

## CONTROLLED CONTENT

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# Determining water resources licence applications

## Who this applies to

- Permitting
- Integrated Environmental Planning staff (IEP)
- Operations Catchment Services (OCS)
- Hydrogeologists
- Hydrologists

## Contact

- [Water Resources Helpdesk](#)
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## Introduction

This document provides guidance on what you need to take into account when making decisions on full, [temporary](#), [transfer](#) and [impounding](#) licence applications.

This guidance relates to Step 11 of [LIT 11659 Water Resources Permitting – an overview](#) for formal applications.

Some of the information you need to make decisions will be collected at the pre-application and consultation stages. You should use this Operational Instruction once you have accepted an application as technically valid.

See [LIT 12313 Validation Checks for water resources licence applications](#) for the steps and information needed to accept an application as technically valid.

Permitting plays a central role in our environmental work. It is the mechanism by which the environmental outcomes we want to achieve through our planning activities (Abstraction Licensing Strategies) are put into practice.

The purpose of this guidance is to ensure that water resources licence applications are considered in a professional, efficient and consistent manner and that our decisions are in line with our statutory duties and balance the needs of applicants, the environment and other water users. It is also to ensure we make the correct additional charges for applications which require them.

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## Stage 2 – Justification of need and water efficiency

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### Determining reasonable requirements

The Determining Officer should complete the following steps when assessing the justification of need:

Critically assess the applicant's requirements. Work from first principles, not backwards from the existing level of use. You may need to ask the applicant to further explain how they will use the water or how they have calculated their volumes.

Consider the instantaneous, hourly and daily rates the applicant has applied for, not just the annual rate. The rates need to be achievable when multiplied up by the periods abstraction will take place. For example, an annual volume of 365 times the daily volume will only be acceptable if the abstraction is expected to take place all year round with no seasonal fluctuation in requirements. The daily volume you put on the licence will affect how we assess the impact of the abstraction and how it is represented in the Abstraction Licensing Strategy. The instantaneous rate needs to be achievable by the means of abstraction being proposed.