

Application for Ordinary Watercourse

Land Drainage Consent

Section 23 Land Drainage Act 1991



WOKINGHAM
BOROUGH COUNCIL

Before completing this application form you are advised to contact us for further guidance on your proposals. Please read this application form and the accompanying guidance notes prior to completing the form. Please ensure the form is fully completed in order to avoid any unnecessary delays in processing your application. Please note there is a charge of £50.00 for each structure or operation for application made under the Land Drainage Act. Please note the Council has up to two months from the date a valid application is made to issue a decision.

Please complete this form electronically or in **BLOCK CAPITALS** and **BLACK INK**. If you have any queries about this form please contact us at floodriskdc@wokingham.gov.uk or on 0118 97 6000.

If you are applying as an:

- Individual

[Go to section 1.1](#)

If you are applying as a:

- Group – From one of the following:
 - Group of Individuals
 - Club
 - Partnership
 - Voluntary Organisation

[Go to section 1.2](#)

If you are applying as a:

- Registered Organisation – From one of the following:
 - Limited Company
 - Limited Liability Partnership
 - Limited Partnership
 - Registered Charity

[Go to section 1.3](#)

If you are applying as a:

- Public Body

[Go to section 1.4](#)

If you would like more information about how the Council uses your data, please see our Privacy Notice(s) which are available: <http://www.wokingham.gov.uk/privacy/>

1. Applicant Details (Please refer to guidance notes prior to completing this section)

1.1. Applying As An Individual

Title:	<input type="text"/>	First Name:	<input type="text"/>	Surname:	<input type="text"/>
Address:	<input type="text"/>			Landline Number:	<input type="text"/>
				Mobile Number:	<input type="text"/>
				Fax Number:	<input type="text"/>
				Email:	<input type="text"/>

1.2. Applying As A Group

Type of Group:	Group of individuals <input type="checkbox"/>	Club <input type="checkbox"/>	Partnership <input type="checkbox"/>	Voluntary <input type="checkbox"/>	
Other (please specify)	<input type="text"/>			Group Name:	<input type="text"/>
Address:	<input type="text"/>			Landline Number:	<input type="text"/>
				Mobile Number:	<input type="text"/>
				Fax Number:	<input type="text"/>
				Email:	<input type="text"/>

1.3. Applying As A Registered Organisation

Type of Organisation:	Limited Company <input type="checkbox"/>	Limited Liability Partnership <input type="checkbox"/>	Limited Partnership <input type="checkbox"/>		
	Registered Charity <input type="checkbox"/>				
Name:	<input type="text"/>			Organisation No:	<input type="text"/>
Address:	<input type="text"/>			Landline No:	<input type="text"/>
				Mobile No:	<input type="text"/>
				Fax No:	<input type="text"/>
				Email:	<input type="text"/>

1.4. Applying As A Public Body

Name:	<input type="text"/>	Type of Public Body:	<input type="text"/>	
Address:	<input type="text"/>		Landline No:	<input type="text"/>
			Mobile No:	<input type="text"/>
			Fax No:	<input type="text"/>

2. Contact Details (Details of person we can contact regarding this application)

Title:	<input type="text"/>	First Name:	<input type="text"/>	Surname:	<input type="text"/>
Organisation Name (if different to name in question 1):	<input type="text"/>				
Address:	<input type="text"/>			Landline No:	<input type="text"/>
				Mobile No:	<input type="text"/>
				Fax No:	<input type="text"/>
				Email:	<input type="text"/>
				Position of main contact if applying on behalf of an Organisation:	<input type="text"/>

3. Location of Proposed Works

Address:	<input type="text"/>	Name of Watercourse (<i>if known</i>):	<input type="text"/>
		Description of Location: (<i>must be completed if postcode is not known</i>)	<input type="text"/>
Postcode:	<input type="text"/>		
Easting:	<input type="text"/>		
Northing:	<input type="text"/>		
Can the site be seen from a public road, footpath, bridleway or other public land?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

4. Interest in the Land

What is the applicant's interest in the land? Landowner ☐ Tennant ☐

Do you have an option on this land? Yes ☐ No ☐

Have you secured an easement? Yes ☐ No ☐

If Yes, please provide more details:

Please specify the contact details of the landowner if the applicant is not the landowner:

Organisation Name (if applicable):

Title: First Name: Surname:

Address:

Contact No:

Postcode:

5. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

Yes ☐ No ☐

If Yes, please provide details below:

Date: Officer Name:

Details of Advice Received:

6. Planning Permission

Do the proposed works form part of a planning application?

Yes: ☐ No: ☐ If Yes, please provide details below:

Planning Authority: Application Reference:

Does the planning application have outlined/detailed consent?

If yes, please provide more details including whether you have secured reserved matters consent?

7. Description of Proposed Works

What is the purpose of the proposed works:

Summary description of proposed works:

Details of alternative solutions considered if applicable:

8. Construction Details

Number of permanent structures proposed: Number of permanent works proposed:

Description of permanent works and structures:

Details and duration of temporary works (please state duration of all individual temporary works separately):

Description:	<input type="text"/>	Duration:	<input type="text"/>
Description:	<input type="text"/>	Duration:	<input type="text"/>
Description:	<input type="text"/>	Duration:	<input type="text"/>
Description:	<input type="text"/>	Duration:	<input type="text"/>
Description:	<input type="text"/>	Duration:	<input type="text"/>

Anticipated construction start date for all works:

9. Environment Agency Interests

Do the proposed works involve or affect any of the following?

Impounding (holding back a watercourse)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Abstraction (removing water)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Fish or fisheries	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Disposing of waste material	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Water quality	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If ticked yes to any of the questions, you are advised to contact the Environment Agency for further information and recommended to include/forward a copy of their response as part of this application. If required, you are responsible for obtaining the appropriate consents and/or permissions from the Environment Agency.

10. Natural England Interests

Do the proposed works involve or affect any of the following?

Site of Special Scientific Interest	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Ramsar designation	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Special Protection Area (SPA)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Special Area of Conservation (SAC)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

If ticked yes to any of the questions, you are advised to contact the Environment Agency for further information and recommended to include/forward a copy of their response as part of this application. If required, you are responsible for obtaining the appropriate consents and/or permissions from the Environment Agency.

11. English Heritage Interests

Do the proposed works involve or affect any of the following?

Scheduled Monument designation	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If ticked yes to any of the questions, you are advised to contact English Heritage for further information and recommended to include/forward a copy of their response as part of this application. If required, you are responsible for obtaining the appropriate consents and/or permissions from the English Heritage.

12. Other Interests

Do the proposed works involve or affect any of the following?

Discharge of effluent	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Discharge of surface water	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Construction or landscaping works adjacent to a watercourse		Yes	<input type="checkbox"/>	No <input type="checkbox"/>
Increase of current flows in the watercourse	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

13. Environmental Impact

Details of environmental impacts of works together with any proposals for compensatory enhancement:

14. Flood Considerations

Details of flood risk considerations along with proposals for mitigation of flood risk (*if a suitable answer is not provided, officers will ask for more detailed information*):

15. Maintaining the Structure/s During Construction

Please provide details for the person responsible for maintaining the structure/s during construction.

Title:	<div></div>	First Name:	<div></div>	Surname:	<div></div>
Organisation Name (if applicable):	<div></div>				
Address:	<div></div>			Landline:	<div></div>
				Mobile Number:	<div></div>
				Emergency Number:	<div></div>
				Email:	<div></div>
				Postcode:	<div></div>

16. Continued Maintenance of Structure/s

Is the person responsible during construction, responsible for maintaining the structure/s after construction?

Yes:

☐

No:

☐

If No, please provide details for the person responsible for maintaining the structure after construction.

Title:

First Name:

Surname:

Organisation Name (if applicable):

Address:

Landline:

Mobile:

Emergency Number:

Email:

Postcode:

17. Plans, Sections & Other Documents

Please provide details for the following plans and sections (*please refer to guidance notes for further information*):

Site location plan

Reference:

Plan location of structures

Reference:

Cross section of watercourse

Reference:

Longitudinal section of watercourse

Reference:

Construction detail drawings

Reference:

Please provide details of any other documents submitted with this application:

Reference:

Description:

Reference:

Description:

Reference:

Description:

Reference:

Description:

Reference:

Description:

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18. Authority Employee or Member

With respect to the Authority, I am:

- a. A member of staff
- b. An elected member
- c. Related to a member of staff
- d. Related to an elected member

Do any of these statements apply to you?

Yes

☐

No

☐

If Yes, please provide details of the name, relationship and role.

19. Fees

The fee required to accompany the application for an Ordinary Watercourse Land Drainage Consent is set at £50.00 per proposed structure/operation or temporary works event. Please contact us for further information.

Upon receipt and validation of your application a request will be sent for the appropriate fee.

A cheque can be enclosed with your application if you have discussed the required fee for your proposals prior to making an application.

Please note your application form cannot be processed until the correct payment has been received.

20. Checklist

Please ensure the following are submitted as part of your application as applicable:

- Fully completed and signed application form.
- Site location plan
- Plan location of structures
- Cross section/longitudinal sections of watercourse
- Construction detail drawings
- Method Statement
- Other associated drawings and calculations
- Environmental Statement (as part of an Environmental Impact Assessment)
- Water Framework Directive Statement
- Any other relevant information, drawings, ecological surveys, or photographs
- Relevant fee

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21. Data Protection

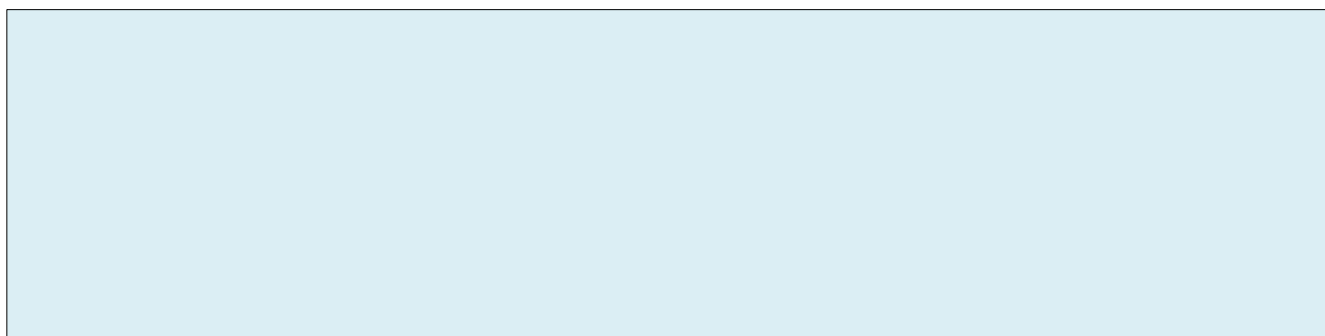
We will process the information you provide so that we can deal with your enquiry. We may also process or release the information to:

- 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 or the emergency services).
- 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 laws. 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.
- 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.

22. Additional Information

Please provide any additional information relevant to your application:



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23. Declaration

Wokingham Borough Council, by granting Consent under the Land Drainage Act 1991 for these works, accepts no liability for any loss or damage which may arise out of their design, construction, maintenance or use. The applicant must ensure that all current relevant regulations are complied with.

By signing the declaration below or by typing your name in the signature box below (if submitting by email), you are declaring that as far as you know, the hitherto information provided including all supporting documents is true and accurate. Please refer to the guidance notes on whom should sign this declaration.

If you are applying as a company which has trustees, all trustees must sign the declaration. If you are applying as a limited company, a company secretary or a director must sign the declaration.

I/we hereby apply for consent to carry out works as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Title: First Name:
Surname: Position:
Signature: Date:

Other Trustee signatures (if applicable):

Title: First Name: Surname:
Signature: Date:

Title: First Name: Surname:
Signature: Date:

Title: First Name: Surname:
Signature: Date:

Title: First Name: Surname:
Signature: Date:

Please return your completed application form and supporting documents to:

Ordinary Watercourse Consent
Highways Maintenance
Wokingham Borough Council
Shute End
Wokingham
Berkshire
RG40 1BN

floodriskdc@wokingham.gov.uk