

Temporary Dewatering Application EP07

Local Government Act 1993 and Roads Act 1993

OFFICE USE ONLY

Reference No.

About this form

Use this form to apply for a permit to discharge extracted ground water from the site into Council's drainage system (including the road gutter, pits, and pipes). Dewatering Management plan(s) and water quality plan(s) are required for this application.

You will be charged an application fee at lodgement. Council will advise of the remaining fees during review and assessment of the application.

Payment will be required prior to any approval. Refer to Council's [Fees and Charges](#).

Proposed Site Details

Unit No: Street No: Street Name:
Suburb: Post Code:

Applicant details

Title: ☐ Mr ☐ Mrs ☐ Ms ☐ Other
First Name: Family Name:
Company Name (if applicable):
ABN/ACN (if applicable):
Address:
Suburb: State: Post Code:
Email Address:
Daytime Telephone No. (Home/Work): Mobile No:

Description of Associated Development

Is this activity associated with a DA or CDC?: ☐ Yes ☐ No

DA/CDC Number: DA/CDC Development Cost: \$

Description:

Activity Details

Start Date:

Finish Date:

Development Site Area (m²):

Area to be dewatered (m²):

Number of months (Min 1 Month):

Number of Days:

Where are you proposing to discharge the water?:
List the street(s)/gutter(s)/pit(s)

Description of Dewatering activity and treatment method:

1. Do you propose to discharge to [State/Classified Road](#) ?
If **Yes:** approval from TfNSW will be required

☐ Yes☐ No

2. Do you plan to install Temporary Shoring or Support using Ground Anchors in Council land?
If **Yes:** you must also complete a [Temporary Shoring/Support using Ground Anchors in Council Land Application EP04](#)

☐ Yes☐ No

Supporting Documentation

Mandatory documents to be submitted			Office Use
1. Dewatering Management Plan & Water Quality Plan (showing all discharge points) <i>Refer to page 6 for Guidelines on the Application for Temporary Dewatering Permit</i>	<input type="checkbox"/> Yes		<input type="checkbox"/>
2. Geotechnical Engineering Report	<input type="checkbox"/> Yes		<input type="checkbox"/>
3. Certificate of Currency (Public Liability \$20million minimum)	<input type="checkbox"/> Yes		<input type="checkbox"/>
Other Mandatory Documents required during assessment.			
4. TfNSW Approval (if discharge is proposed to State/Classified Road)	<input type="checkbox"/> Yes		<input type="checkbox"/>
Please note that other documents may be required during assessment.			

Fees

Fees – Charged at lodgement		Application Code
Application Fee	\$ 308.00	AP/DW
Design review and approval fee	\$ 250.50	AP/DW
Fees – Charged after lodgement		
Permit to dewater or pump out site into Council system (minimum 1 month) per square metre per month or part thereof	\$ 0.80	AP/DW
Security Deposit for applications not associated with DA or CDC	\$20,000.00	AP/DW

Terms and conditions

1. **Permit:**

- 1.1. **This application is NOT a permit to undertake work.** A valid permit must be obtained PRIOR TO undertaking the work or activity.
- 1.2. Fines may apply if an activity commences without a valid permit been issued.
- 1.3. The permit will be issued after assessment and outstanding fees are paid in full.
- 1.4. A minimum period of **10 working days** is required to assess the application.
- 1.5. Longer processing times are required for large works, activities on Classified roads, and works requiring the concurrence from relevant stakeholders.
- 1.6. Permits may be issued subject to conditions. It is the permit holder's responsibility to ensure that conditions are satisfied before commencing.
- 1.7. Fines may apply if an activity commences without satisfying the conditions.
- 1.8. Council may require additional information to process the application if the application is incomplete or unclear.

2. **Fees and Charges:**

- 2.1. All applications are subject to an application fee, and additional fees regarding the specific works.
- 2.2. Fees are subject to change during the assessment period, based upon lodged supporting documents.
- 2.3. A refundable security bond may be required and may be in the form of cash, bank cheque or bank guarantee.

3. **Damage Reports – Dilapidation:**

- 3.1. Failure to record damage to Council assets prior to the commencement of the activity may result in Council seeking rectification of any damage that exists at the completion of the activity.
- 3.2. If such rectification is not undertaken, or rectification does not comply with Council specifications, Council may do the work and deduct such costs from any bond held for the activity or related Development Application / Complying Development.
- 3.3. To record detailed condition information, or as required for various application, a dilapidation report should be prepared and submitted with the application. A Dilapidation Report is a technical report with photo images of assets at a given point in time. It records the existing condition of assets prior to the commencement of the activity.

4. **Electronic Supply of Supporting Documents:**

- 4.1. Council requires electronic lodgement of all plans and supporting documentation in digital form (as PDF documents)
- 4.2. Please also provide a paper copy of the Application Form if lodging in person.
- 4.3. Check the Electronic [Lodgement Guidelines for Engineering Applications](#)

5. **Specifications for Supporting Information:**

- 5.1. **Dewatering Management Plan** - Prepared by a qualified Water Quality Scientist or an appropriately qualified person acceptable to Council and must address the entire criteria listed in the Guidelines.
- 5.2. **Geotechnical Engineering Report** – A Geotechnical Report prepared by a qualified Geotechnical Engineer which includes the following information;
 - Inspection reports or borehole/test pit logs
 - Field/laboratory test results
 - Recommendations for stability and protection of excavations
 - Methodology of assessing and confirming foundation, underpinning and/or excavation stability in accordance with the design
- 5.3. **Certificate of Currency** – A Certificate of Currency must identify the proposed permit holder as the insured party, with the value of Public Liability Insurance being no less than \$20,000,000. The Certificate of Currency must have an expiry date at least three (3) months later than the finish date for the proposed work activity.
- 5.4. **TfNSW Approval** – Written consent from TfNSW for approval if the proposal is to discharge to a frontage on a [Classified Road](#)

6. **Safety legislation:**

- 6.1. The Applicant shall maintain no adverse impact on road safety for road users including pedestrians and cyclists. Provision is to be made for service vehicles, resident vehicles etc. to gain access to properties at all times.
- 6.2. The Applicant must comply with **all** of the agreements, declarations and conditions of the Work, Health and Safety Act 2011, Work Cover NSW, NSW Dial1100 before You Dig Service, Council's Fees & Charges, Environmental and other Legislation, Council policies and any other Regulation applicable to the activity.
- 6.3. The Applicant must comply with **all** the clauses stated within **Work Health and Safety Regulation 2017**
 - **Clause 54: Management of risk of falling objects** - A person conducting a business or undertaking at a workplace must manage, in accordance with Part 3.1, risks to health and safety associated with an object falling on a person if the falling object is reasonably likely to injure the person. Note—WHS Act—section 19 (see clause 9).
 - **Clause 55 Minimising risk associated with falling objects** -
 - (1) This clause applies if it is not reasonably practicable to eliminate the risk referred to in clause 54.
 - (2) The person conducting the business or undertaking at a workplace must minimise the risk of an object falling on a person by providing adequate protection against the risk in accordance with this clause.
 - (3) The person provides adequate protection against the risk if the person provides and maintains a safe system of work, including—
 - (a) preventing an object from falling freely, so far as is reasonably practicable, or
 - (b) if it is not reasonably practicable to prevent an object from falling freely providing, so far as is reasonably practicable, a system to arrest the fall of a falling object.
- 6.4. The Applicant must comply with **all** the clauses stated within **Roads Act 1993**
 - **Clause 103(1) Installation etc of fences, lights etc around dangerous premises** - A roads authority may direct the owner or occupier of land to erect or install fences, lights or other equipment on or around any premises on the land that are, in the opinion of the roads authority, in a sufficiently dangerous condition to threaten the safety of persons or property on a public road in the vicinity of the premises.

7. **Bond Return:**

- 7.1. If you have paid a security deposit and you complete your work, contact the Public Domain Engineer listed on your permit to book an inspection.

- 7.2. Complete the Request for Bond Refund Form and submit to Council.
- 7.3. A Public Domain Engineer will conduct the inspection to confirm that no damage to Council assets and land.
- 7.4. Inspections may take fourteen (14) working days from initial request.
- 7.5. Bond refunds may take up to 6 weeks from submission of form and completion of the inspection.
- 7.6. Council advises that you supply your bank details so an EFT refund can be initiated.
- 7.7. If you have not received your bond after this time period, contact the Council's Accounts Department on 1300 581 299
8. **Extension of Permit:**
 - 8.1. The approved activity is only valid for the approved period. Applicants are responsible to advise Council of any extension of time required.
 - 8.2. Extension of time requests must be made at least 3 weeks prior to the expiry date of the approved permit.

Declaration

I have read, understood, and accept the conditions. I accept that all these conditions must be complied with. I apply for consent to carry out the works described in this application on the dates prescribed.

I also understand that:

- Before the application is approved, I will be provided with an invoice of the outstanding applicable fees.
- More information may be requested after the date of lodgement.
- I declare that the information given is true and correct.
- I understand that if incomplete, the application may be returned to me, delayed, rejected or more information may be requested within 21 days of lodgement.

As the applicant I am accepting the responsibility for all charges relating to the application by submitting this application and/or licence. I understand that I must pay additional charges in line with our current fees and charges when council advises of any additional fees, after assessment of the application, and payment will be required prior to any approval. Additional fees may also be levied when Bayside Council Officers determine the application has exceeded the initial estimation or measurements at lodgement.

Applications and costs can't be submitted on behalf of another business, or transferred to another business, company or individual.

Applicant's Signature		Date		/		/	
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Classified Roads

TfNSW has responsibility for the road pavement and kerb and gutter on Classified Roads. If the main traffic route is a classified Road, the applicant shall apply for a permit from TfNSW as well as obtaining written approval from the Police Traffic Branch. Council is responsible for works, activities, occupation, and restoration on footpaths of all roads including State Roads and will be responsible for the issuing of permits for such.

On a Classified Road, Council is unable to approve your activity unless the concurrence of Transport for New South Wales (TfNSW) has been obtained. Additional processing time will be required for Council to refer applications to TfNSW. Activities and the hours of work may be restricted and/or subject to conditions. Activities will be unable to commence unless a Road Occupancy License (ROL) has also been obtained from the Transport Management Centre.

Regional Roads

On a Regional Road, additional processing time may be required to refer applications to TfNSW. Activities and the hours of work may be restricted and/or subject to conditions. Activities may require a Road Occupancy License (ROL) from the Traffic Management Centre.

How to lodge this application

You can lodge your completed application form and any required supporting documents:

Online

Visit www.bayside.nsw.gov.au

In person

At any of Council's Customer Service Centres:

- **Rockdale Customer Service Centre:** 444-446 Princes Highway, Rockdale NSW 2216
- **Eastgardens Customer Service Centre:** Westfield Eastgardens, 152 Bunnerong Road, Eastgardens NSW 2036

By mail

Post to **Bayside Council:** PO Box 21, Rockdale NSW 2216 with payment via cheque or money order (do not send cash)

Payment is preferred by cheque, money order, debit or credit cards (Visa and Mastercard). Payments made using a credit card will incur a service fee of 0.5% (GST exempt) or 0.55% (inc GST) depending on the fee being paid.

Privacy notification

The purpose of collection of this information is for processing your application. Provision of this information is voluntary and is required to help process your application. You are entitled to have access to this form to correct or amend it after you have given it to Council. This form will be stored electronically in Council's electronic document management system. Access to this information is restricted to Council Officers. Members of the public will not be provided with access to the personal details contained on this form.

OFFICE USE ONLY

Receipt No

Date

\$

Guidelines for Application for Temporary Dewatering Permit

One of the requirements by Council for issuing a Temporary Dewatering Permit for discharging pumped out water into Council's storm water system is the submission to Council of a Dewatering Management Plan (DMP).

This information sheet is intended to assist the applicants and their service providers in preparing a satisfactory DMP.

The DMP shall be prepared by a qualified Water Quality Scientist or an appropriately qualified person acceptable to Council and must address the following:

1. Site location and reasons for dewatering;
2. Footprint area to be dewatered;
3. Anticipated dewatering flow rate;
4. Expected dewatering duration;
5. The point of discharge to Council's storm water system, including the layout of discharge line;
6. Dewatering techniques proposed;
7. Controls to manage water quality and method of effluent discharge;
8. Measures and techniques to manage noise, vibration, odour, and the like;
9. Measures and techniques to manage geotechnical stability issues;
10. Contingency plan in case of any emergency situation;
11. Monitoring program to ensure that the treated discharge complies with Australian & New Zealand Guidelines for Fresh & Marine Water Quality;
12. Strategy for managing any impacts during and after the completion of the project;
13. Summary of recommendations made and implementation methods to ensure compliance shall be included in the DMP;
14. The nominated proponent's name, address and position shall be detailed within the DMP. Responsibility for legislative compliance and accountability for ensuring the discharge water quality complies with the above-mentioned requirements lies with the proponent; and
15. Contact details of a site representative whom is to be available to respond to routine and emergency calls 24 hours/day, 7 days/week and 365 days/year, shall be detailed in the DMP