

Application for hydroelectric-power scheme permissions – who you are



Introduction

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

If you have not already done so, we strongly recommend that you first fill in 'Form WR315: Hydroelectric-power schemes – pre-application'. This is to make sure you apply for the correct permissions for your scheme, and that when you fill in this application, you include all the documents we need.

When you have sent us the pre-application, we will appoint an account manager to help you with your application.

It should take you about 30 minutes to fill in this form.

If you are not sure about anything in this form, phone us on 03708 506 506 between 8am and 6pm, Monday to Friday.

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1 Type of application

Which permissions are you applying for in connection with your hydroelectric-power scheme?

Mark all that apply, then go to section 2.

New full abstraction licence
Fill in **WR330** and **WR332**.

New transfer abstraction licence
Fill in **WR330** and **WR332**.

New impoundment licence
Fill in **WR334**.

Environmental permit for flood risk activities
Fill in form **EPB** (part B10) and form **EPF** (part F3).

Fish Pass Approval
Fill in form **FP 002**.

2 Government Gateway number

2.1 Do you have a Government Gateway number?

Yes Please answer 2.2 and 2.3 below.

No Go to section 3.

2.2 What is your Government Gateway number?

2.3 Please state the full name the Government Gateway number relates to

3 About you, the applicant

Are you applying as a company, an individual, a group of individuals (a partnership) or a public body?

Company
Go straight to section 4.

Individual
Go straight to section 5.

Group of individuals
Go straight to section 6.

Public body
Go straight to section 7.

4 Applications from companies

To apply as a company, you must be a registered company formally registered with Companies House. Please see www.companieshouse.gov.uk for more information.

4.1 Company name, as registered with Companies House

4.2 Company registration number

4.3 Company director's details

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Position

Now go straight to section 8.

5 Applications from individuals

Give your full name.

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Now go straight to section 8.

6 Applications from groups of individuals

6.1 What type of group are you?

Charity

Group of individuals

Club

Partnership

6 Applications from groups of individuals, continued

6.2 Name of your group

6.3 Give details of your group's main representative

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

6.4 Give details of a second representative of your group

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Position

Address

Postcode _____

If there are further people in the group, give the other members' details on separate sheets of paper and attach them to this application form.

Now go straight to section 8.

7 Applications from public bodies

7.1 Name of the public body

7.2 What type of public body are you?

7 Applications from public bodies, continued

7.3 Chief executive's full name

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Now go to section 8.

8 Your address

If you are applying as an individual, group of individuals or public body, do not fill in 8.1 below. Go straight to 8.2.

8.1 Office address registered with Companies House

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

8.2 Your main UK business address

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

Now go to section 9.

9 Contact details

9.1 Who can we contact about your application?

This can be you or someone acting as a consultant or an agent for you during your application process.

Title (Mr, Mrs, Miss and so on) _____
 First name _____
 Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____
 Fax _____
 Mobile _____
 Email _____

9.2 Who can we contact about your operation?

If you want us to contact the person named in 9.1, tick the box below and go to 9.3.

Same as in 9.1

If you want to nominate someone else for us to contact, give their details below.

Title (Mr, Mrs, Miss and so on) _____
 First name _____
 Last name _____

Position

Address

Postcode _____

9 Contact details, continued

Contact numbers, including the area code

Phone _____
 Fax _____
 Mobile _____
 Email _____

9.3 Who can we contact about your abstraction licence returns?

You only need to fill in parts 9.3 and 9.4 if you are applying for an abstraction licence. If you are not applying for an abstraction licence, go to section 10.

If you are applying for an abstraction licence, who should we contact about your abstraction licence returns?

Same as in 9.1
 Go to 9.4.

Same as in 9.2
 Go to 9.4.

If you want to nominate someone else for us to contact, give their details below.

Title (Mr, Mrs, Miss and so on) _____
 First name _____
 Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____
 Fax _____
 Mobile _____
 Email _____

9.4 Who can we contact about your billing invoice?

Same as in 9.1

Same as in 9.2

Same as in 9.3

If you want to nominate someone else for us to contact, give their details below.

9 Contact details, continued

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Position

Address

Postcode _____

Contact numbers, including the area code

Phone _____

Fax _____

Mobile _____

Email _____

10 Environmental Impact Assessments and Environmental Reports

10.1 Does any part of your proposed hydroelectric-power scheme need planning permission?

- Yes Go to 10.2.
No Go to 10.4.

10.2 What is the current status of your planning application?

- Not yet made
- Waiting for a decision
- Refused
- Granted
- Planning permission reference number

10.3 Do you need to do an Environmental Impact Assessment (EIA)?

- Yes Enclose a copy of the Environmental Statement you prepared for your planning application.
No

10.4 Do you need to prepare an Environmental Report?

- Yes Enclose your Environmental Report with this form.
No

11 Checklist

11.1 Please read through this list and mark the items you are sending with this application

- Filled-in forms WR330 and WR332 – Application for a full or transfer licence – and any supporting documents you need to send with it
- A filled-in form WR334 – Application for an impounding licence – and any supporting documents you need to send with it
- A filled in form EPB: Application for an environmental permit – Part B10 Flood Risk Activities, and any supporting documents you need to send with it
- A filled in form EPF: Application for an environmental permit – Part F3 Charging for Flood Risk Activities and declarations
- A filled-in form FP 002 – Application for fish pass approval – and any supporting documents you need to send with it
- Extra sheets of paper giving answers to questions
- How many?

11.2 Fees

To find out the fee for your abstraction or impoundment licence, see the Abstraction Charges Scheme guidance on our website at www.gov.uk/government/publications/abstraction-charges-scheme.

Do you need a receipt for this payment?

- Yes
No

To find out our fees for permits for flood risk activities, see the guidance on our environmental permitting charges in the 'Flood risk activities: environmental permits' section of our website at www.gov.uk/government/publications/application-for-an-environmental-permit-part-f3-charging-for-flood-risk-activities-and-declarations.

12 The Data Protection Act 1998

We, the Environment Agency, will process the information you provide so that we can deal with your enquiry.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research into environmental issues and develop solutions to problems;
- 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 improve it where necessary; 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.

13 Declaration

It is an offence to make a false statement when applying for the permissions you need for a hydroelectric-power scheme.

By signing below you are declaring that, as far as you know, the information given in this application, including the map and any supporting documents, is true.

Signature

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position

Today's date (DD/MM/YYYY)

14 Next steps

Please return all forms and any supporting documents to:

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

If you need help filling in this form contact us as shown below.

General enquiries: 03708 506 506 (8am to 6pm Monday to Friday)

Textphone: 08702 422549 (8am to 6pm Monday to Friday)

Email: enquiries@environment-agency.gov.uk

Website: www.gov.uk/environment-agency

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 needing information in a different language or alternative format (for example, in large print, in Braille or on CD).



For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Account manager