

Water abstraction

Application for a new licence to replace a time-limited licence or condition



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

Important

Use this form only to renew an existing abstraction licence or condition with NO other change to the existing licence details.

You will need to ensure that you check that your licence details are correct before signing this form.

Please ensure you complete section 6 about your entitlement to apply, and provide a map showing the area to which you have right of access.

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.

1 Licence holder

The name should be the same as that shown on the front of the existing abstraction licence document.

2 Contact details

Title (Mr, Mrs, Miss and so on)

First name

Last name

Contact numbers, including the area code

Phone

Mobile

Email

3.1 What is your current Licence number?

This should be the same as that shown in the top corner of the existing abstraction licence document.

3.2 Please provide a 12-character national grid reference

4 How do you ensure you use water efficiently?

This may include steps such as irrigating at night or checking your pipes for leaks. If you cannot fit all of your information in this space, please attach an extra sheet and give the extra sheet a document reference number.

Document reference number for the extra sheet

5 How much water do you need to abstract and why do you need this amount?

Please explain how much water you need, what you use it for and how you've worked out the amount you need to abstract. We will also use your returns data to consider our decision. If you cannot fit all of your information in this space, please attach an extra sheet and give the extra sheet a document reference number.

Document reference number for the extra sheet

6 Entitlement to apply

To be entitled to apply for a licence (of any type) to abstract water you must occupy or, 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 a period of at least one year or the duration of the licence. You may be asked to provide proof of your entitlement to apply, such as a deed, lease or tenancy agreement before we will issue a licence.

We need to know if you have a right of access to either the land adjoining the inland water or the land which comprises the underground strata:

Have right of access (or state 'occupier' if applicable)

Expect to have right of access from (give date)

Today's date (DD/MM/YYYY)

If you have different rights for different sites, please give details on an extra sheet and give the extra sheet a document reference number.

Document reference number for the extra 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'.

7 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 accordance 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, the Department for the Environment, Food and Rural Affairs, the Health and Safety Executive, local authorities, the emergency services) on environmental issues;
- carry out research and development 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, 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.

8 How do you want to pay your application fee?

Please read our Abstraction Charges Scheme to find out the current application fee.

We cannot process this application if you do not pay the correct fee.

Cheque – please make payable to 'Environment Agency'.

Debit card or credit card – we will contact you to take your card details

9 Application and declaration

By signing this declaration you are confirming that the details in the form above, and all other details on your existing licence, are correct and unchanged.

Name

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

First name _____

Last name _____

Position

Signature

Today's date (DD/MM/YYYY)

10 Where to send your application

Please send your completed application form and any supporting documentation to:

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

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 at:
www.gov.uk/government/organisations/environment-agency/about/complaints-procedure.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily