

## FACT SHEET

### OBTAINING SECTION 68 APPROVAL TO DRAW WATER FROM A COUNCIL STANDPIPE

Please find below details of how to apply for a Water Carters approval with Mid-Western Regional Council.

#### **Step 1**

First you have to complete a Quality Assurance Program (QAP) which is on the NSW Health Page. Below is the link to the template.

<https://www.health.nsw.gov.au/environment/water/Documents/water-carter-qap-template.pdf>

If you need to find out how to complete this template there are examples through a link on the below webpage.

<https://www.health.nsw.gov.au/environment/water/Pages/drinkwater-watercarters.aspx>

A copy of the QAP is to be provided to the local NSW Health Public Health Unit:

<https://www.nsw.gov.au/departments-and-agencies/wnswhd/about-us/contact-us>

NSW Health will provide some form of acknowledgement of QAP submission.

#### **Step 2**

Complete the additional supporting information as outlined in Appendix 1 of this Fact Sheet.

Note: this additional information is specific to Mid-Western Regional Council and is required in order for businesses wishing to supply larger sites such as State Significant Development (SSD) or mine sites and is to identify site specific details for the subject site.

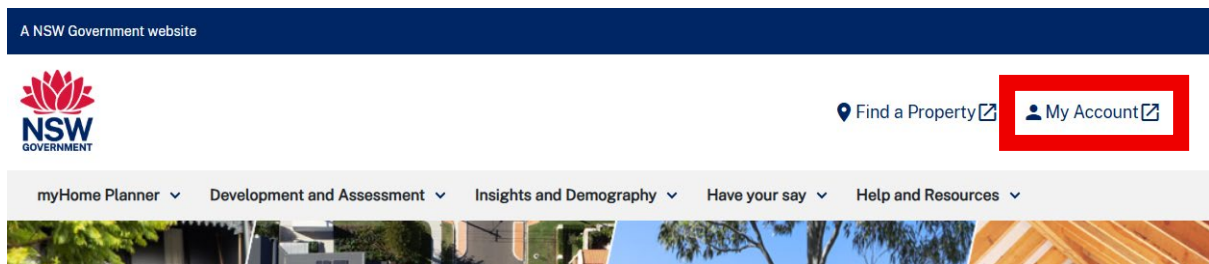
#### **Step 3**

Next step would be to apply for a S68 approval to draw the water through the NSW Planning Portal. Each separate water carting vehicle will require its own individual s68 approval. The link below will take you to further information on the Planning Portal.

[NSW Planning Portal Mid-Western Regional Council](#)

Log into the NSW Planning Portal via the "My account" button on the top right:

<https://www.planningportal.nsw.gov.au/>



The easiest option is to "Log in with Service NSW account". If you do not have a Service NSW account, you will need to create an account

A screenshot of the NSW Government login page. At the top is the NSW Government logo. Below it are two input fields: 'Email Address' and 'Password'. Under the 'Password' field is a link 'Forgot Password?'. Below that is a checkbox labeled 'Keep me signed in'. A dark blue 'Log in' button is positioned below the checkbox. Below the button is the word 'OR'. Underneath 'OR' is a dark blue button with a red Service NSW logo and the text 'Log in with Service NSW account'. This button is highlighted with an orange rectangular box. Below this button is the text 'Don't have an account? Create account'. A blue arrow points from the right towards the 'Create account' link.

***The information on this form is being collected to allow Council to process your application and/or carry out its statutory obligations. All information collected will be held by Council and will only be used for the purpose for which it was collected. An individual may view their personal information and may correct any errors. [PAGE 2 OF 6](#)***

Click on “New” (top left). Scroll down to “**S.68 of the Local Government Act**”. Complete as per below – use **86 Market Street Mudgee** as the site of development. Ensure the 3 check boxes are checked.

New
Activation Precinct Certificate
BASIX
Building Information Certificate
Complying Development Certificate (New CDC, Mod)
Cumberland Plains Conservation Plan
Development Application (New DA, Mod, Review)
DPE-Water - Controlled Activity Approval
Planning Certificate 10.7
Planning Proposal
Post Consent Certificate (CC, OC, SC, PCA, SWC)
Private Tree Permit
Publish on Portal
Register non-portal consent/certificate
Roads Act (S125, S138, S144)
**S.68 of the Local Government Act**
Site Compliance Certificate
Special Infrastructure Contributions Request
State Design Review Panel
State VPA / WIK request
STRA Registration
Traffic Certificate - Moorbuck

### Application type

What is the application type? \* [What is this?](#)

☒ Section 68 application  
☐ Section 68 modification application  
☐ Section 68 review of determination

### Related application

Is this Section 68 application related to a development application or complying development certificate? \* [What is this?](#)

☐ Complying Development Certificate (CDC)  
☐ Development Application (DA)  
☒ No related application

### Select the site of the development \*

Enter address

86 MARKET STREET MUDGEE 2850

Please enter a different address

OR

Enter lot number / section number / plan number  
e.g. 4/5/DP1044304  

e.g. 4/5/DP1044304

Address did not display? ☐

Please select "Land adjacent to selected lot?" checkbox if there is proposed work to be located on land adjacent to the selected lot(s) eg a driveway crossing of the footpath?

Street address	Land adjacent to selected lot?	Lot/Section/Plan	Primary address *
86 MARKET STREET MUDGEE 2850	<input checked="" type="checkbox"/>	1/ -- /DP736542 <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Local Government area MID-WESTERN REGIONAL

Map Satellite

### Please make sure you:

- Tick the highlighted sections on the application.
- Indicate in the description box; “please refer to attached Appendix 1 form”, and
- Complete and attach a copy of Appendix 1 that is specific for your business and vehicle.

### What type of development are you proposing? \*

☐ Structure or places of public entertainment [what is this?](#)

☒ Water supply, sewerage and stormwater drainage work [what is this?](#)

☐ Carry out sewerage work
☐ Carry out stormwater drainage work
☐ Carry out water supply work
☐ Connect a private drain or sewer with a public drain or sewer under the control of Council or with a drain or sewer, which connects to a public drain or sewer
☒ Draw water from a Council water supply or a standpipe or selling water drawn
☐ Install, alter, disconnect or remove a meter connected to a council provided water service pipe

☐ Management of waste [what is this?](#)

☐ Public roads [what is this?](#)

☐ Works and activities within Community Lands [what is this?](#)

☐ Other [what is this?](#)

### Please provide a brief explanation of the proposed works \*

Please provide a brief explanation of the proposed works (maximum 512 characters)

Remaining: 512 characters

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To support your application, please upload the following information in the documents section of the Planning Portal:

- Quality Assurance Program.
- Supporting information (see appendix 1 in the attached Fact Sheet)
  - In the document upload section, please save this as “DESCRIPTION OF WORKS” in the drop-down box.
- Quality Assurance Program acknowledgement letter or email from NSW Health.
- Valid certificate of currency for Public Liability Insurance to a value of \$20M which lists Mid-Western Regional Council as an ‘Interested Party’.

Once this has been uploaded to the NSW Planning Portal, Council will receive notice of confirmation. An invoice will be uploaded for your approval. Once that has been paid and all supporting documentation is considered satisfactory, please contact Council on 6378 2850 to organise the water carting vehicle inspection.

Each water carting vehicle inspection will take place at the bulk water fill station on Ulan Road Mudgee, near the corner of Moggs Lane. Please ensure all relevant documentation, as well as all hoses and fittings are available for inspection. Upon satisfactory inspection completion, your approval will then be uploaded to the NSW Planning Portal.

#### **Step 4**

Once you have your s68 approval, if you do not already have an Avdata key with access to Council standpipes you may then request and pay for an Advata key. Please note that each separate water carting vehicle will require its own individual key to align with its specific s68 approval.

APPENDIX 1

Overview

Mid-Western Regional Council provides a drinking water supply for rural customers. The water is sourced from the treated town water supply system and meets Australian Drinking Water Guidelines. This water should be used in a conservative manner that is consistent with Councils Water Carting Policy and any water restrictions that are in force.

All Sections of this Form must be Completed. If not applicable, put N/A

Name of Applicant: .....

Business Name: .....

ABN (if applicable): .....

Address: .....

Address: .....

Vehicle registration Number: .....

Mobile Number: .....

Email Address: .....

Property Details for Location of Water Use:

Provide address of the location(s) of proposed water use. If the water will be used at multiple residential sites reference multiple residential. If the site includes a SSD or a mine site then provide specific details.

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## Purpose of Water Use:

*Describe what the water will be used for. If it will be used for a specific project or works, provide details. If the site is SSD or a mine site, reference the sites approved project number including expected volumes and frequency of deliveries (you will need to obtain this information directly from the relevant site/projects representative).*

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### Timeframe of Water Use: *(tick one box)*

- ☐ Ongoing (as required) OR
- ☐ Specific time period (e.g. works projects that are for a set period)

Start and end dates:

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### Size of Truck(s), Tank(s) and/or Container(s):

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## Applicant Declaration:

In submitting this application, I hereby:

- Declare the information provided on this form is correct;
- Understand and agree to adhere to Councils Water Carting Policy (the Policy) as well as any Special Conditions that may be applied to an issued permit and,
- Acknowledge that should I or the operator of the water carting vehicle breach terms of the Policy or conditions of my section 68 Approval, Mid-Western Regional Council may revoke or modify the approval.

Applicant Name: .....

Applicant Signature: .....

Date: .....

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