

## Application for a Works Licence to: Operate a dam on a waterway or off a waterway (large or potentially hazardous dam)

### What is this application form for?

Use this form to apply for:

- A Licence to Operate Works (Section 67 Water Act 1989), where the works relate to a dam which is located on a waterway or is considered potentially hazardous.

### Why do I need a Licence?

By law (*Water Act 1989*), a licence to Operate Works is required for any dam located on a creek, stream, river or waterway or for any off-stream dam which meets the criteria as being potentially hazardous due to it's size or capacity being:

- 5 metres high with a capacity of 50 megalitres or more; or
- 10 metres high with a capacity of 20 megalitres or more; or
- 15 metres high, regardless of the capacity.

The purpose of licensing these dams is to ensure that dam owners carry out the necessary ongoing maintenance and surveillance of their dams to avoid failure. Operating licence conditions require that dam owners take proper precautions to protect life and property. Licences are generally issued for a term of 5 years and may be renewed upon application.

### What to do:

- Read the accompanying explanatory notes and fact sheet and refer to the current fee schedule (which can be obtained by calling 03 5833 5526 or downloaded from [www.g-mwater.com.au](http://www.g-mwater.com.au))
- Refer to the booklet "Your dam your responsibility – A guide to managing the safety of farm dams", which is available from [www.ourwater.vic.gov.au/saving/farms/dams](http://www.ourwater.vic.gov.au/saving/farms/dams), or contact G-MW to obtain a copy.
- Complete the form in full ensuring all relevant information is provided
- Send the form, any required documentation and the application fee to: Goulburn Murray Water, PO Box 165, TATURA, VIC 3616.
- Goulburn-Murray Water accepts payment by cheque or credit card.
-

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## 1. APPLICATION TYPE

I/ we wish to apply for a new licence to Operate Works for a dam:

- Located on a waterway.
- Not located on a waterway, but meets the criteria as being a potentially hazardous dam.

## 2. APPLICANT/LICENCE HOLDER/S DETAILS

Please list full names (Note: initials are not acceptable and if more than 3 licensees please note as additional)

Applicant / Licensee No 1: (Individual or company name).....

Applicant / Licensee No 2: (Individual or company name) .....

Additional Licence holders: .....

Postal Address: .....

..... Postcode: .....

Telephone number: ( ) ..... Mobile number: .....

Fax Number: ..... Email: .....

## 3. DESCRIPTION OF LAND ON WHICH THE DAM/S ARE LOCATED

Property address: .....

Vol:. .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol:. .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Parish .....

Nearest town: ..... Vic roads ref No.:.....

Note: If additional lands are required please attach a separate list to this application. If you are not the owner or occupier of this land please complete *Annexure 1 - Consent of Landowners/ occupier/ Crown Land Manager.*

## 4. USE OF WATER FROM THE DAM/S (please indicate all applicable types of use)

- Irrigation
- Commercial or Industrial
- Dairy Washing
- Other (please specify).....
- Reuse
- Aesthetic/recreational
- Domestic &/or Stock

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## 5. CATCHMENT DETAILS

Indicate the approximate catchment area for the dam: .....ha.

Method of calculating area (tick):                       Physically measured                       Estimated/ observed

Soil type (tick):                       Clay                       Loam                       Sand

Topography(tick):                       Flat                       Gentle                       Hilly                       Steep

Vegetation(tick):                       Pasture                       Bare                       Scrubby                       Forested

List any environmental features at, above or below the dam:.....  
.....

## 6. DETAILS OF DAMS If more than 2 dams please attach details for additional dams to the form.

### Dam 1:

Height of dam from downstream toe to top of wall: .....metres

Capacity of dam at full supply level .....ML                      Licence entitlement volume:.....ML

Surface area of water: ..... ha                      Approx. spillway capacity: .....ML/day

Spillway width:.....m                      Compensation pipe size:.....mm

Spillway height:.....m                      Size of by-pass:.....mm

*(this is the depth of water through the spillway before overtopping the dam wall)*

### Dam 2:

Height of dam from downstream toe to top of wall: .....metres

Capacity of dam at full supply level .....ML                      Licence entitlement volume:.....ML

Surface area of water: ..... ha                      Approx. spillway capacity: .....ML/day

Spillway width:.....m                      Compensation pipe size:.....mm

Spillway height:.....m                      Size of by-pass:.....mm

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam

## 7. POTENTIAL DOWNSTREAM IMPACTS OF DAM FAILURE

Will the dam/s inundate a neighbouring property if it breaks?

Dam 1:  Yes  No

Dam 2:  Yes  No

Comments:.....

Indicate the nearest downstream developments and their approximate distance from the dam:

Dam 1:

Township .....km Occupied dwelling/s .....km Road crossings .....km

Dam: .....km Railway crossing .....km

Please identify the nearest downstream development and its approximate distance:.....

Dam 2:

Township .....km Occupied dwelling/s .....km Road crossings .....km

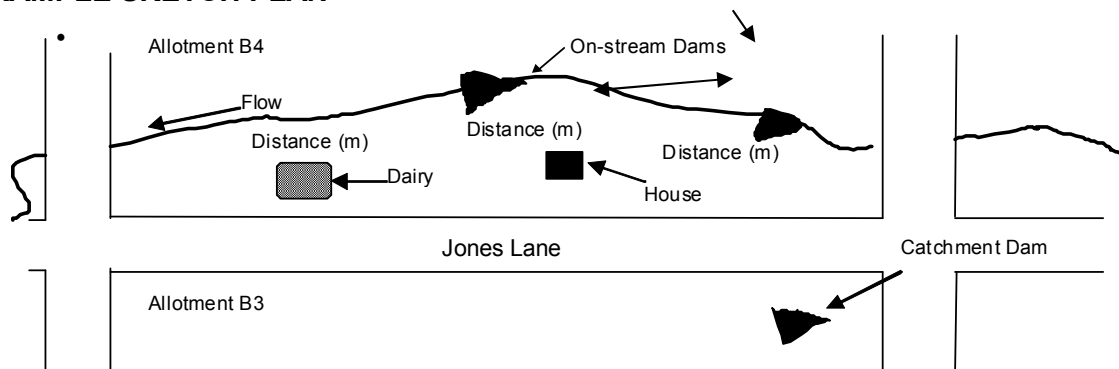
Dam: .....km Railway crossing .....km

Please identify the nearest downstream development and its approximate distance:.....

## 8. SKETCH PLAN

Attach a sketch or photocopy of a locality plan (on the attached template) showing the locations of ALL dams on the property. Show roads, access to property and main features on property as well as approximate distances to property boundaries. You may attach photographs or plans if available.

### EXAMPLE SKETCH PLAN



# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## 9. EMERGENCY MANAGEMENT PLAN, DAM SAFETY REPORT AND SURVEILLANCE PLAN

If your application relates to a dam which is deemed to be potentially hazardous you must submit emergency management and dam safety & surveillance plans with this application. Please refer to the explanatory notes for details.

Please tick the relevant box below:

- Not applicable
- Emergency management plan is attached
- Dam safety and surveillance plan is attached

Please Note:

- If your dam/s have been assessed (by your engineer or G-MW) under the ANCOLD guidelines as being in the very low, low or significant hazard category you can complete the attached proforma report and attach a copy to this application.
- If your dam/s have been assessed (by your engineer or G-MW) under the ANCOLD guidelines as being anything other than the very low, low or significant hazard category you must engage a suitably qualified engineer to complete and/or endorse the reports.

**Details of suitably qualified engineer (only required if dam has an ANCOLD hazard category other than very low, low or significant)** Refer to explanatory notes for further details.

Contact person: .....

Postal Address: .....

..... Postcode: .....

Telephone number: ( ) ..... Mobile number: .....

Fax Number: ..... Email: .....

Is the engineer a member of the Australian Institute of Engineers?  Yes  No

Membership No. (If applicable): .....

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## 10. DECLARATION OF APPLICANT/S

I hereby indemnify the Licensing Authority and its officers against all claims, suits or actions arising from injury, loss, damage or death, to any person or property which may arise from the construction, maintenance, existence or use of the works described in this application.

I confirm that the information supplied in this application is complete and correct to the best of my knowledge. I am aware that it is an offence to supply false or misleading information.

I acknowledge that G-MW may release information contained in this application, at the discretion of G-MW to relevant parties and organisations in accordance with relevant legislation.

Signature of applicant 1 ..... Date: .....

Printed name: .....

Signature of applicant 2 ..... Date: .....

Printed name: .....

### Additional applicants:

Signature(s)..... Date: .....

Printed name: ..... Date: .....

Printed name: ..... Date: .....

If the name of the applicant is a Company name please provide the following details:

ACN No: ..... Position (eg director): .....

**Please Refer to the application notes for information about who should sign this application.**

Goulburn-Murray Water protects your privacy by collecting and handling your personal information in accordance with the requirements of the *Information Privacy Act 2000*. The personal information collected in this form will only be used for the purpose of administering your direct debit request. It will be disclosed to appropriate staff and institutions in regard to the purpose for which it was provided. Failure to provide the information sought may result in processing delays. You have a right to access and correct the personal information you provide to Goulburn-Murray Water. For further information regarding Goulburn-Murray Water's privacy statement please refer to our website at [www.g-mwater.com.au](http://www.g-mwater.com.au)

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## SKETCH PLAN

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## Credit Card Payment Authority

Applicant/company name: .....

Payment for Application -Licence to Operate Works - Dam/s on Waterway / Potentially Hazardous.

### CREDIT CARD DETAILS

Please tick (✓) appropriate card:

#### CREDIT CARD DETAILS:

Bankcard

MasterCard

Visa

Card No

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Expiry date \_\_\_\_\_

Total \$ \_\_\_\_\_

\_\_\_\_\_  
Cardholder's name

\_\_\_\_\_  
Cardholder's signature

This page is destroyed by Goulburn-Murray Water after the Credit Card transaction has been processed.

#### Protecting your privacy

Goulburn-Murray Water protects your privacy by collecting and handling your personal information in accordance with the requirements of the *Information Privacy Act 2000*. The personal information collected in this form will only be used for the purpose of processing your credit card payment and will be destroyed once your payment has been processed. It will only be disclosed to appropriate staff in regard to the purpose for which it was provided. Failure to provide accurate or complete information may result in processing delays. You have a right to access and correct personal information you provide to Goulburn-Murray Water. For further information regarding Goulburn-Murray Water's Privacy Policy please refer to our website at [www.g-mwater.com.au](http://www.g-mwater.com.au)

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## General information and explanatory notes (retain for future reference)

### Why do I need a Licence to Operate Works for my dam/s?

By law (Section 67 of the *Water Act 1989*), a Licence to Operate Works is required to operate any dam located on a creek, stream, river or waterway and for any off-stream dam which meets the criteria as being a “potentially hazardous dam”.

The Licence is required regardless of whether or not the dam is in use.

The purpose of licensing on-stream and potentially hazardous dam/s is to ensure that dam owners are aware of their obligations and carry out the necessary ongoing maintenance and surveillance of their dams to avoid failure. Operating licence conditions require that dam owners take proper precautions to protect life and property.

### What are the categories of dams which require operating licences?

A licence is required for dam/s located on a waterway or dams which are deemed to be large or potentially hazardous.

A large or potentially hazardous dam is a dam which meets one of the following categories:

- **Category A** - The dam has a wall that is 5 metres or more high above ground level at the downstream end of the dam and a capacity of 50 megalitres or more; or
- **Category B** - The dam has a wall that is 10 metres or more high above ground level at the downstream end of the dam and a capacity of 20 megalitres or more; or
- **Category C** - The dam has a wall that is 15 metres or more high above ground level at the downstream end of the dam, regardless of the capacity.

### What are my obligations in relation to safety and maintenance of the dam if it is deemed to be large or potentially hazardous?

Operating licence conditions require that dam owners take proper precautions to protect life and property by developing and maintaining a surveillance plan and emergency management plan for the dam/s.

Detailed information about your obligations as the owner of a licensed dam can be found in the publication “Your Dam, your responsibility - a guide to managing the safety of farm dams”. A copy of this booklet is supplied to all licensees when licences are issued or renewed. Additional copies can be obtained by contacting the Licensing Unit or you can download a copy online from: [www.ourwater.vic.gov.au/saving/farms/dams](http://www.ourwater.vic.gov.au/saving/farms/dams)

### What is a Dam Safety Surveillance Plan?

A Dam Safety Surveillance Plan should include a hazard category assessment of the dam, the results of visual assessments, geotechnical investigations, spillway calculations as well as detailed assessments of the safety of the dam. The surveillance program must stipulate the recommended intervals for inspections to be carried out by the dam owner relating to checking the structural integrity of the dam and the process for identifying and reporting changes in the condition of the dam.

### What is a Dam Safety Emergency Management Plan?

A Dam Safety Emergency Management Plan is a formal plan which must:

- Identify emergency conditions which could endanger the integrity of the dam and which require immediate action;
- Prescribe procedures which should be followed by the dam owner and operating personnel in the event of an emergency;
- Detail procedures for providing timely warning to appropriate emergency management agencies for their implementation of protection measures for downstream community.

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## How do I complete these reports and do I need an engineer to complete and/or certify the dam safety surveillance and emergency management plans?

If the dam/s have been assessed as being in the very low, low or significant hazard category according to the guidelines issued by the Australian National Committee on Large Dams (ANCOLD) you can complete the template Dam Safety Surveillance Report and Emergency Management Plan attached to this application form. Generally your engineer will be required to conduct a hazard assessment prior to completion of the dam construction. G-MW will conduct a hazard category assessment for some dams as part of the licence renewal process. Contact the Licensing Unit for further details.

If your dam/s are assessed as having a hazard category of anything other than very low, low or significant according to the guidelines issued by the Australian National Committee on Large Dams (ANCOLD) you will generally be required to engage an engineer (who is eligible for membership of the Institution for Engineers Australia) to certify the plans and ensure they comply with the provisions of guidelines.

You can locate engineering contractors who may be able to undertake this work for you by searching under "Engineers" in your local Yellow Pages.

## What does the application fee cover?

Application fees cover the full cost of undertaking a licence renewal assessment in accordance with G-MW's obligations under the Water Act 1989. This includes administering the application, undertaking a site inspection and reviewing the documentation provided with your application. If your licence renewal application is approved your new licence will be renewed for a term of five years and recorded in the Victorian Water Register.

# Application form

Licence to Operate Works - On Waterway or potentially hazardous dam



## Assistance with completing the application form

### How can I get more information or assistance with completing this form?

Read the information included below, and if you need further assistance contact the Licensing Unit between 8.00am and 4.45pm Monday to Friday

Telephone: (03) 5833 5526 or 1800 013 357 (toll free from most fixed line phones)

Email: [swlicensingadmin@g-mwater.com.au](mailto:swlicensingadmin@g-mwater.com.au)

### Question 1 - Please indicate the application type.

Please tick the box to indicate if the dam is located on a waterway or meets the criteria as being potentially hazardous.

### Question 2 - Applicant/s details

All person/s listed on the certificate of title for the land where the dam is located must complete the application. If any applicants are not the owner/s of the land, the consent of landowner/ occupier/ crown land manager must accompany the application - Annexure 1 can be used for this purpose.

### Question 3 - Description of land on which the dam/s are located

Applicants must provide details of the land/s where the dam/s are located. The current ownership of this land must also be verified. Please ensure this information is up to date and reflects the current land title information.

### How can I get a copy of my land titles?

If you are unsure of the current land title description you can obtain a registered search statement by:

- Accessing the Land Titles office via the internet at [www.land.vic.gov.au](http://www.land.vic.gov.au) or phone ( +61 3) 8636 2456
- Requesting that G-MW complete the searches on your behalf.  
Please note the cost of each separate title search is \$45.00.
- Contacting your solicitor or legal advisor - fees may apply.

### Question 4 - Current use of water

Please provide details of all current uses of the water extracted from the dam.

### Question 5 - Catchment details

Please provide details of the catchment where the dam/s are located. If possible identify the catchment area of the dam/s. The catchment area is the area of land above the dam where rainfall runs into the dam. This can normally be calculated from a topographical map. You can access Google Maps at [www.google.com.au/maps](http://www.google.com.au/maps) to view images for many locations across Victoria. Include any information you believe relevant to describing the catchment.

### Question 6 - Details of dams to be licensed.

Please provide details for all dams to be licensed. If you require assistance to complete this question please contact the Licensing Unit. If there are more than 2 dams please attach the additional details for all other dams to the application form.

### Question 7 - Potential upstream/ downstream impacts of dam failure

Please provide details about infrastructure (roads, buildings, towns etc) in the locality near the dam/s. If possible you should measure these distances, if not you should estimate the distances as accurately as you can. You can access Google Maps at [www.google.com.au/maps](http://www.google.com.au/maps) to view a satellite image for many locations across Victoria. This may assist in calculating distances between your dams and other infrastructure.

# Application form

## Licence to Operate Works - On Waterway or potentially hazardous dam



You can mark these distances on a locality sketch plan, or you can mark up the plan provided with your current licence document. Please return a copy of the sketch plan or marked up plans with your questionnaire. If there are more than 2 dams currently licensed please attach the additional details for all other dams to the application form.

The information you provide will assist in determining the potential for the dam/s to inundate or damage surrounding infrastructure.

### **Question 8 - Sketch Plan / drawings or photographs**

Please provide a sketch plan showing the location of the dam/s either on the template provided. You can use the example as a guide to what information should be included. If you have photographs or drawings of the dams please provide copies. If you cannot photocopy these documents, you can provide the originals. Please indicate if the documents you provide are originals and G-MW will take a photocopy and return them to you.

### **Question 9 -Details of Dam Safety Report, Surveillance Program and Emergency Management Plans**

If the dams to be licensed meet the criteria as being potentially hazardous you are required to prepare and lodge a Dam Safety Report, Surveillance Program and Emergency Management Plan for the dam/s with G-MW as part of this application. If required you must also provide details of the qualified engineer who has prepared and/or certified your plans.

If your dam/s have been categorised with a low hazard rating you can use the template documents attached to the application form for this purpose - be sure to keep the original and send a copy of the reports with the application form (see Annexures 2 & 3)

### **Question 10 - Declaration of Applicant/s**

All applicants or person/s listed on the current certificate of title for the land where the dams are located must sign the application form. If any person executes the document on behalf of another person or party, they must provide evidence of their authorisation. This can be in the form of a Power of Attorney or other legal document.

If the application is in a company name, evidence must be provided that the person/s signing the application form has authority to sign on behalf of the Company. This must be in the form of a copy of a Company Search statement produced within the last three months.

### **How can I get a copy of my Company Search?**

You can obtain a company search statement by:

- Accessing the Titles office via the internet at [www.asic.gov.au](http://www.asic.gov.au)
- Requesting that G-MW complete the searches on your behalf. The current fee for this service is \$45.00 per search statement.
- This service may be available from your solicitor or legal advisor - fees may apply.

# Application form

Annexure 1 - Consent of land owner/ occupier/  
Crown Land Manager



## PROFORMA FOR CONSENT OF LAND OWNER/ OCCUPIER/ CROWN LAND MANAGER

If a licence application includes land owned or occupied by a party other than the applicants must provide consent from land owners, occupiers or the relevant Crown Land Manager

I / We (print names): .....

Of (Postal Address): .....

being the legal owners/ occupiers/ Crown Land Manager of the land known as:

Property address: .....

Vol.: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol.: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol.: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Vol.: .....Fol: .....Lot No: .....Plan No: .....Crown Allotment: .....Section:.....

Parish: .....

Authorise: .....

please include names of all Licence Holder(s)

of (Postal Address):.....

to access this land for the purpose of accessing and/ or operating works

Indicate Licence No: (if known).....

Signature(s) of owner/ occupier/ Crown Land Manager.....

Print Name(s) .....

Date: .....

\*if land title(s) are in the name of a company or other legal entity, an authorised officer (eg Director) must sign and provide evidence of this authorisation (ie Company extract)

# Application form

Annexure 2 - Dam Safety Surveillance Reports



# Application form

## Annexure 2 - Dam Safety Surveillance Reports



### DAM SAFETY SURVEILLANCE REPORTS

#### Purpose

The Dam Safety Surveillance Plan provides details of how the owner/s of the dam will monitor and evaluate the performance of the above described dam.

The purpose of this plan is to avoid failure of the dam by giving early warning of any potential issues that may impact the performance of this asset. When completed, this plan is intended to satisfy the relevant condition of existing operating licence for the above dam which requires the preparation of a surveillance program.

#### Dam Surveillance Safety goal and Key Requirements

Generally very low, low or significant hazard category dams are, by definition those dams where there is no potential for the one or more lives being lost, should they fail. Refer to Australian National Committee on Large Dams (ANCOLD) guidelines for more information.

The objective of this plan is to implement a program at a minimal cost and lower the dam owner's business risk such as loss of water, or third party damage to property through a dam failure. The completion of *Report 2A - Dam Safety Surveillance Plan* satisfies this requirement for most very low, low or significant hazard category dams.

#### Documentation

Prior to completing the details in the plan please refer to the booklet published by the Department of Sustainability and Environment "Your dam your responsibility - A guide to managing the safety of farm dams" for a range of information about private dam ownership. A copy of this booklet will be provided to you, if you do not receive it please contact G-MW.

#### Dam Safety Surveillance Plan Update

This document must be updated following any significant changes to the dam and its associated structures or if required by the licensing authority.

#### Dam Safety Surveillance Plan Review

The plan will be reviewed by G-MW at 5 yearly intervals or upon renewal of your Licence to Operate Works. If there is significant development downstream of the dam during the five year period, this can impact the hazard category. It will be the responsibility of the dam owner to ensure that hazard assessment is completed on the dam in this case.

If the dam's hazard category changes to Extreme, High A, B or C, the surveillance plan will have to be prepared and signed by a suitably qualified Engineer.

#### Frequency of Inspection of Dam

The frequency of inspections is determined under the ANCOLD Guidelines. The following frequency of inspections should be completed for very low, low and significant hazard category dams.

Hazard Category	Inspection Type			
	Comprehensive	Intermediate	Routine visual	Special
Significant	On first filling then 5 yearly	Annual to 2 yearly	Twice weekly to weekly	As required
Low		On first filling then 5 yearly	monthly	As required
Very Low		*Dam owner's responsibility	* Dam owner's responsibility	As required

\*As potentially hazardous dams have been classified subject to size criteria according to Victorian legislation, very low hazard category dams that are licensed will be subjected to the same frequency of inspections as low hazard dams.

# Application form

## Annexure 2 - Dam Safety Surveillance Reports



### DAM SAFETY SURVEILLANCE REPORTS

#### **Frequency of Inspection of Dam cont...**

The Proforma attached in *2b - Dam Surveillance Intermediate Inspection Report* should be used as a minimum to complete the intermediate inspection as part of the licence renewal. The results of this inspection should be recorded in this Plan and a copy submitted to Goulburn-Murray Water

The proforma attached in *2c - Monthly Dam Safety Inspection Checklist* can be used for completing routine visual inspections on a monthly basis. The inspection checklists do not need to be provided to G-MW, but should be retained by the dam owner for future reference.

#### **Specialist Dam Expertise**

According to ANCOLD guidelines, comprehensive and intermediate inspections should be performed by a suitably qualified engineer and the visual inspections can be done by the dam owner.

If either of these inspections reveals a safety deficiency or potential failure of the dam, the dam owner need to seek advice from a suitably qualified Engineer to rectify the identified issues.

Special inspections should be performed by a suitably qualified engineer following an earthquake, heavy floods, rapid drawdown, or an emergency situation and may require examination of a particular feature of a dam.

#### **Notification to the licensing Authority**

If it is identified that remedial work is required, the dam owner must advise the licensing authority of the proposed works.

#### **Surveillance Information**

The dam owner will record and maintain information from both visual inspections and the intermediate inspections. Surveillance information for the 5 yearly intermediate inspections must be forwarded to Goulburn-Murray Water as per the licence conditions.

# Application form

## Annexure 2 - Dam Safety Surveillance Reports



### REPORT 2A - DAM SAFETY SURVEILLANCE PLAN

Please complete report 2A below and retain the original.

A photocopy must be submitted to Goulburn-Murray Water with the application form.

#### Dam Details:

Dam owner :	
Postal Address:	
Property Address	
Land Title information	Vol:. .....Fol: .....Lot No: .....Plan No: ..... Crown Allotment: ..... Section:..... Vol:. .....Fol: .....Lot No: .....Plan No: ..... Crown Allotment: ..... Section:..... Vol:. .....Fol: .....Lot No: .....Plan No: ..... Crown Allotment: ..... Section:.....
Licence Number:	
Grid Reference:	Easting:..... Northing:.....

#### Dam Dimensions Table

Maximum Dam storage capacity	(megalitres)		
Wall Height:	(metres)		
Wall length:	(metres)		
Crest Width:	(metres)		
Slope Length:	(metres)		
Type of dam (tick box)	earthen <input type="checkbox"/>	concrete <input type="checkbox"/>	other <input type="checkbox"/>
ANCOLD Hazard Category: ( tick box) (This will be listed in the G-MW pre-application letter or your engineers report)	Very low <input type="checkbox"/>	Low <input type="checkbox"/>	Significant <input type="checkbox"/>
Assessment Date:			

# Application form

## Annexure 2 - Dam Safety Surveillance Reports



### REPORT 2B - DAM SURVEILLANCE INTERMEDIATE INSPECTION REPORT

Please complete report 2B below and retain the original.

A photocopy must be submitted to Goulburn-Murray Water with the application form.

<b>Date of Inspection:</b>	
<b>Dam owner :</b>	
<b>Dam Reference (name):</b>	
<b>Property Address</b>	
<b>Licence Number:</b>	
<b>Grid Reference (GDA94):</b>	<b>Easting:..... Northing:.....</b>
Wall Height:	.....metres
Wall Length:	.....metres
Downstream embankment grade:	.....in .....
Upstream embankment grade:	.....in .....
Dam Location:	<input type="checkbox"/> On-stream <input type="checkbox"/> off-stream
Freeboard:	.....metres
Full Supply Level(if known):	.....metres
Maximum storage capacity:	.....megalitres
Current Storage level (at inspection date):	.....megalitres
Was spillway flowing during the inspection?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has overtopping of the dam wall occurred?	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Dam Crest</b>	
Crest width:	.....metres
Are depressions, cracks/changes/ erosion present?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there any deformation of crest?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Provide details in relation to uniformity, protection, vegetation, sink holes, stock damage, low spots, cracking, erosion.	..... .....
<b>General condition of Upstream face of Dam Wall</b> Provide details in relation to deformation, slumps, changes, uniformity, protection, vegetation, erosion, bulges, depressions.	..... .....

continued...

# Application form

## Annexure 2 - Dam Safety Surveillance Reports



...continued

<p><b>General condition of Downstream face of Dam Wall</b> Provide details of any unusual / changed features or signs of instability (erosion, rabbit , wombat or yabby activity, tree growth, wetness, stock damage, evidence of movement, subsidence or new seepage).</p>	<p>.....</p> <p>.....</p> <p>.....</p>
<p><b>Condition of spillway</b> Obstructions: Damage: Erosion: Stability: Provide details about the condition of the crest, chute and floor protection.</p>	<p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>.....</p> <p>.....</p>
<p><b>Condition of outlets</b> Obstructions: Damage: Erosion: Stability Provide details of any changes in vegetation, outlet pipe and valve condition, operation, leakage, downstream erosion, gate valve operation, condition and leakage.</p>	<p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>.....</p> <p>.....</p>
<p><b>Distance to nearest house or other significant infrastructure</b></p>	<p>Distance:.....metres</p> <p>Structure:.....</p>
<p><b>Dam Safety comments</b> Provide details of measures taken if to make the dam safe: (include photographs)  Date and type of remediation works to be completed:</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>Date: .....</p> <p>Type of work:.....</p>
<p><b>Other comments:</b></p>	<p>.....</p> <p>.....</p>
<p><b>Report Prepared by:</b></p>	<p>.....</p>
<p><b>Signature</b></p>	<p>I certify that the information submitted in this report is true &amp; accurate.</p> <p>.....</p>

# Application form

Annexure 2 - Dam Safety Surveillance Reports



# Application form

## Annexure 2 - Dam Safety Surveillance Reports



### REPORT 2C - MONTHLY DAM SAFETY INSPECTION CHECKLIST

The dam owner should use this template to conduct monthly inspections. The checklists should be retained by the dam owner but there is no requirement to send them to G-MW.

Date of Inspection:	
Dam owner :	
Dam Reference (name):	
Property Address	
Licence Number:	
Grid Reference (GDA94):	Easting:..... Northing:.....

- |  |                           |
|--|---------------------------|
| <b>1. Crest of Dam</b>   | <b>(circle no or yes)</b> |
| a. Any cracks, either transverse or longitudinal?  | No . . Yes                |
| b. Any sinkholes or areas of unusual settlement?   | No . . Yes                |
| c. Any vegetation present?   | No . . Yes                |
| <b>2. Downstream slope of dam</b>  |                           |
| a. Any new seepage areas or wet areas?   | No . . Yes                |
| b. Any changes in conditions at existing seepage areas or wet areas?   | No . . Yes                |
| c. Any materials being transported by seepage flows at existing or new seepage areas( such as discoloured seepage water or sediment deposits)? | No . . Yes                |
| d. Any scraps, sinkholes sloughs, slides or areas of unusual settlement?   | No . . Yes                |
| <b>3. Upstream Slope of Dam</b>  |                           |
| a. Any significant erosion due to wave action?   | No . . Yes                |
| b. Any sinkholes, sloughs, slides or areas of unusual settlement?  | No . . Yes                |
| c. Any whirlpools in the reservoir?  | No . . Yes                |
| <b>4. Downstream Toe area, Abutments and other areas Downstream</b>  |                           |
| a. Any new seepage areas or wet areas?   | No . . Yes                |
| b. Any changes in condition at existing seepage areas or wet areas?  | No . . Yes                |
| c. Any cracks, sinkholes, sloughs or areas unusual settlement?   | No . . Yes                |
| d. Any new seepage areas along the banks of the river channel?   | No . . Yes                |
| e. Any new sediment deposits along the banks of the river channel?   | No . . Yes                |
| <b>5. Outlet Works</b>   |                           |
| a. Any new or enlarged cracks or spalls in the concrete?   | No . . Yes                |
| b. Any unusual deformations or displacements?  | No . . Yes                |
| c. Any unusual flow pattern or conditions during releases?   | No . . Yes                |
| d. Any new seepage into the outlet works conduit?  | No . . Yes                |
| <b>6. Spillway</b>   |                           |
| a. Any new or enlarged cracks or spalls in the concrete?   | No . . Yes                |
| b. Any unusual deformations or displacements?.   | No . . Yes                |

**7. Additional Information( please describe any details changes noted since the last inspection)**

.....

.....

If the answer to any of the questions above is yes, the dam owner/s must consult a suitably qualified engineer for advice.

# Application form

## Annexure 3 - Dam Safety Emergency Management Plan



### DAM SAFETY EMERGENCY MANAGEMENT PLAN

The attached Emergency Management Plan template has been prepared by the Department of Sustainability and Environment to be completed and maintained by dam owners to ensure adequate planning is in place to manage an emergency situation.

It is a requirement of this application that the plan is completed and retained by the dam owner. A copy of the completed plan should be submitted with this application form, for G-MW to retain on file.

If you do not have access to a photocopier please attach the original and request G-MW take a copy and return to you.