WORKS ON WATERWAYS PERMIT APPLICATION PROCESS

STEP 1: Permit applications and guidelines are available from the relevant CMA office or website. Contact details can be found below.

STEP 2: Fill in the application form, providing as much detail as possible, before submitting the application to the relevant CMA. A processing fee may apply.

STEP 3: An assessment of the application is undertaken. Depending on the complexity of works further information may be required to progress your application. In this instance, additional charges may apply.

STEP 4: Subject to the application and proposed works being deemed as satisfactory, a permit is issued.

STEP 5: Any person, who carries out works or activities for which a permit has been issued must:
- notify the CMA at least seven (7) days before commencing the works or activities; and
- notify the CMA upon completion of the works or activities.

Note: Unless otherwise stated, the permit issued is valid for one year from its date of issue (unless earlier revoked by the CMA).

FURTHER INFORMATION

Further information is available from:

Goulburn Broken Catchment Management Authority
168 Welsford Street
Shepparton VIC 3630
Tel: (03) 5820 1100
www.gbcma.vic.gov.au

North Central Catchment Management Authority
628-634 Midland Highway
Huntly VIC 3551
Tel: (03) 5448 7124
www.ncdma.vic.gov.au

North East Catchment Management Authority
P.O. Box 616
Wodonga VIC 3689
Tel: (02) 6043 7600
www.necma.vic.gov.au

NEED TO UNDERTAKE WORKS ON A WATERWAY?

Works and activities in, under, on or over the bed and banks of designated waterways in Victoria require a permit from the relevant Catchment Management Authority.

This brochure provides information regarding the application and approval process.
**ARE YOU PROPOSING TO UNDERTAKE WORKS OR ACTIVITIES ON A WATERWAY?**

To protect our rivers and creeks it is important that new activities or works undertaken do not adversely affect the health of these waterways. Many practices in the past have caused major degradation to our waterways.

For example, poorly constructed crossings and other structures can cause erosion, obstruct water flow and hinder the passage of aquatic life.

Works and/or activities in, under, on or over designated waterways require a permit from the regional Catchment Management Authority (CMA). Works and/or activities may include:
- Access crossings including bridges, culverts and fords
- Service/utility crossings
- Stormwater outlets
- Stabilisation works such as bank protection, battering, and retaining structures
- Vegetation and debris removal
- Sand and gravel extraction.

**WHAT IS A DESIGNATED WATERWAY?**

Designated waterways are named or unnamed, permanent or seasonal, and range in size from a river to a natural depression. Designated waterways are declared under the Water Act 1989. Maps of these waterways can be inspected at your local CMA office.

**WHY DO YOU NEED A PERMIT?**

CMAs are responsible for the control, management and authorisation of works and activities in, under, on or over designated waterways.

Approval to undertake works and/or activities ensures the protection and care of waterways, and the conservation and preservation of flora, fauna and habitat in waterways throughout the catchment.

**WHAT HAPPENS IF YOU DON’T OBTAIN A PERMIT?**

Failure to obtain a permit or failure to observe the given conditions may constitute an offence under the Water Act 1989 or the CMA’s Waterways Protection By-law. Penalties for offences do apply.

**ARE THERE ANY EXEMPTIONS?**

In general, works associated with:
- A licence to take and use water; or
- The right to water; or
- A dam or weir situated on a designated waterway for which a licence has been issued;

do not require a permit from the CMA, as they are regulated by the Rural Water Authority.

Rural Water Authority contact details:
- Goulburn Murray Water 1800 013 357 (free call)
- Grampians Wimmera Mallee Water 1300 659 961

Some other exemptions may apply. Please contact the CMA for further information.

**OTHER CONSIDERATIONS**

If you propose to undertake works on land that you do not own, including Crown land, written consent from the landowner must be provided to support the application.

Some works may also require a planning permit such as the removal of native vegetation. It is your responsibility to obtain any other required permits or approvals.

Applications to undertake works may also require the preparation of a Cultural Heritage Management Plan. It is your responsibility to determine whether a plan is required. Further information can be found online at www.aboriginalaffairs.vic.gov.au or contact Aboriginal Affairs Victoria direct, (03) 9208 3333.

**EXAMPLES OF WORKS REQUIRING A WORKS ON WATERWAYS PERMIT**

- **BORING AND DRILLING**
- **STORMWATER OUTLETS**
- **EROSION CONTROL**
- **ROADS AND ACCESS CROSSINGS**
- **VEGETATION REMOVAL ALONG WATERWAYS**