

Application for Works Licence

As required under Section 11 of the Norfolk and Suffolk Broads Act 1988

Please complete in block capitals

CONTACT DETAILS:

Applicant

Name _____

Address _____

Postcode _____

Telephone _____

Agent (if applicable)

Name _____

Address _____

Postcode _____

Telephone _____

WORKS INFORMATION:

Precise location of site: (a location plan must also be attached)

Description of work and materials to be used:

(Plans, sections and other particulars to fully describe the work must be attached)

Name & address of contractor/operator & details of plant and equipment to be used:

Anticipated start date _____

Anticipated duration _____

Please indicate the application category:

(See page 3 for descriptions and fees)

- | | | |
|--------------------------|--|----------------------|
| <input type="checkbox"/> | Major works application | Fee = £80.00 |
| <input type="checkbox"/> | Minor works application | Fee = £50.00 |
| <input type="checkbox"/> | Retrospective major works application | Fee = £155.00 |
| <input type="checkbox"/> | Retrospective minor works application | Fee = £125.00 |

Note on fees: Fees are to be submitted with the application in the form of a cheque made payable to the "Broads Authority". If an application is made and it is deemed by the Authority that a Works Licence is not required, then the applicant will be refunded.

Signature of applicant/agent

Date of application

<p>Application Checklist:</p> <ol style="list-style-type: none"> 1. Completed application form 2. Application fee 3. Location plan 4. Appropriate plan & section drawings

Return to: Rivers Engineer, Broads Authority, Dragonfly House, 2 Gilders Way, Norwich, NR3 1UB
Tel: 01603 610734 Fax: 01603 765710

- Note:*
- 1 Failure to fully describe the work may result in delays during consultation process with the Navigation Committee
 - 2 A copy of the relevant section of the Broads Act is enclosed with this form.

For office use	Ref No:	Date received:	Fee received:	Initials:
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Information on Works Licence Application Fees

Standard Applications

1. Major Works Application	
Fee	£80.00
Criteria	An application is considered to be a "Major Application" if any of the following applies during or as a result of the proposed works: <ul style="list-style-type: none"> (i) Obstruction to more than 50% of the width of the navigable channel (ii) less than an 8 metre navigable width remains over a stretch of river greater than 5 metres in length (iii) the works are within 50 metres of any works of any other statutory undertaker (iv) the works are within 15 metres of any works of the British Railways Board (v) a complete river closure is required
2. Minor Works Application	
Fee	£50.00
Criteria	A minor application is required for any works on or adjacent to the navigation not classified as a Major Application

Retrospective Applications

Works undertaken within or adjacent to the navigation which have commenced or been completed without a valid works licence require a Retrospective Application.

3. Retrospective Major Application	
Fee	£155.00
Criteria	Retrospective application falling within the criteria of a Major Application (as outlined above)
4. Retrospective Minor Application	
Fee	£125.00
Criteria	Retrospective application falling within the criteria of a Minor Application (as outlined above)

Further Information

For further information on fees and other considerations (such as Notice to Mariners etc), please refer to the Navigation Area Guidance document available at: <http://www.broads-authority.gov.uk/boating/navigating/works-licences.html>