



Natural Resources Access Regulator

Guide to the application form for a water supply work approval to take groundwater under a domestic and stock right

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Introduction

What is a water supply work approval to take groundwater under a domestic and stock right?

A water supply work approval to take groundwater under a domestic and stock right allows you to construct and use a work which takes water from an aquifer, such as a water bore. Water taken from the work can only be used for domestic consumption and stock watering.

What is a domestic and stock right?

Owners or occupiers of land which is overlaying an aquifer can take and use water for domestic consumption and stock watering without a licence, water supply work approval (unless the work is a bore), or water use approval.

What is domestic consumption and stock watering?

Domestic consumption means the use of water for normal household purposes in domestic premises which are situated on the land.

Stock watering means the watering of stock animals being raised on the land. It does not include raising stock animals on an intensive commercial basis where the animals are housed or kept in feedlots or buildings.

Do I need an approval?

You need a water supply work approval to construct water bore to take groundwater under a domestic and stock right.

It is an offence to construct a water bore without an approval. It is also an offence to construct a water bore in a manner which does not comply with the terms and conditions of an approval.

Can my approval be amended?

You can apply to amend your approval by altering, removing, adding or reducing any of the works or land specified in the approval.

How to use this guide

Use this guide to assist you in completing the *Application form for a water supply work approval to take groundwater under a domestic and stock right*.

The application form has a number of sections. In each section are questions identified by a number on the left hand side of the form (for example, B4 is question 4 in section B). The information provided in the guide corresponds to these numbers in the application form.

Ensure you provide all the information requested in this application form. If your application form is incomplete it will not be accepted.

We may contact you to request further information in relation to your application.

Sections in application form

SECTION A: Applicant details

If this application is made by the owner/s of the land on which the work is to be located then each owner listed on the Land Title Certificate must be listed in Section A and must sign the application form.

If the application is made by the lawful occupier/s of the land then each occupier must be listed in Section A and must sign the application form. In this situation it is not necessary for the owners to be listed as applicants.

In this section provide the details of the applicant/s for the approval.

- A1-4** The name can be a person's name or the name of a legal entity, such as a company or corporation, that is either the owner or legal occupier of the land to which the application relates.
- A5** Insert the Australian Company Number (ACN) if the application is by a company.
- A6** Insert the position of the person/s who is/are making the application for and on behalf of the company or corporation. If the applicant is a company this would be either a company director or company secretary. If the applicant is a corporation this would be the duly authorised officer.
- A7-11** Insert the address of the applicant. For companies or corporations, insert the address details of the registered office.
- A12-15** Insert the contact details for the applicant.
- A16-30** There can be more than one holder of an approval. The form makes provision for two applicants to apply. If there are more than two applicants photocopy/print multiple copies of the blank Section A, complete it and attach it to the form.
- A31** This is the total number of applicants listed on the application form and includes applicants listed on any additional pages.

SECTION B: Contact person for application

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

If there is more than one applicant, and this section has not been completed, we will assume the first applicant on the form is the application contact and contact that person, if necessary, prior to the determination of the application.

An application contact is not legally delegated by the applicant/s to act on their behalf.

An application contact may be an applicant or a third party such as a solicitor or farm manager.

B1-12 Insert the name and contact details of the application contact. This will assist us if we need to contact someone to discuss the details of the application.

SECTION C: Property details (where work is/will be located)

You need to complete this section if the address of the property where the proposed water supply work will be located is different from the postal address in Section A.

SECTION D: Ownership of land where work is/will be located

In this section, specify whether the application is made by the owners of the land or the lawful occupiers of the land.

Either all owners listed on the Land Title Certificate, or all lawful occupiers of the land, must be listed in Section A and must sign the application form.

If you do not own the land, but anticipate that you will own the land within a reasonable period of time of the date of application, attach an explanation of anticipated ownership together with documentary evidence.

If the application is made by the lawful occupier/s of the land on which the work is to be located attach documentary evidence of lawful occupation such as a lease agreement or court order.

If you want to construct a work/s on land you own, as well as a work/s on land where you are the lawful occupier, then you will need to tick both boxes D1 and D2.

SECTION E: Purpose of water use

You must specify how you intend to use the groundwater taken by the proposed work, ie. for domestic consumption, stock watering or both.

SECTION F: Work for taking groundwater

F1 Specify if this is an application is for a new approval, including to replace an existing bore which may have been constructed many years ago.

F2 Specify if this application is to amend an existing approval.

- F8** For the purpose of this application an excavation is a minor work constructed for the purpose of taking groundwater under a domestic and stock right. If you propose to construct an excavation for a different purpose then you will need to apply for a different type of approval.
- F11** Provide the maximum pumping rate of the proposed work for taking groundwater, even if you do not plan to operate the work at its maximum rate.
- F15** If the proposed excavation is not considered to be minor you may need to apply for a different type of approval.
- F16** This is important if the proposed work is an excavation within waterfront land as you may need to apply for a controlled activity approval.
- F18** If a bore is constructed near another bore it could have an impact on the existing bore, ie. it may affect the level of the watertable.
- F19** You must not locate a work for taking groundwater near any site of possible contamination which could contaminate the groundwater source. If you propose to construct the work/s near a contaminated site the risk to the groundwater source and the risk to human health must be minimised.

SECTION G: Environmental issues

- G1-10** The information you provide will assist the department to undertake an assessment of likely impacts of the water supply work/s during and after construction of the work/s.

You may have to seek advice from a suitably qualified person to provide this information if your property is located in a sensitive environment.

SECTION H: Maps and plans

A photocopy of a topographic map with hand-drawn property boundaries and features is acceptable.

SECTION I: Declaration of applicants

Ensure you understand your legal obligations before signing this document. You may need to obtain independent legal advice for this.

Each applicant must provide their name, sign the completed form and write the date when it was signed.

If the applicant is a company, the application is to be signed for and on behalf of the applicant by two persons in accordance with section 127 of the *Corporations Act 2001* (Cth). Select the position of the signatories which can be a company director or company secretary.

If the applicant is a corporation, insert the name of the corporation, select the position of the signatory, and ensure the application is signed by the duly authorised officer.

SECTION J: Payment of application

Specify how you would like to pay the application fee.

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