

**Application Form for
 Ordinary Watercourse Land
 Drainage Consent**

It is recommended you complete this form using the Guidance Notes for Land Drainage Consent Applications. The Council has an eight week legislative period in which to assess your application which commences from receipt of correct supporting documentation and payment of the correct fee.

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There is a charge of £50 for each structure or obstruction (temporary or permanent) for applications made under the Land Drainage Act.	

For Office Use Only	
Reference Number	Further Information Requested
No. of Structures Requiring Consent	Total Fee
Payment Received On	Approval Date Limit

Please complete this application form using the Guidance Notes for Land Drainage Consents. Each section is addressed and clarification is provided on the information the Council require.

It is our preferred option to receive your completed 'Application for Ordinary Watercourse Land Drainage Consent' electronically via email so it can be dealt with promptly. Please return the completed application form and the supporting documents to:

llfa@birmingham.gov.uk

We also accept postal applications by sending completed application forms and supporting documents to:

Drainage and Flood Risk Manager
Highways – Flood Risk Management
Birmingham City Council
1 Lancaster Circus
Birmingham
B4 7DQ

1. Is the watercourse an Ordinary Watercourse?

Please check if the watercourse is identified on the Environment Agency Main Rivers Consultation map accessed from the Environment Agency What's In Your Backyard '**main rivers consultation**' website.

<http://apps.environment-agency.gov.uk/wiyby/151293.aspx>

- The watercourse is not on the map – it is an Ordinary Watercourse
- The watercourse is on the map – it is a Main River (please contact the Environment Agency)

2. Do you wish to culvert an open watercourse?

Please read the culvert policy section in our application guidance available online before completing your application.

3. Applicant Details

Title		Name	
		Surname	
Address			
	Postcode		
Email			
Telephone			

4. Agent Details (if applicable)

Title		Name	
		Surname	
Address			
	Postcode		

Email	
Telephone	

5. What is your interest in the land?

- Owner
 - Tenant
 - Other (please specify)
-

6. Description of the proposed works

Please provide a brief description of the proposed works

Number of structures or obstructions _____

7. Location

a. What is the location of the proposed works?

(In addition please give the nearest road and postcode to the site location)

b. Name of the watercourse _____

c. Easting and Northing _____

10. Environment Agency Interests

Do the proposed works affect the following?	Yes	No
Impounding (holding back) a watercourse		
Abstracting (removing) water		
Fish or fisheries		
Disposing of waste material		
Water Quality		

If you respond yes to any of the above please contact the Environment Agency on **03708 506 506** or enquiries@environment-agency.gov.uk

11. Planning

If planning permission is applicable or is being pursued please fill out the box below:

Local Planning Authority	
Application Number	
Approval Date	

12. Maintenance

Where applicable please state the name, address and contact Number of who is responsible for maintaining the structure/works:

During the works	
After completion of works	

13. Environment, Ecology and Water Framework Directive (WFD)

If the site is near to a statutory designated site we will request you seek the advice of a competent ecologist and undertake an ecology report in order to detail the effect the works to be carried out will have on the water, and wider, environment.

Is the site close to any SSSI, SACs, SPA's, RAMSAR, etc? _____

If yes, how close approximately? _____

To your knowledge are there any protected species within a close proximity to the site of the works? _____

14. Fees

There is a legislative fee of £50 for each structure or obstruction within the waterbody, be it permanent or temporary, for applications made under the Land Drainage Act.

Applicants are reminded that payments should not be sent until an officer has confirmed that the full suite of information required has been submitted and confirmed the applicable charge.

Cheque payments can be sent through the post and must be made payable to "Birmingham City Council" with a reference "RTG70 V4B0 A00". Cheques must be sent to the Flood Risk Management team dealing with your application.

Once a payment has been accepted if you require a receipt we can arrange for this to be sent to you either electronically or through the post.

15. Checklist

Please tick off the items you are sending with this application

- Completed and signed application form
- Drawings of the permanent works
- Drawings of any temporary structures
- A location plan of the site
- A plan showing the locations of the temporary/permanent structures
- Method statement
- Hydraulic assessment
- Any ecological assessments undertaken

16. Declaration

a. 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, and the Department for Environment, Food and Rural Affairs).
- 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.
- 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.

b. 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.

Title		Name	
Date		Signed	
On behalf of			

17. What Happens Now?

After receiving an application for Land Drainage consent a member of the Flood Risk Management team will contact you. You will be given a unique reference number and should quote this on all correspondence. We will then

confirm the final fee and confirm details of payment. Please refrain from sending any payments until the fee has been confirmed by a member of the team.

The eight week legislative period commences on receipt of a complete application and payment of the correct fee.

The team aim to progress your application as swiftly as possible depending on the current available resource levels.

Birmingham City Council

Flood Risk Management Team
1 Lancaster Circus Queensway
Birmingham
B4 7DQ
Email: llfa@birmingham.gov.uk