

Diversions Management

Advertising guidelines

Under the Water Act 1989, applicants for a Take and Use licence and/or a Construction Licence may be required to advertise and notify adjoining landholders of their proposal. Ministerial direction given under the Act, requires an applicant to provide written notice of such applications to -

- the owner or occupiers of land immediately upstream; and
- the owners or occupiers of land immediately downstream for 2 km, or the first 3 downstream owners or occupiers, whichever is the lesser number of properties; and
- place an advertisement in a newspaper generally circulating in the area if an application is greater than 20 Megalitres. If the application is for a volume greater than 50 Megalitres a second advertisement is required.

To assist you in meeting this requirement this advertising template has been developed by Melbourne Water. The onus is on the applicant to demonstrate to Melbourne Water compliance. It is strongly suggested that you forward all correspondence by certified or registered mail so it can be accounted for.

A sample notification that can be sent to adjoining land owners and placed as an advertisement in the public notices is given below and may be used at your discretion

Notification under Water Act 1989

An application has been made to Melbourne Water for a take and use licence for commercial/irrigation purposes to use ___ Megalitres of water which may affect you.

Details of the application are as follows:

Application address:	
The application is for:	___ Megalitres
From:	_____ Creek / River
Diversion location:	_____
The applicant's name:	
Melbourne Water's File No:	

You may look at the application and any documents that support the application at:

Melbourne Water
Unit 1/88 Merrindale Dve
Croydon South, Vic 3136

This can be done during office hours by appointment and is free of charge. For an appointment please telephone 9724 3118. Any person who may be affected by the granting of this application may object or make other submissions to Melbourne Water. Any objections must:

- be in writing,
- include reasons for the objection,
- state how the objector will be affected and
- be mailed to Melbourne Water, Diversions Team at P O Box 4342, Melbourne, Vic, 3001.

Any response is requested within 30 days from the date of this notification. Should a response not be received within this period, Melbourne Water may determine the application.

Note : Any private or public notification must provide the owners or occupiers of the nature of the proposal (ie what is proposed), time available for comments or objections (30 days) and the address to which any such comments or objections should be forwarded to:
Melbourne Water, P O Box 4342, Melbourne, Vic, 3001