

Application to revoke a water abstraction licence

Water Resources Act 1991, section 51(1)



Introduction

Please read through this application form carefully before you fill this form in.

Use this form to apply to revoke (cancel) a water abstraction licence.

If you need to abstract more than 20 cubic metres of water a day after the licence has been revoked, you must apply for a new licence. We cannot guarantee that we will grant you a new licence.

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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1 Licence number

1.1 What is the licence number of the licence (or licences) you want to revoke?

2 Licence holder's details

2.1 What is the licence holder's name on the licence?

First name

Last name

Company name

2 Licence holder's details, continued

2.2 Licence holder's contact details

Address

Postcode

Contact numbers, including the area code

Phone

Mobile

Email

If you give us an email address, we will always contact you by email.

3 Restoring sustainable abstraction

3.1 Is the change a result of the 'restoring sustainable abstraction' programme?

The restoring sustainable abstraction (RSA) programme has identified abstractions that need to be stopped or altered in order to prevent further environmental damage. If you are making this application as a result of investigations under the RSA programme, tick the 'Yes' box below.

No

Yes

4 Water rights trading

Water rights trading is where a person sells all or part of their abstraction rights to another person. This involves trading rights, not actual water.

4.1 Are you making this application as part of an agreement to trade water rights with someone else?

No Go to section 5.

Yes Give us the name of the person you want to trade water rights with.

First name

Last name

Company name

4 Water rights trading, continued

What is the reason for the trade?

5 Aggregation

To give you flexibility over how you abstract, you may have ‘aggregate’ abstraction quantities across more than one licence. If you have done this, each licence will have an individual abstraction limit, but there will also be an overall limit on the total amount you can abstract under all licences.

5.1 Is the licence you want to revoke aggregated to any other existing licences?

No Go to section 6.

Yes Please provide details of any changes you want to make to the aggregate conditions and the relevant licence numbers below.

Please note, we will need to change any aggregated licences in order to amend the aggregate conditions. By signing this form you agree that we will amend any licences that require it, unless we require further information. We will contact you if we need any further information or additional application forms to amend the other licences.

6 Declaration and signature

Signing the form

Check this form thoroughly before signing below. 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 when asking for minor changes in the terms of your licence.

6 Declaration and signature, continued

By signing below you are declaring that as far as you know and believe, the information you have given is true, and you understand that if you want to abstract more than 20 cubic metres of water a day after the licence is revoked, you must apply for a new licence, which we may not agree to issue.

Signature

First name

Last name

Position

Today's date (DD/MM/YYYY)

Send this form 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

7 General Data Protection Regulations

Privacy notice: how we use your personal data

We are the Environment Agency and we run the water abstraction licence and impoundment licence service. We are the data controller. A data controller determines how and why personal data (personal information) is processed.

Our Personal Information Charter (<http://www.gov.uk/government/organisations/environment-agency/about/personal-information-charter>) explains how we deal with your personal information. Go to GOV.UK and search 'Environment Agency personal information charter'.

Why we are collecting personal data and what we will do with it

We the Environment Agency are the data controller. We are collecting and processing personal data to:

- process your abstraction or impounding licence applications including pre-application
- advertise your application, if required

7 General Data Protection Regulations, continued

- make your application available to the public and organisations that we have to notify, as required by the Water Resources Act 1991
- keep public registers up to date
- charge you for your abstraction or impounding licence as set out by our charges scheme
- process your records of abstraction (returns)
- make sure you keep to the conditions of your abstraction or impounding licence
- contact you about managing your abstraction or impounding licence or applying for other licences you may need
- contact you to gather feedback to improve the level of service that we provide
- register you to use our online water resources service

Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller. This is to undertake our responsibilities for managing water resources in England through our abstraction and impoundment licensing system.

We do not use your personal data to make an automated decision or for automated profiling.

Sharing and transferring personal data

We will not share your personal data with anyone outside of the Environment Agency without your consent unless we are allowed to do so by law. But we may pass your data on to our agents or representatives to process it for us.

We transfer your data through servers in the UK and Amazon Web Service (AWS) servers in Ireland. We store the data on servers in the UK and AWS servers in Ireland. The data will not be transferred outside the European Economic Area.

How long we hold personal data for

We will keep your personal data as required by law to maintain the Water Abstraction and Impounding Licence public register with details of all applications and our decisions on those applications.

We will keep other personal data for 7 years once the abstraction or impoundment licence ceases to have effect. After 7 years we will review retention in line with our standard information retention policy.

We will keep your personal data required to access the 'Manage your water abstraction or impoundment licence' service for as long as you require access to the service.

Contact details

Our Data Protection Officer (DPO) is responsible for independent advice and monitoring of the Environment Agency's use of personal information.

If you have any concerns or queries about how we process personal data, or if you would like to make a complaint or request relating to data protection, please contact our DPO:

Data Protection Officer, Environment Agency, Horizon House, Deanery Road, Bristol, BS1 5AH

Email: dataprotection@environment-agency.gov.uk

You can find out about your personal data rights from the Information Commissioner's Office (ICO) at www.ico.org.uk. The ICO regulate the data protection legislation. You have the right to lodge a complaint with them at any time.

8 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, 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.

You cannot apply for national security through this application.

9 Next steps

We will process this application and send you notice that we have revoked the licence. You are responsible for any charges due under the licence until it is revoked. This will usually be the date we receive this form. If you have already paid the annual charge for the year ahead, you may be able to get a refund. We will tell you about this after we receive your application. Also, you may still have to provide abstraction returns up to the date the licence ends. If this is the case, we will get in touch with you.

If you are trading your water rights, we will not revoke your licence until we have granted a new or varied licence to the person who is buying your water rights.

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).

