

Permit Receipt Centre  
Natural Resources Wales  
29 Newport Road  
Cambria House  
Cardiff  
CF24 0TP  
Tel: 0300 065 3000

Email: [permitreceiptcentre@naturalresourceswales.gov.uk](mailto:permitreceiptcentre@naturalresourceswales.gov.uk)

## APPLICATION TO VARY A MARINE LICENCE

If you would like to make any changes to your licence once it has been granted, you may apply for a variation.

- There are three kinds of variation available:
  - **Administrative changes** to your licence such as changing the address the licence holder.
  - **Routine change** – minor change to your licence which requires no input or minimal input from our advisors for example extending the expiry date of the licence
  - **Complex change** – a change that will required us to seek input from our advisors, for example changes to the method of the works.

Depending on the size and nature of the change requested we will consider whether a complex change can be considered or whether a new application will be required.

- Please submit applications to the **Permit Receipt Centre** via the details at the top of this form
- We recommend that applications are made considering the service levels below;

*Administrative changes – 21 days*

*Routine Change – 8 weeks*

*Complex change – 4 months for band 2 application, no time limit for band 3*

*Transferring of licence – 21 days*

*We recommend that applications are made considering these service levels. Be aware variations cannot be made to expired licences.*

## Applications must be submitted with the relevant fee

Type	Description	Proposed fee
Variation 1	<b>Administrative change</b>	Fixed fee <b>£240</b>
Variation 2	<b>Complex changes</b>	Hourly Rate of <b>£120</b>
Variation 3	<b>Routine change</b>	Fixed Fee <b>£480</b>

Payments can be made via Cheque, BACS or credit/debit card.

- Cheques should be crossed and made payable to **Natural Resources Wales**.
- For BACS payments ensure you provide the reference number (not remittance number)
- For credit/debit card payments please complete the CC1 form and submit with the application. The CC1 form can be found on our web pages

Further information on payment methods can be found on our web pages

For complex variations, an hourly rate of £120.00 will be charged **and** will be invoiced in arrears, you will need to provide the relevant invoicing details in section 2 of this form.

### **What happens once I submit my information?**

Once we have received this form along with the fee / invoicing details we will add your variation request to our work queue. We will be in touch to acknowledge receipt and to advise of predicted timescales for determination. You may be requested to provide additional information. Determination of your request will only begin once the fee and all the required information has been submitted

**Your application may not be considered complete and therefore not processed until key information has been submitted. Your application may be returned if you fail to submit outstanding information within given timescales.**

- If you have any queries with regards to completing this application, please contact the Marine licensing team: [marinelicensing@naturalresourceswales.gov.uk](mailto:marinelicensing@naturalresourceswales.gov.uk)

Variation request details	
Marine Licence Number	CML 2003
Expiry date of current Marine Licence	31/03/2021
Licence Holder Name	Network Rail Infrastructure Projects
Variation Type <i>Please contact the marine licensing team if you are unsure which variation type is applicable</i>	Administrative Change <input type="checkbox"/> Routine Change <input type="checkbox"/> Complex Change <input checked="" type="checkbox"/>
Brief description of variation to licence required. (Identify condition numbers and referenced supporting documents within your current licence which is likely to affect).	<p>The variation is to remove:</p> <p>8.1 The Licence Holder must ensure that no dive works are conducted during hours of darkness, defined as one hour after sunrise and one hour before sunset to minimise disturbance of European otter during night time works.</p> <p>8.3 The Licence Holder must ensure that no works take place between 30 September and 31 March inclusive, to avoid overwintering season for Greenland white-fronted geese, without prior written approval from NRW acting on behalf of the Licensing Authority.</p> <p><b>Remove no works to take place between 30<sup>th</sup> September and 31<sup>st</sup> March.</b></p> <p>the reason for the need for the variation is because the contractor were unable to complete the works during March 2020 because of Covid 19 outbreak. The only time they are now able to complete the works is during a Network Rail Possession of the railway line. A possessions are booked years in advance because of all the work that goes into the planning which includes providing a buss replacement service and advertising in the paper etc.</p>

	<p>They are able to complete the works in Sept/Oct November as detailed in the application and method statement. They want to remove the conditions because they state no works during October/November because of the return of the overwintering birds. They must complete the works when the birds are in the SPA but will be doing so with mitigation in place to make sure the work does not disturb the geese.</p> <p>During previous similar works the mitigation has proved successful and the works have been completed without disturbing the geese and we believe this case be done again. They will need to complete dive works on some occasions during the hours of darkness. The otter is more likely to be commuting on the river bank rather in the water during this time. The river banks will be kept dark and unobstructed for commuting otter during the work in the river.</p> <p><b>Changes to working in the water at night.</b></p> <p>The otter would be able to cross the railway line at many locations in the area and there will not be any trains running during this time so it takes away the risk of otter being struck by trains.</p>
<p>List all supporting information submitted in support of this request where applicable.</p>	<p>Marine Works Application (to submit all relevant details required). WFD IEA including works method statement Current licence and covering letter ML2003</p>
<p>When are you looking to start work requiring the variation?</p>	<p>21<sup>st</sup> September 2020</p>

**1. Information required for all variation requests**

## 2. Application Fee

Please provide the method of payment

Method	Yes (√)	Reference Number
<b>Cheque</b>		
<b>BACS</b> (not remittance no.)	√	
<b>World Pay (phone or CC1)</b>		

Please attach **CC1 Form** with application. Form can be found on our web pages

### Complex variations only

Complex variations are charged at on hourly rate of £120 and are invoiced in arrears. Please complete the details below which will be required for invoicing.

Customer Name	Alun Griffiths Contractors Rail
FAO	Michael Crowley
Purchase order number	Complex Application
Address for invoice	Waterways House, Merthyr Road, Llanfoist, Abergavenny, Monmouthshire, NP7 9PE, United Kingdom
Telephone Number	M +44 7855 518 839
Email Address	michael.crowley@alungriffiths.co.uk

### 3. Declaration

I declare that to the best of my knowledge and belief that the information given in this application form and supporting documentation is true.

**WARNING: It is an offence under the Marine and Coastal Access Act 2009, under which this application is made, to fail to disclose information or to provide false or misleading information and can invalidate any licence granted.**

Signature  \_\_\_\_\_

Date 15<sup>th</sup> July 2020

Name (in capitals) Richard Berg

Position in Company Network Rail Project Manager

*Applications cannot be processed unless signed by the **Licence Holder** (not agent), the applicant must have appropriate level of authority within the company.*

**Applications will not be processed unless signed**