# Applying for a water abstraction licence in the Water Abstractions Module on EDEN

A licence application must be made for the following:

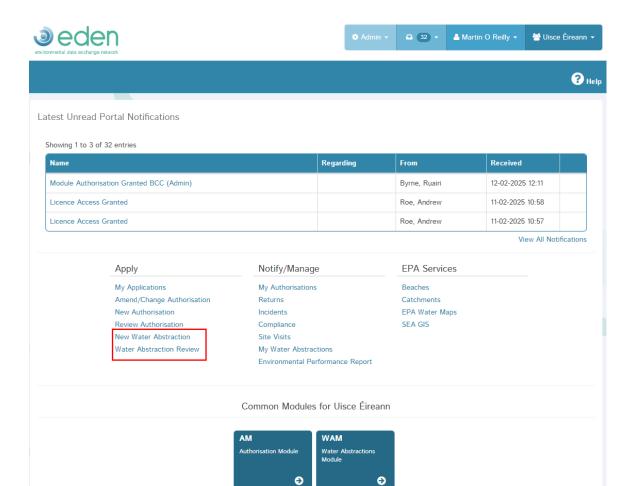
- An abstraction that is ≥2,000m³/day.
- An abstraction between 25 and 1,999m³/day that, following assessment by the Agency, is determined to require a licence.

Log in to EDEN <a href="https://www.edenireland.ie/">https://www.edenireland.ie/</a> and select the Water Abstractions Module.

WAM - Water Abstraction Module is circled in red in the screenshot below. If you have not previously registered for EDEN, instructions on getting set up with an account are available <a href="here">here</a>. Additional supporting material for water abstraction registration is available <a href="here">here</a>.

Within EDEN, a web form for water abstractions with four tabs must be completed – Organisation (Tab 1), Abstraction Details (Tab 2), Supplementary Info (Tab 3) and Submission (Tab 4).

The <sup>10</sup> button appears throughout the webform and can be clicked on for further information.

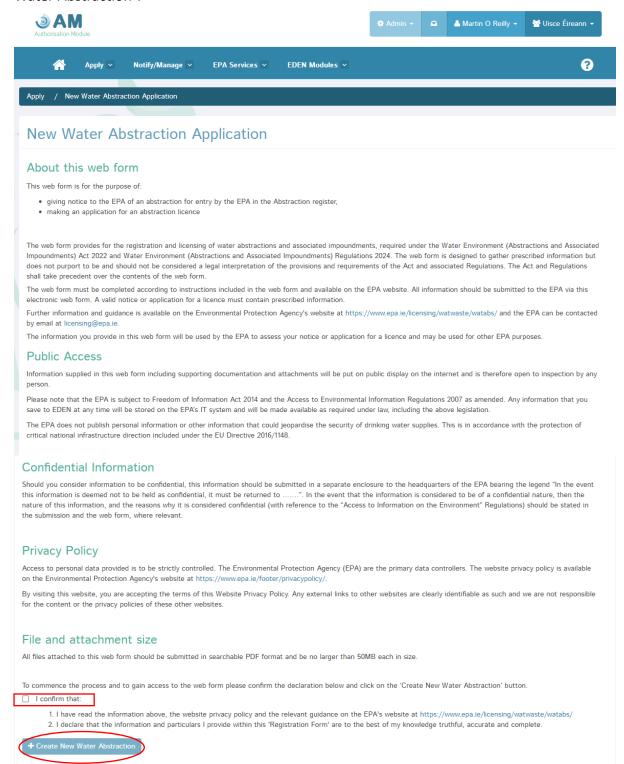


This is a screen shot of the EDEN home page. If this page doesn't automatically open when you log into EDEN, it can be accessed by clicking on "Home" or the house symbol as highlighted in the screen shot below. The applicant can apply for a "New Water Abstraction" or for a "Water Abstraction Review".



#### New Water Abstraction – Licence application

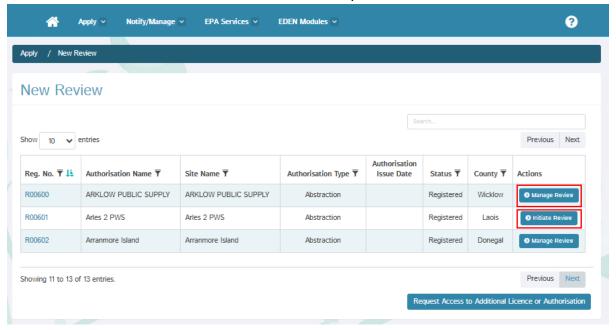
Where the "New Water Abstraction" is selected the user is presented with the following screen and is required to Tick the box to confirm declaration and consent. Click "Create New Water Abstraction".



Terms and conditions are summarised with links to support materials. Tick the box to confirm declaration and consent. Click "Create New Water Abstraction Registration"

#### Existing registered abstractions requiring a licence

For an existing water abstraction ≥2,000m³/day or an existing abstraction ≥25 and ≤1,999m³/day, that the Agency has determined requires a licence, the applicant selects the "Water Abstraction Review" option. The system displays the existing registered abstractions, and the applicant is required to "initiate review" to commence the process or "manage review" where the review has been initiated but not yet submitted.



#### Application process – For both new and existing water abstractions

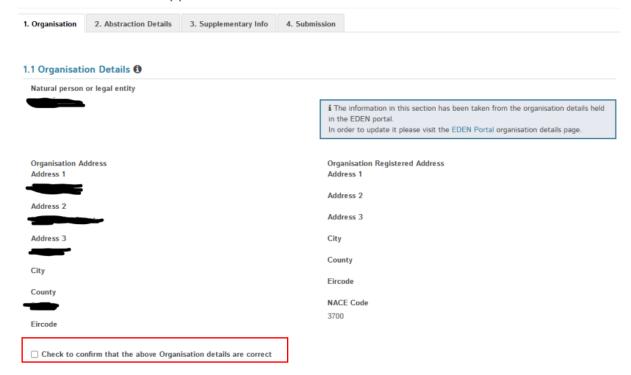
The water abstraction web form opens. There are four tabs to complete – Organisation (Tab 1), Abstraction Details (Tab 2), Supplementary Info (Tab3) and Submission (Tab 4).

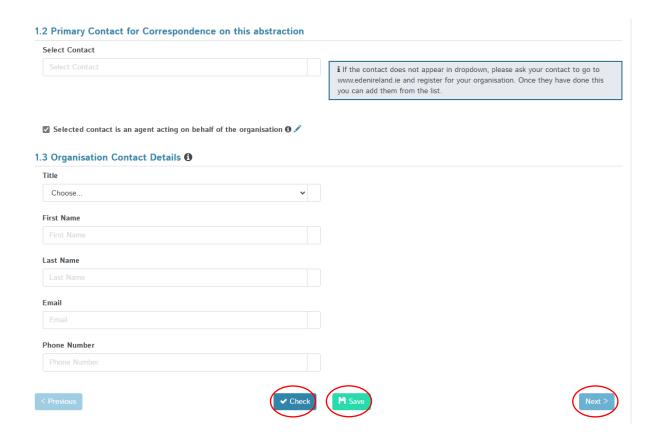
For abstractions ≥25 and ≤1,999m³/day that have been determined by the Agency to require a licence, information on Tabs 1, 2 and 4 will already have been submitted. To make an application for such an abstraction, these will appear as above and can be accessed through the manage review button also. Tab 3 will now be available for completion and, once completed, the applicant will be required to complete Tab 4 again to confirm the details of their application.

# Tab 1 - Organisation

In Section 1.1, tick box to confirm organisation details.

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In Section 1.2, select the primary contact for correspondence from the drop-down list. Where the contact does not appear in the drop down list, they must register for the organisation with <a href="https://www.edenireland.ie/">https://www.edenireland.ie/</a> (further information on EDEN is available <a href="https://www.edenireland.ie/">here</a>).

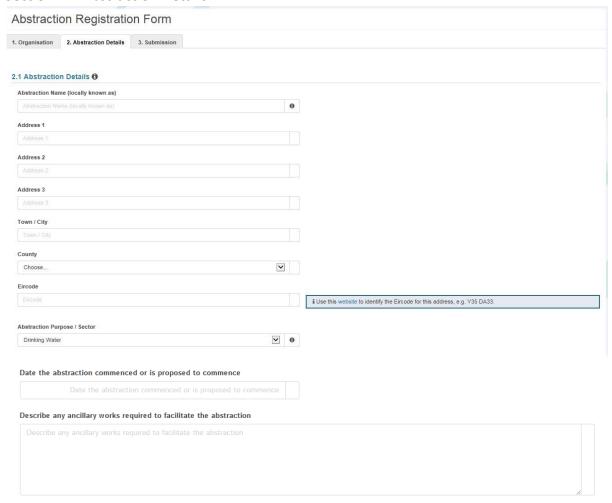
Where the selected primary contact is an agent acting on behalf of the organisation, you are required to complete Section 1.3 and provide a contact for the organisation. Both the primary and organisation contact will receive email notifications of correspondence issued through EDEN.

An applicant should click the "Check" option on any tab of the web form to highlight any validation errors associated with that tab.

After any validation errors have been addressed, click "save" and then "next" to move to the next tab.

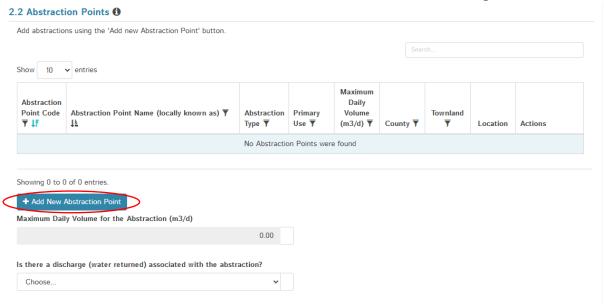
# Tab 2 - Abstraction Details

#### **Section 2.1 Abstraction Details**

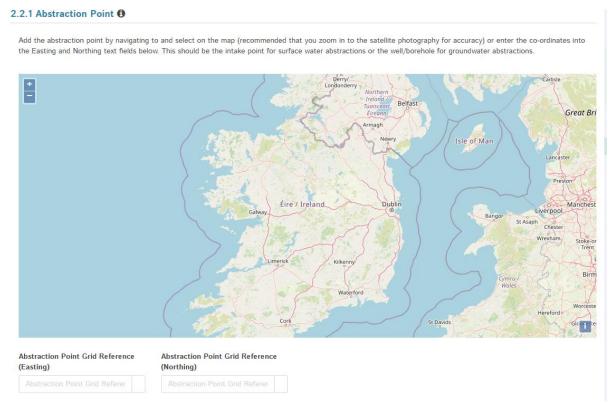


Complete all the fields in Section 2.1.

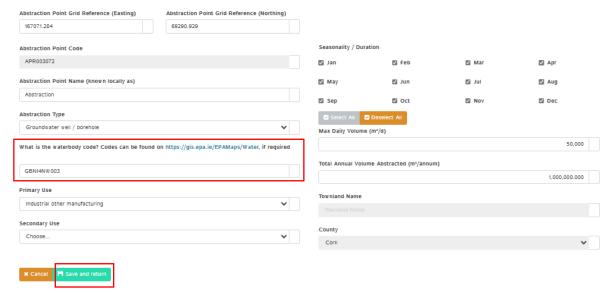
Sections 2.2 Abstraction Points, 2.2.1 Abstraction Point and 2.2.2 Discharge Point



Click the + Add New Abstraction Point to add new abstraction points which takes you to the following screen:



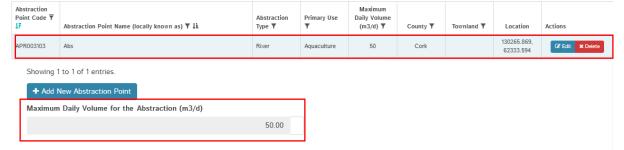
Complete all relevant fields (County and townland name will auto populate based on the selection on the map). Ensure that the volume is input in m³/day.



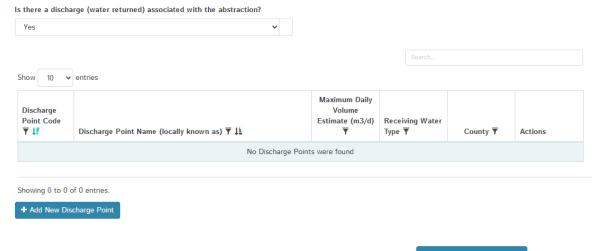
Guidance on how to look up the waterbody code is available in Appendix 1 below.

Once complete, click the save and return button. Where additional abstraction points need to be entered, repeat these steps. Note that only abstractions from the same waterbody should be registered together. Where abstraction points are from different waterbodies, these must be registered separately.

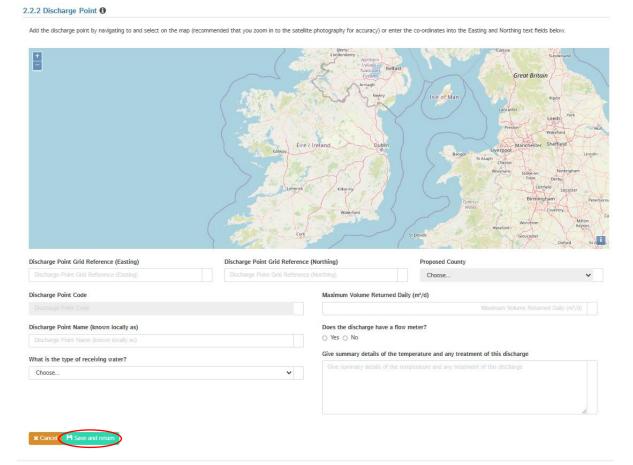
A summary is shown for each abstraction point. The cumulative maximum daily volume for the overall abstraction is shown. At this stage in the process you can edit or delete existing abstraction points or add in additional abstraction points.



The cumulative maximum daily volume will auto calculate based on the information entered in the abstraction points section.

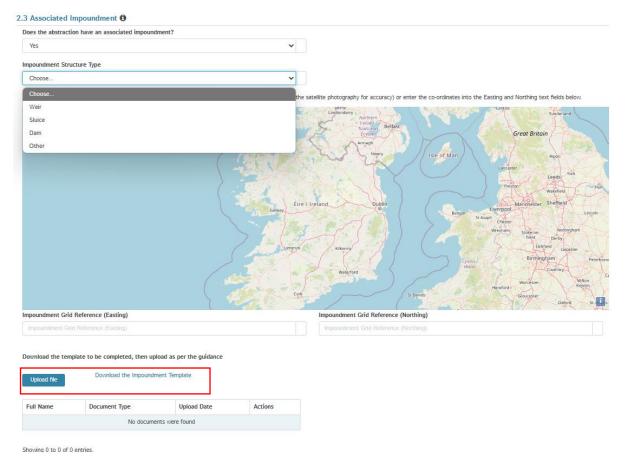


Where there is an associated discharge, answer yes and use the + Add New Discharge Point to enter the relevant information.



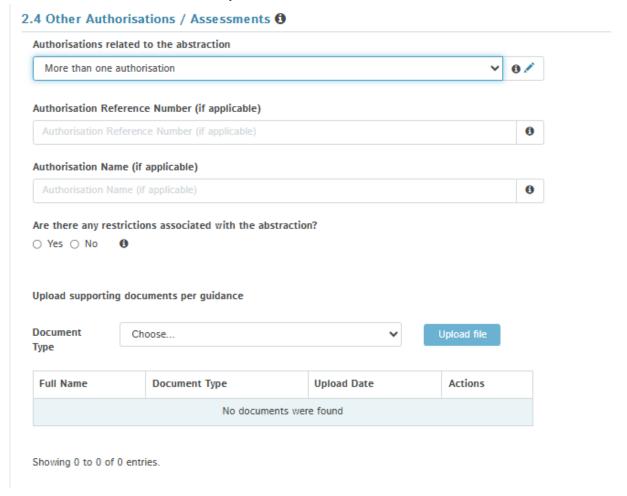
Once complete click "save and return" to go back to the main Tab 2 form.

# **Section 2.3 Associated Impoundments**



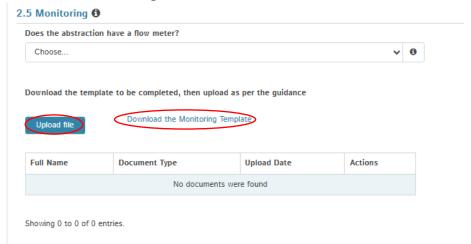
Where there is an associated impoundment, answer "Yes" in section 2.3, provide the impoundment structure type using the dropdown menu. Download the impoundment template, complete and upload to the web form.

#### Section 2.4 Other Authorisations / Assessments



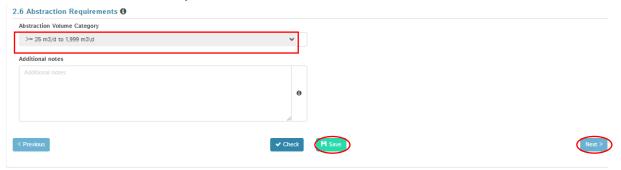
Where there are other authorisations, such as planning permission, hydro-electric scheme approval order, authorisation from the state or court orders, provide these details in Section 2.4related to the abstraction, provide these details in Section 2.4. Where there are none, answer "no" to the first question. Where there is more than one authorisation, select 'more than one' from the drop down. More than one upload may be provided in the supporting documents section.

## **Section 2.5 Monitoring**



Section 2.5 gathers information in relation to monitoring of the abstraction. You are required to download the monitoring template, complete and upload to this section.

#### **Section 2.6 Abstraction Requirements**

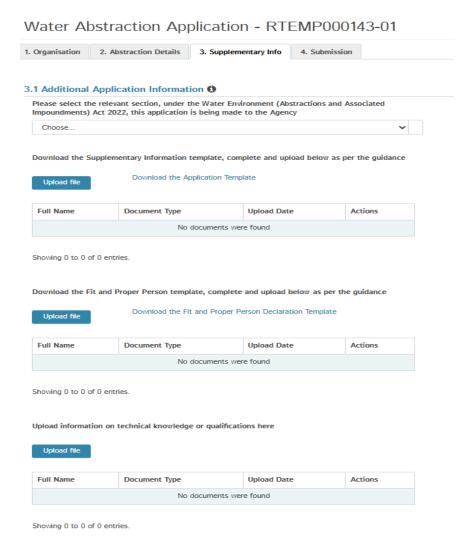


The abstraction volume category in Section 2.6 is automatically calculated based on the information provided in the form. Any additional information that is relevant to the abstraction, that has not already been captured in the webform, can be added to the "Additional notes" section.

Click "Save" and then "Next" to proceed to Tab 3.

#### Tab 3 – Supplementary Info

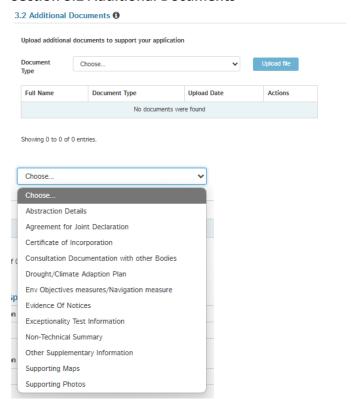
### **Section 3.1 Additional Application Information**



In Section 3.1, the applicant must first select which section of the Act the application is being made under. There are three sections; section 21, 29 and 37 (further information is provided in the EPA Water Abstractions and Associated Impoundments Registration and Licence Application Guidance).

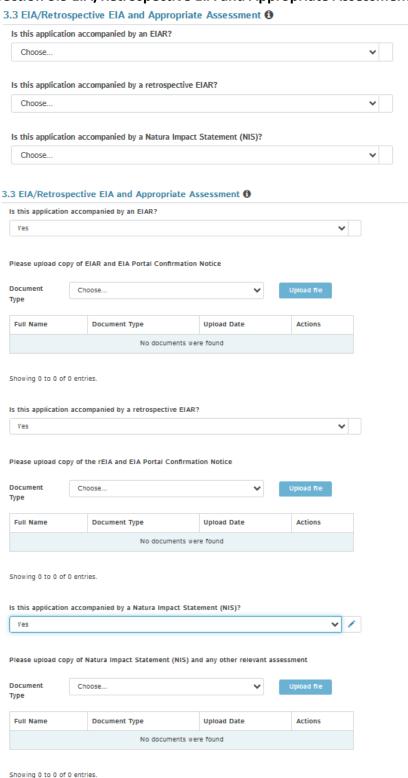
The applicant is then required to download the application template and fit and proper person declaration template. Once completed, these should be uploaded to the web form. The applicant should also upload information on technical knowledge or qualifications to this section of the web form.

#### **Section 3.2 Additional Documents**



Additional documents can be uploaded to Section 3.2. It should be noted that evidence of notices (i.e. site notice, newspaper notice) is a mandatory requirement. Multiple uploads can be made to this section but must be made individually through selecting the document type first and then selecting the document using the upload file button. It will not be possible to move on until all necessary documents have been uploaded.

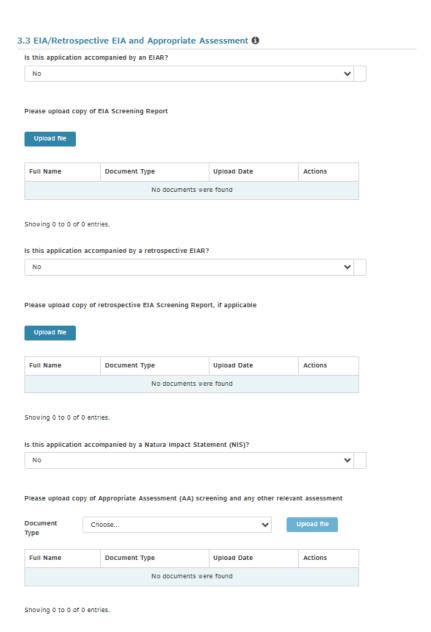
#### Section 3.3 EIA/Retrospective EIA and Appropriate Assessment



Section 3.3 EIA/Retrospective EIA and Appropriate Assessment – Where a "Yes" answer is provided, the applicant is required to upload the relevant report (see screen shot above).

Where a "No" answer is provided, the applicant is required to upload screening reports if applicable (see screen shot below).

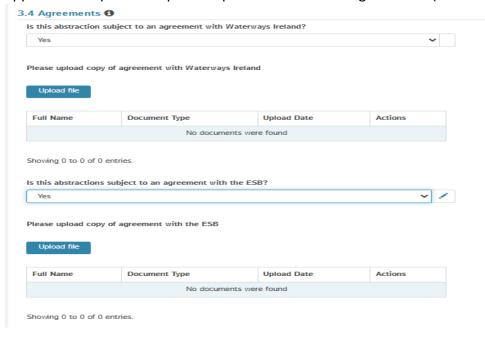
If the applicant is unsure, EPA Guidance which is available here should be consulted



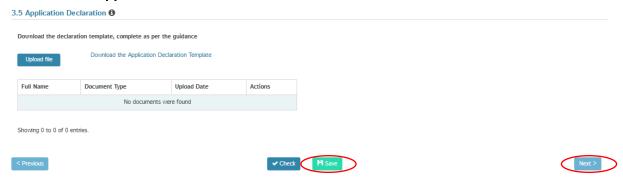
## **Section 3.4 Agreements**



The applicant must answer "Yes" or "No" to the questions in this section. Where "Yes", the applicant is required to upload copies of the relevant agreements (see screenshot below).



# **Section 3.5 – Application Declaration**

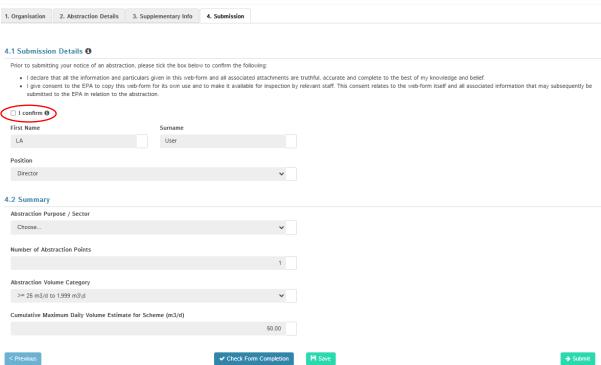


The applicant is required to download the Application Declaration template, complete and upload to the web form.

Click the "save" button and then "next" to progress to Tab 4.

#### Tab 4 - Submission

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The information in Tab 4 is prepopulated based on the information provided by the user in completing Tabs 1, 2 and 3. In order to submit your application, you are required to tick the "I confirm" box, "save" and then "submit". Any validation issues (sections not completed) will be highlighted, and you will not be able to submit your application until these are addressed.

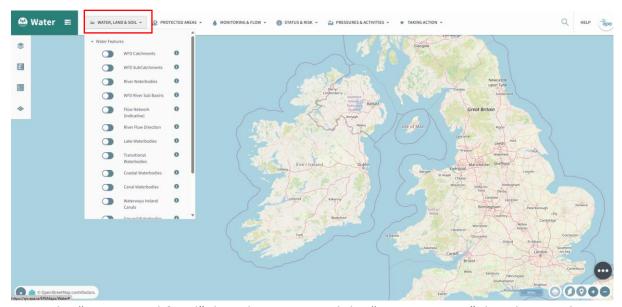
You will receive an email confirming your application submission and you should retain this for your records.

# Appendix 1. Finding the waterbody code

Waterbody codes can be found on <a href="https://gis.epa.ie/EPAMaps/Water">https://gis.epa.ie/EPAMaps/Water</a>, if required. The screenshots are provided below to assist.



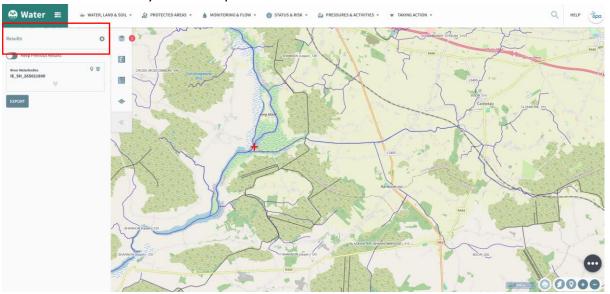
Select Water from the menu bar on the left of the screen.



Using the "Water, Land &Soil" drop down meu and the "Water Feature" dropdown, select the required waterbody option e.g. River Waterbodies.



In this example, all River Waterbodies will show. Zoom to the require location and click on the relevant waterbody on the map.



The WFD code will show on the left-hand side of the screen.