

Point-of-intake measurement guideline

Floodplain Harvesting Measurement

March 2025

Acknowledgement of Country



Department of Climate Change, Energy, the Environment and Water acknowledges the traditional custodians of the land and pays respect to Elders past, present and future.

We recognise Australian Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to place and their rich contribution to society.

Artist and designer Nikita Ridgeway from Aboriginal design agency – Boss Lady Creative Designs, created the People and Community symbol.

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Contents

- Acknowledgement of Country ii
- Introduction 4
- Eligibility for point-of-intake measurement method 4
 - Determination 4
- Maintenance..... 5
- Faulty device..... 5
- Qualifications..... 6
- Registration..... 7
- Certification 7

Introduction

The NSW Government has developed a set of implementation guidelines to assist water users with a floodplain harvesting access licence, as well as duly qualified persons (DQPs), in understanding the measurement rules and their compliance obligations.

The measurement rules outline two types of measurement methods for floodplain harvesting. There are two types of measurement:

- storage level measurement, and
- point of intake measurement

Point-of-intake metering method measures the flow of water entering a water supply work. To be eligible for this method, the approval holder must demonstrate that metering equipment is capable of measuring all overland flow entering approved water supply works. Point-of-intake metering equipment must comply with the non-urban metering rules.

Eligibility for point-of-intake measurement method

An approval holder may only use the point-of-intake measurement method for floodplain harvesting if the following conditions are met:

- all intake points on the nominated water supply work can be metered with equipment that complies with the NSW non-urban metering rules.
- all metering equipment has been installed in compliance with the non-urban metering rules as outlined in the Water Management (General) Regulation 2018.

Determination

A duly qualified person (DQP) must inspect all floodplain harvesting intake points for the approved work to determine if all water entering the work is reasonably able to be measured by point-of-intake metering equipment.

The approval holder must engage one of the following professions, as outlined in Table 1 and Table 2, to make this determination:

- engineer
- hydrographer
- meter installer
- surveyor

A DQP for closed conduit meters must install a pattern-approved meter in compliance with AS4747, along with a local intelligence device (LID) that connects to the department's Data Acquisition Service (DAS) via telemetry.

Details on approved meters and LIDs can be found on the department's [webpage](#).

Maintenance

An approval holder can only use the point-of-intake measurement method if the installation:

- allows for maintenance to be undertaken in accordance with the [Maintenance Specifications 2019](#) published on the department's [website](#), and
 - is resilient to flood impacts and can be safely accessed for operation, maintenance and inspection.
-

Faulty device

If your metering equipment is faulty or loses telemetry connection for more than 72 hours, you must notify WaterNSW within 24 hours by submitting an [s91i form](#), available on the [WaterNSW website](#).

If the issue cannot be fixed within the required timeframe, you must submit an s91i form to WaterNSW to request an extension. Your request should include:

- the reason for the delay in repairs
- a proposed date when the equipment will be fixed

Once the meter is repaired, you must notify WaterNSW with the following details:

- date of repair
- description of repairs completed
- proof of repair (for example, a statement from the technician)
- name of the person who performed the repair

WaterNSW will assist you in ensuring your water take is recorded and reported during the repair period. For more details, visit the [WaterNSW website](#).

Qualifications

Table 1 and Table 2 outline the qualifications required for different tasks associated with point-of-intake metering. Each task has designated roles with specific qualifications to ensure compliance with NSW regulation. Table 1 outlines the qualifications needed to assess whether point-of-intake metering is feasible and Table 2 identifies who is qualified to install and validate the meters or LIDs.

Table 1. Outlines who can determine if all water entering a water supply work can reasonably be measured by point-of-intake metering equipment

DQP roles	Definitions
Meter installer (Certified meter installer or CMI)	(a) has completed a NSW meter installer course, specified by the Minister, or (b) holds a current certification as a certified meter installer issued by a registered training organisation.
Engineer	Is registered on the National Engineering Register with Engineers Australia in fields including civil or environmental engineering.
Hydrographer	(a) has a certificate III in Water Industry Operations, or (b) Diploma of Water Industry Operations, or (c) recognised by the Australian Hydrographers Association as a Certified Practising Hydrographer or Certified Associate Hydrographer.
Surveyor	Holds a qualification in surveying recognised by the NSW Board of Surveying and Spatial Information

Table 2. Outlines who can install, validate, maintain, repair or replace a meter or LID

DQP roles	Definitions
Meter installer or CMI	(a) has completed the NSW meter installer course, specified by the Minister, or (b) holds a current certification as a certified meter installer issued by a registered training organisation.

Registration

A DQP must register the landowner's site in the WaterNSW online [DQP Portal](#) and upload the [determination form](#) available on the department's [website](#).

The DQP must validate and certify that point-of-intake meter installation and LID meet the required specifications for the relevant device. This includes certifying that:

- all floodplain harvesting intake points for the water supply work are equipped with metering equipment that complies with the non-urban metering rules and has been installed in accordance with the relevant compliance requirements, and
- telemetry has been installed and is transmitting to the DAS.

Certification

The installation is complete when the approval holder receives a validation certificate from the DQP confirming their equipment is compliant and transmitting data to the DAS. You can download the [DAS user guide here](#).

It is the approval holder's responsibility to ensure the DQP has completed the necessary documents to register each site. Once all required information has been entered into the DQP Portal, a validation certificate will be generated and automatically emailed to both the DQP and the approval holder.