

# Marine works application form

## Moorings

Please read the attached guidance notes before completing this form

## Applicant details

Name

Organisation Name If applicable

Address

County Post Code

Telephone Number

Mobile Telephone Email

1. Correspondence Details If different from above

Name

Organisation Name If applicable

Address

County Post Code

Telephone Number

Email

## Mooring details

Name of Water:

Existing Licence Number (if applicable):

Please list the moorings you are applying for and their intended positions. If you wish to apply for a moorings area rather than individual positions then please provide a plan showing the area required. Continue on a separate sheet if necessary.

#### Please note you must provide co-ordinates to 3 decimal places and specify whether WGS84 or Chart Datum is the co-ordinate system used.

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| WGS84? Y/N - Chart Datum? Y/N | | | | Latitude | | | | | Longitude | | | | | Vessel Owner | |
| Mooring | Vessel Name & Length | | | Degrees | | | Decimal Min | | Degrees | | | Decimal min | | Name | |
| 1 |  |  | m |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 |  |  | m |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 |  |  | m |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 |  |  | m |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 |  |  | m |  | | |  |  |  | | |  |  |  | |
| 6 |  |  | m |  | | |  |  |  | | |  |  |  | |
| 7 |  |  | m |  | | |  |  |  | | |  |  |  | |
| 8 |  |  | m |  | | |  |  |  | | |  |  |  | |
| 9 |  |  | m |  | | |  |  |  | | |  |  |  | |
| 10 |  |  | m |  |  |  |  |  |  |  |  |  |  |  |  |

Are the moorings for private or commercial use?

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No plans are required for individual moorings but for clarity you may wish to enclose a plan indicating the position of each of the moorings applied for.

If you are applying on behalf of a number of individuals and you have ten or more moorings, then may wish to consider forming a Moorings Association. Further details on how to form a Moorings Association are available in the guidance notes.

## Other consents

Please note that other consents for your mooring may be required, see Section 9 of the Guidance Notes.

If you wish to discuss your mooring application in more detail please speak to one of our dedicated Marine Officers, contact details are also found in the guidance notes.

## Declaration

I have read and accept the terms of the Notes for Guidance and hereby apply for a licence for the mooring(s) in the position(s) as noted in Section 3 of this application and confirm the information on this form is complete and correct.

Signed:

Name:

Date:

Please return this form to:

**Coastal Management Team**

**Broxden House, Lamberkine Drive, Perth, PH1 1RA**

**or email your application to:** [**Scotland-Marine@bidwells.co.uk**](mailto:Scotland-Marine@bidwells.co.uk)

# Moorings - guidance notes

### Crown Estate Scotland

Even though everyone is familiar with the concept of land ownership, many people are surprised to learn that the seabed around the UK is also owned. Crown Estate Scotland manages approximately one half of the foreshore in Scotland and virtually all the seabed to the 12 nautical mile territorial limit.

Crown foreshore and seabed is no different to any other land and our permission is required before use is made of it. Commonly Crown Estate Scotland gives permission for uses such as:

* + Ports and harbour development
  + Coastal protection and flood defence works
  + Dredging and dumping of material from, and onto, the seabed
  + Laying of moorings
  + Laying of outfall and intake pipes

### Scope of guidance notes

These guidance notes have been prepared to assist boat owners obtain our consent for a mooring in Scottish waters.

### Why you need a mooring licence

Scotland has some of the best sailing waters in Europe and demand for mooring space is high. To manage moorings on Crown Estate seabed we operate a licensing system. A properly licensed and consented mooring provides security of tenure for boat owners while protecting the interests of other marine users.

Navigation in coastal waters is a public right, including casting an anchor while in the course of navigation. The laying of a permanent mooring or other equipment to hold a vessel, however, is not part of the public right and requires our consent.

We work with individuals and groups to manage effectively the moorings around the Scottish coast for the benefit of all. Where moorings remain unregulated we can take legal action to have them removed. Fortunately, this rarely happens and we enjoy a good relationship with boat owners through close working with bodies representing the sailing and boating community.

### Types of licences

There are three types of Crown Estate Scotland mooring licence:

#### Individual Mooring Licence

This type of licence is suitable for private individuals.

#### Commercial Mooring Licence

This type of licence is for those operating a business utilising the mooring(s), such as ferry operators, boatyards, charter boats and diving vessels. The fee payable for a commercial mooring licence is agreed on a case-by-case basis.

#### Mooring Association Licence

In order to provide a degree of local management in mooring areas we have helped set up a number of Mooring Associations across Scotland. Once established, a Mooring Association is given a lease for an area of seabed enabling it to manage the moorings in their specific area. Moorings Associations are suitable for groups of ten or more moorings and provide a degree of security as pressure on areas traditionally occupied by moorings increases. Another advantage of being part of a Mooring Association is that the annual charge is half the standard charge per mooring for groups of ten or more.

A formal Association needs to be set up to operate and administer the mooring rights granted to it. This requires a committee comprising a chair, secretary and treasurer, plus any number of ordinary members as determined by the Association itself.

If you are interested in forming an Association please contact our Marine Officer for the relevant area in the first instance to discuss your proposal, contact details are at the end of this guidance note.

### Mooring licence fees

From 1April 2024 the annual fee payable for an individual licence will be £110 per year and for members of existing Moorings Associations or Groups the fee is reduced to £55 per year. Commercial moorings are negotiated on a case-by-case basis. Further details are available from our Marine Officers or your local managing agent.

### Marine Officers

We have four Marine Officers in Scotland, dedicated to helping coastal communities and the leisure sailing community make the most of the mooring resource around the Scottish coast. They have a wealth of experience on all marine matters, especially moorings, and conduct regular site visits to monitor mooring areas. They are available to offer advice and assistance on the licensing process, provide support once established and assist in the resolution of disputes. This local support ensures that your interests, and those of the wider marine community, are addressed and that the moorings are managed effectively for the benefit of all.

### Application process

Before starting the application process or applying for consent you should contact us and other boat owners in the area to discuss your chosen position for your mooring(s). This is especially important if you wish to start a Moorings Association or establish an area for moorings. This will clarify if there are existing rights that would prevent Crown Estate Scotland giving a mooring in your intended location.

An application form should be completed in full and returned to the address given on the form. There is no charge for an application to Crown Estate Scotland but charges will apply if consent is given.

#### It is important that the form is completed with all relevant details and that the mooring positions are given to 3 decimal places and the co-ordinate system specified. An incomplete application form will lead to delays in processing your application and consent being granted.

Once we are satisfied that your mooring(s) do not conflict with any existing or proposed works, your application will be passed to your local managing agent to progress.

### Your mooring licence

Your mooring licence will be sent to you for checking and signing. On receipt of your signed consent we will note our records and a completed licence will be sent to you for safekeeping. From the commencement date you will be liable to pay the annual mooring licence fee.

Although a mooring licence from Crown Estate Scotland runs indefinitely (provided you keep making the annual fee payment) you or Crown Estate Scotland can bring it to an end at any time by giving the relevant notice of termination, as will be set out in the Mooring Licence.

**Moorings in Loch Creran**

If you are applying for a mooring in Loch Creran, Argyll & Bute, you need to be aware that the Loch is Special Area of Conservation, important for its serpulid reefs and horse mussels. The Marine and Coastal Development Unit at Argyll and Bute Council has developed specific guidelines for anyone wishing to install a mooring in Loch Creran. These can be downloaded from [www.argyllmarinesac.org/](http://www.argyllmarinesac.org/)

### Statutory navigation consents

As well as a licence from Crown Estate Scotland you will need to apply for statutory navigation consent from the Scottish Government. The purpose of the navigation consent is to ensure that installing your mooring(s) will not constitute a hazard to navigation.

#### Moorings outside Harbour Authority areas

For moorings outside Harbour Authority Areas you need to apply direct to the Scottish Government (via Marine Scotland) for a marine licence under the terms of the Marine (Scotland) Act which has now replaced the Coast Protection Act 1949. Details are on the Marine Scotland website at:

<http://www.scotland.gov.uk/Topics/marine/Licensing/marine>

#### Moorings within a Harbour Authority area

If your mooring is within a Harbour Authority Area then you will need to apply direct to the relevant Harbour Master for permission to lay your mooring(s).

#### Moorings within the Clyde Harbour Authority area

The exception to the above is if your application falls within the Clyde Harbour Authority area where your application will be dealt with via the ‘Clyde Moorings Committee’, you will be advised of the process by the local Crown Estate Managing Agent who will administer the process on your behalf.

#### Please note it is your responsibility to ensure the position on your navigation consent corresponds with your Crown Estate licence.

**Please also note (a) although you may have a mooring licence from Crown Estate Scotland you may not exercise the rights under it unless you hold all the other consents required and (b) you still require to pay the annual fee in terms of the mooring licence even although you may not have all the other consents you require to exercise the rights.**



1. **Managing agent details**

The day to day management of the marine estate is carried out through our managing agents’ offices spread around the Scottish coast, they will be more than happy to help with any enquiries you may have.

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| ***Clyde and the South West*** |  |
| **Agent** | **Community Marine Officer** |
| **Darren Hirst** | **John Kent** |
| Broxden House | Largs |
| Lamberkine Drive | Telephone: 07525 235888 |
| Perth, PH1 1RA | [john.kent@bidwells.co.uk](mailto:John.kent@bidwells.co.uk) |
| Telephone: 07557 970687 |
| [darren.hirst@bidwells.co.uk](mailto:darren.hirst@bidwells.co.uk) |
| ***Argyll and the Inner Isles*** |  |
| **Agent** | **Community Marine Officer** |
| **Kerr Lawton** | **Tony Bennett** |
| Carn Dearg House | Ardfern |
| North Road | Telephone: 07979 905445 |
| Fort William, PH33 6PP | [tony.bennett@bidwells.co.uk](mailto:tony.bennett@bidwells.co.uk) |
| Telephone: 07586 819050 |
| [kerr.lawton@bidwells.co.uk](mailto:kerr.lawton@bidwells.co.uk) |
| ***Northern Scotland*** |  |
| **Agent** | **Community Marine Officer** |
| **Alastair Campbell** | **Rob Adam** |
| Laxford House | Gairloch |
| Cradlehall Business Park | Telephone: 07775 652911 |
| Inverness, IV2 5GH | [robert.adam@bidwells.co.uk](mailto:nwmarineofficer@btinternet.com) |
| Telephone: 07818 015473 |
| [alastair.campbell@bidwells.co.uk](mailto:alastair.campbell@bidwells.co.uk) |
| ***South East Scotland (South of Montrose)*** | ***North East Scotland (North of Montrose)*** |
| **Agent** | **Agent** |
| **Peter Galloway** | **Andrew Robertson** |
| Broxden House | Aberdeen |
| Lamberkine Drive | Telephone: 07989 989803 |
| Perth, PH1 1RA | [andrew.robertson@bidwells.co.uk](mailto:andrew.robertson@bidwells.co.uk) |
| Telephone: 07796 993944 |
| [peter.galloway@bidwells.co.uk](mailto:peter.galloway@bidwells.co.uk) |
| ***Mooring Enquiries*** | |
| **Administrator (Moorings)** |  |
| **Carolyn Murphy** |  |
| Broxden House |
| Lamberkine Drive |
| Perth, PH1 1RA |
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