

# Water supply work approval to take groundwater under a domestic and stock right

Use this guide to assist with completing the application form for a new or amended water supply work approval to take groundwater under a domestic and stock right.

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

You need a water supply work approval to construct a 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.

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

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## How to use this guide

Use this guide to assist you in completing the *Application form for a new or amended approval for a domestic and stock bore*.

The application forms have several parts. In each section the questions are 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 the application form. If your application form is incomplete, it will not be accepted. Note, we may contact you to request further information in relation to your application.

### General instructions

To make sure that your application is processed efficiently, please note these general instructions:

Use BLOCK letters as they are easier to read.

If there is not enough space on the form for all your information, complete the answer on a separate sheet of paper and attach it to the application form (include a reference to the attachment in the application form).

Ensure that you fully complete the form as all the information is necessary to verify and process your application – it may be rejected if all the required information is not provided.

Do not write credit card details on this form – we will contact you for payment.

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## Sections in application form

### Part 1 – Applicant details

Part 1 must be completed.

#### Section A: Applicant details

These are the details of the registered holder(s) that appear on your 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. If the application is made by a company or corporation do not answer A1-A3.
- A5 Insert the Australian Company Number (ACN) if the application is by a company. Note that an ABN (Australian Business Number) is not permitted.
- 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.
- A12-14 Insert the contact details for the applicant.
- A15-28 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.
- A29 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 that 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, farm manager or water broker.

- B1-11 Insert the name and contact details of the application contact. This will assist us should we need to contact someone to discuss the details of the application.

## **Section C: Property details (where the work is/will be located)**

- C1-3 Specify the property location where the work will be located if it is different to the postal address supplied in Section A.

## **Section D: Land ownership (where the work is/will be located)**

- D1 Specify whether the application is made by the owners of the land or the lawful occupiers of the land.

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.

## Part 2 – Water supply work details

### Section E: Purpose of water use

- E1 You must specify how you intend to use the groundwater taken by the proposed work, i.e. for domestic consumption, stock watering or both.

### Section F: Work for taking groundwater

- F1 Specify if this is an application 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.
- F3 If the application is for a new approval for a water supply work, specify if it is for a new or existing work.
- F4-6 If the application is for an amendment of an existing approval, specify details about the work and changes required.
- F7 Specify the location of the proposed work/s.
- 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.
- F9-10 If the work is a bore, specify if it will access the Great Artesian Basin and the proposed depth of the bore.
- 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.
- F12-14 If the proposed dimensions of the nominal bore casing will be greater than 152 mm, specify the dimensions, and if the bore will supply groundwater to other landholders.
- F15 If the proposed excavation is not considered to be minor you may need to apply for a different type of approval.
- F16-17 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, i.e. it may affect the level of the water table.
- 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.
- F20 If a bore is constructed near an underground mining area it could have an impact on the mine.
- F21 Provide the details of the bore driller to be contracted for the work.

## **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 works.

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, plans and reports**

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

## **Part 3 – Declaration and application fee**

### **Section J: Declaration of applicant/s**

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 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 K: Payment of application fee**

Specify how you would like to pay the application fee. An officer from the department will contact the nominated payee for payment.