes only)

If part of a critical recycled water scheme, has the scheme manager been advised of the intended permanent stoppage?

No  Yes

Date (dd/mm/yyyy)

If yes, what date was notification given to the scheme manager?

## SECTION 5 – Proposed stoppage date

Date (dd/mm/yyyy)

State the proposed stoppage date of the recycled water scheme here:

**Note:** If the recycled water scheme continues supplying recycled water after the above proposed stoppage date, this notice will cease to have effect as a notice given by the entity under section 230 (2) or (4) of the *Water Supply (Safety and Reliability) Act 2008*. You will be required to comply with the approved recycled water management plan, or if applicable, exemption.

## SECTION 6 – Reasons for permanently stopping supply

**All schemes** should detail the reasons for permanently stopping supply and record them in this section. Additional information may be attached if required.

For **critical recycled water schemes**, a closing stage report should be supplied to the regulator. The purpose of the report is to advise the regulator of any outstanding issues that may arise due to all or part of the recycled water scheme stopping supply. This information is necessary should the regulator need to appoint an entity to operate all or apart of the critical recycled water scheme. The recycled water scheme closing stage report should include the following information:

- A list of entities previously approached who declined to take over the operation of all or part of the recycled water scheme.
- A list of users including contractual obligations.
- A summary of the impact/s of permanently stopping supply of recycled water.
- A year to date report on all section 270 breaches, audits and internal reviews since the last annual report was submitted.
- If part of the recycled water scheme is to permanently stop supply, provide an indication of the remaining capacity of the recycled water scheme as a whole to maintain the critical supply.
- Provide an indication of the plans for the infrastructure, for example, decommissioned, 'mothballed', disassembled or demolished.

**Note:** When considering and preparing the information for section 6, please keep in mind the timeframes specified in section 3 of this form.

**Note:** The regulator may request additional information to support the application. Any additional information may be required to be verified by a statutory declaration.

Has a closing stage report for the critical recycled water scheme been attached to this form?  Yes  No

## SECTION 7 – Relevant documents

	Document Name – Example (Scheme Name) Recycled Water Management Plan
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	

*(If space provided is insufficient, additional information may be attached)*

## SECTION 8 – DECLARATION

Please read the following carefully before signing:

I declare and warrant that –

- I am authorised to provide the information included in this form (and attachments) and make this declaration.
- The information I have provided in this form (including information submitted as part of this notice) is true and correct to the best of my knowledge.
- I understand that it can be an offence under the Act to state anything in this form or provide material that is false or misleading.
- I understand the privacy notice in this form and I consent to the collection, use and disclosure of my personal information in the manner described in that notice.

Name

Organisation

Position

Email address

Phone number

Mobile number

Date

Signature

Complete and sign this form, attaching all relevant materials, and send to:

Email address: [drinkingwater.reporting@rdmw.qld.gov.au](mailto:drinkingwater.reporting@rdmw.qld.gov.au)