



# Milford Haven Port Authority

## MARINE WORKS LICENCE APPLICATION PACK

Milford Haven Conservancy Act 1983  
In pursuance of:

Section 18 - Licence of Works,  
or  
Section 19 - Licence to Dredge.

**Milford Haven Port Authority**  
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Milford Haven  
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# MARINE WORKS LICENCE APPLICATION

Milford Haven Conservancy Act 1983

In pursuance of:

Section 18 - Licence of Works, or Section 19 - Licence to Dredge.

## Notes for Applicants

- Please answer all questions. If any information is not available at the time of application please indicate at the appropriate section, giving reasons in a covering letter, and submit the details separately as soon as possible. Any delay in forwarding details is likely to result in a delay in determining your application.
- In the event that there is uncertainty, particularly with respect to applicable licence fees, Applicants are encouraged to contact MHPA for assistance or advice prior to submission of their completed Licence application.
- Please note that the minimum time for consideration of this application is eight weeks from receipt of application. Some projects may raise matters that require a significantly longer time for consideration. If there is a requirement for an Appropriate Assessment (under the habitat regulations), or an Environmental Statement (under environmental impact assessment regulations) additional time, and additional associated cost will be required to determine the application.
- It is the responsibility of the applicant to obtain any other consents or authorisations that may be required.

### 1. Details of proposed licence holder:

- a) Name, .....
- b) Trading Title (if appropriate) .....
- c) Address .....
- d) Telephone number .....
- e) Fax .....
- f) E-mail address .....
- g) Web address .....

### 2. Details of applicant, or Agent, (if different from above).

- a) Name, .....
- b) Trading Title (if appropriate) .....
- c) Address .....
- d) Telephone number .....
- e) Fax .....
- f) E-mail address .....
- g) Web address .....

### 3. Location of proposed works. [Where]

The following must be provided with the completed application form:

- 3.1 A suitably scaled extract of an Ordnance Survey Map, (eg.1:25,000scale or larger) or Admiralty Chart which should be marked to indicate:
  - i. The location of the project in relation to the surrounding area.
  - ii. Mean High water Spring Tide mark
- 3.2 Suitably large scale construction plans and sections (showing work relative to tidal range) and details of works drawn to scale, with OS coordinates.

**Note:** If plans, charts or drawings are subject to copyright it is the responsibility of the applicant to obtain the necessary approvals to reproduce the documents and submit 3 copies with the application.

**4. Nature of works.** *[What]*, Name and brief description of works.

If necessary please continue on a separate sheet and tick this box.

**5. Value of Marine Works (Construction Costs)**

£

**6. Method Statement,** *[How]*,

Detailed method of construction, indicating any temporary structures, and measures to be taken:

- 5.1 To minimise risk to the marine environment,
- 5.2 To prevent undue interference to, and from others,
- 5.3 Moorings of barges, pontoons, trans-shipment vessels,
- 5.4 To maintain navigation safety, including marking and lighting of works if required.
- 5.5 To minimise pollution, eg: Oil Spill Kit and response plan details, Tier 1 resources, Bunkering Plan, etc.
- 5.6 To assess any climate change related risk, and mitigation.

If necessary please continue on a separate sheet and tick this box.

**7. Conservation matters.**

**7.1** As a Competent Authority MHPA have a duty under the Conservation of Habitats and Species Regulations 2010 to conduct a **Screening** to assess whether the plan or project alone, or in combination with other plans or projects is likely to have a significant effect on the Pembrokeshire Marine SAC. Note that plans or projects adjacent, but not within the SAC boundaries will also undergo such a screening. If significant effect is likely or uncertain the Competent Authority has a duty to conduct an **Appropriate Assessment** to determine whether the plan or



12. The Applicant should do all things necessary to obtain the consents and permissions of all necessary public and other Authorities and persons (including the consent of any adjoining riparian owner who are affected by the works) and make all payments required for obtaining such consents and permissions . The Applicant is to provide copies of such consents and permissions to the Port Authority **prior** to commencement of the works.

Agreement to this. Please tick box

12.1 Please list other applicable permits, consents or licences, and tick boxes as appropriate.

Name of permit, consent or licence.	Applied for	Received	Copied to MHPA
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13. Details of expected maintenance of works after completion.

**14. Declaration**

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

Signed by ..... Print Name .....

For and on behalf of ..... Date .....

Please complete this form and return it with the appropriate MWL Fee. (Please refer to The MHPA website: Marine Services / Port Charges / Marine Works Application Charges, for current Fees) Your cheque should be made payable to "Milford Haven Port Authority".

For the attention of:-  
The Chief Executive  
Milford Haven Port Authority,  
Gorsewood Drive  
Milford Haven,  
Pembrokeshire.  
SA73 3EP

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**NOTE 1. Marine Works Licence Application Fees.**

The charge payable upon application for a Marine Works Licence is reviewed annually and is comprised of two elements:

**1. Administrative Fee:**

To cover the cost of MHPA staff time in processing MWL Applications and administering each licence.

**2. Environmental Sensitivity Supplement:**

Any application all or part of which will be undertaken within, adjacent to, or likely to affect the Pembrokeshire Marine SAC, or any coastal SSSI will attract an additional Environmental Sensitivity Supplement in addition to the normal administrative charge.

The supplement reflects the significantly greater cost of processing applications for such licences that normally require special consideration, particularly where the Conservation of Habitats and Species Regulations 2010, as amended, apply.

It should be noted that as the substantial part of the Port Authority Harbour limits lie within the Pembrokeshire Marine SAC then the majority of Marine Works Licence Applications will have to undergo at least the initial Screening phase of any Appropriate Assessment to assess whether the plan or project is likely to have significant effects on the of the site's conservation objectives.

If there is any uncertainty as to whether the Environmental Sensitivity Supplement applies, Applicants are requested to contact the MHPA for assistance or advice prior to submission of their completed Licence application.



## Marine Works and Dredging Licence Applications

### **NOTE 2. Other Consents and Licences that may be required.**

In addition to the MHPA Marine Works or Dredging Licence, developers will frequently require other consents for operations below the Mean High Water Mark, depending on the type and location of the works proposed. The issue of a Marine Works Licence or Dredging Licence does not obviate the need for the holder to obtain other approvals which may include the following:

- Marine Licence
- Planning Consent (under the Town & Country Planning Acts, as amended)
- Agreement of the land owner (often The Crown Estate)
- Consent of the Natural Resources Wales. (Waste Management Licence, - Environmental Protection Act 1990 / Waste Management Licensing Regulations 1994; Discharge or Drainage Consents- Water resources Act 1991 / Land Drainage Act 1991)
- The Wildlife and Countryside Act, 1981 as substituted by Schedule 9 to The Countryside and Rights of Way Act, 2000. Section 28 SSSI Consent
- DECC Department of Energy and Climate Change. - Electricity Act 1989 (Offshore energy generation) Petroleum Act 1998 (oil & gas installations/pipelines)

### **Notes for Applicants**

- It is the responsibility of the applicant to obtain any other consents or authorisations that may be required.
- The marine consenting process can be complex and it is recommended that applicants seek advice from consenting bodies prior to submission of applications.
- The following contact details of consenting and advisory bodies may be of interest.

### **Consenting Authorities**

1. Marine Licensing Team  
Cardiff Permitting Centre  
Natural Resources Wales  
29 Newport Road  
Cambria House  
Cardiff  
CF24 0TP. . Email:  
[marinelicensing@naturalresourceswales.gov.uk](mailto:marinelicensing@naturalresourceswales.gov.uk)  
Telephone: 0300 065 3000

2. Planning Acts  
Pembrokeshire County Council,  
County Hall,  
Haverfordwest,  
Pembrokeshire.  
SA61 1TP  
Tel: 01437 764551

Pembrokeshire Coast National Park Authority,  
Llanion Park  
Pembroke Dock  
Pembs  
SA72 6DY  
Tel: 0845 3457275

3. Trinity House  
Trinity House Lighthouse Service,  
Trinity House,  
Tower Hill,  
London. EC3N 4DH  
Tel: 020 74816900

4. (Local Office: Statutory Conservation  
Advisor)  
Natural Resources Wales  
Llanion House  
Llanion Park  
Pembroke Dock  
Pembrokeshire  
SA72 6DY  
Tel: 01646 624000

[The Conservation of Habitats and Species  
Regulations 2010](#)  
[Wildlife and Countryside \(Amendment\) Act 1991](#)

5. EIA Screening  
PCC / PCNPA  
Marine Works (EIA) Regs 2007.  
[The Marine Works \(Environmental Impact  
Assessment\) Regulations ...](#)  
Welsh Minister /Secretary of State.