

# Application for a water resources abstraction licence – part B



Water Resources Act 1991 (as amended by the Water Act 2003), Environment Act 1995,  
The Water Resources (Abstraction and Impounding) Regulations 2006

## Introduction

**Please read through this application form and the guidance notes carefully before you fill this form in.**

If you are not sure about anything in this form, phone us on 03708 506 506 or send an email to enquiries@environment-agency.gov.uk.

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## B1 Applicant's name

### B1.1 Give the name of the applicant

This must be the same as the name given at A3, A4, A5 or A6 (as appropriate) in part A.

## B2 Existing licence number (if you are applying to replace or change the licence)

You do not need to fill this in if your application is for a new licence. In this case go to B3.

### B2.1 If you are applying to replace or change an existing licence, what is your current licence number?

### B2.2 Please give a brief outline of the changes you wish to make to your licence.

## B3 Restoring sustainable abstraction

### B3.1 Is this application a result of the restoring sustainable abstraction programme?

- No   
Yes

## B4 Source of supply

Please follow the guidance notes on part B closely.

### B4.1 Where do you want to abstract from?

- Groundwater   
Surface water

## B4 Source of supply, continued

### B4.2 Which type of abstraction point will you be abstracting from?

(pick one from the list in B4.2 of the guidance notes)

### B4.3 What type of activity or business goes on at your site?

The answer you give must be one of the options listed in B4.3 of the guidance notes.

### B4.4 If you are abstracting from surface water, what is the name of the watercourse?

### B4.5 If you are abstracting from groundwater, what type of aquifer is the groundwater in?

If you are not abstracting from groundwater, go to B6.  
Give the name of the aquifer below.

## B5 Groundwater investigation at the site

You do not need to fill this in if you are abstracting from surface water. In this case, go to B6.

### B5.1 Have you carried out a groundwater investigation which you had a consent for?

- No  Contact us before you send in this application for advice on whether you need to carry out an investigation.  
Yes  Give your groundwater consent number below.  
Groundwater consent number

**B5 Groundwater investigation at the site, continued**

If you have not already given us the results from your test pumping, attach them to this application form when you send it to us.

Also, fill in the table below to give us details of the boreholes, wells and so on you abstracted water from for the investigation. For each well, borehole and so on we need to know:

**B5 Groundwater investigation at the site, continued**

Also, fill in the table below to give us details of the boreholes, wells and so on you abstracted water from for the investigation. For each well, borehole and so on we need to know:

- its proposed size and depth;
- the type and thickness of the lining or linings, if any; and
- how you intend to prevent any leaks or overflow from it.

Map label	Depth	Diameter	Lining	How overflow or leaks will be prevented from artesian works (works where water reaches the surface under natural pressure without pumping)

**B6 Discharge details**

**B6.1 Do you intend to discharge water abstracted from the site?**

No  Go to B7.

Yes  Give details below.

Where will you discharge the water to? (See the guidance notes for options)	Volume of water to be discharged of per day (in cubic metres)	National grid reference of discharge point, including map reference	Environmental permit number (if you have one)

## B7 Further abstractions (temporary licences only)

You only need to fill in this part if you are applying for a temporary licence. If you are not applying for a temporary licence, go to B8.

### B7.1 Do you expect to carry out further abstractions at this site in the future?

No  Go to B8.

Yes  How often and for what purpose?

## B8 Water rights trading

### B8.1 Are you making this application as part of an agreement to trade water rights with someone else?

No  Go to B9.

Yes  Give the name or licence number of the person you are trading water rights with?

\_\_\_\_\_

If there is more than one licence or person, please provide details on a separate sheet.

### B8.2 Please fill in the table below with details about the proposed trade

Your abstraction location name (as at B10)	
What do you use, or will you use, the water for? (As at B13.)	
The other person's abstraction location name	
The national grid references of the other person's abstraction point or points	
What does or will the other person use the water for? (Pick from the list in guidance notes for B13.)	
Does the other person abstract, or will they abstract, from surface or groundwater?	Surface water <input type="checkbox"/> Groundwater <input type="checkbox"/>
Which type of abstraction point does, or will, the other person abstract from? (Pick one from the list in B4.2 of the guidance notes.)	
Annual quantity to be traded (m <sup>3</sup> )	
Daily quantity to be traded (m <sup>3</sup> )	

If there is more than one abstraction location or purpose please provide details on a separate sheet.

### B8.3 Is the trade permanent or temporary?

Permanent

Temporary  What date will the trade end?

\_\_\_\_\_ (DD/MM/YYYY)

## B9 Licence aggregation details

### B9.1 Will the licence you are applying for be aggregated with any other licences?

- No  Go to B10.  
 Yes  Give the existing licence numbers

On a separate sheet, explain how you want to aggregate your abstraction quantities.

## B10 Abstraction locations

### B10.1 An abstraction location can be a single point, a reach (stretch of water) or an area.

In the table below, give the details of the locations you will abstract water from.

- If the location is a point, give the national grid reference for that point.
- If the location is a reach, give the two national grid references you will abstract between.
- If the location is an area, give four national grid references relating to the corners of the area.  
 (The first you give should be the one for the top left-hand corner, then continuing clockwise around the area.)

Name of the abstraction including how you have labelled on map	Type of location (single point, reach or area)	First national grid reference	Second national grid reference	Third national grid reference	Fourth national grid reference

**B11 Rights of access and planning permission****B11.1 What rights of access do you have?**

Please note we can't grant a licence until we have been told the rights of access are in place.

Fill in the details below, using the lists in the guidance notes to specify:

- your access rights;
- the planning permission needed; and
- the status of the planning permission.

Abstraction location name (as at B10)	Access rights	If you do not have access rights yet, when do you expect to get them?	Planning permission needed	Status of planning permission

**B12 Environmental assessment and appraisal****B12.1 Do you need to do an Environmental Impact Assessment (EIA)?**

No

Yes  Please enclose a copy of the environmental statement with this application form

**B12.2 Do you need to do an environmental appraisal?**

No

Yes  Please enclose your environmental report with this form



## B14 Safe passage for eels

### B14.1 Have you discussed with the Area fisheries team the need to provide eel screening at the site?

- No  Contact us before you send in this application to find out who to speak to.
- Yes  In the box below give details of the discussions you have had with us. (For example a brief outline of the outcome of the conversation and who you spoke to.)

If you have design drawings or details, attach them to this application form when you send it to us.

## B15 Aggregating abstraction under the licence you are applying for

### B15.1 If this application has more than one purpose, do you intend to aggregate the quantities you are applying for?

- No
- Yes  Provide details on a separate sheet.

## B16 Making a pre-application

We can use the information you have provided so far to make an initial assessment of your proposal. We strongly recommend that you send us your filled-in parts A and B now, as a 'pre-application', so we can identify any problems before you pay the application fee. **We will carry out pre-application work up to 15 hours free of charge. Over 15 hours will be chargeable.** The current fees can be found at [www.gov.uk](http://www.gov.uk) or at the link here.

### B16.1 Do you want to send parts A and B now as a pre-application?

- No  Go straight to part C or D as appropriate.
- Yes  Fill in B17 and send parts A and B, and any supporting documents, to us.

## B17 Pre-application supporting documents

### B17.1 Please read through this list and tick the items you are sending with this pre-application.

- Confirmation of the right of access or negotiations so far
- Continuation sheet for answers to questions
- A map (see the guidance notes for part B) showing the following:
- Each point of abstraction
  - The area of land the water will be used on
  - The site of any proposed reservoir or water body which will be used for storage
  - The points where water will be discharged
  - An outline of land you occupy or have the right of access to

## B18 Declaration and signature


This form must be signed by the appropriately authorised person or people. The table below gives details of who can sign this form.

Type of licence holder	Signature needed
Registered company	Company director or company secretary
Limited liability partnership	A partner, Company Director or company secretary
Individual	The individual
Public body (for example, a local authority or NHS trust)	A person authorised to sign documents on behalf of the organisation
Group of individuals	All individuals
Partnerships	One or more of the partners
Trust	All trustees or the chairman, treasurer or secretary

It is an offence to make a false statement for the purpose of getting or transferring a licence.

By signing below you are declaring that as far as you know and believe, the information you have given in your application (parts A and B), and any map, extra information sheets and supporting documents, is true.

Signature



Name

Title (Mr, Mrs, Miss and so on) \_\_\_\_\_

First name \_\_\_\_\_

Last name \_\_\_\_\_

Position

\_\_\_\_\_

Today's date (DD/MM/YYYY)

\_\_\_\_\_

## B19 The Data Protection Act 1998

We, the Environment Agency, will process the information you provide so that we can:

- deal with your application;
- make sure you keep to the conditions of your licence;
- process renewals;
- advertise your application and make it available to the public in line with the Water Resources Act 1991; and
- keep the public registers up to date.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public bodies and other organisations (for example, Natural Resources Wales, the Department for the Environment, Food and Rural Affairs, the Health and Safety Executive, local authorities, the emergency services) on environmental issues;

## B19 The Data Protection Act 1998, continued

- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows).

We may pass the information on to our agents or representatives to do these things for us.

## B20 Commercial confidentiality and national security

You may be able to claim commercial confidentiality for information contained in your application. Please read the guidance note for this question, along with WR25 – **Public register and advertising applications**, before responding below.

Tick the box if you want to claim commercial confidentiality for some information in your application. Please treat the information listed and justified in the attached letter as commercially confidential.

**Note: You should make sure that we can easily identify the information which you consider to be confidential. It will help us if the information you want us to treat as commercially confidential is provided in a way which will allow it to be easily removed (for example, on separate pages marked ‘claimed confidential’).**

You can ask the Secretary of State for information in your form not to be included in any public notice or the public register because including it would be a risk to national security. With your application you must enclose a letter telling us that you have asked the Secretary of State for this, and you must still include the information in your application. We will not include the information in any public notice or public register unless the Secretary of State decides that it should be included.

Tick the box if you are applying to the Secretary of State for National Security.

**PLEASE NOTE:** You cannot apply for national security through this application.

## B21 Where to send the form

Please send this form and any supporting documents to:

Permitting and Support Centre  
Water Resources Team  
Quadrant 2  
99 Parkway Avenue  
Parkway Business Park  
Sheffield  
S9 4WF.

Or email to:  
psc-waterresources@environment-agency.gov.uk

If you are not sure about anything in this form, phone us on 03708 506 506.

## B22 Next steps

We will check this application and contact you if we have any questions.

If we approve this application, we will send you the licence. We will contact you once this is done.

**If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you’re not happy with our service, or you would like us to review a decision we have made, please let us know.**

More information on how to do this is available from our complaints and appeals procedures ([www.gov.uk/government/organisations/environment-agency/about/complaints-procedure](http://www.gov.uk/government/organisations/environment-agency/about/complaints-procedure)).

