

Sustainable Water Partner Program Water saving plan rebate application form (2020/21)

Please return completed form to:

Level 4, 218-232 Molesworth Street, Lismore

PO Box 230, Lismore NSW 2480

ABN: 81 383 023 771

T: (02) 6623 3800

council@rous.nsw.gov.au www.rous.nsw.gov.au

Office use only

If you have any questions, please contact Rous County Council's Water Sustainability Officer on (02) 6623 3800.

Application checklist

Before sending your application to Rous County Council, please use the checklist below. I have:

- ☐ Read and understood all eligibility criteria and terms and conditions on page 2, 3 and 4.
- ☐ Completed ALL sections of the application form.
- ☐ Attached copies of my water bills.
- ☐ Attached a copy of the Water Saving Plan proposal(s)/quote(s).
- ☐ Signed the application form on page 4.

Note: Incomplete applications may be returned and result in a delay

Business details

Name of business

ABN ☐ Owner of property ☐ User of property *

* Please attach proof of authority to act on behalf of owner.

Business contact details

Name Telephone

Position

Email

Address of project

Postal address

Bank account details (for rebate payment)

Account name

BSB no. - Account / Member no.

Note: Payment from Rous County Council will be made within 30 calendar days once each stage is complete as per Clause 10 of the Terms and Conditions.

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Approved rebate amount \$ Approved by

Date Signature

Water saving plan details
Describe your business and your business activity units *
<p>* These are a measure of what service or product your business produces, e.g. for a motel it would be total bed nights or for a laundry, it would be tonnes, kg or loads or washing per year.</p>
Current annual water use *
<p>* Please use last year's water bills to estimate. If you water use is variable, please use more than one year if possible. Include a calculation of your total water use and your average daily use and please attach a copy of your water bills.</p>
Name of water saving plan service provider *
<p>* To make it easy for you to source a provider, Rous County Council has put together a list of local providers for you to choose from.</p>
Details of water saving plan including total cost *
<p>* Please attach a copy of the water saving plan proposal(s)/quote(s) including methodology and total cost. Two written quotes are required where the total amount exceeds \$5000. Rous County Council will advise of eligibility and confirm the rebate amount payable.</p>

Terms and conditions

General

1. The project must be undertaken between 1 July 2020 and 30 June 2022 (the end of the Regional Demand Management Plan 2019-2022).
2. The property where the project is being undertaken is connected, at the time of application, to the Rous County Council supply in the Ballina, Byron, Lismore or Richmond Valley local government areas. Businesses located outside of the Rous County Council supply area in Lismore and Byron Bay local government areas may also be eligible.
3. The project must be authorised, in writing, by the owner of the premises if the applicant is not the owner of the premises.

Eligibility

1. Rous County Council must be contacted prior to undertaking a Water Saving Plan for which a rebate is sought.
2. A completed application form must be submitted to Rous County Council prior to commencement of a Water Saving Plan. A quotation must be provided to Rous County Council with this application form. Where the total amount of the quotation exceeds \$5,000, two written quotations are required. Rous County Council will verify eligibility as per the terms and conditions and advise regarding the outcome of the application. Submitting this application is not a guarantee of a rebate and an applicant that progresses with a Water Saving Plan without first receiving written confirmation of the outcome of their application does so at their own risk.
3. Each application will be considered on a case by case basis having regard for value for money and potable water savings from Rous County Council's bulk water supply.
4. The Water Saving Plan is prepared by a service provider identified on the list provided by Rous County Council. Inclusion in the list should not be construed as an endorsement by Rous County Council; applicants must make their own enquiries to ensure the suitability of the service provider relevant to their individual circumstances.
5. To be eligible for reimbursement of the cost of the Water Saving Plan all Water Saving Plans must be prepared using the template provided. The template must not be modified.

6. The rebates will be based on the application on the following funding criteria:

Water consumption of business	Rebate
1-5 ML per year	\$700 towards the cost of a Water Saving Plan
>5 ML per year	Fully funded Water Saving Plan

7. The rebate will be paid as a direct deposit into the bank account nominated in this Application Form in two stages:
- Stage one – 70%** of the total cost of the Water Saving Plan will be paid only upon completion of work and after you sign the action plan contained within the Water Saving Plan, forward a copy of the entire plan to Rous County Council and provide a copy of the paid invoice for the Water Saving Plan.
- Stage two – 30%** of the total cost will be paid when you have completed a water saving project identified in the Water Saving Plan. Please note: A separate, additional rebate may be payable towards the cost of the water saving project as per the business rebate application located at www.rous.nsw.gov.au. Paid receipts and/or invoices relating to the water saving project and a site visit with Rous County Council are required. During the site visit Rous County Council, will view the completed project and discuss implementation of additional water saving projects identified in the Water Saving Plan. Rous County Council will also discuss becoming a Sustainable Water Partner and having your business's achievements recognised and promoted through the Sustainable Water Partner Program.
8. The rebate paid will not be more than the cost of the Water Saving Plan.
9. Rebate recipients may be required to participate in research about demand management for up to three years following payment of a rebate. By submitting an application, you are providing your consent to Rous County Council to undertake such research including reporting and monitoring activities either directly or indirectly related to the Sustainable Water Partner Program. This will include completing the "Monitoring Success Tables" which have been provided in your Water Saving Plan to assist you to monitor the progress of your water saving projects and other water saving measures. You are also agreeing to participate in any such activities as required by Rous County Council, for example, follow up surveys.

Business participation

The business may be photographed, or used as a case study for the purpose of promoting the success of the program or promoting other Council activities.

☐ Please tick if you do not consent to this clause.

Liability

Rous County Council accepts no liability in respect of any claim, cause of action or loss or damage arising out of, or in connection with the Program (including but not limited to the engagement of persons in the list referred to in Clause 4) and applicants agree to indemnify Council in respect of any such claim or liability.

Rebates

Approved rebates will only be paid as a direct deposit into the bank account nominated in the application and receipt of copies of all paid receipts and/or invoices relating to The Water Saving Plan and any other supporting information requested by Rous County Council.

Payment of a rebate does not release a rebate recipient from compliance with the program terms and conditions. If a rebate recipient fails to comply with the program terms and conditions in the first three years following payment of the rebate, Rous County Council may take legal action to recover the rebate.

Please note that the total sum of payments you may receive under this program (local, state and federal government rebates, if any) must not exceed the total cost of your Water Saving Plan. If it does, Rous County Council may require that you repay the rebate paid either in part or in whole.

Privacy statement

By completing and lodging this application form, you agree that you have provided the information in your application voluntarily. The information is being collected by Rous County Council in accordance with the *Privacy and Personal Information Protection Act 1998*, for the purposes related to the administration of the Program under which you have applied, including the assessment of the effectiveness of the program. This may involve, for example, disclosing the information in this application (other than your bank details) to contractors engaged by Rous County Council to local Councils or to the State or Federal Government.

Rous County Council agrees to take all reasonable measures to ensure that the personal information collected by it is stored securely. You may access or correct your personal information by contacting Rous County Council telephone on (02) 6623 3800 or by writing to: General Manager, Rous County Council, PO Box 230, Lismore NSW 2480.

Applicant declaration

I have read, understood and agree to the terms and conditions, including the Privacy Statement, as set out in this application form and agree that by signing this application I accept those terms and conditions. I declare that all information in and provided with this application form is true and correct at the time of writing.

Name	Position
Signature	Date