



Upper Medway Internal Drainage Board

Application For Land Drainage Consent

Office Use Only

Date Received:

Application Fee Received:

Application Reference:

For assistance in filling in this form please refer to our website (www.medwayidb.co.uk), email planning@medwayidb.co.uk, or call 01622 934500

1 Applicant's Details *(this should be the intended grantee of the consent, if granted)*

Name:			
Address:			
Postcode:		Tel. No.:	
Email:			
Is the applicant the landowner?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Partial <input type="checkbox"/>
If no or partial, please provide landowner details below and attach and a copy of their written consent to carry out the proposed works.			

Please Note: Unless your deeds indicate otherwise where the watercourse that is the subject of this application forms the boundary of your property you may be the joint riparian owner together with the landowner on the other side. In the case of joint riparian ownership, each party is presumed to own up to the centre line of the watercourse and therefore is responsible up to this point. It is your responsibility to ensure you have the necessary permissions to carry out works on third party property before applying for consent from the Board.

2 Agent's Details

Name:			
Address:			
Postcode:		Tel. No.:	
Email:			

3 Location of Proposal *(please include a location plan with your application)*

Address:	
Postcode:	
Parish/Town:	

District/Borough:		
Coordinates	Latitude:	
	Longitude:	
Drawing number of location plan:		

4 Description of the Proposed Works *(please include a plan of works with your application)*

Brief description of proposed works: <i>(Please remember to include a description of any below ground works such as services)</i>	
Are the works:	Permanent <input type="checkbox"/> Temporary <input type="checkbox"/>
If temporary, duration of consent requested:	
Planning application Number: <i>(if applicable)</i>	

Do the works include: <i>(tick all that apply)</i>					
(a)	Discharge of treated foul water directly within the Board's district (Byelaw 3)	<input type="checkbox"/>	→ Complete section 4a and add £100 to fee		
(b)	Discharge of surface water into Board's district (directly or indirectly) (Byelaw 3)	<input type="checkbox"/>	→ Complete section 4b and add £100 to fee*		
(c)	Alterations to a watercourse (including infilling, culverting or amending) (Byelaw 4 and Section 23, Land Drainage Act 1991)	<input type="checkbox"/>	→ Complete section 4c and add £50 <u>per structure</u> to the total fee		
(d)	Works within 8 metres of a Board's Maintained watercourse of other drainage or flood risk management infrastructure (Byelaw 10)	<input type="checkbox"/>	→ Complete section 4d and add £50 to fee		
<p><i>* For discharges of surface water into the Board's Internal Drainage District, any consent granted will likely be conditional, pending the payment a surface water development contribution fee, calculated in line with the Board's charging policy. This fee is <u>not</u> due at the point of application.</i></p>			<table border="1"> <tr> <td>Total Application Fee:</td> <td>£</td> </tr> </table>	Total Application Fee:	£
Total Application Fee:	£				

Please see the following link to the map of the Board's Internal Drainage District. Board Maintained watercourses are marked in dark blue; Upper Medway IDB (<https://medwayidb.co.uk/watercourses/>)

Also please note that outfalls to Board maintained watercourses **are** included in the definition of works under Byelaw 10.

4a Discharge of treated foul water within the Board's District

(a)	Is the proposed discharge making use of an existing outfall?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(b)	Drawing number(s) showing discharge arrangement:	
(c)	What is the size (diameter) of the proposed or existing outfall:	Millimetres (mm)

(c)	What is the proposed maximum daily rate of discharge?		Cubic metres (m ³)
(d)	Are you able to comply with the General Binding Rules for Small Sewerage Discharges ?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4b Discharge of surface water into Board's District (Directly or Indirectly)

(a)	Is the proposed discharge making use of an existing outfall?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(b)	Drawing number(s) showing discharge arrangement:		
(c)	What is the size (diameter) of the proposed or existing outfall:		Millimetres (mm)
(d)	Where known, what is the Greenfield runoff rate from the existing site?		Litres per second (l/s)
(e)	Where known, what is the QBar?		Litres per second (l/s)
(f)	What is the proposed maximum rate of discharge?		Litres per second (l/s)
(g)	What is the area of impermeable surface positively drained to the watercourse prior to development?		Square metres (m ²)
(h)	What is the proposed area of impermeable surface to be positively drained to the watercourse post development?		Square metres (m ²)

Please Note: If you are using multiple outfalls please provide the required outfall size and location for each outfall point.

4c Works to alter a watercourse (including infilling, culverting, realignment, or replacement of existing structures)

Do the works include:			
(a)	Length of alteration:		Metres (m)
(b)	Which of these best describes your proposals:	<input type="checkbox"/>	Infilling with pipe (culvert) Pipe Diameter: <input type="text"/> Millimetres (mm)
		<input type="checkbox"/>	Infilling with no pipe
		<input type="checkbox"/>	Water Control Structure / Mill / Dam / Wier
		<input type="checkbox"/>	Other (Please attach explanation)
(c)	Drawing number(s) showing works:		
(d)	Reason for proposed works (e.g. access)		

Please Note: If you are altering multiple watercourses / proposing multiple structures then please provide the above information for each structure / length (it is acceptable to provide a separate page to facilitate this)

4d Works within 8 metres of Board's maintained watercourse or other drainage or flood risk management infrastructure

(a)	What is the drain name / code of the IDB watercourse affected?		
(b)	Distance from edge of watercourse or drainage infrastructure:		Metres (m)
(c)	Itemised list of works proposed within 8 metres:	<ul style="list-style-type: none"> • • • • 	
(c)	Drawing number(s) showing works within 8 metres:		

Please see previous note under section 4 for link to IDB map. **Also please note** that outfalls to Board maintained watercourses are included in the definition of works under Byelaw 10.

5 Environmental Considerations

(a)	Are your works within (or likely to impact) a SSSI?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes the Board must seek advice from Natural England.</i>
(b)	Have you already engaged with Natural England when formulating your proposals?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes, please provide details.</i>
(c)	Are your works within (or likely to impact) an internationally designated site such as an SAC, SPA or Ramsar Site?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes a Habitat Regulations Assessment will be required.</i>
(d)	Have you undertaken a (Shadow) Habitat Regulations Assessment?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes, please attach report.</i>
(e)	Are you potentially reducing biodiversity or causing habitat loss? Please tick yes if you are proposing to infill any watercourse.	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes a mitigation strategy may be required.</i>
(f)	Are you proposing environmental mitigation or enhancement?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes, please attach detail.</i>
(g)	Have you undertaken an Environmental or Ecological Survey?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes, please attach report.</i>
(h)	Are any protected species already known to be present on site?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes, please provide details.</i>

Please note that in assessing your application, we are required to consider any effect that the proposals may on the environment, including biodiversity, in accordance with the Natural Environment and Rural Communities Act 2006, as amended by the Environment Act 2021.

6 Biodiversity Net Gain (BNG)

(a)	Is your development subject to BNG?	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>If yes, please fill in section b</i>
(b)	Please state the gain percentage your site in subject to.	%	
(c)	Please state the gain percentage you have achieved within the design.	%	Please attach any plans or drawings showing this when submitting your application.

Please note that in England, BNG is mandatory under Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021). Developers must deliver a BNG of 10%. This means a development will result in more or better quality natural habitat than there was before development. For further information and to find if your site is exempt please follow the link [here](#).

7 Declaration

(a)	Is/Are the applicant(s) or agent (or if the applicant or agent is a company, is any partner or director thereof) a Member or employee of the Board, or related to someone who is?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(b)	The applicant consents to the Board sharing information relating to this application (including any outcome) with other risk management authorities and local planning authorities.	Yes <input type="checkbox"/> No <input type="checkbox"/>
(c)	The applicant has read, understood and gives permission for the information provided during the application process to be used as stated in section 8 below.	Yes <input type="checkbox"/> No <input type="checkbox"/>
(d)	<p>I confirm that the applicant(s) has/have read the accompanying guidance document and Board's policies and accept(s) and agree(s) to comply with them. I enclose a copy of all requested plans and drawings, together with the appropriate application fee. The applicant(s) understand(s) that if this application is granted consent there may be conditions imposed and/or fees due, which must all be complied with/paid in full prior to work commencing.</p> <p>By signing below you are declaring that, as far as you know, the information given in this application, including any supporting documentation, is true.</p>	
(e)	SIGNED:	Applicant <input type="checkbox"/> Agent <input type="checkbox"/>
(f)	DATE:	

8 Data Protection Disclaimer

We will process the information you provide in line with the Data Protection Act 2018 so that we can deal with your application. 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.

9 Select Payment Method

(application not valid until payment received)

<input type="checkbox"/>	On our website:	Visit the 'Make a Payment' section of our website, and select 'Consent Application'.
<input type="checkbox"/>	Bank Transfer:	Handelsbanken – 58166379 40-51-62 <i>Reference – LDC-[Board]-[Applicants Surname]</i>
<input type="checkbox"/>	Card:	Call 01622 934500 – ask for Lorna Carey. Please clearly reference the Applicant's Name or Site Location
<input type="checkbox"/>	Cheque:	Payable to "Upper Medway IDB". Include name of applicant on rear.

10 How to submit

(please remember to attach your site plans)

Email:	Scan and send to planning@medwayidb.co.uk
Post:	Emma Robertson Upper North Hall Bullen Court Business Centre Bullen Lane East Peckham Kent TN12 5LX

Please note that your application is not valid until the application form is completed in its entirety (including any required environmental surveys or reports) and payment is made.