

Application for a temporary abstraction licence



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

Please read through this form and Guidance note WR172 carefully before completing this form. Please write clearly in the answer spaces.

It will take about 45 minutes to fill in this form.

You'll need:

- your company's details
- a map to show the location of your proposal
- the proposed volumes of water you want to abstract

When to fill in this form

If you want to abstract water for a period of less than 28 continuous days, use this form to make an application for a temporary licence.

Do not use this pack if you plan to abstract for 28 days or more. If you want a licence to abstract for 28 days or more or want to extend an existing temporary licence you must apply for a full or transfer abstraction licence using forms WR173 and WR174.

You must be able to satisfy the requirements described in the application form relating to a right of access to, or occupation of, the land at the place(s) or point(s) where the abstraction is to be made.

Where options are given in questions please place a tick in the appropriate box.

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1 The applicant

1.1 Please give the full name and address of the person or organisation applying for the licence

Name of person

Title

First name

Last name

Position

Name of organisation

Company/partnership

Company registration number, if applicable

Partners, if applicable

Address, registered office for company applications

Postcode

1 The applicant, continued

Contact numbers, please include the area code

Phone

Fax

Mobile

Email

2 Other contacts

2.1 Do you want to nominate someone we can contact with queries about your application?

No We will address all questions and correspondence to the applicant named in Section 1.1

Yes Please give details below

We will send all correspondence about your application to the person you name here.

Name

Title

First name

Last name

Address

Postcode

2 Other contacts, contined

Contact numbers, please include the area code

Phone

Fax

Mobile

Email

3 Location of the abstraction site

Please send us a map showing each point or between which points you propose to abstract water from.

To help us locate the points you intend to abstract water from, please use the table below to tell us:

- the national grid reference – please give a ten-figure reference number (see introduction and guidance notes WR172)
- the name of the inland water – if you do not know the name please give a description, for example, ‘tributary of River X’
- the address of the site – give postal address, local name or description of the site
- how you have labelled each point on the map – for example, ‘A’, ‘B’, etc.
- for underground strata, please tell us the strata type from which the water will be extracted – for example, ‘chalk’.

3.1 Inland water (river, stream, lake, etc.)

Name of point 1

Site address

Postcode

National grid reference

For example, ST 12345 67890

Map label

Name of point 2

Site address

Postcode

National grid reference

For example, ST 12345 67890

Map label

3 Location of the abstraction site, contined

3.2 Underground strata (well, borehole, seepage pit, etc.)

Name of point 1

Strata type

Site address

Postcode

National grid reference

For example, ST 12345 67890

Map label

Name of point 2

Strata type

Site address

Postcode

National grid reference

For example, ST 12345 67890

Map label

4 Entitlement to apply

You must, as a minimum, have a right of access to the land at the place(s) or point(s) where the abstraction is to be made, or expect to have such a right when the licence applied for is to take effect. You will need to have such a right for the duration of the licence. You may also apply if you occupy the relevant land at the place(s) or point(s) where the abstraction is to be made. You must provide proof of your entitlement to apply, such as a deed, lease or tenancy agreement with your application.

Do you have, or expect to have, a right of access?

We need to know if you have a right of access to:

- the land adjoining the inland water
Have right of access (or state ‘occupier’ if applicable)
-
- Expect to have right of access from (give date)
Date (DD/MM/YYYY)
- the land which comprises the underground strata
Have right of access (or state ‘occupier’ if applicable)
-

4 Entitlement to apply, continued

Expect to have right of access from (give date)
 Date (DD/MM/YYYY)

If you have different rights for different sites, please give details on a separate sheet.
 How have you marked the map you have enclosed to show the land you have or will have right of access to?
 For example, 'outlined in red'

5 About the abstraction

5.1 Please state how you have marked the map to show the area where you intend to use the water

For example, 'hatched in green'

5.2 What is the purpose of the proposed abstraction?

For example, 'Testing a pipeline'

5.3 How much water do you require?

Max daily volume

_____ cubic metres

Max hourly volume

_____ cubic metres

Max instantaneous rate

_____ litres/second

5.4 How do you propose to abstract the water?

Please specify, e.g. gravity feed, pump, etc.

5.5 How have you calculated this amount?

Please continue on a separate sheet if necessary

5.6 How do you propose to measure or assess the amount of water abstracted?

For example, meter, pump capacity

5.7 How do you propose to log/record the amount of water abstracted?

5 About the abstraction

5.8 When do you propose to abstract the water?

Start date (DD/MM/YYYY)

 End date (DD/MM/YYYY)

6 Discharge of water

We need to know what will happen to any water you discharge from the site.

6.1 Do you intend to discharge used water from the site?

No Go to section 7
 Yes

6.2 Where will you discharge the water?

Please mark the discharge points on the map and give details below.

For example, 'public sewer', 'inland water'.

6.3 Do you have a consent from us to discharge water from this site?

No
 Yes Please give the consent reference number

6.4 What proportion of water will be discharged after use?

_____ %

How has this been calculated or estimated?

Will this discharge be measured, and if so, how?

7 Other considerations

7.1 Do you have any existing abstraction licences or outstanding applications?

No
 Yes Please give licence or application number below

7 Other considerations, continued

7.2 Do you expect to carry out further abstractions at this site in the future?

No

Yes How often and for what purpose?

7.3 Are you required to enter into a management agreement with English Nature or Countryside Council for Wales? If so your application may take longer to process.

No

Yes

8 Data Protection Act 1998

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

- deal with your application
- monitor compliance with the licence/permit/registration conditions
- process renewals
- keep the public register(s) up to date.

We may also process and/or disclose it in connection with the following:

- offering/providing you with our literature/services relating to environmental matters
- consulting with the public, public bodies and other organisations (for example Health and Safety Executive, local authorities, the emergency services, the Department for the Environment, Food and Rural Affairs) on environmental issues
- carrying out statistical analysis, research and development on environmental issues
- providing public register information to enquirers
- investigating possible breaches of environmental law and taking any resulting action
- preventing breaches of environmental law
- assessing customer service satisfaction and improving our service
- responding to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, where the Data Protection Act allows.

We may pass it on to our agents/representatives to do these things on our behalf.

9 Checklist

9.1 Please read through this list and tick the items you are sending with this application:

- details of how you calculated the amount of water you intend to abstract
- continuation sheets for answers to question(s)
- Map which should show:
 - each point of abstraction marked
 - the area of land over which you have right of access or occupy
 - the area(s) of land on which the water is to be used

9 Checklist, continued

- Confirmation of right of access or negotiations undertaken so far
- the site of any proposed reservoir/water body to be used for storage marked
- the point(s) where used water will be discharged

10 Declaration and signature

Please see guidance notes as to who has authority to sign the form.

It is an offence to make a false statement when applying for a licence.

I declare that to the best of my knowledge the statements made in the application forms, including the map and any accompanying sheets, are true.

Signature

Name

Title

First name

Last name

Position

Date (DD/MM/YYYY)

Where to send the application

Please send your completed application form and any supporting documentation to the Permitting Support Centre, Water Resources Team, Quadrant 2, 99 Parkway Avenue, Parkway Business park, Sheffield, S9 4WF.

11 How to contact us

If you need help filling in the form, please contact the person who sent you this form or call our general enquiries number shown below.

General enquiries: 08708 506 506 (Mon–Fri 8–6)

Minicom: 08702 422549 (Mon–Fri 8–6)

Email: enquiries@environment-agency.gov.uk

Website: www.environment-agency.gov.uk

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, please tell us how we can improve it.

Please tell us if you have any communication needs such as community language or alternative format so we can keep in touch with you more easily.