Dudley Metropolitan Borough Council
Application for Ordinary Watercourse Land Drainage Consent
Land Drainage Act 1991

### Introduction

Before completing this form, we recommend you contact us for advice on your proposal.

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

It should take you approximately 20 minutes to fill in this application form.

If you are not sure about anything in this form, please contact us using the details at the end of this form.

### Contents:

1. Applicant details
2. Agent details
3. Contact details
4. Interest in the land
5. Location of work
6. Description and purpose of proposed work
7. Plans and sections
8. Construction details
9. Environment Agency interests
10. Planning approvals
11. Maintenance of structure
12. Effects on the environment
13. Additional Information
14. Fees
15. Checklist
16. Declaration

#### 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 Application from Companies

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

**Company name, as registered with Companies House:**

__________________________________________

__________________________________________

**Company registration number:**

__________________________________________

Now go straight to section 2

#### 1.2 Application from individuals

Give your full name:

- **Title (Mr,Mrs,Miss etc.):**
- **First name:**
- **Last name:**

Now go straight to section 2.

#### 1.3 Application from groups of individuals

What type of group are you?

- **Charity**
- **Group of individuals**
- **Club**
- **Partnership**
- **Other**

**Name of your group:**

__________________________________________

Give details of your group’s main representatives:

- **Titles (Mr Mrs Miss etc):**
- **Postal address**
- **First name:**
- **Last name:**
- **Position:**
- **Address:**

__________________________________________

__________________________________________

**Postcode:**

__________________________________________

#### Contact details

- **Phone:**
- **Fax:**
- **Mobile:**
- **Email:**

Now go straight to section 2.
1.4 Application from public bodies
Name of the public body: ____________________________________________

What type of public body are you? ______________________________________

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: __________________________________________________________

2.2 Your main UK address
Address: ____________________________________________________________

__________________________________________________________

Postcode: __________________________________________________________

3. Contact details
Who 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 (Mr,Mrs, Miss etc): ________________________________
First name: ____________________________
Last name: ______________________________
Position: ______________________________
Address: ____________________________________________________________

__________________________________________________________

__________________________________________________________

Postcode: __________________________________________________________

Contact details:
Phone: __________________________________________________________
Mobile: __________________________________________________________
Email: __________________________________________________________

4. Your Interest in the Land
What is your interest in the Land?
__________________________________________________________

__________________________________________________________

__________________________________________________________

5. Location of the Proposed Works
5.1 What is the Location of the Proposed Works?
__________________________________________________________

__________________________________________________________

__________________________________________________________

5.2 Name of River or Watercourse (if known)
__________________________________________________________

__________________________________________________________

5.3 National Grid Reference of the Site (12 figures)
__________________________________________________________

6. Description and purpose of the proposed works
6.1 Please provide a description of the proposed works
__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

6.2 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) Please attach separate Sheets if required

8 Construction details / Design Details
8.1 Are the works permanent or temporary or both?
Permanent (e.g. access culvert) ☐
Temporary (e.g. scaffolding) ☐
If so how long __________________________

8.2 Date construction work will start?
Date (DD/MM/YYYY)_______________________

8.3 Design Details
Estimated discharge rate at outfalls _____________
Estimated run off rate__________________________

9 Environmental Agency Interests
9.1 Do the proposed works involve or affect the following?
If yes, please contact the Environment Agency on 03708 506 506
☐ Impounding (holding back a watercourse)
☐ Abstracting (removing) Water
☐ Fish or fisheries
☐ Disposing of Waste Material
☐ Water Quality

10 Other authority permissions
Fill in this section if you have been given planning permission for the proposed works. Otherwise go to Section 12.

10.1 Planning authority

10.2 Application number

10.3 Approval date
Date (DD/MM/YYYY)_______________________

10.4 Are the works associated with an application the Sustainable drainage board (SAB)? (to be implemented 2013)
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 brief 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.
13. Additional Information
Please add any additional information that you feel supports your application.

___________________________________________
___________________________________________
___________________________________________
___________________________________________
___________________________________________

14. Fees
There is a charge of £50 for each structure or operation for applications made under the Land Drainage Act.

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

Completed Form
Fee (If applicable)
Copies of drawings/plans
Additional supporting information
Method Statement

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, 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).

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

Signature:

Title (Mr, Mrs, Miss etc.): ___________________________
First name: ______________________________________
Last name: ______________________________________
Position: ________________________________________
Today’s Date (DD/MM/YYYY) _________________________

Next steps
Please return this form, together with any supporting documents, to us either by email: (civils.due@dudley.gov.uk)
or post to:
Ordinary Watercourse Consent,
Dudley Metropolitan Borough Council,
Environmental Management Division,
Lister Road Depot,
Lister Road,
Dudley,
West Midlands
DY2 8JW

If you need help filling in this form, contact the person who sent it to you or contact us using the details below.

General enquiries:
Graham Hodgson 01384 814473
Roger Morgan 01384 814431
Email:.civils.due@dudley.gov.uk

We may pass the information on to our agents or representatives to do these things for us

For LLFA Use Only
Date Received: ___________________________ Application Reference: ___________________________
Fee Applicable: ___________________________