

# Application for a new or amended water supply works and/or water use approval

This is an application for Minister’s approval under section 92 of the *Water Management Act 2000* and the amendment of a water supply work approval and/or water use approval under section 107 of the *Water Management Act 2000*.

Water supply work approvals allow you to construct and use a work which takes water from a river, lake or aquifer. Examples of water supply works are water pumps, water bores, dams, weirs, irrigation channels, banks and levees.

Water use approvals allow you to use water on your land. Example of a water use which require approval are irrigation.

Applicants are advised to read the instructions carefully before filling in this form. Step-by-step instructions on each section are included in the Guide to the application for water supply works and/or water use approval.

Please complete the form with a black/blue ink pen and use BLOCK letters. You can also type directly in this form and either print and post to our office or email to [customer.helpdesk@waternsw.com.au](mailto:customer.helpdesk@waternsw.com.au).

Attach additional pages to back of form, if required.

You can pay the application fee by credit card, cheque or money order;

- If paying by credit card, please do not send or email your credit card details to WaterNSW. Once the application is submitted, we will contact you to pay over the phone for all credit card payments.
- For cheques or money orders, please post cheque/money order made payable to WaterNSW.
- If an application has been accepted by WaterNSW, payment has been processed and a receipt has been issued, application fees will not be refunded.

<b>OFFICE USE ONLY</b>	Fee paid: \$	Customer receipt number:	<b>Office stamp</b>
	Officer signature:	Date:	
	Application number:	Acceptance date:	

## PART 1 APPLICANT DETAILS

### SECTION A – FIRST APPLICANT DETAILS

#### Applicant

A1 Title (Mr, Mrs, Ms)		A2 Surname	
A3 Given name/s			
A4 Company/corporation name (if applicable)			
A5 ACN (if applicable)		A6 ABN (if you do not hold an ACN and are an organisation incorporated in NSW you must provide an ABN and a copy of your certificate of incorporation.	
A7 Position held (if applicable)			
A8 Name of company representative (if applicable)			
A9 Postal address			
A10 Town		A11 State	A12 Postcode
A13 Phone		A14 Mobile phone	
A15 Fax		A16 Email	

#### Second applicant (if applicable)

A17 Title (Mr, Mrs, Ms)		A18 Surname	
A19 Given name/s			
A20 Postal address			
A21 Town		A22 State	A23 Postcode
A24 Phone		A25 Mobile phone	
A26 Fax		A27 Email	
A28 If more than two applicants, specify total number of applicants			

### SECTION B – CONTACT PERSON

Please refer to the accompanying Guide to the "Application for a water supply work approval and/or water use approval".

B1 Title (Mr, Mrs, Ms)		B2 Surname	
B3 Given name(s)			
B4 Address			

B5 Town	B6 State	B7 Postcode
B8 Phone	B9 Mobile phone	
B10 Fax	B11 Email	

### SECTION C – LAND OWNERSHIP OF THE WORKS SITE

Please refer to the accompanying Guide to the "Application for a water supply work approval and/or water use approval.

Tick appropriate boxes - relates to applicants listed in Section A. Is your application made as the:

C1	Owner of the land	C2	Lawful occupier of the land ((attach documentary evidence of lawful occupation such as a lease or court order)
C3	Other (please specify)		

### SECTION D – OTHER APPROVALS

Please tick appropriate boxes.

D1 Does your proposal (including water use and water supply works) require development consent from your local council	Yes	No
D2 If yes, has development consent been granted?		
D3 If yes, provide consent number		
D4 If your proposal involves water use, does it also require consent to clear native vegetation (incl. grassland)?	Yes	No
D5 If yes, has consent been granted?		
D6 If yes, provide consent number		

### SECTION E - MAPS

Attach a topographic map, aerial photo and/or a farm plan of A3 or A4 size outlining the following information:

- location of property (identifiable from a landmark and with North arrow included)
- property boundary
- location(s) of all existing works as well as works proposed in this application. Include pumps, diversion works, bores, storages, channels etc.
- watercourses and wetlands (including dry river beds and temporary wetlands).

## SECTION F – PRE-APPLICATION DISCUSSION

Please tick appropriate boxes.

F1 Has a pre-application discussion taken place in respect of this application?

No

Yes

F2 If yes, please advise the name of WaterNSW officer and the date the conversation took place.

## PART 2 WATER USE APPROVAL

To begin irrigation, you must ensure that you have a valid water access licence and a valid water use approval. Contact your local WaterNSW office for further details. You do not require a water use approval for a development that has been granted development consent under Part 4 of the *Environmental Planning and Assessment Act 1979*. Please note you may be requested to provide further information to support your application.

## SECTION G - WATER USE ONLY

Please tick appropriate boxes. I wish to apply for

G1 A new water use approval approval

an amended water use specifying changed water use i.e. to amend or change the details of an existing water use approval)

G2 If you ticked the second box "an amended water use approval specifying changed water use, please complete the following questions

Existing approval number to be amended

G3 Briefly describe the changes you wish to make (e.g. increase the size of irrigated area etc.)

## SECTION H - PURPOSE

H1 Please nominate the purpose you are seeking approval for:

Irrigation

Town water

Other

H2 If "other", please specify

H3 Do you have a current and relevant water access licence?	Yes	No
H4 If yes, what is the number of the water access licence/s to be associated with this application?		
H5 If no, do you intend to secure a water access licence?		

**SECTION I – LOCATION OF LAND WHERE WATER WILL BE USED**

I1 Property name			
I2 Property address			
I3 Town		I4 Post code	
I5 Area of property		ha	
I6 Area of property proposed for the use		ha	
I7			
Lot	DP	Parish/portion	County
I8 Local council			
I9 Name of nearest river/s adjacent to or within the property boundaries			

**SECTION J – WATER USE PROPOSAL**

J1 For irrigation please specify

Crop type	Area to be irrigated	Irrigation system/method


J2 For other purposes, please provide details of proposal (attach photocopy extra page if more space is required).

### SECTION K – INFORMATION MAPS

On the map described in Section E mark the following information relating to your proposed use of water:

- area(s) to be affected
- location(s) of all works supplying water to your proposed use area including any flood protection works
- drainage and/or recycling system proposals
- soil types such as sandy/light soils, clay, clay loam, loam areas within the proposed use area
- any native vegetation on the property (including native grasses)
- any known high water table areas on the property
- any known Aboriginal or European cultural heritage features on the property
- any areas covered by an Irrigation Drainage Management Plan
- areas of wetlands

### SECTION L – SOILS

L1 Identify the soil texture in the proposed use area (tick one or more boxes)

Sandy                      Loamy                      Clay loam                      Clay

Other please specify

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L2 Identify the soil colour in the proposed irrigation area (tick box)

Red/red brown              Yellowish brown              Grey                      Black

Other please specify

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L3 Describe the soil category in the proposed use area (tick one or more)

Type	Description	Tick
Alluvial soils	Extremely variable, layered profile with sand, clay, etc.	
Cracking clays	Deep uniform clays with seasonal cracking when dry Sandy.	
Soils	Deep, uniform, coarse or fine textured sandy soil Earthy soils.	
	Gradual texture change – increase in clay content	

Duplex soils	Texture contrast between surface soil and sub soil – loam (over clay)	
L4 Other – please specify.		
L5 In the case of irrigation, what is the slope of the area to be irrigated? (tick box).		
Flat (less than 2%)	Gentle slope (2-5%)	Undulating Steep slope (more than 5%)

## SECTION M – ENVIRONMENTAL ISSUES

M1 Does your property have any of the following features/characteristics?	Salinity	Acid sulphate soils	Sodic soils	Waterlogging
	Erosion	High water tables	Land subsidence	Contaminated land
M2 Other				
M3 Any other comments (include the occurrence any of the above features/characteristics on neighbouring properties, if known).				

## SECTION N – DRAINAGE MANAGEMENT

N1 For irrigation only. Have you prepared an Irrigation and Drainage Management Plan?	Yes	No
N2 If yes, supply a copy with this application.		
N3 If you intend to recycle your irrigation drainage on-farm, provide details of your proposed recycling setup including collection, storage and re-use proposals.		
N4 If you are not recycling your drainage, how do you propose to dispose of any irrigation tailwater?		
N5 Does your proposal also require consent from the Office of Environment and Heritage?	Yes	No
N6 If yes, have you got this consent?	Yes	No
N7 If yes, please provide consent number.		

## PART 3 WATER SUPPLY WORKS APPROVAL

### SECTION O – PUMPS – SURFACE WATER ONLY

Mandatory metering requirements affect surface water works, unless the authority authorises the use of 1 surface pump that is 99mm and under, the work meets the infrastructure-size threshold and will need a meter. In addition, if the authority does not specify a size for the pump, the work will need a meter.

(If you are seeking approval for more than one of these works, please photocopy this page, complete it and attach it to this application. Mark each work on a copy of the topographical map, aerial photo and/or farm plan. Please tick appropriate boxes).

o1 I wish to A new water supply work approval		An amended water supply works approval specifying a changed or new water supply work (ie to amend or change the details of an existing water supply works approval)	
If you ticked the second box please complete the following questions O2 and O3.			
o2 Existing approval number to be amended.			
o3 Briefly describe the changes you wish to make (e.g. change in the size of pump, location, etc).			
o4 Do you have a current and relevant water access licence?		Yes	No
o5 If yes, what is the number of the water access licence/s to be associated with this application?			
o6 If no when do you intend to secure a water access licence?			
o7 Location of works			
Lot number	DP number	County	Parish
o8 River			
o9 Pump type		Pump size	mm
o10 Pump capacity		litres/sec	
o11 Description e.g. centrifugal			
o12 Do you intend to excavate to install your pump?		Yes	No
o13 Do you intend to clear any native vegetation to construct the works?		Yes	No



014 If yes, area of ground to be cleared	(m2)
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**SECTION P – CHANNEL(S) FOR DIVERTING OR CONVEYING WATER, REGULATOR(S) OR PIPES**

If you are seeking approval for more than one of these works, photocopy this page and attach the completed extra page(s). Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size. Please tick appropriate boxes.

P1 I wish to		An amended water supply works approval specifying a changed or new water supply work (ie to amend or change the details of an existing water supply works approval)	
A new water supply work approval			
P2 If you ticked the second box, please complete the following questions P2 and P3.			
P3 Existing approval number to be amended.			
P4 Briefly describe the changes you wish to make			
P5 Do you have a current and relevant water access licence?		Yes	No
P6 If yes, what is the number of the water access licence/s to be associated with this application?			
P7 If no when do you intend to secure a water access licence?			
P8 Type of work			
Channel	Regulator	Pipe	Other
P9 Location of the work			
Lot number	DP number	County	Parish
P10 Name of the nearest river		Distance from nearest river	m or km
P11 Size and dimensions of the work			
P12 Length		m or km	P13 Depth – average
			m
P14 Width – average		m	If a pipe, diameter of pipe
			m
P15 Do you intend to clear any native vegetation to construct the works?		Yes	No
P16 If yes, area of ground to be cleared		m2	

## SECTION Q – GROUNDWATER WORKS

Mandatory metering requirements affect groundwater works, unless the authority authorises the use of 1 water bore with a diameter that is 199mm and below, the work meets the infrastructure-size threshold and will need a meter. This means that all other groundwater works such as spear points and batteries of spears will need a meter. All High Risk groundwater sources, which are identified in Schedule 9 of the General Regulation will be subject mandatory metering requirements, regardless of the size. (If you are seeking approval for more than one of these works, please photocopy this page and attach the completed extra page(s). Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size. Please tick appropriate boxes).

Q1 I wish to		A new water supply work approval		An amended water supply works approval specifying a changed or new water supply work (ie to amend or change the details of an existing water supply works approval)	
If you ticked the second box, please complete the following questions Q2 and Q3.					
Q2 Existing approval number to be amended.					
Q3 Briefly describe the changes you wish to make					
Q4 Is the work existing or proposed?					
Q5 Do you have a current and relevant water access licence				Yes	No
Q6 if yes, what is the number of the water access licence/s to be associated with this application?					
Q7 Type of work					
Bore	Well	Excavation	Spearpoint	Test bore	Artesian well
Q8 Purpose of work					
Q9 Proposed size of work (e.g. Outside diameter/outer casing)					
Q10 Lot number	DP number	County	Parish		
Q11 Will the proposed works be within 40m of a creek, stream, river, lake, wetland, swamp, marsh or the coast line?					
Yes		No			
Q12 If Yes, what is the name					
Q13 Distance of proposed work of this water body from this water body					(m)
Q14 Distance from property boundary				(m or Km)	

Q15 Proposed depth of bore	(m)	
Q16 Are the proposed works within 250m of any septic, sewerage, stormwater or other waste water storage or conveyancing works, or any other waste repository (such as a landfill, dump, burial area), or known site of contamination (such as a sheep or cattle dip site, or petrol station) that has or may have the potential to contaminate the groundwater into which the bore will be constructed? (If yes, indicate type and distance in each case.)		
Q17 Do you intend to clear and native vegetation to construct the works?	Yes	No
If yes, area of ground to be cleared	(m2)	
Q18 Will your proposed work impact on an area of known Aboriginal cultural significance?		
Yes	No	
Q19 Are you in an underground mining area?	Yes	No
Q20 Please supply details of proposed bore driller.		

**SECTION R – STORAGE WORKS – OFF-RIVER AND RUNOFF HARVESTING STORAGES ONLY (ON-FARM DAMS, TURKEY’S NEST DAMS)**

(If you are seeking approval for more than one of these works, photocopy this page and attach the completed extra page(s). Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size. Please tick appropriate boxes).

R1 I wish to	
A new water supply work approval	An amended water supply works approval specifying a changed or new water supply work (i.e. to amend or change the details of an existing water supply works approval)
If you ticked the second box please complete the following questions R2 and R3.	
R2 Existing approval number to be amended.	
R3 Briefly describe the changes you wish to make	
R4 Is the work existing or proposed?	
R5 Do you have a current and relevant water access licence?	Yes No
R6 If yes, what is the number of the water access licence/s to be associated with this application?	

R7 If no, when do you intend to secure a water access licence?			
R8 Type of work		R9 Purpose	
R10 Location of the work			
Lot number	DP number	County	Parish
R11 Is the work proposed to be a floodplain?		Yes	No
Note that if yes, you will be required to lodge an application for a flood work approval			
Size and dimensions of the work			
R12 Length	m or km	R13 Depth – average	m
R14 Width – average	m	R15 Height above surrounding ground level	m
R16 Do you intend to clear any native vegetation to construct the works?		Yes	No
R17 If yes, area of ground to be cleared		m <sup>2</sup>	

### SECTION 5 – STORAGE WORKS – IN-RIVER STORAGE ONLY (EG. WEIRS)

Note that most water sharing plans prohibit in-river dams. Check the guide for your area. If you are seeking approval for more than one of these works, please photocopy this page and attach the completed extra page(s). Mark each work on a copy of the topographical map, aerial photo and/or farm plan of A3 or A4 size. Please tick appropriate boxes.

s1 I wish to	
A new water supply work approval	An amended water supply works approval specifying a changed or new water supply work (ie to amend or change the details of an existing water supply works approval)
If you ticked the second box, please complete the following questions S2 and S3.	
s2 Existing approval number to be amended.	
s3 Briefly describe the changes you wish to make	
s4 Is the work existing or proposed?	
s5 Do you have a current and relevant water access licence	Yes No

s6 If yes, what is the number of the water access licence/s to be associated with this application?			
s7 If no, when do you intend to secure a water access licence?			
s8 Type of work		s9 Purpose	
s10 Location of the work			
Lot number	DP number	County	Parish
s11 Is the work proposed to be a floodplain?		Yes	No
Note that if yes, you will be required to lodge an application for a flood work approval			
s12 Size and dimensions of the work			
Length	m or km	Depth - average	m
Width - average	m	Height above surrounding ground level	m
s13 Do you intend to clear any native vegetation to construct the works?		Yes	No
s14 If yes, area of ground to be cleared		m2	

### SECTION T – PAYMENT OF APPLICATION FEE

T1 Specify method of payment for application fee

Credit card

Direct deposit

Cheque

T2 Payee's name

T3 Payee's contact number

## SECTION U – DECLARATION OF APPROVAL HOLDER(S)

Each applicant should sign Section U. Photocopy/print multiple copies of the entire form after Sections A to S have been completed (before anyone signs Section U) if there are more than two applicants.

I/We, the undersigned applicants, acknowledge and agree:

- a) that I/We apply for an application for a new/amended approval for work as described in this application;
- b) that this application will be determined in accordance with the *Water Management Act 2000* and any associated regulations or guidelines as in force from time to time, and that no right or entitlement shall arise pending determination of this application and that any such determination may be subject to conditions;
- c) that the application contact (where applicable) has my permission to act for and on my behalf in relation to any aspect of this application unless otherwise notified by us, and that WaterNSW will rely on information provided by the application contact in its consideration of this application;
- d) that WaterNSW and its officers, employees, agents and successors, accepts no liability in relation to any action, proceeding, claim, demand, cost, loss, damage or expense (including reasonable legal costs or expenses) arising directly or indirectly as a result of or in connection with this application or any act or omission of WaterNSW in connection with this application and I/we hereby agree to release and indemnify WaterNSW from and against any such action, proceeding, claim, demand, cost, loss, damage or expense to the fullest extent permitted by law;
- e) that all information contained in this application is accurate, true and complete and that WaterNSW and its officers, employees, agents and successors will rely on such information;
- f) that WaterNSW does not provide any legal, financial or technical advice in connection with this application and that any such advice, if required, is to be obtained independently;

g) that details about any approval arising out of this application will be recorded in the publicly available Register of Water Approvals pursuant to the *Water Management Act 2000*;

h) that if this application is incomplete it will not be accepted; and

i) that more information may be requested if it is considered that it would be relevant to the consideration of this application.

Please attach / photocopy extra page if more than two holders.

I/We, the undersigned, apply for an approval described above for the nature and purpose specified in the application.

I/We state that the information provided for the purpose of this application is accurate and true.

**For applications made by individuals:**

Name	Signature	Date
Name	Signature	Date

**For approvals held by companies:**

Name of company	Position held	
Name of company representative	Signature	Date

**Witnessed by**

Name	Signature	Date
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## PRIVACY STATEMENT

The personal information you provide on this form will be used and protected in accordance with WaterNSW *Privacy policy*. It is being collected by WaterNSW and will be used for purposes related to assessing and processing your application, or in connection with the operation of any approval granted, or for research-related purposes such as customer surveys. It may be used from time to time to contact you about services WaterNSW provides. WaterNSW will not disclose your personal information to anybody else unless authorised by law. The provision of this information is voluntary. However, if you choose not to provide the requested information we will not be able to process your application. You have the right to request access to, and correct details of, your personal information held by WaterNSW. Further information regarding privacy can be obtained from our website at [waternsw.com.au](http://waternsw.com.au). If an approval is granted, the *Water Management Act 2000* requires that various details relating to the approval are to be recorded in the Register of Water Approvals kept by the Minister. Information recorded in the register is publicly available.

## OFFENCES AND PENALTIES

It is an offence, under section 344 of the *Water Management Act 2000*, to make a statement that you know to be false or misleading in, or in connection with, this application.

A corporation found guilty of an offence against section 344 is liable to a penalty not exceeding \$2.002 million. An individual found guilty of an offence against section 344 is liable to a penalty not exceeding \$500,500. An access licence or approval may be suspended or cancelled under the *Water Management Act 2000* in certain circumstances. These include if the holder of the licence or approval is convicted of an offence under that Act.



## SENDING YOUR APPLICATION FORM TO WATERNSW

For customer and general enquiries, please contact us on 1300 662 077. Send your application form via email to [Customer.Helpdesk@waterNSW.com.au](mailto:Customer.Helpdesk@waterNSW.com.au)

If posting your application form, please return to your nearest WaterNSW licensing office

<b>Albury</b> PO Box 829 Albury NSW 2640	<b>Narrabri</b> P O Box 890 NARRABRI NSW 2390
<b>Buronga</b> P O Box 363 BURONGA NSW 2739	<b>Newcastle</b> P O Box 2157 DANGAR NSW 2309
<b>Deniliquin</b> P O Box 453 DENILIQUN NSW 2710	<b>Nowra</b> P O Box 309 NOWRA NSW 2541
<b>Dubbo</b> P O Box 1018 DUBBO NSW 2830	<b>Parramatta</b> P O Box 398 PARRAMATTA NSW 2124
<b>Forbes</b> P O Box 291 FORBES NSW 2871	<b>Queanbeyan</b> P O Box 189 QUEANBEYAN NSW 2620
<b>Grafton</b> P O Box 1400 GRAFTON NSW 2460	<b>Tamworth</b> P O Box 1251 TAMWORTH NSW 2340
<b>Leeton</b> P O Box 156 LEETON NSW 2705	<b>Wagga</b> P O Box 10 WAGGA WAGGA NSW 2650
<b>Moree</b> P O Box 486 MOREE NSW 2400	<b>Wollongong</b> P O Box 53 WOLLONGONG NSW 2520
<b>Murwillumbah</b> P O Box 796 MURWILLUMBAH NSW 2484	

## List of works

In each of sections E to L, the application requires the 'Type of work' to be entered. Select from the 'type of work' listed under each of the work categories.

Type of work	Specific type	
Diversion work – pump	Axial flow	Centrifugal
	Mixed Flow	Force
	Piston	Mono
	Submersible	Pumping Plant
	Pumping Station	Stand by pump
	Helical rotor	Windmill
	Hydraulic ram	Spearpoints
Diversion work – other	Cutting	Channel
	Regulator	Water race
Extraction works – groundwater	Bore	Spearpoints Well
		Excavation
	Artesian bore	Collector system
Conveying works	Channel – above ground	Channel – below ground
	Pipeline	
Storage Works – off river	Bywash dam	Bywash dam and cutting
	Earthen dam and pipe spillway	Recirculation storages
	Groundwater storages (eg. tank, dam)	
Storage works – in river	Block dam	Block dam and diversion pipe
	Block dam and regulator	Block dam with training walls
	Earth fill dam/ spillway/ radial gate and emergency spillway	Earthen dam and pipe spillway
	Overshot dam	Overshot dam and diversion pipe barrage
	Bywash dam	Bywash dam and cutting
	Block dam with bywash	Weir
Storage – runoff harvesting	Bywash dam	Block dam with training walls
	Excavated tank	