



Hunter Water Corporation

Design Checklist – Routine Minor Works

Project name: _____

Deed number: _____

Add or delete items as necessary

Design inputs:

Description	Yes	No	N/A	Notes
Project definition				
Location of subdivision/development				
Proposed subdivision/development information				
Existing real property information				
Existing Hunter Water services				For example: asbestos-cement main, pressure main, pressure system, sewer
Proposed Hunter Water services				Other services to be constructed for this subdivision/development
Easement required				
Land transfer required				
Existing services (other authorities)				For example: Dial Before You Dig
Proposed services (other authorities)				
Engineering plans				
Retention basin				
Contour plans				
Proposed building footprint				Where near existing or proposed Hunter Water asset
Hunter Water connection requirements				
Proposed connection type				
Property service (main to meter)				
Total catchment information				
Adjoining development				
Permanent marks and bench marks				
Specify datum				
Future roadworks				For example: widening
Zoning				
Mine subsidence area				
Filled ground				
Unstable ground				



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Description	Yes	No	N/A	Notes
Contaminated ground				
Urban salinity				
Boundary traps required (wastewater)				
Flood area				
Surcharge area				
Landslip area				
Previous problems				
Adjustment/deviation required				
Temporary pipework required				Must be noted on design plan
Asbestos-cement mains disuse in private property				
Asbestos-cement mains disuse in public property				
Disuse of mains, other than asbestos-cement				

Design inputs reviewed by:

Date:

Detailed design:

Description	Yes	No	N/A	Notes
Compliance with safe work plan				
Access to location				
Negotiate entry (including easement if necessary)				
Field check of site conditions (including date of visit)				Date:
Evidence of unauthorised interference with Hunter Water assets				
Locate existing fittings and services				
Locate origin (wastewater)				
Peg location of main and tie into boundaries				
Survey proposed route				
Review of heritage items				
Review of Environmental Factors				
Environmental Management Plan				
Flow schedule calculations (wastewater)				



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Description	Yes	No	N/A	Notes
Critical main risk assessment				
Geotechnical assessment				
Assess alternate options				
Finalise proposed route				
Certification of special design				
Soffit requirements				
Self-cleansing grades				
Compaction test requirements				
Prepare plans to standards and special design				

Detailed design reviewed by:

Date:

Design outputs:

Description	Yes	No	N/A	Notes
Plan				
Environmental Management Plan				
Review of Environmental Factors				
Entry agreement				
Land/easement specifications				
Property service (main to meter)				Must be noted on design plan
Construction notes				
Construction inspection and test plans				
Construction checklists				
Compaction test requirements				
Non-standard design or non-code adherence				Written request for non-code proposal with design package required

Design outputs reviewed by:

Date:



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Accredited Design Consultant verification:

Description	Yes	No	N/A	Notes
Review design inputs/outputs				
Review alternative options				
Review required engineers' documents				
Review other documentation				
Environmental Management Plan				
Review of Environmental Factors				
Environmental audit for land transfer				

I certify by the submission of this Design Checklist the design has been prepared in accordance with WSAA Water Supply and Sewerage Codes of Australia (Hunter Water editions, as amended).

Accredited Design Consultant (business name):

Name:

Signature:

Date: