This document is to support applicants applying for a transitional water resources licence to continue a previously exempt abstraction. It supports Application Form WRH and Guidance Note WRH available on our [website](http://www.cyfoethnaturiolcymru.gov.uk/permits-and-permissions/water-abstraction-and-impoundment/changes-to-water-abstraction-licensing-exemptions/?lang=en). It provides further guidance on the types of **evidence** which can be submitted to support a transitional licence application.

To be eligible to apply for a transitional water resources licence you must be able to demonstrate the following:

* **How** much water has been abstracted i.e. how quantities have been measured or assessed;
* **When** abstraction has taken place i.e. during the 7 year (01 January 2011 to 31 December 2017) qualifying period.

Please note the table below ***does not*** provide an exhaustive list of what evidence is acceptable to support your application. Available evidence is likely to vary depending on the use of water and how long you have been abstracting. Applicants will not be expected to submit every type of evidence listed, however in most cases, multiple pieces of evidence may be required to provide sufficient evidence of actual volumes abstracted during the qualifying period.

Providing as much detail as possible will assist us to validate and determine your application effectively. Each application will be assessed on a case by case basis. **We may need to contact you during the assessment of your application to request further clarification or evidence.**

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| Type of evidence | Demonstrates how much water has been abstracted?  | Demonstrates water has been abstracted during qualifying period? |
| Photographs of intake structure / pipework / channel / meter / flow monitoring equipment / pump in situ. | No. | Yes, if evidence is dated or demonstrates the equipment was in situ during the qualifying period. |
| Storage / collection reservoir / vessel details e.g. capacity, number of times emptied and filled with abstracted water per hour / day / week / month / year and whether partially or fully emptied. | Yes, if it can be used to provide an estimated water measurement e.g. you may fill X number of vessels of known capacity per day or a known capacity or using a hose delivering X volume for X hours per day. | No. |
| Meter readings / flow monitoring data. | Yes, if calibration / certification details are also provided – see below. | Yes, if evidence is dated to show abstraction occurred during qualifying period. |
| Pump / meter / flow monitoring equipment details (e.g. type of pump / meter / flow monitoring device, installation date), together with calibration or certification details. | No. | Yes, if evidence is dated or demonstrates the equipment was in situ during the qualifying period. |
| Receipts showing purchases of abstraction equipment (e.g. meter or pumps) or maintenance contracts for such equipment.  | No. | Yes, if evidence is dated to show abstraction occurred during qualifying period. |
| Pump details - capacity together with dates and times (hours) of operation. | Yes, if calibration / certification details are also provided. | Yes, if operation details are dated to show abstraction occurred within qualifying period. |
| Engineering drawings and dimensions of intake structure (e.g. weir / sluice). | Yes, if supporting calculations and assumptions used to demonstrate abstraction volumes are provided – see below\*. | No. |
| Pipe / penstock orifice details (e.g. diameter, length, material). | Yes, if supporting calculations and assumptions used to demonstrate abstraction volumes are provided – see below\*. | No. |
| \*Hydraulic calculations and assumptions (e.g. water level at weir, weir co-efficient, whether pipe is full / partially full or closed off at certain times) used to demonstrate abstraction volumes. | Yes, if drawings, dimensions etc. are also provided – see above. | No. |
| Hydrogeological Impact Assessment (HIA), including excavation dewatering volumes and how they have been calculated. | Yes. | No. |
| Water usage information – details regarding how much water is associated with a process / product e.g. how much water is used per washing cycle in a laundrette business or crop / livestock water requirements. Relevant industry water usage guides (e.g. [Optimum use of water for industry and agricultural dependent on direct abstraction](https://www.gov.uk/government/publications/optimum-use-of-water-for-industry-and-agricultural-dependent-on-direct-abstraction) or [Agriculture and Horticulture Development Board](https://ahdb.org.uk/) water guides) may be a useful reference. | Yes, if it can be used to provide an estimated water measurement for your abstraction e.g. number of head of cattle X water consumption per cattle head per day. Note, the relevant usage guide should be provided or referenced within the application to support calculations. | No. |
| Business contracts / accounts demonstrating supply / purchase of goods associated with an abstraction e.g. a contract with a supermarket to supply bottled water, or a laundrette business accounts demonstrating payments for washings undertaken, or sales of produce to a food processing business. | Yes, if it can be used to provide an estimated water measurement e.g. number of water bottles supplied per day / week / month X volume of bottle, or how much water is used per washing cycle in launderette X number of cycle payments received. | Yes, if evidence is dated to show abstraction occurred during qualifying period. |
| Agricultural records e.g. British Cattle Movement Service records. | Yes, if it can be used to provide an estimated water measurement e.g. number of head of cattle x water consumption per cattle head per day. | Yes, if records can demonstrate that water has been required during qualifying period. |
| Copy of irrigation plan – including use of trickle irrigation.  | Yes, if it can be used to demonstrate crop water requirements.  | No. |
| Historical canal acts showing formation / permission for abstraction for canal / navigation.  | No, they may provide useful background information however they are unlikely to specify actual abstraction quantities. | No, the acts are dated well before the qualifying period but will provide useful background information. |
| Letter from statutory Water Undertaker stating that mains water supply cannot be provided to applicant. | No. | No, supporting evidence only. Additional evidence to show that the abstraction has occurred within the qualifying period will also be required. |
| Water bill (based on meter readings) from statutory Water Undertaker showing lower water usage than would be expected for whole water use at premises (as supplemented by private water abstraction). | No. | No, supporting evidence only. Additional evidence to show that additional abstraction has occurred within the qualifying period will also be required. |
| Dated witness statement(s) confirming that the abstraction has been occurring. | No.  | No, supporting evidence only. Additional evidence to show that the abstraction has occurred within the qualifying period will also be required. |
| Discharge consent / environmental permit and associated annual charges.  | No, although may provide useful supporting evidence if the abstraction is linked to a discharge and the discharge quantities are detailed on the permit. | No, although may provide useful supporting evidence if the abstraction is linked to a permit that is in force during qualifying period. |

If you are unsure about the evidence requirements to support your application or require any further advice regarding your transitional water resources licence application, please contact us at enquiries@naturalresourceswales.gov.uk and mark for the attention of the water resources permitting team.