



Send completed forms to:

commsoil@dpird.wa.gov.au

or Locked Bag 4 Bentley Delivery Centre WA 6983

NOTICE OF INTENT TO DRAIN OR PUMP WATER

When is a notice of intent to drain or pump required?

Where an owner or occupier of land wishes to drain or pump groundwater for the purpose of controlling salinity, he or she is required to lodge a notice of intent with the Commissioner of Soil and Land Conservation at least 90 days before discharging water. This includes draining or pumping within the same property. Note that within the Peel-Harvey Catchment Area, a notice of intent is required for any draining or pumping works.

What happens if I do not lodge a notice of intent to drain or pump?

It is an offence not to give notice of intent to drain when required to do so. The penalty is \$2,000 for individuals and up to \$10,000 for companies. You may also be liable for charges up to \$250,000 of causing environmental harm under the Environmental Protection Act 1986.

Further information

Further information on completing this form is available from the Office of the Commissioner of Soil and Land Conservation in Perth on (08) 9368 3282 (8.30 am to 5.00 pm Monday to Friday).

1. Type of Proposal (Tick One)			
<input type="checkbox"/> Drainage Only	<input type="checkbox"/> Pumping only	<input type="checkbox"/> Drainage and Pumping	
2. Single or multiple property notification			
Will the drain or pumping be constructed on a single property?		<input type="checkbox"/> Yes (Go to Question 3)	<input type="checkbox"/> No (Go to Question 4)
3. Details of owner or occupier – Single property			
<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	Other: <input type="text"/>
Surname or Family Name		<input type="text"/>	
Given or first name(s)		<input type="text"/>	
Company name (if applicable)		<input type="text"/>	
Lot and plan number of land to be drained or pumped		<input type="text"/>	
Local government area (Shire, Town or City council)		<input type="text"/>	
Postal address		<input type="text"/>	
Town or Suburb		Postcode	<input type="text"/>
Contact Number		<input type="text"/>	
Email Address		<input type="text"/>	
I am the (tick one)		<input type="checkbox"/> Owner of the land	<input type="checkbox"/> Occupier of the land

4. Details of owners or occupiers – two or more properties

For drainage or pumping proposals involving two or more properties, each owner/occupier must complete their details in Schedule 1. List and number properties in the order of the commencement point to discharge point (e.g., highest to lowest).

5. Contact person for proposal involving two or more properties

Insert in this section the name of the person who is authorised as the contact for the individual owners/occupiers. If questions arise in relation to the proposed drainage works, this person will be contacted first.

<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Ms	Other:			
Surname or Family Name						
Given or first name(s)						
Number/PO Box/RMB				Property name		
Road or Street						
Town or locality				Postcode		
Contact Phone						
Email Address						

6. Description of proposed drainage or pumping works

Where is the water to be discharged?	<input type="checkbox"/> My property		<input type="checkbox"/> Off-site	
Which type of site will the water be discharged to? (Tick one or more)	<input type="checkbox"/> Evaporation Basin or Dam	<input type="checkbox"/> Wetland	<input type="checkbox"/> Existing Drain	
	<input type="checkbox"/> Watercourse	<input type="checkbox"/> Salt lake	<input type="checkbox"/> Other (Describe below)	
Other (Description)				
Area of salt land to be drained or pumped? (in hectares)		Length of Drains? (in km)		
If discharging into an evaporation basin or dam, what is its capacity? (m ³)				
Note: DPIRD provides an evaporation basin calculator. Please contact the office of the commissioner for further information.				
Will the proposed drain receive water from existing drain?	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
For pumping works only: Duration of pumping (months)		or <input type="checkbox"/> Ongoing / Permanent		

7. Plan of proposed drainage or pumping works

Please provide a high resolution aerial photograph of the proposed drainage work area which clearly shows a north point and labels the location of (attached):

☐

- the drainage channels and/or pipes, including the direction of flow of water.
- overall proposed drainage construction parameters (length / depth).
- end of drain flow water quality information (quantity / quality).
- existing drains or pumping works that may discharge into the proposed works or to which the works may be connected
- place where the water is to be discharged.
- adjacent land including lot or location numbers.
- all natural watercourses (creeks, rivers etc) and wetlands (lakes, marshes etc).
- roads, railways and water mains adjacent to the land.
- any other Crown land, such as nature reserves, which is adjacent to the land.

See **Schedule 2** for an example of plans that meet these requirements.

8. Details of person/company undertaking excavation works

Will you be using an earthworks contractor? ☐ Yes ☐ No

If YES, complete the following if you are engaging a contractor to do the work.

Name of Contractor

Postal address

Town or Suburb

Postcode

Contact Number

9. Cross-sectional plan of drain

Please complete the cross-sectional plan(s) of the drain(s) including the drain dimensions, whether there will be levee banks etc. **It is the proponent's responsibility to use best practice design and to follow this design in construction if there is no objection from the Commissioner. Variation from this design may result in compliance action.**

Note: if the proposed drain involves channels of a different cross-section, please provide additional cross-section plans.

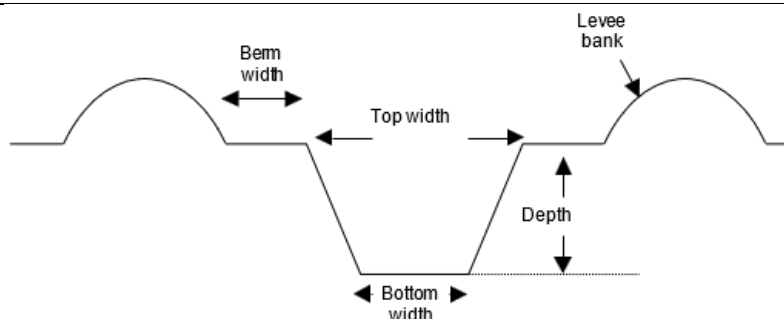
Top width of drain

Bottom width of drain

Depth

Berm width – left hand side

Berm width – right hand side



Levee banks (tick one)

☐ No levee banks ☐ Levee banks on one side only ☐ Levee banks on both sides

10. Water Quality and Site Details

Please provide water quality data for your proposal.

Data can be estimated by using the following link: [DPIRD groundwater & salinity map](#)

Choose the EC theme from the legend box, top left of the map portal, groundwater EC (mS/m) and pH can be estimated by clicking on bores close to the proposed drain location and in a similar landscape position.

The water quality from on-site testing suggests an estimated:

End of drain flow (L/s/km):

Water quality (TDS in mg/L or mS/m):

pH:

These figures were generated using (please check one box)

☐ On-site testing

☐ DPIRD groundwater & salinity map

☐ Contractor

Bore Names used to make estimate:

☐ I don't know the water quality data for my proposal

☐ I don't know the water quantity (flow rate) data for my proposal

11. Checklist of other approvals

Draining or pumping water may require approval/consent from other public authorities. Controls vary from area to area. **It is your responsibility to check which approvals are required for your proposal.**

The following is a checklist of some of the more common types of approval that may be required:

- ☐ Approval to undertake earthworks that affect a road or railway – local government, Main Roads, Public Transport Authority
- ☐ Approval to undertake earthworks on other Crown land – public authority managing the land (e.g. DBCA, local govt etc.)
- ☐ Development approval under a town or region planning scheme – local government, WA Planning Commission
- ☐ Approval to clear native vegetation – Department of Water and Environmental Regulation
- ☐ Licence to take groundwater – Department of Water and Environmental Regulation
- ☐ Permit to undertake earthworks on bed or banks of watercourses – Department of Water and Environmental Regulation
- ☐ Proposals which may impact Ramsar wetlands – Department of Climate Change, Energy, the Environment and Water
- ☐ Location of cables and pipelines etc – dial 1100 before you dig
- ☐ Approval to undertake works affecting an Aboriginal site – Department of Planning, Lands and Heritage
- ☐ Approval to undertake works affecting a heritage place – Heritage Council; local government

Please attach copies of relevant approvals listed above (if any).

12. Consultation with downstream and other affected landholders

The two landholders immediately downstream of the land subject to the drain and any other landholder who might be adversely affected by the construction and operation of the drain should be asked to complete the form in Schedule 3.

Completed forms should be returned with this application.

13. Declarations

All owners/occupiers that are party to the drainage/pumping proposal must sign this declaration. If the proposal is for one property, complete and sign the first box only.

I/we declare that the information in this form and the attachments is true and correct

Property no.	Name of Owner / Occupier		
	Company name (if applicable)		
Signature		Date	

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	Company name (if applicable)		
Signature		Date	

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	Company name (if applicable)		
Signature		Date	

If insufficient room, please attach additional sheets

When completed, send this form and all attachments to: commsoil@dpird.wa.gov.au

Or by post to:

Commissioner of Soil and Land Conservation
Department of Primary Industries and Regional Development
Locked Bag 4
BENTLEY DISTRIBUTION CENTRE WA 6983

IMPORTANT: You will be notified in writing that your notice of intent has been received. The 90-day notice of intent period commences on the day when a complete and valid notice, including all attachments, is received by the Commissioner's Office.

Schedule 1. Details of owners/occupiers for proposals involving two or more properties

Insert the details of each property on which the drainage/pumping will take place, in order of the commencement point to discharge point.

Property no.	Surname or family name		
	Given or first name(s)		
Company name (if applicable)			
Lot and plan number of land to be drained / pumped			
Local government area (Shire, Town or City council)			
Postal address			
Town or suburb		Postcode	
Contact phone		Email	
I am the (tick one)	<input type="checkbox"/> Owner of the land <input type="checkbox"/> Occupier of the land		

Property no.	Surname or family name		
	Given or first name(s)		
Company name (if applicable)			
Lot and plan number of land to be drained / pumped			
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I am the (tick one)	<input type="checkbox"/> Owner of the land <input type="checkbox"/> Occupier of the land		

If insufficient room, please attach additional sheets

Schedule 2. Sample plan of a single property

