

Application for Ordinary Watercourse Land Drainage Consent

Before completing the application form you are recommended to contact us for advice on your proposal. Please follow this guidance to help avoid delays in your application.

Introduction

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

Under the Land Drainage Act 1991, you need consent if you want to build a culvert or structure (such as a weir) to control the flow of water on any ordinary watercourse.

If you are not sure about anything in this form, contact us on the following:

Telephone: 0115 9774917

Email: flood.team@nottscc.gov.uk

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There is a charge of £50 for each structure or operation applied for under the Land Drainage Act.

1 The Applicant

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

- | | |
|-----------------------------|---------------------|
| Company | - Go to section 1.1 |
| Individual | - Go to section 1.2 |
| Group of individuals | - Go to section 1.3 |
| Public body | - Go to section 1.4 |

1.1 Applications from companies

To apply as a company, you must be a registered company formally registered with Companies House. Please see [Companies House](http://CompaniesHouse.gov.uk) website for more information.

Company name, as registered with Companies House

Company registration number

Now go straight to section 2.

1.2 Applications from individuals

Title (e.g. Mr, Mrs, Miss etc)	
First Name	
Last Name	

Now go straight to section 2.

1.3 Applications from groups of individuals

What type of group are you?

- ☐ Charity
- ☐ Group of Individuals
- ☐ Club
- ☐ Partnership
- ☐ Other (Please specify)

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Name of your group

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Give details of your group's main representative

Title (e.g. Mr, Mrs, Miss etc)	
First Name	
Last Name	
Address	
Postcode	
Country	
Position	
Phone (including area code)	
Mobile	
Email	

1.4 Applications from public bodies

Name of the public body

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What type of public body are you?

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2 Your Address

If you are applying as an individual, group of individuals or public body, do not fill in 2.1 below. Go straight to 2.2.

2.1 Office address registered with Companies House

Address	
Postcode	
Country	
Phone (including area code)	
Mobile	
Email	

2.2 Your main UK address

Address	
Postcode	
Country	
Phone (including area code)	
Mobile	
Email	

3 Contact Details

Individual we can contact about your application

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

Title (e.g. Mr, Mrs, Miss etc)	
First Name	
Last Name	
Address	
Postcode	
Country	
Phone (including area code)	
Mobile	
Email	

4 Your Interest in the Land

4.1 What is your interest in the land?

- ☐ Owner
☐ Tenant
☐ Other (please specify)

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5 Location of the Proposed Works

5.1 What is the location of the proposed works?

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5.2 Name of river of watercourse (if known)

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5.3 National Grid Reference of the Site (12 figures, if known)

6 Description and Purpose of the Proposed Works

6.1 Please provide a description of the purpose of the works

6.2 Please provide a description of the proposed works

6.3 Number of structures

7 Plans and Sections:

7.1 Please provide a description and reference number of all plans and sections you have provided (see the guidance notes)

8 Construction Details

8.1 Are the works permanent or temporary?

- ☐ **Permanent** (Permanent new structure e.g. bridge, culvert, outfall.)
- ☐ **Temporary** (e.g. scaffolding, sandbags.)
- ☐ **Both** (e.g. a new bridge, plus associated temporary scaffolding.)

If you are unsure whether your works are permanent or temporary please contact us before you submit your form to discuss with an engineer.

If temporary, for how long?

8.2 Date construction work will start?

Date (DD/MM/YYYY)

9 Environment Agency Interests

9.1 Do the proposed works involve or affect the following?

- ☐ Impounding (holding back a watercourse)
- ☐ Abstracting (removing) Water
- ☐ Fish or Fisheries
- ☐ Disposing of Waste Material (e.g. removing silts)
- ☐ Water Quality

If yes, please contact the Environment Agency on 03708 506 506.

10 Planning Approvals

Fill in this Section if you have been given planning permission for the proposed works. Otherwise go to Section 11.

10.1 Planning Authority

10.2 Application Number

10.3 Approval Date

Date (DD/MM/YYYY)

10.4 Are the works associated with the Sustainable Urban Drainage Board (SABS)?

- ☐ Yes
☐ No

11 Maintaining the Structure

11.1 Name of person or organisation responsible for maintaining the structure

During Construction

Upon Completion

12 Effects on the Environment

12.1 Please provide details of the effect the work will have on the environment together with any proposals for improvements you will make or action you will take to compensate for the effects.

Document Reference Titles/Numbers:

13 Fees

There is a charge of £50 for each structure or operation applied for under the Land Drainage Act. Your payment should be attached to this application. Please make your cheque payable to Nottinghamshire County Council.

14 Checklist

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

- ☐ Fully completed and signed application form
- ☐ Associated documents and calculations
- ☐ Applicable fee (£50 per structure)
- ☐ Environmental/Ecological Reports
- ☐ Method Statement

15 The Data Protection Act 1998

We 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, Welsh Government;
- 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.

16 Declaration

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/Signatures

Title (e.g. Mr, Mrs, Miss etc)	
First name	
Last name	
Position	
Today's Date (DD/MM/YYYY)	

Next steps

Please return your completed 'Application for Ordinary Watercourse Land Drainage Consent' and any supporting documents to:

Nottinghamshire County Council
Flood Risk Management Team
Place Department
County Hall
Loughborough Road
West Bridgford
Nottingham
NG2 7QP

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

Telephone: 0115 9774917

Email: flood.team@nottsc.gov.uk Website: www.nottinghamshire.gov.uk

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)