

Central Coast Council

Building in Proximity to Water and Sewer Assets Policy



Date Adopted: 22/07/2025

Revision: 2

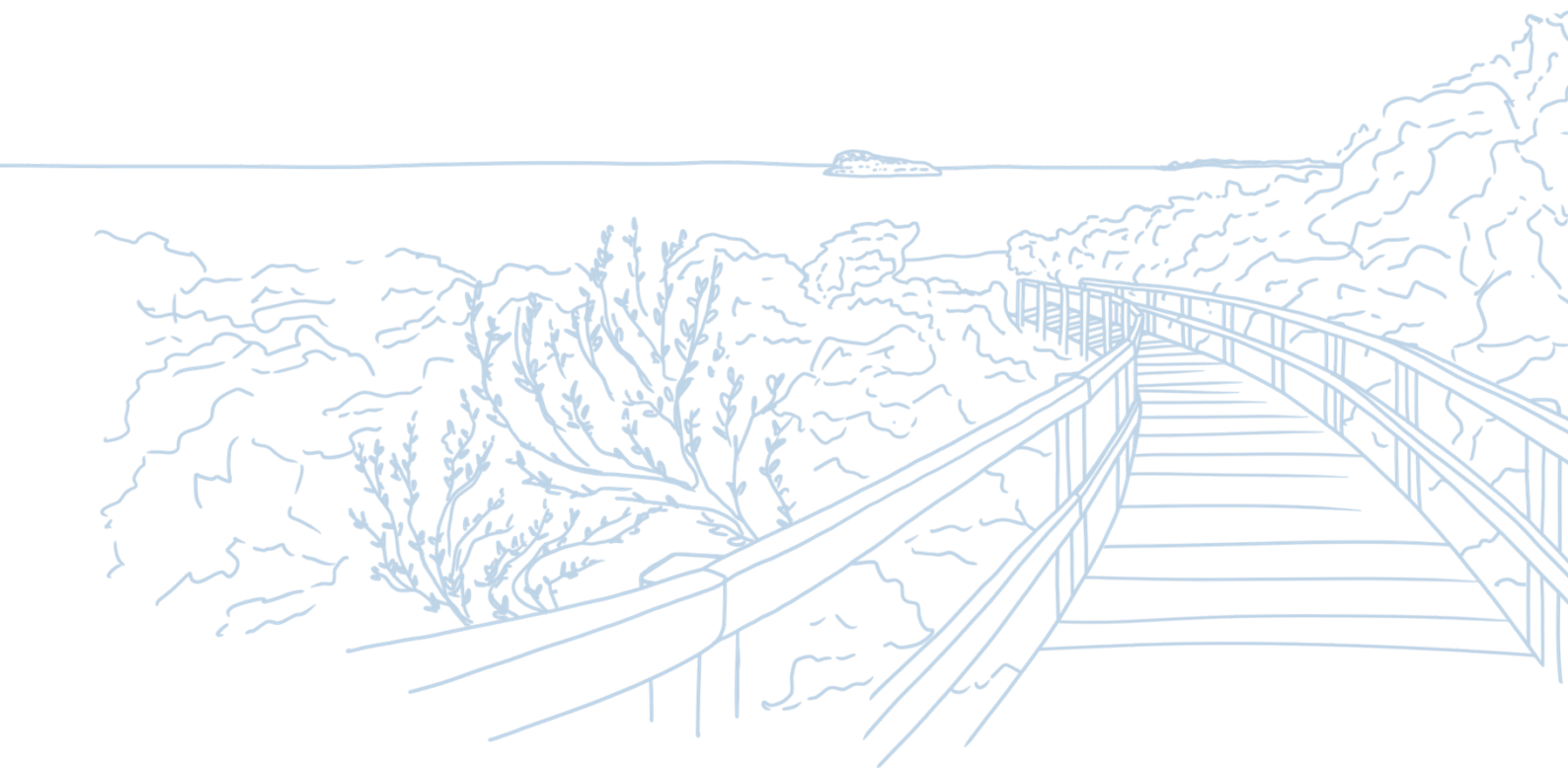


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1. Policy Objectives

- 1.1. This Policy applies to all applicants proposing to build in proximity to water and sewer assets within Central Coast Council's Local Government Area. Council has a duty of care to protect its water and sewer infrastructure. The policy exists to ensure that critical infrastructure remains protected and uncompromised during and after any development or construction activities.
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2. Policy Scope

- 2.1. This Policy applies to all developments, structures, and construction activities proposed within the vicinity of Council-owned water and sewer assets. It is relevant to developers, property owners, builders, engineers, contractors, Council personnel and other stakeholders involved in planning or undertaking works near water and sewer assets.
 - 2.2. Council's 'Building in Proximity to Water and Sewer Assets Procedure' outlines the requirements for obtaining approval, design considerations, construction practices, and ongoing responsibilities to ensure the protection, accessibility, and integrity of Council's water and sewer assets. The current version of the document can be sourced from Council's website (centralcoast.nsw.gov.au).
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3. Policy Statement

- 3.1. Central Coast Council is a local water utility constituted under Division 2 Part 3 Chapter 6 of the *Local Government Act 1993 (NSW)*.
 - 3.2. Development activities that may impact on Council Water Supply Assets are regulated under Section 64 of the *Local Government Act 1993 (NSW)*.
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4. Applicant Responsibilities

- 4.1. Applicants must follow the requirements of Council's 'Building in Proximity to Water and Sewer Assets Procedure' as part of their development activities.
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5. Basis for Assessing Requirements for Proposed Development

- 5.1. Council's 'Building in Proximity to Water and Sewer Assets Procedure' contains details and requirements relating to building in proximity to Council water and sewer pipelines. This Procedure will be used in the first instance to assess requirements for relevant proposed development. Where a specific development proposal is not covered by that Procedure, Council will determine requirements in accordance with industry best practice.
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6. Costs Associated with Investigation, Design and Construction Activities

- 6.1.** All costs associated with meeting the requirements of Council's Building in Proximity to Water and Sewer Assets Policy and Procedure are to be funded by the Applicant. This includes survey, design, construction, and commissioning costs.
- 6.2.** The Applicant will have no claim on Council for any costs incurred if approval is not granted.

7. Responsibilities

Compliance, monitoring and review

- 7.1.** Suspected breaches or misuse of this policy are to be reported to the Chief Executive Officer. Alleged breaches of this policy shall be dealt with by the processes outlined for breaches of the Code of Conduct, as detailed in the Code of Conduct and in the Procedures for the Administration of the Code of Conduct.
- 7.2.** Development proposals that do not comply with Council's Building in Proximity to Water and Sewer Assets Policy and Procedure will be unable to obtain relevant approvals and will not be issued a Construction Certificate or Occupation Certificate.

Records management

- 7.3.** Staff must maintain all records relevant to administering this Policy in accordance with Council's [Information and Records Management Policy](#).

8. Policy Definitions

Applicant	The party who is proposing to undertake development activities that involve working in proximity to sewer mains. This includes private developers, all internal Units of Council and other utilities.
Council	Central Coast Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council policy and strategies.

9. Policy Administration

Business Group	Water and Sewer
Responsible Officer	Unit Manager Assets and Projects
Associated Procedure	Building in Proximity to Water and Sewer Assets Procedure
Policy Review Date	Four years from the date of adoption unless legislation otherwise
File Number / Document Number	D16810046
Relevant Legislation (reference specific sections)	<p>This Policy supports Council's compliance with the following legislation:</p> <ul style="list-style-type: none"> ▪ <i>Local Government Act 1993 (NSW)</i> ▪ <i>Water Management Act 2000 (NSW)</i>
Link to Community Strategic Plan	<p>Theme 4: Responsible</p> <p>Goal I: Balanced and sustainable development</p> <p>R-H4: Plan for adequate and sustainable infrastructure to meet future demand for transport, energy, telecommunications and a secure supply of drinking water.</p>
Related Policies / Protocols / Procedures / Documents (reference document numbers)	<ul style="list-style-type: none"> ▪ Information and Records Management Policy ▪ Code of Conduct ▪ Delegations Register

10. Policy Authorisations

No.	Authorised Function	Authorised Business Unit / Role(s)
N/A	N/A	N/A

11. Policy History

Revision	Date Approved / Authority	Description Of Changes
1	17/08/2020 Chief Executive Officer	New policy adopted
2	Ordinary Council Meeting 22/07/2025 Minute Number 723/25 (adopted)	Periodic Review Revised and amended, updated into new template