Stoke-on-Trent City Council
Ordinary Watercourse consent

City of Stoke-on-Trent

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 the form in.

It should take you about 20 minutes to fill in this form

If you are not sure about anything in this form, contact the person who sent it to you or phone on 01782 232108 or email llfa@stoke.gov.uk

Contents

1. Applicant details
2. Agent details
3. Interest in the land
4. Location of work
5. Description and purpose of proposed work
6. Plans and sections
7. Construction details
8. Environment Agency interests
9. Planning approvals
10. Maintenance of structure
11. Effects on the environment
12. Water Framework Directive assessment
13. Fees
14. Checklist
15. The Data Protection Act 1998
16. Declaration
17. Next Steps

1 Applicant Details

Name of individual, organization or company:

……

Name of Contact

……

Postal address:
……

……

……

Post code

……

Telephone number

……

Mobile

……

Email Address:

……

2 Agent details (if applicable)

Name of individual, organization or company

……

Name of Contact

……

Profession
……

Postal address
……

……

……

Postcode

……

Telephone number

……

Mobile

……

Email Address:
……

3 Your interest in the land

3.1 What is your interest in the land?

…….

4 Location of the proposed works

4.1 What is the location of the proposed works?

…….

4.2 Name of river or watercourse (If known)

…….

4.3 National grid reference of the site (12 figures)

…….

5 Description and purpose of the proposed works

5.1 Please provide a description of the proposed works

5.2 Number of structures

…….

6 Plans and sections:

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

7.1 Are the works permanent or temporary or both? (delete as appropriate)

Permanent	yes/no
Temporary	yes/no
Both	yes/no

7.2 Date construction work will start?

…….

8 Environment Agency interests

8.1 Do the proposed works involve or affect the following? (delete as appropriate)

Impounding	yes/no
Abstracting water	yes/no
Fish or fisheries	yes/no
Disposing of waste material	yes/no
Discharging of water	yes/no

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

9 Other authority permissions

Fill in this section if you have been given planning permission for the proposed works.

9.1 Planning authority

…….

9.2 Application number

…….

10 Maintaining the structure

10.1 Name of person or organisation responsible for maintaining the structure

During Construction

…….

Upon Completion

…….

11 Effects on the environment

11.1 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.

12 Water Framework Directive (WFD) assessment

12.1 Is a Water Framework Directive Assessment required as part of your application? If yes, has one been submitted?

…….

13 Fees

The amount of the fee is £50 for each structure associated with the application. If you are unclear to what charge is applicable, contact **us** before you sending us this application. Cheques should be made payable to Stoke on Trent City Council.

14 Checklist

Please read through this list and ensure everything that needs to be included in the application has been included.

Completed Form
Fee (£50 cheque if chosen payment method)
Copies of drawings and plans
Additional Supporting Information
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, 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).

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 any supporting documents, is true.

Signature

Title (Mr, Mrs, Miss and so on)

Name

Today's date (DD/MM/YYYY)

17 Next steps

Please return this form together with any supporting documents to

City of Stoke-on-Trent
Housing, Regeneration and Operations Directorate
Lead Local Flood Authority
Civic Centre, Glebe Street
Stoke-on-Trent
ST4 1HH

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

General enquiries: 01782 232108

Please submit this form to the following email address:
llfa@stoke.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)

For LLFA Use Only

Ordinary Watercourse: Yes No
Fee Applicable: Yes No

Fee received No □ Yes □
Date received (DD/MM/YYYY):

LDA 1991

File/office reference: