

# Southwest Irrigation Development Guidelines

## FACT SHEET

### Applying for a Works Licence



***This fact sheet covers the general requirements for approvals to construct and operate water diversion works (Works Licence) as part of the Southwest Irrigation Development Guidelines. This includes the construction of pumps, pipelines and associated infrastructure (including power) on and across Crown Land and to private property.***

#### WHERE TO START

Contact Southern Rural Water (SRW) who will be able to advise on likely requirements and provide you with the relevant application forms.

You can also contact the Irrigation Development Coordinator who can provide further information about the guidelines and connect you with contacts such as Agriculture Victoria irrigation extension staff and other agencies as required.

#### WHAT TO SORT OUT

To satisfy the Guidelines, a new irrigation development (or significant expansion) must seek approvals from a range of Victorian agencies such as SRW, the relevant Aboriginal cultural heritage authority, Department of Energy, Environment and Climate Action (DEECA), Parks Victoria and local council .

The specific details that will be required as part of the approvals process will vary. They depend on the complexity of the various issues that will need to be addressed; this may include native vegetation and biodiversity, cultural heritage, water availability, water access routes and existing planning overlays.

It is important to note that the approvals to construct and operate water diversion works on or across Crown Land, need to be progressed in parallel with the approvals process for the associated Take and Use licence.

A Take and Use licence is required for water sourced from undeclared water systems such as groundwater and unregulated rivers.

A Works Plan (WP) is required as part of the Works Licence (WL) application and enables the applicant to demonstrate that the public safety, aesthetic, archaeological, environmental and water resource values of the waterway, aquifer, or the riparian or riverine environment will be protected during construction, alteration, operation and/or decommissioning of the pump and associated infrastructure. The requirements of Works Plans are detailed in Schedule 2 of the Ministerial Determination on Policies for Managing Works Licences. These policies are available from the IDC.

#### Assessment process

To construct and operate private water delivery infrastructure works to service properties, the developer may require the following permits/licences/approvals:

- Cultural Heritage Management Plan
- Public Land Managers consent
- Works on Waterways permit
- Planning permit/s
- Works Licence

#### Cultural Heritage Management Plan (CHMP)

A CHMP can be triggered by new utilities such as pipelines, which are high impact activities on sites of cultural sensitivity. Many new irrigation developments will be in areas of cultural sensitivity. For example, sand dunes, ancient lakes, sand sheets, lunettes and/or within 200m of a named waterway or across Parks Victoria land.

Refer to the Fact Sheet 'Protecting Aboriginal Cultural Heritage' in this series for further details.



## Public Land Managers Consent

The construction and installation of water delivery infrastructure on or across public land requires public land managers consent for the issue of a planning permit and landowners' consent from Parks Victoria or DEECA.

## Works on Waterways Permit

Works on waterways can include things like bridges, jetties, crossings or culverts. Poorly planned works can cause bed and bank erosion, stop fish passage and change waterflows.

Permits are issued by the relevant Catchment Management Authority.

A works on waterways permit is required for a range of works, including:

- crossings – bridges, fords, culverts
- deviations – waterway realignments
- stabilisation – bank protection, retaining structures
- vegetation – fallen timber and vegetation removal, revegetation projects
- works – irrigation pumps, service crossings
- other – jetty, river mouth opening, boardwalks.

## Planning Permit

Land use and development including the removal of native vegetation is controlled by local government under planning schemes. Public land managers consent is a prerequisite for an application for a planning permit for infrastructure on or across public land.

Cultural heritage, earthworks, and other issues will be considered in the planning application stage. The planning permit may be referred to DEECA.

## Works Licence (WL)

More information on how the Works Licence application process in Victoria has changed can be found on the Victorian [Water Register](#) website.

Consideration must be given to what mechanisms will be undertaken to meet the standards necessary and to minimise the impacts on other persons and the environment during construction as well as ongoing operation of the water delivery infrastructure into the future.

The works licence is issued by the relevant Water Corporation (e.g. SRW) and is staged over two phases. The first is a licence to construct water diversion works. At the completion of the works an inspection by the Water Corporation will occur and metering requirements will be addressed and communicated to the customer. Once metering installation requirements have been met, the Water Corporation will convert the works licence from a 'Construct'

to an 'Operate' status. The new operate licence will be issued with a five-year tenure. Developers can apply for a works licence (WL) by completing Form 29 and submitting it to the appropriate Water Corporation (see below for a link to the Water Register: Form 29).

In considering the Works Licence (WL) application, the Water Corporation must have regard for issues relevant to the associated Take and Use licence (TUL) application. A WL will not be issued in isolation from a TUL.

Developers should note that the Public Land Manager's Consent must be issued prior to applying for a WL and is recorded on **Form 29**.

## Dams

Apart from pumps and pipelines the developer may require an on-farm dam to store water to adequately service the watering requirements of the property. All dam constructions require authorisation and must be incorporated into the Works Plan. Dam construction guidelines are available from your local Water Corporation. For further details on the requirements refer to [Managing Dams and Water Emergencies](#).

## FURTHER INFORMATION

An information kit containing related fact sheets is available at [www.ghcma.vic.gov.au](http://www.ghcma.vic.gov.au) and can be discussed further with the Irrigation Development Coordinator.

Access electronic copies of:

- [Standards for Site Environmental Management Plans](#)
- [Dam construction standards](#)
- [Works Licence Application Form 29](#) (These forms are issued with a discrete number).
- [Ministerial Determinations](#)

## ACCESSIBILITY

If you would like to receive this publication in an accessible format, please telephone GHCMA on (03) 5571 2526 or email [ghcma@ghcma.vic.gov.au](mailto:ghcma@ghcma.vic.gov.au)

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