

## Dispensation Requests for South East Water land development projects

This notification explains when and how to submit a **Dispensation Request** for South East Water (SEW) land development projects.

### When to use the Dispensation Request Form

The Dispensation Request Form is available within each project file in the Manage Developer Works (MDW) application.

Use the form to request SEW approval before departing from any of the following requirements:

- SEW Technical Standards, Specifications, Addendums and Bulletins.
- Melbourne Retail Water Agencies (MRWA) Technical Standards, Codes and Industry Notifications.
- Water Services Association of Australia (WSAA) Codes, Specifications and Technical Notes.

### When not to use the form

Do not use the Dispensation Request Form to:

- Seek general design or construction advice, or approval of new products.
- Request changes to Development Agreements, Live Water or Live Sewer approvals, protection of live assets, or construction start dates.
- Request departures from regulatory requirements, including laws, regulations, Acts, codes of practice or standards<sup>1</sup>.

### Design Checker and Registered Professional Engineer involvement

- Consultants<sup>2</sup> must comply with the **Professional Engineers Registration Act 2019 (Vic)**.
- The MRWA notification dated 4 April 2023 confirms that the design of water and sewer services is a **Professional Engineering Service**. The same applies to the **Proposed Solution**<sup>3</sup> included in a Dispensation Request.
- A Registered Professional Engineer must be involved in developing the Proposed Solution.

<sup>1</sup> These are the regulatory obligations or minimum requirements, which cannot be altered through SEW's Dispensation process.

<sup>2</sup> As defined in the Consultant Accreditation Deed, Jun 2023 (Deed).

<sup>3</sup> The Proposed Solution is a specific section within the Form outlining the engineering approach to justify the Dispensation Request.

Under Schedule 4, Clause 2(c)(ii) of the Deed:

- The Consultant must justify any variation from SEW requirements and obtain SEW's prior written approval.
- **The Design Checker**<sup>2</sup> registered on Arcus is responsible for justifying these variations under the Design Services – Checker role.

### Consultant responsibilities

The Consultant remains responsible for:

- Assessing the need for a Dispensation Request and evaluating alternative solutions.
- Completing all necessary engineering due diligence and consultation.
- Involving the Design Checker and a Registered Professional Engineer (registered and competent in the relevant discipline) in developing the Proposed Solution.
- Ensuring the Proposed Solution:
  - Meets all applicable regulatory requirements.
  - Does not compromise asset safety, reliability or design life.

### Submitting a Dispensation Request

From **1 July 2025**, all Dispensation Requests must include:

- **Proposed Solution:** A clear and detailed description of the Proposed Solution.
- **Engineer/Checker details:** Details of the Registered Professional Engineer and Design Checker involved.
- **Location:** Clear identification of the location (for example, chainage, maintenance structure number or lot number).
- **Supporting evidence:** Supporting evidence, such as sketches, technical justification and drawings (where applicable).

### Need help?

**If you have questions about this process, please contact:**

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