

**A NOA serves to indicate that you have made the necessary arrangements to provide an electrical supply to your development.**

## What is the purpose of the NOA?

- > The purpose of a Notice of Arrangement letter from Essential Energy is to confirm that all lots within a proposed development are suitably supplied with electricity.
- > Specifically, the NOA ensures that the electricity supply is available at each lot and free from any major defects.

## When is a NOA required?

A NOA is generally a condition outlined in the development consent where additional lots are being created. This provides the local council confidence that a suitable supply has been provided to each lot. Therefore if a NOA is listed as a DA condition, a NOA must be obtained from Essential Energy prior to the release of the subdivision certificate.

## What is needed to obtain a NOA?

- > To enable a NOA to be issued:
- > A suitable connection point must be available to each lot which allows a level 2 Accredited Service Provider (ASP) to make connection to the electricity network in accordance with the NSW Service & Installation Rules.
- > If network alterations have been completed as part of a contestable work project
  - all works must be completed, defect free and accepted by Essential Energy; and
  - all easement documentation needs to be executed by our conveyancing team.
- > Process time to complete NOA applications = 15 days
- > The fee associated with processing a NOA is detailed in the Price Schedule for Ancillary Network Services –Section 5.1 which is available on our website at <https://www.essentialenergy.com.au/our-network/network-pricing-and-regulatory-reporting/network-pricing>

## Document Checklist

### ✓ Checklist

- Completed Design Information Application Request form – CEOF6010
- Draft Deposited Plan from the surveyor
- Copy of the Council Notice of Determination including conditions relating to the approval
- Copy of Easement Documents executed by Essential Energy (if applicable)
- Copy of approved electrical connection plan showing service and metering points (for strata and community title developments)
- Ensure that any supporting documents previously submitted are attached with your application and are sent to [contestableworks@essentialenergy.com.au](mailto:contestableworks@essentialenergy.com.au)

## How do I request a NOA?

- > There are two options available to customers requesting notice of arrangements.
  - a) Engage a Level 3 ASP to provide advice on the suitability of supply to the development and submit the request on your behalf via our BetterConnect Portal.
  - b) An applicant submits the information in the Checklist via email - [contestableworks@essentialenergy.com.au](mailto:contestableworks@essentialenergy.com.au)
- > Essential Energy will review the documentation provided. Where a suitable supply is available to each lot, Essential Energy will issue the NOA to the requester. If a NOA cannot be issued you will be notified via return email.
- > Incomplete submissions will be returned to the requestor. To avoid delays, please ensure that all documents are provided in the initial application including the final Draft deposited plan prepared by a registered surveyor.

## Frequently asked questions

- Q. I am waiting on the draft deposited plan from my surveyor, can I submit the stamped concept plans instead.
- A. No, An NOA can only be issued on a draft deposited plan prepared by a registered surveyor.
- Q. Where can I find more information on plan types and requirements?
- A. The Land Registry Service website details the plan registration requirements and can be found at <https://www.nswlrs.com.au/Plan-Types>
- Q. Where can I find a copy of a CEOF6010 request form.
- A. A copy of CEOF6010 by following the below link <http://documents.essentialenergy.com.au/CEOF6010.pdf>
- Q. How long does Essential Energy take to process a NOA request
- A. Essential Energy is committed to a 15-business day Turn-around time from the submission date for complete applications. Incomplete or incorrect documentation will impact this processing time.
- Q. How do I determine if a suitable supply is available to each lot within my development.
- A. You will need to liaise with an Accredited Service Provider who can provide advice on the suitability of the existing supply and determine if any network alterations are required prior to requesting an NOA.
- Q. Who do I contact if I have questions regarding the status of a NOA application?
- A. All NOA inquiries should be directed to [contestableworks@essentialenergy.com.au](mailto:contestableworks@essentialenergy.com.au)

**CONTESTABLE WORK DESIGN INFORMATION APPLICATION**

Please email this application to Essential Energy's Contestable Works mailbox: [contestableworks@essentialenergy.com.au](mailto:contestableworks@essentialenergy.com.au)  
To avoid delays, please provide all necessary information.

**1. REGULATORY CATEGORY**

Underground urban residential subdivision  Rural overhead subdivisions and rural extensions  
 Underground commercial and industrial or rural subdivisions  Commercial and industrial developments  
 Asset relocation or streetlighting

**2. DEVELOPMENT TYPE**

Tick one:  Urban  Rural

Tick one:

New residential connection  Residential connection upgrade  
 Residential subdivision  Commercial/industrial subdivision  
 New commercial/industrial connection  Commercial/industrial connection upgrade  
 Streetlighting  Asset relocation or removal

**3. PROJECT DETAILS**

Project name: \_\_\_\_\_  
 Street No: \_\_\_\_\_ Street name: \_\_\_\_\_  
 Town/Suburb: \_\_\_\_\_ Post code: \_\_\_\_\_  
 Lot No: \_\_\_\_\_ DP: \_\_\_\_\_  
 Brief works description: \_\_\_\_\_  
 Nearest EE asset No.: \_\_\_\_\_ Asset type: \_\_\_\_\_  
 Local council: \_\_\_\_\_  
 LEP zoning: \_\_\_\_\_

**4. CONNECTION APPLICANT/DEVELOPER**

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
 Postal Address: \_\_\_\_\_  
 Town/Suburb: \_\_\_\_\_ Post code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**5. DESIGN INFORMATION REQUESTOR (ENTER "AS ABOVE" IF SAME AS 4)**

Name: \_\_\_\_\_ Accreditation No. (if applicable): \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Postal address: \_\_\_\_\_  
 Town/Suburb: \_\_\_\_\_ Post code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

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 Approved by: Manager Network Design UNCLASSIFIED UNCONTROLLED COPY IF PRINTED

