

## Purpose of the Form

The application form is a document approved for use within the state of Queensland under the provisions of the *Water Act 2000*. Under this legislation, this department's chief executive may grant water licences for taking water and interfering with the flow of water.

This form is used where the applicant wishes to interfere with the flow of water by impounding water in a watercourse, lake or spring on or adjoining the applicant's land. For example, before commencing any activity which would result in water being impounded the first time or would increase the amount of water currently authorised to be impounded; the owner of the land should make prior application by completing and lodging this form.

An entity who is already a licensee under the *Water Act 2000* or holds a licence issued under previous legislation (for instance a licence for works issued under *Water Resources Act 1989*) can also use this form to apply to amend the existing licence.

The form is not to be used where the activity will result in the taking or use of water, for example operating a pump or using a water bore. Taking water of this nature will usually require a water licence, but application should be made on a different approved form.

Unless otherwise indicated, all parts of the form should be completed. The department may require the applicant to provide additional information. You will be contacted if this is the case.

Approval of this application does not authorise construction or installation of the works or any associated development. Where required, an application must be made for a development permit under the *Integrated Planning Act 1997*. These forms are available from this department, your local government customer service office, or can be found on the Integrated Development Assessment System web site <[www.ipa.qld.gov.au](http://www.ipa.qld.gov.au)>.

## PART A Licence Information

If the application is to amend an existing licence, then the 'Yes' box should be clearly ticked and the number of the existing licence must be entered. If possible, a copy of the licence should be provided.

## PART B Applicant Details

For the purpose of this application, the '**applicant**' only refers to an entity as defined by the *Water Act 2000* s206(4) –

- (a) the State
- (b) a local government
- (c) a water authority
- (d) a resource operations licence holder
- (e) an interim resource operations licence holder
- (f) a petroleum tenure holder
- (g) an entity prescribed under a regulation.

applying for:

- a new water licence
- amendment of an existing licence.

**PART B Applicant Details (Cont'd)**

The applicant details part of this form must be completed as follows:

**Name**

For one individual, clearly write in upper case the applicant's full name as given names followed by surname.

For example                    PAUL JOHN SMITH

For two individuals, clearly write the full name of all individuals as given names followed by surname, both persons separated by a semi-colon.

For example                    PAUL JOHN SMITH; TINA ROSE JONES

For a number of individuals clearly write all the full names as given names followed by surname as a list, the full name of each person should be separated by a semi-colon

For example:                    PAUL JOHN SMITH; TINA ROSE JONES; LISA MARY  
SMITH; PETER FREDRICK WATSON; PETER FREDERICK WATSON AS  
TRUSTEE

Where the applicant is a corporation, write the complete name of the incorporated body. All persons completing the application on behalf of a corporation must provide their Australian Company Number (ACN).

For example                    PAUL JOHN SMITH PTY LTD

For incorporated associations, use the authorising officer's name

For example                    PAUL SMITH ACTING UNDER THE AUTHORITY OF THE  
BUNYA MOUNTAINS BRIDGE SOCIETY INC

For other legal entity names or bodies holding land under trust.

THE STATE OF QUEENSLAND (REPRESENTED BY)

**Attention (Optional)**

If necessary, use this section to write the title of the position held by a person acting for the applicant. This information is usually only necessary for corporations or similar bodies.

For example                    THE MANAGING DIRECTOR

**Mailing Address**

Information provided within these sections of the form will be used for the service of all official documents and any correspondence relating to the application. Enter the information as you would want it to appear on an envelope addressed to the applicant.

For example                    UNIT 3  
12 SHORT STREET  
ROCKHAMPTON QLD 4370

**Contact Person's Details**

You should use this section to provide the department with the details of one nominated contact person. If required, information provided within these sections of the form will be used for personal or telephone contact about matters relevant to the application.

## **PART C Description of Land**

This part is used to describe the land on or adjoining the downstream point in the watercourse at which the interference with flow (in the nature of an impounding structure) will occur. Land is described as a lot on a plan and you will find these on the local government rates notice or a valuation notice. Separately list each parcel of land as lot and plan.

For example

<b>Lot</b>	<b>Plan</b>
13	RP134507
158	W314657

Provide a separate attachment if more than four parcels need to be listed on the application.

To be able to make a proper application, the applicant must be the owner of land entered here. An owner of land is defined above in Part B of these guidelines. The parcels listed must also be contiguous in nature.

## **PART D Location of Impoundment**

This part is used to indicate where the planned activity will result in an interfering with flow. Write the name of the watercourse or lake or spring in which the water is to be impounded. If the flow in more than one watercourse, lake or spring will be affected by the impoundment, write the names of all the water features.

Applicants should, to the best of their ability, complete the sketch plan on the application or alternately provide a cadastral map with the relevant features. The furthestmost downstream and upstream extent of the impoundment should be clearly marked.

## **PART E Reason for Impoundment**

Describe in general terms, the reason for the proposed impoundment.

Applicants are advised that under the legislation, the chief executive must, amongst other things, consider:

- existing water entitlements and authorities to take or interfere with water
- any information about the effects of taking, or interfering with water on natural ecosystems
- any information about the effects of taking, or interfering with, water on the physical integrity of watercourses, lakes, springs or aquifers
- policies developed in consultation with local communities for the sustainable management of local water
- the sustainable resource management strategies and policies for the catchment, including, any relevant coastal zone
- the public interest.

In order to properly meet these provisions, the department may require the applicant to provide additional information about the application.

Industrial users, or other applicants who may need to have special factors considered as part of the application, should attach specific details of the proposal (such as a project plan) which will be used to assist the department in assessing the application.

## **PART F Impounding Requirements**

This part is used to indicate to what extent the planned activity will result in interfering with flow, and to generally assess the impact of the proposal.

As previously mentioned, additional information about the proposal may be required to assist the department in assessing the application.

## **PART G Comments**

This part is used where the applicant wishes to provide any further comments or information that may be of assistance in assessing this application. Refer to a separate attachment if insufficient space has been provided.

## **PART H Declaration**

Parties to the application listed in Part B, must complete and sign the declaration. This means that all the owners should sign where the land described in Part C is held by a number of registered proprietors or lessee.

All persons signing on behalf of a corporation must sign before a witness and provide their Australian Company Number (ACN).

Materials submitted in support of this application are part of the application and can be copied and made available to the public as required under section 208(4)(b) of the *Water Act 2000*. By signing the declaration, all parties provide consent for any supplied information considered to be commercial-in-confidence or copyright to be copied and made available only for the purposes of the licence application, including notification to and consultation with the public and other relevant government agencies.

## **Use of this Information**

This information is collected under the authority of the *Water Act 2000* and the *Integrated Planning Act 1997* for the purpose of ensuring the sustainable management and efficient use of water and other resources. This application will be publicly viewable in the period in which people may make submissions. The instrument of the water authority will be placed on a publicly searchable register under section 1009 of the *Water Act 2000*. If a submitter chooses to apply for an internal review of the department's decision on this application, your name and address will be provided to them, so that they may provide you with notice of their application for internal review.

## **Checklist**

The following checklist has been provided to assist you in completing this application. Ensuring that you have satisfied all of the following requirements will help avoid delays in the processing of your application.

- All parts of the form are completed (including the sketch plan)
- All parts of the form relating to lot and plan contain the correct real property descriptions. Failure to supply accurate details may render a subsequent licence invalid.
- The application form is signed by all parties
- The prescribed fee is enclosed.