

## **Marine licence application form: finfish and shellfish farms**

### **Marine (Scotland) Act 2010**

### **Marine and Coastal Access Act 2009**

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## Contents

|  |    |
|--|----|
| Section one - Acronyms and explanatory notes .....                   | 3  |
| 1. Applicant details .....   | 3  |
| 2. Agent details (if any) .....                                      | 3  |
| 3. Payment .....   | 3  |
| 4. Cost of the activity .....  | 3  |
| 5. Application type .....  | 3  |
| 6. Scotland's National Marine Plan .....                             | 4  |
| 7. Marine farm details .....   | 4  |
| 8. Planning permission .....   | 5  |
| 9. Consultation.....   | 5  |
| 10. Associated activities .....                                      | 5  |
| Section two - Register of licensing information and declaration..... | 6  |
| Important information .....  | 6  |
| Register of licensing information .....                              | 6  |
| Declaration.....   | 7  |
| Section three - Application checklist.....                           | 8  |
| Section four - Application details .....                             | 9  |
| 1. Applicant details .....   | 9  |
| 2. Agent details (if any) .....                                      | 9  |
| 3. Payment .....   | 10 |
| 4. Cost of the activity .....  | 10 |
| 5. Application type .....  | 10 |
| 6. Scotland's National Marine Plan .....                             | 10 |
| 7. Marine farm details .....   | 11 |
| 8. Planning permission .....   | 13 |
| 9. Consultation.....   | 14 |
| 10. Associated activities.....                                       | 14 |

## Section one - Acronyms and explanatory notes

### Acronyms

Note the following acronyms referred to in this application form:

|        |  |
|--------|--|
| MHWS   | Mean High Water Springs                        |
| MD-LOT | Marine Directorate – Licensing Operations Team |
| WGS84  | World Geodetic System 1984                     |

### Explanatory notes

The following numbered paragraphs correspond to the questions in the application details (section four) and are intended to assist in completing the form. These explanatory notes are specific to this application and should be read in conjunction with marine licensing guidance <https://www.gov.scot/collections/marine-licensing-and-consent/>

#### 1. Applicant details

The person making the application who will be named as the licensee. If an applicant is an organisation or company the registered company address should be given.

#### 2. Agent details (if any)

Any person acting under contract (or other agreement) on behalf of any party listed as the applicant.

#### 3. Payment

An invoice for the application fee will be issued by MD-LOT after an application is received and initial checks have been carried out. The invoice will provide information on accepted methods of payments. Information on marine licensing fees can be found at: <https://www.gov.scot/publications/marine-licence-application-fees/>

All payments should reference the invoice number to allow the payment to be processed efficiently and to prevent delays. Application fees should not be sent with applications prior to receiving an invoice.

#### 4. Cost of the activity

Provide the cost of activity seawards of the tidal limit of MHWS. This estimate should only cover work taking place below the tidal level of MHWS and must take into consideration the cost of materials, labour etc.

#### 5. Application type

Indicate if the application is for a new marine farm site or an existing marine farm site. Provide the existing or previous marine licence number and expiry date if applicable.

## 6. Scotland's National Marine Plan

Any applicant for a marine licence should consider their proposals with reference to Scotland's National Marine Plan. Scotland's National Marine Plan can be found at: <https://www.gov.scot/publications/scotlands-national-marine-plan/pages/0/>

Provide information on how the proposed activity is in accordance with Scotland's National Marine Plan including reference to relevant policies. This should include consideration of the General Policies and any Sector Policies.

## 7. Marine farm details

- a) Indicate the type of marine farm, either finfish or shellfish.
- b) Provide the total area of proposed activity (m<sup>2</sup>)
- c) Indicate the deposits of marine farm component parts/equipment as a number (e.g. four ring cages). Provide details of any component parts/equipment not included in the list and specify the quantity as a number.
- d) If applicable, indicate the removals of marine farm component parts/equipment as a number (e.g. four ring cages). Provide details of any component parts/equipment not included in the list and specify the quantity as a number.
- e) Provide the proposed start date of the marine farm. This must be a date in the future as marine licences are not back dated. Consideration should be given to the marine licensing process which must be completed prior to the proposed start date. Target duration for determination of a marine licence application where EIA is not required is 14 weeks.
- f) Provide the proposed end date of the marine farm if a timescale of less than 25 years is required.

A marine licence for a finfish or shellfish farm can be valid for up to 25 years. If there is a requirement for a finfish or shellfish farm to continue after the expiry of a marine licence a new marine licence application will be required. Target duration for determination of a marine licence application where EIA is not required is 14 weeks.

- g) Describe the location of the proposed activity.

Include a list of the latitude and longitude co-ordinates (WGS84) of the boundary points of the proposed activity.

Latitude and longitude coordinates of the activity must be provided in World Geodetic System 1984 (WGS84) degrees, decimal minutes (to three decimal places) format XX°X.XXX'N XXX°X.XXX'W or E e.g. 57°8.5667'N 002°5.3833'W.

Coordinates taken from recent admiralty charts or GPS equipment are likely to be available in WGS84 compatible datum and in degrees, decimal minutes format.

It is important that the correct positions, in the correct format, are included with this application, as any errors will result in the application being refused or delayed.

To supplement your application, provide a suitably scaled extract of an Ordnance Survey Map (1:2,500 scale but not more than 1:10,000) or Admiralty Chart which must be marked to indicate:

- the full extent of the activity in relation to the surrounding area
- latitude and longitude co-ordinates defining the location of the activity

The map or chart may also show the level of MHWS and any adjacent SAC, SPA, SSSI, MPA, Ramsar or similar conservation area boundary.

Maps and charts will be consulted upon. If they are subject to copyright, it is your responsibility as the applicant to obtain necessary approvals to reproduce the documents and to submit suitably annotated copies with the application.

h) Drawings of the licensed activity.

Drawings will be consulted upon. If they are subject to copyright, it is the responsibility of the applicant to obtain necessary approvals to reproduce the documents and to submit suitably annotated copies with the application.

- i) Indicate if the marine farm is located within the jurisdiction of a Statutory Harbour Authority and provide details of the Statutory Harbour Authority where relevant.
- j) Provide an assessment of the potential impacts the activities may have on navigation, including interference with other uses of the sea.

Where there are potential impacts from the activities, provide details of proposed mitigation in response to potential impacts.

## **8. Planning permission**

Indicate if you have, or if you are in the process of applying for, planning permission for the marine farm. Provide the reference number for the planning application if applicable and/or supply a copy of the planning permission along with the completed application form.

Marine licence applications will not be determined without valid planning permission.

## **9. Consultation**

List any persons or bodies that you have consulted and provide copies of any correspondence with the application.

## **10. Associated activities**

Indicate whether the application is associated with any other marine activities (e.g. pontoon, moorings etc). If this is the case, provide reference/licence number for the related marine activities

## Section two - Register of licensing information and declaration

## Important information

It is an offence to fail to disclose information or to provide false or misleading information when making an application.

Target duration for determination is 14 weeks. Note that missing or erroneous information in your application and complications resulting from consultation may result in the application being refused or delayed.

It is your responsibility to obtain any other consents or authorisations that may be required.

## Register of licensing information

A register of marine licensing information must be maintained by the licensing authority.

Information must not appear in the register if the licensing authority determines that its disclosure in the register would adversely affect the confidentiality of commercial or industrial information where such confidentiality is provided by law to protect a legitimate commercial interest or, in relation to an application made under the Marine and Coastal Access Act 2009, the Secretary of State determines that its disclosure in the register would be contrary to the interests of national security.

|  |     |    |
|--|-----|----|
| Do you consider that any of the information contained within or provided in support of this application should not be disclosed (mark “X” against the relevant section): | Yes | No |
| for reasons of national security   |     |    |
| for reasons of confidentiality of commercial or industrial information where such confidentiality is provided by law to protect a legitimate commercial interest?        |     |    |

**If yes to either reason, provide full justification as to why all or part of the information you have provided should be withheld.**

**Declaration**

I declare to the best of my knowledge and belief that the information given in this form and related papers is true.

|                                |            |  |
|--------------------------------|------------|--|
| <b>Signature:</b>              | [Redacted] |  |
| <b>Date:</b>                   |            |  |
| <b>Name in block capitals:</b> |            |  |

### Section three - Application checklist

Check that you provide all relevant information in support of your application, including but not limited to the following (mark “X” against the relevant section).

|   |  |
|---|--|
| <b>Completed and signed application form</b>  |  |
| <b>Activity drawings</b>  |  |
| <b>Maps/charts</b>  |  |
| <b>Co-ordinates of the boundary points of the area of harbour jurisdiction (if you are a Statutory Harbour Authority)</b> |  |
| <b>Copy of most recent planning permission (if applicable)</b>  |  |
| <b>Photographs of the location of the activity</b>  |  |
| <b>Additional information e.g. consultation correspondence (if applicable)</b>  |  |



## Section four - Application details

### 1. Applicant details

|   |            |
|---|------------|
| Title:                                      |            |
| Full name:                                  |            |
| Full name of contact (if different):        |            |
| Company name (if appropriate):              |            |
| Registered company number (if appropriate): |            |
| Address:                                    |            |
| Telephone number (including dialling code): | [Redacted] |
| Email:                                      |            |

Is the applicant a Statutory harbour authority? If yes, provide a list of the latitude and longitude co-ordinates (WGS84) of the boundary points of the area of harbour jurisdiction using Appendix 01 Additional Co-ordinates form if necessary (mark “X” against the relevant section).

|     |  |
|-----|--|
| Yes |  |
| No  |  |

### 2. Agent details (if any)

|   |            |
|---|------------|
| Title:                                      |            |
| Full name:                                  |            |
| Company name (if appropriate):              |            |
| Registered company number (if appropriate): |            |
| Address:                                    |            |
| Telephone number (including dialling code): | [Redacted] |
| Email:                                      | [Redacted] |

### 3. Payment

Contact address to send invoice to:

|                              |            |
|------------------------------|------------|
| <b>Title:</b>                |            |
| <b>Initials and surname:</b> |            |
| <b>Address:</b>              |            |
| <b>Email:</b>                | [Redacted] |

### 4. Cost of the activity

|   |  |
|---|--|
| <b>Cost of the activity seawards of the tidal limits of MHWS (£):</b> |  |
|---|--|

### 5. Application type

Is this application for a new finfish or shellfish farm site or an existing site (mark “X” against the relevant section)?

|            |  |
|------------|--|
| <b>Yes</b> |  |
| <b>No</b>  |  |

If an existing site, provide the marine licence reference number and expiry date.

|                              |  |
|------------------------------|--|
| <b>Marine licence number</b> |  |
| <b>Expiry Date</b>           |  |

### 6. Scotland’s National Marine Plan

|  |
|--|
| <p><b>Provide details of how the proposed activity is in accordance with Scotland’s National Marine Plan including reference to relevant policies. This should include consideration of the General Polices and any Sector Policies.</b></p> |
|  |

## 7. Marine farm details

a) Type of marine farm (mark “X” against the relevant section):

|                  |  |
|------------------|--|
| <b>Finfish</b>   |  |
| <b>Shellfish</b> |  |

|  |  |
|--|--|
| <b>b) Provide the total area of proposed activity (m<sup>2</sup>):</b> |  |
|--|--|

| <b>c) Deposits of component parts/equipment:</b> |                 |                            |
|--|-----------------|----------------------------|
| <b>Component Parts/Equipment</b>                 | <b>Quantity</b> | <b>Dimensions (metres)</b> |
| Ring cages                                       |                 |                            |
| Square pens                                      |                 |                            |
| Longlines  |                 |                            |
| Feedpipes (to shore)                             |                 |                            |
| Grid moorings                                    |                 |                            |
| Boat moorings                                    |                 |                            |
| Rafts  |                 |                            |
| Pontoons   |                 |                            |
| Marked Buoys                                     |                 |                            |
| Other (specify)                                  |                 |                            |

| <b>d) Removals of component parts/equipment (if relevant):</b> |                 |                            |
|--|-----------------|----------------------------|
| <b>Component Parts/Equipment</b>                               | <b>Quantity</b> | <b>Dimensions (metres)</b> |
| Ring cages   |                 |                            |
| Square pens  |                 |                            |
| Longlines  |                 |                            |
| Feed barges  |                 |                            |
| Feedpipes (to shore)   |                 |                            |
| Grid moorings  |                 |                            |
| Boat moorings  |                 |                            |
| Rafts  |                 |                            |
| Pontoons   |                 |                            |
| Marked Buoys   |                 |                            |
| Other ( please specify)  |                 |                            |

|                                |  |
|--------------------------------|--|
| <b>e) Proposed start date:</b> |  |
| <b>f) Proposed end date:</b>   |  |

**g) Description of activity location:**

Latitude and Longitude co-ordinates (WGS84) defining the boundary points of the moorings area and each of the component parts, including sub-surface equipment, of the marine farm (continue on Appendix 01 Additional Co-ordinates form if necessary):

| Latitude                             |  |   |  |  |   |  |  |  |    | Longitude |  |  |   |  |  |   |  |  |    |
|--------------------------------------|--|---|--|--|---|--|--|--|----|-----------|--|--|---|--|--|---|--|--|----|
| Moorings area                        |  |   |  |  |   |  |  |  |    |           |  |  |   |  |  |   |  |  |    |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
| Cage group area/longline position(s) |  |   |  |  |   |  |  |  |    |           |  |  |   |  |  |   |  |  |    |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
| Feed barge/feedpipe position(s)      |  |   |  |  |   |  |  |  |    |           |  |  |   |  |  |   |  |  |    |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
| Boat mooring position(s)             |  |   |  |  |   |  |  |  |    |           |  |  |   |  |  |   |  |  |    |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
| Raft position(s)                     |  |   |  |  |   |  |  |  |    |           |  |  |   |  |  |   |  |  |    |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
| Pontoon position(s)                  |  |   |  |  |   |  |  |  |    |           |  |  |   |  |  |   |  |  |    |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
| Marked buoy position(s)              |  |   |  |  |   |  |  |  |    |           |  |  |   |  |  |   |  |  |    |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |
|                                      |  | ° |  |  | . |  |  |  | 'N |           |  |  | ° |  |  | . |  |  | 'W |

|   |  |
|---|--|
| <b>h) Provide drawings of the licensed activity with the application.</b> |  |
|---|--|

- i) Is the marine farm located within the jurisdiction of a Statutory Harbour Authority (mark “X” against the relevant section):**

|            |  |
|------------|--|
| <b>Yes</b> |  |
| <b>No</b>  |  |

|   |
|---|
| <b>If yes, specify the Statutory Harbour Authority:</b> |
|   |

|  |
|--|
| <b>j) Provide an assessment of the potential impacts the activity may have on navigation and proposed mitigation in response to potential impacts (attach separate document if necessary):</b> |
|  |

## **8. Planning permission**

Do you have planning permission for the marine farm? If yes, provide a copy of the planning permission (mark “X” against the relevant section).

|            |  |
|------------|--|
| <b>Yes</b> |  |
| <b>No</b>  |  |

|  |
|--|
| <b>If no, provide details of the planning application, including the reference number:</b> |
|  |

## 9. Consultation

**List any person or bodies that you have consulted and provide copies of any correspondence:**

## 10. Associated activities

**Provide details of other related marine activities, including reference/licence numbers (if applicable):**