

# APPLICATION TO PLACE OR RETAIN WORKS IN THE THAMES



The following details must be given and the completed form sent to the address opposite.  
Attach a continuation sheet if required.



LICENSING TEAM  
LONDON RIVER HOUSE  
GRAVESEND  
KENT DA12 2BG

TEL: 01474 562354  
FAX: 01474 562398  
EMAIL: [lic.app@pla.co.uk](mailto:lic.app@pla.co.uk)

Our Reference:

1. Applicant's personal details			
Full name of individual or organisation			
Contact person (if different to above)			
Your reference			
Address			
	Post Code:	Company Number	
Telephone number		Email Address	

2. Correspondence address for this application (e.g. solicitor, agent), if different to Question 1			
Full name			
Address			
	Post Code:		
Your reference			
Telephone number		Email Address	

3. Invoice address, if different to Question 1			
Full name			
Address			
	Post Code:	P/O Number	
Telephone number		Email Address	

4. Is the applicant the owner of the riverside land?			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
If no, please give the owner's:			
Full name			
Address			
	Post Code:		
Telephone number		Email Address	

5. Is the applicant the owner of the works?			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
If no, please give the owner's:			
Full name			
Address			
	Post Code:		
Telephone number		Email Address	

6. If this is an application for new works, please provide the following details:	
(select one of the four options)	
<input type="checkbox"/> Permanent new works <input type="checkbox"/> Varying existing works <input type="checkbox"/> Demolition works <input type="checkbox"/> Retention	
Locality/Site Name	
Detailed description (only documentation relating to Works riverward of the MHW mark should be submitted)	
(attach a continuation sheet if required)	
Full details of intended use and associated trade (if applicable). If not to be used state 'non-user'.	
All drawing numbers and title included with this application (see Section 5 of the Instructions Sheet for drawing requirements. The location should be shown on the relevant PLA chart)	

The following information should accompany an application for new works (We would ask that these be sent electronically (by email) (see Instructions Sheet for further details):	
Method statement and timescale of works	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No
Contextual information and background including relation of works to any wider project (if applicable)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a
Any relevant environmental and hydrodynamic assessments and details of any other environmental considerations (if applicable)	Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> n/a

7. Water Framework Directive (WFD) Assessment	
7.1 Has a WFD Assessment Screening been carried out for this activity? In accordance with EA guidance Clearing the Waters for All at <a href="http://gov.uk/guidance/water-framework-directive-assessment-estuarine-and-coastal-waters">gov.uk/guidance/water-framework-directive-assessment-estuarine-and-coastal-waters</a>	Yes <input type="checkbox"/> (go to 7.2) No <input type="checkbox"/> (You will need to complete a screening assessment, please find further details at <a href="http://pla.co.uk/Environment/Water-Framework-Directive">pla.co.uk/Environment/Water-Framework-Directive</a> )
7.2 As a result of your WFD Screening, do you need to progress to Scoping?	Yes <input type="checkbox"/> (go to 7.4) No <input type="checkbox"/> (go to 7.3)
7.3 Please explain why your activity is classed as an excluded activity.	
7.4 Has WFD Scoping (and if relevant further Impact Assessment) been completed for the site?	Yes <input type="checkbox"/> (go to 7.5) No <input type="checkbox"/> (You will need to complete a WFD Scoping assessment for your application to be processed)
7.5 Has the Environment Agency approved the WFD Assessment?	Yes <input type="checkbox"/> (Please provide the WFD assessment and evidence of EA approval with the application) No <input type="checkbox"/> (Please provide the WFD assessment with the application)
7.6 Please provide any further details regarding your WFD Assessment (eg title of WFD assessment, current status of WFD assessment, copy of EA advice etc):	

**8. If this is an application to retain works already in existence, please provide the following details:**

Name of the present licensee	
Locality of works	
Description of works and PLA drawing numbers (if known)	
Date from which it is intended to take over the works	

I agree to pay the PLA's reasonable charges for considering this application and, if it is successful, their reasonable charges in connection with the grant of any licence.

I consent or am authorised to consent to such personal details as are supplied above being recorded for use solely in connection with the PLA's licensing function (including valuation assessments and appeals). I also consent, or am authorised to consent, to the PLA providing details of the proposed works and their proposed site under in or over the river Thames, including copies of drawings and any River Works Licence or other consents that may be granted to the PLA, to river users or prospective river users, riparian neighbours and bodies or individuals having or exercising statutory powers (such as those set out in the Environmental Information Regulations) duties or an interest in the river.

Signed by the applicant (or agent)	
Date	

**REMINDERS**

1. Under the Port of London Act 1968, s.66(2) any works in, under or over the tidal Thames are subject to a PLA licence.
2. The applicant must ascertain what other consents are needed, obtain these consents and provide proof of same.
3. The applicant must construct the works in accordance with the plans submitted to the PLA.
4. It is a criminal offence to start the work before the PLA's licence has been given.