

Application to Vary a Water-Use Licence and/or Water-Use Registration

Explanatory Notes

General

1. This application can facilitate the variation of a Water Use-Licence including varying the Annual Use Limit, the area irrigated, or a condition on the licence.
2. This application can facilitate the variation of a Water-Use Registration including varying the Annual Use Limit and the purpose.
3. This application does NOT facilitate the removal/addition of a parcel of land (additional Volume/Folios) on a Water-Use Licence/ Water-Use Registration. To add additional Volume/Folios you must apply to cancel the Water-Use Licence/Water-Use Registration and then apply for a new Water-Use Licence/Water-Use Registration.

Process for obtaining approval

Pre- Lodgement Requirements

4. If you are applying to vary the area to be irrigated on a Water-Use Licence, a revised Irrigation Drain Management Plan must accompany your application.

Lodgement

5. The applicant must complete the Application to *Vary a Water-Use Licence/Water-Use Registration* and lodge the completed form including payment of the application fee with the Water Authority over the counter or by mail.
6. The Water Authority will not accept:
 - Photocopied forms as the application number on the top right-hand corner must be unique.
 - Faxed forms as original signatures are required.
7. The *Vary a Water-Use Licence/Water-Use Registration* application form and schedule of application fees are available from your Water Authority.

If you require further information please contact your Water Authority:

Goulburn-Murray Water
40 Casey Street
PO Box 165, TATURA 3616 T: (03) 5833-5500

Lower Murray Water
741-759 Fourteenth Street
PO Box 1438, MILDURA 3502 T: (03) 5051-3400

First Mildura Irrigation Trust
120 Ninth Street
PO Box 5024, MILDURA 3502 T: (03) 5021-1811

Processing

8. Once an application to *Vary a Water-Use Licence and/or Water-Use Registration* is lodged, the application will be internally reviewed to determine if the application needs to be referred. The application may need to be referred to an Irrigation Development Case Manager for an Irrigation Development Guidelines Assessment if:
 - i. There is an overall increase in the Annual Use Limit for the existing water-use licence;
 - ii. There is an overall decrease in the Annual Use Limit for the existing water-use licence;
 - iii. There is an overall increase in the irrigated area described by the water-use licence; and/or
 - iv. There is an overall decrease in the irrigated area described by the water-use licence.

Approval of the Application

9. The Water Authority will send a letter to the first land owner listed advising that the *Variation of the Water-Use Licence/Water-Use Registration* has been approved. A copy of the letter will be forwarded to the water broker if a water broker coordinated the application.

10. A copy of the Water-Use Licence/ Registration will be provided (stating the water-use licence/registration number, and the Annual Use Limit). The copy of the Water-Use Licence record will also detail all conditions (including those varied) for the Water-Use Licence (a Water-Use Registration will not have conditions). It is an offence to fail to comply with licence conditions.

Refusal of the Application

11. The Water Authority will send a letter to the first land owner listed stating the reasons for the refusal. A copy of the letter will be forwarded to the water broker (if applicable).
12. Reasons for refusal of the Water-Use Licence may include:
 - i. Applicant is not the holder of the Water-Use Licence;
 - ii. All holders of the Water-Use Licence have not signed the application;
 - iii. A revised Irrigation Drain Management Plan has not been provided;
 - iv. The proposed Annual Use Limit is not reasonable for the land area.
13. Reasons for refusal of the Water-Use Registration may include:
 - i. Applicant is not the holder of the Water-Use Registration;
 - ii. The holders of the Water-Use Registration have not signed the application;
 - iii. The proposed Annual Use Limit is not reasonable for the purpose set out in the application.
14. If the land owner(s) wish to attempt to *Vary a Water-Use Licence/ Water-Use Registration* again a new application would need to be lodged with an application fee.

More information required

15. If the Water Authority requires more information a letter will be sent to the first land owner listed advising of the missing information and/or incorrect information that requires correction. A copy of the letter will be sent to the water broker (if applicable).
16. Applicants must provide missing information or correct information within two calendar months or the application to *Vary a Water-Use Licence/Water-Use Registration* will lapse and a new application would need to be lodged with another application fee.

How to complete the Application to Vary a Water-Use Licence and/or Water-Use Registration

Question 1 – Water-Use Licence/Registration Number

This number can be found on the copy of the Water-Use Licence/Water-Use Registration record. Alternatively, you may apply to your Water Authority for a copy of the Water-Use Licence/Water-Use Registration record.

Question 2 – Water Allocation Bank Account

More than one Water Allocation Bank Account may be linked to a single Water-Use Licence/Water-Use Registration. E.g an occupier may have a separate water allocation to the land owner.

Question 3 – Purpose of Application

This application can facilitate the variation of a Water Use-licence including varying the Annual Use Limit, or a condition on the licence.

This application can facilitate the variation of a Water-Use Registration including varying the Annual Use Limit and the purpose.

This application does NOT facilitate the removal/addition of a parcel on a Water-Use Licence/Water-Use Registration.

Water-Use Licences

Question 4-5 – Varying the Annual Use Limit

You may wish to increase the Annual Use Limit because you wish to irrigate a larger area or because you wish to change to a crop with a higher demand for water.

If you are applying to increase or decrease the Annual Use Limit, the Annual Use Limit specified will be assessed against the area of the land to be irrigated (and other factors) to determine if the proposed limit is appropriate.

Question 6 – Varying the Area to be Irrigated

If you are increasing or decreasing the area to be irrigated you MUST attach a revised Irrigation Drainage Management Plan. If you do not provide the management plan your application will be refused.

Question 7-8 – Vary a Particular Condition

If you are applying to vary a particular condition, the condition number can be found on the copy of the Water-Use Licence record issued when the Water-Use Licence was approved.

Please put in your proposed changes however the actual changes will be subject to assessment.

Question 9-10 – Revoke a Particular Condition

If you are applying to revoke a particular condition the condition number can be found on the copy of the Water-Use Licence record issued when the Water-Use Licence was approved.

Please put in your proposed changes however the actual changes will be subject to assessment.

Question 11 – Adding a Condition

Please put in your proposed changes however the actual changes will be subject to assessment.

Water-Use Registrations

Question 12-13 – Varying the Purpose or the Annual Use Limit

The Water-Use Registration application will be refused if the proposed purpose is prohibited by or under an Act.

Question 14 – Land Owner(s) Signatures

All land owner(s) must sign. If there are more than 4 land owner(s) please fill out the same information for the additional land owners in Annexure 5. All notices will be sent to the postal address of the first named person.

Question 15-18 – Water Broker

Please provide the name, signature, contact telephone number and party identification number if a water broker is coordinating the application. If the water broker has not received a party identification number, an identification number will be issued on receipt of this application. A letter regarding the approval, refusal or a requirement of more information will also be sent to the water broker (if relevant).