

Information to complete an application for water or sewerage works approvals

This fact sheet outlines the information and response to assessment criteria that local water utilities need in their application for ministerial approval, made via the Water Actions Management System portal (WAMS).

Does the proposed project need ministerial approval?

Local water utilities need to apply for ministerial approval for the:

- Construction or extension of water treatment works by a council (section 60(b) of the *Local Government Act 1993*).
- Provision of sewage from its area to be discharged, treated, or supplied to any person by a council (section 60(c) of the *Local Government Act 1993*).
- Construction, maintenance, and operation of water management works and other associated works (including water treatment works and sewerage works) by a water supply authority (section 292(1)(a) of the *Water Management Act 2000*).

Applications under section 60 of the *Local Government Act 1993* are required for council-owned local water utilities, including county councils.

Applications under section 292(1)(a) of the *Water Management Act 2000* are required for Central Coast Council, Cobar Water Board, Essential Energy and WaterNSW for the Fish River Water Supply Scheme.

More information about the types of works that need approval are available in the department's guidance [Applying for water treatment and sewerage works approvals](#).

Mandatory assessment criteria for proposed works

The application for proposed works will need to outline how the proposed works meets the assessment criteria below.

You can provide any relevant links or other sources to inform the department's assessment.

1. The proposed works are fit for purpose

In assessing the proposed works, the department will consider if:

- The proposed works are identified in the local water utility's strategic planning.

- The local water utility has in place effective, evidence-based strategic planning in accordance with section 3 of the [Regulatory and assurance framework for local water utilities](#).
- There is additional strategic justification for the works.
- Technical options for the works have been adequately considered.
- The scope of works meets the intent of the project.

2. The proposed works can manage risks

In assessing the proposed works, the department will consider:

- What technical or operational risks the proposed works will overcome or mitigate.
- Whether these risks been considered as part of the overall design of the proposed works.
- If the proposed works will manage these risks.

3. The proposed works can meet public health and environmental standards

In assessing the proposed works, the department will consider if the works are able to meet the:

- Australian Drinking Water Guidelines, Australian Guidelines for Water Recycling, and other relevant health regulations and standards.
- Relevant environmental regulations and standards.

4. The proposed works can meet relevant regulations

In assessing the proposed works, the department will consider if the works adhere to relevant industry standards and regulations related to the design and construction of infrastructure and the management of water supply and sewerage services.

5. The proposed works are aligned to the local water utility's overall competency level

In assessing the proposed works, the department will consider if the local water utility is competent to deliver the proposed project or if a nominated, competent provider has been engaged.

For more guidance on whether the proposed works are fit for purpose, manages risks and meets public health and environment standards, local water utilities can refer to section 4.5 of [Applying for water treatment and sewerage works approvals](#).

For applications under section 292 of the *Water Management Act 2000* only

Where relevant, local water utilities need to provide evidence that the proposed works are consistent with water sharing plans, water management principles, and the objectives under the *Water Management Act 2000*.

Information to be submitted with the application

Works description

- Documentation outlining the intended objective, nature, scope, and purpose of the proposed works.
- Links to the local water utility's existing strategic planning or other justification for the works. Documentation should contain sufficient detail to enable the department to assess whether the proposed works or disposal provides an appropriate solution.
- Outline of the planned process for design and construction.

Risks assessment

Where relevant, a drinking water safety design assessment which should assess:

- The capability of the treatment process to manage all identified risks to drinking water quality, including microbial risk.
- The ability to monitor critical control points according to the Australian Drinking Water Guidelines and the requirements of the *Public Health Act 2010*.
- Preliminary recycled water risk assessment that follows the Australian Guidelines for Water Recycling.

Early design works

Technical drawings and other design materials completed to at least the level of detail that would be expected at an early design stage of works, including:

- A plan of works including a list of all inclusions and exclusions in the works and how it will be delivered, costed, and programmed.
- Operational philosophy.
- Process flow diagram, concept piping and instrumentation diagram, general arrangement overview, site layout and electrical line drawing.
- Site and infrastructure plans and any other relevant site plans.
- Descriptions of any relevant existing infrastructure, which may include existing reticulation pipework, storages, or treatment systems.
- Description of the process, including a summary of the source water or sewage characterisation and the treated water or sewerage targets.

Documented experience

- Documented previous experience with design and construction of water treatment infrastructure and/or access to qualified and experienced technical resources, who have competence in water infrastructure.
- Outline of the intended approach to procurement.

Confirmation of environmental planning assessment

If the particular water treatment works or sewerage works require environmental impact assessment under Division 5.1 of the *Environmental Planning and Assessment Act 1979*, the local water utility must provide with the application for approval under section 60 of the *Local Government Act 1993* or section 292(1)(a) of the *Water Management Act 2000*, either:

- Review of environmental factors to demonstrate that the duty under section 5.5 of the *Environmental Planning and Assessment Act 1979* has been discharged. The review of environmental factors must comply with the Planning Secretary's [Guidelines for Division 5.1 assessments \(PDF 5.40 MB\)](#)
or
- Environmental impact statement to demonstrate that the duty under section 5.7 of the *Environmental Planning and Assessment Act 1979* has been discharged. The local water utility may refer to the department's [State Significant Infrastructure Guidelines \(PDF 664 KB\)](#) on environmental impact statement preparation and processes.

All applications require applicant information including:

- Contact details, including authorised representative for formal correspondence.
- ABN.
- Name and location of proposed works, including a short description of the proposed works.

For more information you can contact us by email at section60@dpie.nsw.gov.au