

Under the *Water Act 1989*, permission must be obtained from Southern Rural Water (SRW) for any structure to be built on land near, in, or on a drain, channel, or pipeline owned or controlled by SRW.

This permission, in the form of a private works agreement (or *Licence to Construct and Use Private Works*), will ensure that work is carried out to the required standard, and enable customers to carry out works with their own equipment at a time that suits them.

On occasion, works have been constructed without prior permission being obtained from SRW. When works are not constructed to a satisfactory standard, or have affected the operation of the irrigation system, SRW has required changes to bring the works to the relevant standard. In some cases, demolition of the works has been carried out. These changes are at the customer's expense and can be extremely expensive.

Some typical examples of the work that requires a licence include, but are not limited to:

- Bridge crossings
- Direct suction (pump) outlets
- Pump diversions
- Drainage outlets
- Subway/siphon crossings
- Culvert, pipe, or electricity crossings

SRW requirements

Any private works must not affect the operation of the system, e.g., access is maintained and channel or drain capacity is not reduced. This is to guarantee other irrigators are not adversely affected by the works.

All technical works must be built to current construction standards for operation and maintenance. Details and/or engineered drawings of works that set out appropriate standards need to be supplied with an application.

The process

1. You complete and return the attached Private Works Request form. An SRW officer may meet with you onsite to discuss the proposed works.
Once the works are agreed upon, we prepare and issue a Licence Agreement for you to sign and an invoice for you to pay the relevant fees.
2. We authorise the Licence and send a copy to you. This is when your project can legally begin.
3. We conduct inspections at agreed times throughout the project or at completion.
4. If the works are constructed correctly and no remedial action is required, we release the security deposit to your nominated bank account.

Place of take approvals – new outlet

By signing this application, if you hold an allocation account that is linked to the water-use licence or registration (WUL/R) for which an outlet is being created, you are also applying for a general place of take approval under section 64FC of the *Water Act 1989*, and if applicable a particular place of take approval under section 64FZJ of the *Water Act 1989*, at the location of that new outlet. More details on this are provided on the final page of this document.

If you have further questions, or you are unsure if a licence is required for your proposed works, please contact our Land Management Coordinator on 0400 883 585.

Apply for approval to work near our assets

Please complete the details below to submit a proposal for construction of private works on or near Southern Rural Water's (SRW) infrastructure. Any work conducted must have a Private Works Agreement duly authorised by SRW management prior to any works taking place.

You will need to allow up to 28 days from the date we receive your application to when your works can start. An indication of time frames will be provided once we've reviewed your application.

Fees

Fees for Private Works Agreements are updated annually according to the SRW Tariff Schedule, which can be found on our website srw.com.au/customer/accounts/prices-and-forms.

A security deposit is held by SRW until the work is done and is refunded once the final inspection has been completed. Supervision fees are charged to cover the cost of inspections/reporting during construction.

A copy of the Title can be obtained by SRW for a fee of \$30.00 per plan.

Contact details

Owner Name			
Applicant Name (if different to owner)			
Postal address			Postcode
Email address			
Phone number		Mobile number	

Water Use Licence		Allocation Bank Account	
-------------------	--	-------------------------	--

Contractor Name			
Email address		Mobile No.	

Title details

Property address			
Lot No.		Plan No. (PS or TP)	
Parish			
I have attached a copy of the Title	<input type="checkbox"/>	I consent to SRW obtaining a copy on my behalf (fees apply)	<input type="checkbox"/>

If you do not have a Title for the property, you can obtain a copy from the Land Titles office via the website www.landata.vic.gov.au or by contacting your solicitor to obtain a copy on your behalf.

Proposed works details (leave blank any that do not apply)

Construction start date		Construction end date	
Type of proposed works	<input type="checkbox"/> Meter outlet (Slipmeter/Flumegate) <input type="checkbox"/> Siphon <input type="checkbox"/> Subway <input type="checkbox"/> Stock & Domestic line	<input type="checkbox"/> Direct suction (pump) <input type="checkbox"/> Occupational crossing <input type="checkbox"/> Pivot crossing <input type="checkbox"/> Other:	
Diameter		Material	
Proposed flow rate	Min.	Max.	
Type of pump		Size / type flow of meter	
Channel / drain name			
Construction method			
Type of system	<input type="checkbox"/> Pipe & riser <input type="checkbox"/> Other	<input type="checkbox"/> Flood	<input type="checkbox"/> Sprinkler

Plan of design

Please attach a design and locality plan of the area affected by the proposal. Your design needs to show:

- SRW assets and other existing services overlaid on your work plans
- Potholed location of our asset (if relevant)
- Details of how you propose to protect our asset (if relevant)
- Final surface levels and elevations

Additional information

Please provide any additional information to support your application

Bank details (for processing the refund of the security deposit)

Bank Account Name			
BSB No.		Account No.	

All registered owners of the property **must** sign this form as confirmation that the information supplied is complete and correct. It is an offence to supply false or misleading information.

Signature Name

Signature Name

Date of Signature
DD MM YY

General information and explanatory notes

How long is a licence valid?

A Private Works Licence is generally issued for a term of 15 years, with a completion date set 3 months after the Date of Issue.

Can I transfer a licence?

The Licensee must give notice to any prospective purchaser of the land and ensure that this licence is transferred to any successor in title. Please let SRW know if and when this needs to happen.

Safety – your responsibility

At all times the safety of the public and/or your employees for your works remains your responsibility. This means you have to determine how to best conduct your work near our asset while ensuring that you maintain a safe system of work at all times. You have a duty of care to ensure that your works do no damage or interfere with our assets or cause hazards to any party.

Work that does not require approval

Light weight structures, fences and walls that can be readily removed or planning and removing trees that have a mature height of less than 5 metres don't require approval; however, requirements still apply to these types of works.

Place of take approvals – new outlet

Your general place of take approval (GPT) authorises you to take water from a specific place (i.e. your outlet) subject to any terms and conditions, and the particular place of take approval authorises you to take the water you currently hold at that place. More information about place of take approvals is available at www.waterregister.vic.gov.au.

If there are other people who hold allocation accounts linked to the WUL/R, they must also apply for place of take approvals using Form 20 (Application for place of take approvals at a new service point) before this application can be approved. If you are unsure if this circumstance applies to you, contact SRW Land Management Co-Ordinator. Form 20 can be downloaded from the water register website link above.

Disclaimer

Any plans or other information provided by SRW must be used as a guide only. Plans (including the location of pipes and other assets) are approximate only and it is your responsibility to establish the exact location of SRW assets before commencing work.

SRW does not warrant or make any representation to the accuracy, completeness, reliability, quality, or fitness for purpose of any plans or other information.

Need more information?

To report damage to a SRW asset: 1300 139 510 (Mon-Fri 8.30am to 4.15pm).

For questions about work near SRW assets and Before You Dig Australia: srw@srw.com.au or 1300 139 510.

BYDA: www.byda.com.au.