

Application form

New or amended water supply work approval and/or water use approval

March 2019 Natural Resources Access Regulator

This application form is for:

- a new water supply work approval and/or water use approval under section 92 of the *Water Management Act 2000*, or
- 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. Examples of water uses which require approval are irrigation, town water supply, power generation and mining.



For information about water supply work approvals and water use approvals, go to www.industry.nsw.gov.au/water > Licensing & trade > Approvals > Water supply work and water use approvals.

Who can apply?

Any person can apply for a new water supply work approval or a new water use approval.

However, there are rules about who can be granted a new water supply work approval. Check you are entitled to construct and use a water supply work at the proposed location.

An approval holder can apply for the amendment of their water supply work approval and/or water use approval.

Who can use this application form?

Responsibilities for granting and managing water supply work approvals and water use approvals are shared between NRAR in the Department of Industry – Lands and Water Division and WaterNSW.

This application form is for use by our department's customers:

- Government agencies, including other NSW government agencies, local councils and the Commonwealth
- State-owned corporations
- Water utilities, water supply authorities and licensed network operators under the *Water Industry Competition Act 2006*
- Mining activities
- Irrigation corporations
- Schools and hospitals
- Aboriginal communities and businesses.

If you are not our department's customer, your one stop shop for licensing services including water supply work approvals and water use approvals is WaterNSW. Go to <https://www.waternsw.com.au/>

OFFICE USE ONLY	Fee paid: Officer signature: Application number:	Customer receipt number: Date: Acceptance date:
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How to use this application form

Information about how to use this application form is provided in the *Guide to the application form for a new or amended water supply work approval and/or water use approval*.

How to complete and submit this application form

Information about how to complete and submit this application form is provided in the fact sheet *How to complete and submit an application form*.

PART 1 – APPLICANT DETAILS

Section A: Applicant details

List all applicants – photocopy and attach extra pages if more than two applicants.

First applicant

A1 Title <i>(Mr, Mrs, Ms)</i>	A2 Surname		A3 Given name(s)	
A4 Corporation name <i>(if applicable)</i>				
A5 ACN <i>(if applicable)</i>		A6 Position held <i>(if applicable)</i>		
A7 Address				
A8 Town	A9 State	A10 Postcode	A11 Country	
A12 Phone		A13 Alternate phone		
A14 Fax				
A15 Email				

Second applicant (if applicable)

A16 Title <i>(Mr, Mrs, Ms)</i>	A17 Surname		A18 Given name(s)	
A19 Address				
A20 Town	A21 State	A22 Postcode	A23 Country	
A24 If more than two applicants, specify total number of applicants:				

Section B: Contact person for application

NOTE: If there is only one applicant you do not need to complete this section.

B1 Title (<i>Mr, Mrs, Ms</i>)	B2 Surname	B3 Given name(s)	
B4 Address			
B5 Town	B6 State	B7 Postcode	B8 Country
B9 Phone		B10 Alternate phone	
B11 Fax			
B12 Email			

Section C: Land ownership of the works site and lands to be supplied

Tick the appropriate box – relates to applicants listed in Section A.

Is your application made as the:

c1 <input type="checkbox"/> Owner of the land on which the work is located
c2 <input type="checkbox"/> Lawful occupier of the land on which the work is located Attach documentary evidence of lawful occupation such as a lease or court order.
c3 <input type="checkbox"/> Lawful occupier of the land to be supplied
c4 <input type="checkbox"/> Other (<i>please specify</i>)

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? <input type="checkbox"/> Yes <input type="checkbox"/> No
D2 If yes, has development consent been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No
D3 If yes, provide the consent number
D4 If your proposal involves water use; does it also require consent to clear native vegetation (incl. grassland)? <input type="checkbox"/> Yes <input type="checkbox"/> No
D5 If yes, has consent been granted? <input type="checkbox"/> Yes <input type="checkbox"/> No
D6 If yes, provide the consent number

Section E: Maps and plans

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)
- any native vegetation on the property (including native grasses)
- any known Aboriginal or European cultural heritage features on the property.

Section F: Pre-application discussion

Please tick the appropriate boxes if there has been a pre-application discussion:

F1 No

F2 Yes

It took place on
F3 with the assistance of

PART 2 WATER USE APPROVAL

Complete Part 2 if you are applying for a new or amended water use approval.

Section G: Water use only

Please tick appropriate boxes.

I wish to apply for:

G1 a **new** water use approval

G2 an **amended** water use approval specifying changed water use (i.e. to amend or change the details of an existing water use approval).

If you ticked the second box (G2) please complete the following question G3 and G4.

G3 Existing approval number to be amended
G4 Briefly describe the changes you wish to make (e.g. increase the size of irrigated area etc.)

Section H: Purpose

Please nominate the purpose you are seeking approval for (tick the appropriate boxes).

H1 <input type="checkbox"/> Irrigation <input type="checkbox"/> Town water <input type="checkbox"/> Other
H2 If 'other', please specify
H3 Do you have a current and relevant water access licence? <input type="checkbox"/> Yes <input type="checkbox"/> No
H4 If yes, what is the number of the licence/s to be associated with this application?
H5 If no, when 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 Postcode
I5 Area of property (ha)	I6 Area of property proposed for the use (ha)		
I7 Lot	DP	Parish	County

18 Local council
19 Name of nearest river adjacent to or within the property boundaries

Section J: Water use proposal

For irrigation please specify.

Crop type (please specify)	Area to be irrigated (ha)	Irrigation system/method

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

Section K: Information maps

On the map described in Section E also 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 watertable areas on the property
- any areas covered by an Irrigation Drainage Management Plan.

Section L: Soil

L1 Identify the soil texture in the proposed use area (tick one or more boxes). <input type="checkbox"/> Sandy <input type="checkbox"/> Loamy <input type="checkbox"/> Clay loam <input type="checkbox"/> Clay
If 'other', please specify
L2 Identify the soil colour in the proposed use area (tick box). <input type="checkbox"/> Red/red brown <input type="checkbox"/> Yellowish brown <input type="checkbox"/> Grey <input type="checkbox"/> Black
If 'other', please specify

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

	Description	Tick
Alluvial soils	Extremely variable, layered profile with sand, clay etc	<input type="checkbox"/>
Cracking clays	Deep, uniform, coarse or fine textured sandy soil	<input type="checkbox"/>
Sandy soils	Deep uniform clays with seasonal cracking when dry	<input type="checkbox"/>
Earthy soils	Gradual texture change–increase in clay content	<input type="checkbox"/>
Duplex soils	Texture contrast between surface soil and subsoil–loam (over clay)	<input type="checkbox"/>
If 'other', please specify		
In the case of irrigation, what is the slope of the area to be irrigated (tick box). L4 <input type="checkbox"/> Flat (less than 2%) <input type="checkbox"/> Gentle slope (2-5%) <input type="checkbox"/> Undulating <input type="checkbox"/> Steep slope (more than 5%)		

Section M: Drainage Management

For irrigation only – please 'tick' the appropriate boxes.

M1 Have you prepared an Irrigation and Drainage Management Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No
M2 If you intend to recycle your irrigation drainage on-farm, provide details of your proposed recycling setup including collection, storage and re-use proposals.
M3 If you are not recycling your drainage, how do you propose to dispose of any irrigation tailwater?
M4 Does your proposal also require consent from NSW EPA? <input type="checkbox"/> Yes <input type="checkbox"/> No
M5 If yes, have you got this consent? <input type="checkbox"/> Yes <input type="checkbox"/> No
M6 If yes, please provide consent number:

PART 3 – WATER SUPPLY WORK APPROVAL

Complete Part 3 if you are applying for a new or amended water supply work approval.

Section N: Pump(s) – surface water only

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.

I wish to apply for:

N1 a **new** water supply work approval

N2 an **amended** water supply work approval.

If you ticked the second box (N2) please complete the following question N3 and N4.

N3 Existing approval number to be amended.
N4 Briefly describe the change(s) you wish to make (e.g. change in the size of pump, location etc.):
N5 Do you have a current and relevant water access licence? <input type="checkbox"/> Yes <input type="checkbox"/> No
N6 If yes, what is the number of the water access licence/s to be associated with this application?
N7 If no when do you intend to secure a water access licence?

Location of works

N8 Lot	DP	Parish	County
Water Sharing Plan		Water Source	
N9 River			
N10 Pump Type	Pump Size	(mm)	Extraction capacity (litres/sec)
Description (e.g. centrifugal)			
N11 Do you intend to excavate to install your pump? <input type="checkbox"/> Yes <input type="checkbox"/> No			
N12 Do you intend to clear any native vegetation to construct the works? <input type="checkbox"/> Yes <input type="checkbox"/> No			
N13 If yes, area of ground to be cleared		(m ³)	

Section O: 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.

I wish to apply for:

- o1 a **new** water supply work approval
 o2 an **amended** water supply work approval.

If you ticked the second box (O2) please complete the following question O3 and O4.

o3 Existing approval number to be amended:
o4 Briefly describe the change(s) you wish to make:
o5 Do you have a current and relevant water access licence? <input type="checkbox"/> Yes <input type="checkbox"/> No
o6 If yes, what is the number of the water access licence/s to be associated with this application?
o7 If no when do you intend to secure a water access licence?
o8 Type of work <input type="checkbox"/> Channel <input type="checkbox"/> Regulator <input type="checkbox"/> Pipe <input type="checkbox"/> Other
If 'other', please specify

o9 Location of the work

Lot	DP	Parish	County
o10 Name of nearest river		o10 Distance from nearest river (m or km)	

o11 Size and dimensions of the work

Length (m or km)	Width (average) (m)	If a pipe, diameter of pipe (m)
Depth (average) (m)	Height about surrounding ground level (m)	Diversion Capacity (lit/sec)
o12 Do you intend to clear any native vegetation to construct the works? <input type="checkbox"/> Yes <input type="checkbox"/> No		
o13 If yes, area of ground to be cleared		(m ²)

Section P: Extraction works – groundwater only

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.

I wish to apply for:

P1 a **new** water supply work approval

P2 an **amended** water supply work approval.

If you ticked the second box (P2) please complete the following question P3 and P4.

P3 Existing approval number to be amended.			
P4 Briefly describe the change(s) you wish to make:			
P5 Is the work <input type="checkbox"/> existing or <input type="checkbox"/> proposed?			
P6 Do you have a current and relevant water access licence? <input type="checkbox"/> Yes <input type="checkbox"/> No			
P7 If yes, what is the number of the licence/s to be associated with this application?			
P8 Type of work <input type="checkbox"/> Bore <input type="checkbox"/> Well <input type="checkbox"/> Excavation <input type="checkbox"/> Spearpoint <input type="checkbox"/> Test bore <input type="checkbox"/> Artesian well			
P9 Purpose of work			
P10 Proposed size of work			
P11 Lot	DP	Parish	County
P12 Will the proposed works be within 40 m of a creek, stream, river, lake, wetland, swamp, marsh or the coast line? <input type="checkbox"/> Yes <input type="checkbox"/> No			
P13 If yes, what is the name of this water body			
P14 Distance of proposed work from this water body (m)	P15 Distance from property boundary (km or m)	P16 Proposed depth of bore (m)	
P17 Are the proposed works within 100 m 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? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, indicate type and distance in each case.).			
P18 Do you intend to clear any native vegetation to construct the works? <input type="checkbox"/> Yes <input type="checkbox"/> No			
P19 If yes, area of ground to be cleared (m ²)			
P20 Will your proposed work impact on an area of known Aboriginal cultural significance? <input type="checkbox"/> Yes <input type="checkbox"/> No			
P21 Are you in an underground mining area? <input type="checkbox"/> Yes <input type="checkbox"/> No			
P22 Please supply details of proposed bore driller:			

Section Q: Storage works – off-river and runoff harvesting storages only (e.g. on-farm dams, turkeys 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.

I wish to apply for:

Q1 a **new** water supply work approval

Q2 an **amended** water supply work approval.

If you ticked the second box (Q2) please complete the following question Q3 and Q4.

Q3 Existing approval number to be amended:
Q4 Briefly describe the change(s) you wish to make.
Q5 Is the work <input type="checkbox"/> existing or <input type="checkbox"/> proposed?
Q6 Do you have a current and relevant water access licence? <input type="checkbox"/> Yes <input type="checkbox"/> No
Q7 If yes, what is the number of the licence/s to be associated with this application?
Q8 If no when do you intend to secure a water access licence?
Q9 Type of work
Q10 Purpose of work

Q11 Location of the work

Lot	DP	Parish	County
Q12 Is the work proposed to be on a floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Q13 Size and dimensions of the work

Length (m or km)	Width (average) (m)	Depth (average) (m)
Proposed capacity (ml)	Height above surrounding ground level (m)	
Q14 Do you intend to clear any native vegetation to construct the works? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Q15 If yes, area of ground to be cleared		(m ²)

Section R: Storage works – in-river storage only (e.g. weirs)

Note: 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, 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.

I wish to apply for:

R1 a **new** water supply work approval

R2 an **amended** water supply work approval.

If you ticked the second box (R2) please complete the following question R3 and R4.

R3 Existing approval number to be amended.
R4 Briefly describe the change(s) you wish to make.
R5 Is the work <input type="checkbox"/> existing or <input type="checkbox"/> proposed?
R6 Do you have a current and relevant water access licence? <input type="checkbox"/> Yes <input type="checkbox"/> No
R7 If yes, what is the number of the licence/s to be associated with this application?
R8 If no when do you intend to secure a water access licence?
R9 Type of work (<i>see list of works at the end of the Guide</i>) extraction capacity (ML)
R10 Purpose of work

R11 Location of the work

Lot	DP	Parish	County
R12 Is the work proposed to be on a floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No			

R13 Size and dimensions of the work

Length	(m or km)	Width (average)	(m)	Depth (average)	(m)
Proposed capacity	(ML)	Height above surrounding ground level	(m)		
R14 Do you intend to clear any native vegetation to construct the works? <input type="checkbox"/> Yes <input type="checkbox"/> No					
R15 If yes, area of ground to be cleared		(m ²)			

PART 4 – POTENTIAL ENVIRONMENTAL IMPACTS OF THE WATER USE OR WATER SUPPLY WORKS

Section S: Environmental issues

Please 'tick' the appropriate boxes.

s1 Does your property have any of the following features/characteristics?

- Salinity
- Acid sulphate soils
- Sodic soils
- Waterlogging
- Erosion
- High watertable
- Land subsidence
- Contaminated land
- Other If 'other', please specify

s2 Any other comments (include the occurrence of any of the above features/characteristics on neighbouring properties, if known)

PART 5 – DECLARATION AND APPLICATION FEE

Section T: Declaration of applications

Each applicant must sign Section T.

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

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

- a) that I/We apply for a new or amended approval 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/our permission to act for and on my behalf in relation to any aspect of this application unless otherwise notified by me/us, and that the department will rely on information provided by the application contact in its consideration of this application;
- d) that the Crown in right of the State of New South Wales, including the department and its officers, employees, agents and successors ('the State'), 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 the State in connection with this application and I/we hereby agree to release and indemnify the State 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 the Crown in right of the State will rely on such information;
- f) that the State 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 may 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.

For applications made by individuals

1. Name	Signature	Date
Name	Signature	Date

For applications made by a corporation: Executed for and on behalf of the applicant in accordance with section 127 of the *Corporations Act 2001 Cth* (if a company) or by its duly authorised officer (for other types of corporation):

u2 Name of corporation		
u3 Position of signatory		
u4 Name of signatory	Signature	Date
u5 Position of signatory		
u6 Name of signatory	Signature	Date

Section U: Payment of application fee

u1 Specify method of payment for application fee	<input type="checkbox"/> Credit card	<input type="checkbox"/> Direct deposit	<input type="checkbox"/> Cheque
u2 Payee's name			
u3 Payee's contact number			

Privacy statement

The personal information you provide on this form is subject to the *Privacy & Personal Information Protection Act 1998*.

It is being collected by the department 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 the department provides.

The department 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 the department.

Further information regarding privacy can be obtained from the NSW Department of Industry website at www.industry.nsw.gov.au/privacy

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.