

Marine licence application form: dredging and/or deposit of substances or objects

Marine (Scotland) Act 2010

Marine and Coastal Access Act 2009

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Section one - Acronyms and explanatory notes

Acronyms

Note the following acronyms referred to in this application form:

BPEO	Best Practicable Environmental Option
MD-LOT	Marine Directorate – Licensing Operations Team
SSSI	Site of Special Scientific Interest
WGS84	World Geodetic System 1984

Explanatory notes

The following numbered paragraphs correspond to the questions in the application details (section 4) 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. Application 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. 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. Application type

Indicate if the application is for a new dredging site or a site that has previously been dredged. Provide the existing or previous marine licence reference number, expiry date if applicable and quantity (in wet tonnes) dredged under the marine licence up to a stated date if applicable.

5. 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.

6. Dredging contractor details

The person whose activities produce the substance(s) or object(s) to be dredged and/or intended for deposit at sea (e.g. the dredging contractor).

7. Dredging and/or deposit details

- a) Give a brief description of the dredging and/or deposit activity. This description may be used on the marine licence if it is granted.
- b) Provide the proposed start date of the dredging and/or deposit activity. This must be a date in the future as marine licences are not backdated. 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.
- c) Provide the proposed end date of the dredging and/or deposit activity. A marine licence for dredging and deposit can be valid for up to three years. If further dredging and deposit is required after the expiry of a marine licence a new marine licence application will be required. Target duration for determination of a marine licence application is 14 weeks.
- d) If a marine licence for dredging and deposit is granted, it will normally be valid for the duration of the activity and the licence will expire at the proposed end date. If further dredging and deposit is required after the expiry of a marine licence a marine licence application will be required. Target duration for determination of a marine licence application is 14 weeks if an EIA is not required.
- e) Describe the location of the dredging activity

Include a list of the latitude and longitude co-ordinates (WGS84) of the boundary points for each dredge site area.

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.

- f) Describe the location of the deposit activity including name of deposit site and Oslo code.

Provide details of the location of the deposit site for the dredged substance(s) or object(s) and, if necessary, any alternative deposit site(s) considered.

Include a list of the latitude and longitude co-ordinates (WGS84) defining the extent of the disposal site.

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.

In determining whether to grant a marine licence, MD-LOT will take into account any site nominated by the applicant. However, should this site be unsuitable, the nearest suitable deposit site for the dredged substance(s) or object(s) will be identified. Should you wish to establish a new deposit site, provide details in a covering letter with your application and MD-LOT will contact you to discuss your proposal before your application is determined. The cost of any site investigations to identify any new deposit site will normally be the responsibility of the applicant.

g) 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 dredging and/or deposit in relation to the surrounding area
- latitude and longitude co-ordinates defining the location of the dredging and/or deposit

The map or chart may include the level of Mean High Water Springs and any adjacent Special Areas of Conservation, Special Protection Areas, Sites of Special Scientific Interest, Marine Protected Areas, Ramsar sites or similar conservation area boundary. Maps and charts 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.

h) Indicate if any part of the dredging or deposit sites are located within the jurisdiction of a Statutory Harbour Authority and provide details of the Statutory Harbour Authority where relevant.

i) Provide a full method statement. The method statement must include details such as the rate of dredging, timing of the operation and order of the areas to be dredged.

If required, the method statement should include a Vessel Management Plan that shows the route taken by the dredging vessel between the dredging site and deposit site.

j) Provide assessment of the potential adverse impacts the activity may have on human health, the environment and legitimate uses of the sea. Include details of sensitive areas e.g. designated conservation areas, such as a Special Area of Conservation, Special Protection Area, Site of Special Scientific Interest, Marine Protected Area or Ramsar site and shellfish harvesting areas.

Further guidance on designated conservation areas can be obtained from NatureScot: <https://www.nature.scot/professional-advice/protected-areas-and-species/priority-marine-features-scotlands-seas/feature-activity-sensitivity-tool-feast>

Scotland's National Marine Plan Interactive can provide information to support applications: <https://marinescotland.atkinsgeospatial.com/nmpi/>

Guidance on shellfish harvesting areas can be obtained from Food Standards Scotland: <https://www.foodstandards.gov.scot/>. Parameters are set to protect the water quality in which edible shellfish are grown.

You should also be aware of the need to pay due regard to coastal and marine archaeological matters and attention is drawn to Historic Scotland's Operational Policy Paper HP6, "Conserving the Underwater Heritage"

<https://www.historicenvironment.scot/archives-and-research/publications/>

Applications must be checked as to whether the proposed site is within two kilometres of a designated bathing water site. There is a presumption against works being carried out in bathing water season (1st June to 15th September). Further information on the bathing waters can be obtained from the Scottish Environment Protection Agency:

<https://bathingwaters.sepa.scot/>

Where there are potential adverse impacts from the activity, provide details of proposed mitigation, such as use of Marine Mammal Observers or Passive Acoustic Monitoring, to avoid or reduce potential adverse impacts

k) Best Practicable Environmental Option

Under section 27(2) of the Marine (Scotland) Act 2010 the Licensing Authority has an obligation to consider the availability of practical alternatives when considering applications involving deposit of substance(s) or object(s) at sea.

All applications for deposit at sea must be supported by a detailed assessment of the alternative options, a Best Practicable Environmental Option (BPEO) assessment. This must include a statement setting out the reasons why deposit of the substance(s) or object(s) at sea is the preferred option and applications will not be considered unless they are accompanied by such an assessment. All options in the BPEO must be explored fully otherwise your application form and BPEO are liable to be returned to you, thereby delaying processing of the application.

As part of the application determination process, you are required to carry out an assessment of the chemical and physical characteristics of the substance(s) or object(s) to be deposited at sea and potential effects upon the marine environment. It is your responsibility to show that the substance(s) or object(s) are suitable to be considered for sea deposit, and this assessment should form part of your BPEO.

8. Details of substance(s) or object(s) to be dredged

Information is required for each dredge site listed in section 7.

The following information must be provided:

- Name of dredge area
 - For example, Approach Channel or West of South Quay.
- Type (Maintenance or Capital)
 - Maintenance dredge applies to an area that has been dredged more than once and either annually or on a regular basis and was last dredged within the past seven years
 - Capital dredge applies where an area/depth is being dredged either for the first time, or which has not been dredged within the past seven years.
 - For capital dredging operations, a pre-dredge survey and sediment chemical analysis report will be required with the application prior to the issue of a dredging and deposit licence. Contact MD-LOT for details in relation to specific activities.
 - For maintenance dredging operations sites that have not been chemically analysed for more than 3 years, a pre-dredge survey and chemical analysis report will be required with the application, prior to the issue of a dredging and deposit at sea licence. Contact MD-LOT for details in relation to specific activities.
- Estimated specific gravity
 - Indicate the specific gravity of the substance(s) or object(s) to be dredged from each dredge area.
- Depth
 - Indicate the maximum depth (in metres) below the current seabed level, to which it is expected dredging is to be carried out, for each dredge area.
- Quantity to be dredged per year (wet tonnes)
 - Indicate the quantity of substance(s) or object(s) to be dredged (per year) from each dredge area. The quantity must be provided in wet tonnes.

9. Physical composition

Indicate the approximate proportions as a percentage for each size range against each of the dredge site areas listed in section 6 (d) which are expected to be removed.

10. Pre-dredge survey and chemical analysis providing details of substance(s) or object(s) quality

For capital dredging operations, a pre-dredge survey and sediment chemical analysis report will be required with the application prior to the issue of a dredging and deposit at sea licence. Contact MD-LOT for details in relation to specific activities.

For maintenance dredging of sites that have not been chemically analysed for more than 3 years, a pre-dredge survey and chemical analysis report will be required with the application, prior to the issue of a dredging and deposit licence. Contact MD-LOT for details in relation to specific activities.

If a pre-dredge survey and chemical analysis report is required, provide the report that includes details of, locations, dates and results.

If a pre-dredge survey and chemical analysis report is not required, provide a reason why e.g. provide date of last analysis.

The pre-dredge survey and sediment chemical analysis report must include representative sediment samples analysed at an accredited laboratory of choice. See MD-LOT “Pre-Disposal Sampling Guidance” at <https://www.gov.scot/publications/marine-licensing-applications-and-guidance/> for your analytical requirements. This is liable to extend the time required to consider your application as marine licence applications will not be determined without the provision of this chemistry data.

As part of the application determination process, you are required to carry out an assessment of the chemical and physical characteristics of the substance(s) or object(s) to be deposited at sea and potential effects upon the marine environment. It is your responsibility to show that the substance(s) or object(s) are suitable to be considered for sea deposit. This assessment should form part of your BPEO.

As part of the licence conditions, you are likely to be required to take representative samples of the dredged substance(s) or object(s) during the dredging and deposit at sea operations. In such cases, samples must be taken at specified locations and depths. Applicants are required to get their analysis done at an accredited laboratory at their own cost.

11. Details of vessel(s) undertaking dredging and/or deposit

Provide the vessel name, vessel type (e.g. cutter-suction) and name and address of all vessel operators to be used for dredging and deposit operations. If vessel details are not available at the time of application, indicate this on the form as these details will be required prior to licence issue.

12. Marine Noise Registry

The Department for Environment Food & Rural Affairs (DEFRA) and Joint Nature Conservation Committee (JNCC) developed the [Marine Noise Registry](#) (MNR) to record human activities in UK seas that produce loud, low to medium frequency (10Hz – 10kHz) impulsive noise.

There is a requirement to monitor loud, low to mid frequency impulsive noise. Activities where this type of noise is produced include seismic airguns, other geophysical surveys (<10kHz), pile driving, explosives and certain acoustic deterrent devices.

Where noisy activity is being undertaken, you must register an account with the MNR which allows you to provide details of the proposed application/activity.

The MNR collects the estimated location and date data on noisy activities (during the planning stages). This data should be provided as a proposed application/activity in the MNR and the reference number of the MNR proposed application/activity must be included in the marine licence application form. Applications for licensable marine activities that produce loud, low to medium frequency (10Hz – 10kHz) impulsive noise will not be accepted until the MNR has been completed and submitted.

13. Statutory consenting powers

Describe what (if any) statutory responsibilities you (or your client) have to consent any aspect of the activity.

14. Consultation

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

15. Associated Works

Indicate whether the application is associated with any other marine activities (e.g. land reclamation, or marine/harbour construction works etc). If this is the case, provide reference/licence number for the related marine activities.

16. Environmental Impact Assessment

Indicate if the dredging and deposit activity is part of an EIA project.

If yes, specify the project and reference or provide copies of the EIA report and any EIA screening opinion or EIA scoping opinion.

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 if an EIA is not required. 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?		

<p>If yes, provide full justification as to why all or part of the information you have provided should be withheld (attach separate document if necessary).</p>

Declaration

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

	[Redacted]	
Signature:		
Date:		
Name in block capitals:		

Section three - Application check list

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).

Completed and signed application form	
Maps/charts	
Co-ordinates of the boundary points of the area of harbour jurisdiction (if you are a Statutory Harbour Authority)	
Method statement (including Vessel Management Plan if required)	
Best Practicable Environmental Option Assessment	
Photographs of the location of the activity	
Analytical chemistry data (for capital activities and maintenance dredge activities that have not been analysed within 3 years)	
Additional information e.g. consultation correspondence (if applicable)	
Noise registry – Initial Registration Form (if applicable)	
EIA Report (if applicable)	
EIA screening opinion reference number (if applicable)	
EIA scoping opinion reference number (if applicable)	

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):	
Email:	[Redacted]

2. Agent details (if any)

Title:	
Full name:	
Company name (if appropriate):	
Registered company number (if appropriate):	
Address:	
Telephone number (including dialling code):	
Email:	

3. Payment

Contact address to send invoice to:

Title:	
Full name:	
Address:	
Email:	[Redacted]

4. Application type

Is this application for a new dredging site or a site that has been previously dredged (mark "X" against the relevant section)?

New site	
Previously dredged site	

If for a previously dredged site, provide the following:

Marine licence reference number	
Expiry Date of marine licence	
Quantity (wet tonnes) dredged under the marine licence as at (date)	

5. Scotland's National Marine Plan

<p>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 Policies and any Sector Policies.</p>

6. Dredging contractor details (if any)

Is the applicant the dredging contractor (mark "X" against the relevant section)?

Yes	
No	

Title:	
Full name:	
Company name (if appropriate):	
Registered company number (if appropriate):	
Address:	
Telephone number (including dialling code):	
Email:	

7. Dredging and/or deposit details

a) Provide a description of the dredging and/or deposit activity:

b) Proposed start date (target duration for determination of a marine licence application is 14 weeks):	
c) Proposed end date:	

d) Describe the location of the dredging:

Latitude and Longitude co-ordinates (WGS84) defining the extent of all dredge areas (continue on Appendix 01 Additional Co-ordinates form if necessary):

Dredge Area A

Latitude										Longitude									
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W

Dredge Area B

Latitude										Longitude									
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W
°									' N	°									' W

Dredge Area C

Latitude										Longitude									
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W

Dredge Area D

Latitude										Longitude									
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W

Dredge Area E

Latitude										Longitude									
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W

e) Describe the location of the deposit including name of deposit site and Oslo code:

Latitude and Longitude co-ordinates (WGS84) defining the extent of deposit site (continue on Appendix 01 Additional Co-ordinates form if necessary):

Latitude										Longitude									
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W
		°							' N			°							' W

f) 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 dredging and deposit in relation to the surrounding area latitude and longitude co-ordinates defining the location of the dredging and/or deposit.

g) Are any parts of the dredging or deposit activity located within the jurisdiction of a Statutory Harbour Authority? (mark "X" against the relevant section).

Yes	
No	

If yes, specify the Statutory Harbour Authority:

--

h) Method statement including rate of dredging, timing of the operation and order of the areas to be dredged. If required a Vessel Management Plan should also be included as part of the method statement (attach separate document if necessary):

--

i) Potential impacts the work may have (including details of sensitive areas e.g. designated conservation and shellfish harvesting areas) and proposed mitigation in response to potential impacts (attach separate document if necessary):

--

j) Best Practicable Environmental Option (attach separate document if necessary)

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8. Details of Substance(s) or object(s) to be dredged

Provide details for each of the dredge areas listed in Section 7(d) above. Continue on a separate sheet if necessary:

Dredge area	Name of dredge area	Type (Maintenance or Capital)	Harbour bed, seabed or estuary bed?	Estimated specific gravity	Depth (metres)	Quantity to be dredged per year (wet tonnes)
A						
B						
C						
D						
E						

9. Physical composition of substance(s) or object(s) to be dredged and/or deposited

Provide the approximate proportions as a percentage for each size range against each of the dredge site areas listed in Section 6(d) above. Continue on a separate sheet if necessary:

Dredge area	Clay and silt (< 0.063 mm)	Sand (0.063 ≤ Sand < 2.0 mm)	Pebbles, cobbles & boulders (≤ 2.0 mm)	Other (provide description)
A				
B				
C				
D				
E				

10. Pre-dredge survey and chemical analysis providing detail of substance(s) or object(s) quality

Is pre-dredge survey and chemical analysis required (mark “X” against one option below)?

<p>A pre-dredge survey and chemical analysis is not required.</p> <p>The application is for a maintenance dredge activity and the dredge site has been surveyed and chemically analysed in the last 3 years and dates of the last survey and analysis have been provided.</p>	
<p>Date of last pre-dredge survey and chemical analysis if carried out in the last 3 years.</p>	
<p>Maintenance dredge – a pre-dredge survey and chemical analysis is required, and the report is submitted with the application.</p> <p>The application is for a maintenance dredge activity and the dredge site has not been surveyed and analysed in the last 3 years and a pre-dredge survey and chemical analysis has been carried out and the report is submitted with the application.</p>	
<p>Capital dredge - a pre-dredge survey and chemical analysis is required, and the report is submitted with the application.</p> <p>The application is for a capital dredge activity and a pre-dredge survey and chemical analysis has been carried out and the report is submitted with the application.</p>	

11. Detail of vessel(s) undertaking dredging and/or deposit

Details of vessel(s): If the vessel details are not available at the time of application, indicate this as these details will be required prior to the licence issue. Continue on separate sheet if necessary.

Vessel name	Type of vessel	Name and address of operator

12. Marine Noise Registry

Will loud, low to mid frequency (10Hz to 10kHz) impulsive noise be produced by the activity (mark “X” against the relevant section)?

Yes	
No	

If yes, provide the Marine Noise Registry – Application Reference Number:

If yes, indicate the noise generating activities and sound frequencies:	
Noise Generating Activity	Sound Frequency (Hertz)
e.g. Use of Explosives	

13. Statutory consenting powers

Do you or (if appropriate) your client, have statutory powers to consent any aspect of this activity?

--

14. Consultation

List any persons or bodies that have been consulted at the pre-application stage, and provide copies of any correspondence with the application

--

15. Associated Works

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

--

16. Environmental Impact Assessment

Is the dredge or deposit activity part of an EIA project (mark “X” against the relevant section)?

Yes	
No	

If yes, specify the project and reference or provide copies of the EIA report and any relevant EIA screening opinion or EIA scoping opinion:

Name of EIA project:	
EIA report reference:	
EIA screening opinion reference (if applicable):	
EIA scoping opinion reference (if applicable):	