*Official Use only*

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| *Reference No:* |  | *Receipt issued:* |  |
| *Date received:* |  | *Time received:* |  |

**Instructions for applicants:**

*Please complete ALL of the questions below using the boxes provided.* ***Read the questions carefully*** *ensuring you understand what is being asked. Please provide full responses but keep them concise and clear, providing only relevant information to answer the question. Please ensure you refer to any supporting materials, including the FAQs, Management Plan and scoring criteria.*

**Transitional period licence**

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| **Question** | **Responses** |
| Did you, on 30th January 2024, own and operate a fishing vessel named on a licence issued under the Thames Estuary Cockle Fishery Order 1994; | [ ]  Yes [ ]  No (go to Part 1 and complete all Parts) |
| *If yes to the above*, are you applying for a transitional period licence on the basis of being a company which held a licence under TECFO 1994, in accordance with Section 6 of the Thames Estuary Cockle Fishery Order 2024? | [ ]  Yes [ ]  No (go to Part 1 and complete all Parts) |
| *If yes to the above*, have you made any changes to legal or beneficial ownership since 30 January 2024? Answering ‘yes’ to this question will preclude you from applying for a transitional licence. | [ ]  Yes (go to Part 1 and complete all Parts)[ ]  No (complete Parts 1-5 only) |

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| *OFFICIAL USE ONLY* |
| *Technical Checks* |
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**Part 1: Applicant Information**

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| **Question** | **Responses** |
| Full name of the applicant (This needs to be the registered company’s name or trading name.) | Click or tap here to enter text. |
| Registered Company No  | Click or tap here to enter text. |
| Registered office/trading address (if applicable) | Click or tap here to enter text. |
| Trading Status | [ ]  Limited Company[ ]  Limited Liability Partnership[ ]  Other partnership[ ]  Sole traderIf other, please specify: |
| Details of Persons of Significant Control (PSC), where appropriate:[[1]](#footnote-1)  |
| **(i)** Name: | Click or tap here to enter text. |
| **(ii)** Date of Birth: | Click or tap here to enter text. |
| **(iii)** Nationality: | Click or tap here to enter text. |
| **(iv)** Country where the PSC usually lives: | Click or tap here to enter text. |
| **(v)** Service address: | Click or tap here to enter text. |

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| Full name of the **immediate** parent company: (Please enter N/A if not applicable): | Click or tap here to enter text. |
| Details of Persons of Significant Control (PSC) of immediate parent company, where appropriate:[[2]](#footnote-2)  |
| **(i)** Name: | Click or tap here to enter text. |
| **(ii)** Date of Birth: | Click or tap here to enter text. |
| **(iii)** Nationality: | Click or tap here to enter text. |
| **(iv)** Country where the PSC usually lives: | Click or tap here to enter text. |
| **(v)** Service address: | Click or tap here to enter text. |

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| Full name of the **ultimate** parent company: (Please enter N/A if not applicable): | Click or tap here to enter text. |
| Details of Persons of Significant Control (PSC) of ultimate parent company, where appropriate:[[3]](#footnote-3)  |
| **(i)** Name: | Click or tap here to enter text. |
| **(ii)** Date of Birth: | Click or tap here to enter text. |
| **(iii)** Nationality: | Click or tap here to enter text. |
| **(iv)** Country where the PSC usually lives: | Click or tap here to enter text. |
| **(v)** Service address: | Click or tap here to enter text. |

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| *OFFICIAL USE ONLY* |
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**Part 2: Contact Details**

* This MUST be a Director, Shareholder or majority Owner in the company, with operational control over the fishing operations conducted under the licence; or the licence holder in the case of an individual.

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| **Question** | **Responses** |
| Contact name | Click or tap here to enter text. |
| Name of organisation | Click or tap here to enter text. |
| Role in organisation | Click or tap here to enter text. |
| Phone number | Click or tap here to enter text. |
| E-mail address  | Click or tap here to enter text. |
| Postal address | Click or tap here to enter text. |
| Signature (electronic is acceptable) | Click or tap here to enter text. |

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| *OFFICIAL USE ONLY* |
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**Part 3: Fit and Proper Persons Assessment (FPPA)**

**Mandatory Exclusions**

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| **Please indicate if any of the following situations apply to you, your organisation or any other person who has powers of representation, decision or control in the organisation.**  |
| Have any relevant unspent[[4]](#footnote-4) criminal convictions and cautions (to include, but not be limited to: offences relating to violence, intimidation, fraud, drugs, people trafficking, modern slavery). | [ ]  Yes[ ]  No |
| Has, in the past 7 years, influenced or attempted to influence the decision-making process of KEIFCA; or has obtained or attempted to obtain confidential information that may confer upon the organisation undue advantages in the licence application process, or has negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award of a licence. | [ ]  Yes[ ]  No |
| **If you have answered ‘Yes’ to the above, provide details and explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion?** KEIFCA will carry out corroborative checks of their own records as well as those from the Marine Management Organisation, other Inshore Fisheries and Conservation Authorities and any other relevant regulator. |
| Click or tap here to enter text. |

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| *OFFICIAL USE ONLY* |
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**Discretionary Exclusions**

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| **Do you consider that you, your organisation, or any person who has powers of representation, decision or control in the organisation, has a poor record of behaviour or compliance over the past six years (2019-2024)? (A ‘yes’ response to this question will not necessarily preclude you from being issued with a licence, however any response below will be considered as part of determining a final ranked list of applicants)****Examples of this may include:** * A history of non-compliance with the Restrictions and Regulations contained in any Regulating Order within the KEIFCA District or with KEIFCA byelaws;
* A history of non-compliance with Licence Conditions;
* A history of non-compliance with directions given by KEIFCA Officers
* poor behaviour which the regulator considers to be unacceptable. This could include; physical acts or language (written, verbal or online) that causes KEIFCA staff, officers, members or other fishery stakeholders to feel intimidated, afraid, threatened or abused; and non-compliance with directions given regarding MOD Shoeburyness.
* Failure to provide required documents and declarations that are disingenuous may also be considered poor behaviour.
 | [ ]  Yes[ ]  No |
| **If you have answered ‘Yes’ to the above, provide details and explain what measures have been taken to ensure an improvement in behaviour or future compliance with relevant legislation by the organisation. KEIFCA will carry out corroborative checks of their own enforcement records as well as those from the Marine Management Organisation, other Inshore Fisheries and Conservation Authorities and any other relevant regulator.** |
| Click or tap here to enter text. |

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| *OFFICIAL USE ONLY* |
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**Part 4: Fishing Vessel Details**

* The vessel must be owned by the licence holder.
* A copy of the current transcript of registry for the named vessel must be supplied with this form.
* A copy of the current fishing licence must be supplied with this form.
* A copy of the current Small Fishing Vessel Certificate must be supplied with this form.

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| **Question** | **Responses** |
| Name of fishing vessel | Click or tap here to enter text. |
| PLN of fishing vessel | Click or tap here to enter text. |
| RSS No. | Click or tap here to enter text. |
| Overall length of vessel | Click or tap here to enter text. |
| Engine Power of vessel (plus original if derated) (kW) | Click or tap here to enter text. |
| Owner of fishing vessel (must be the same as the licence holder) | Click or tap here to enter text. |
| Current MCA Transcript of Registry number  | Click or tap here to enter text. |
| Current Defra/MMO fishing licence number  | Click or tap here to enter text. |
| Gear Type | Click or tap here to enter text. |

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| *OFFICIAL USE ONLY* |
| *Technical Checks* |
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**Part 5: Business Plan** You should be aware that you will be scored against this Business Plan in the event that you apply for a licence in the next 7-year cycle, starting in 2032, as per Annex 6 in the TECFO 2024 Management Plan.

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| **Please confirm that you have a comprehensive business plan, covering at least the 7 years of the licence (2025-2031). You must supply a copy of it with your application. Your business plan should address the following:**1. Executive summary providing an overview of your proposed business and plans.
2. Methodology to include:
* Specification of fishing vessel with appropriate capability to land up to 13 tonnes of cockles per fishing trip
* Details of key personnel involved in fishing operation and a brief outline of their experience in the cockle fishery
* Details of landing locations and equipment to facilitate landing of large quantities of cockles including transport to cooking location and cooking processes
* Details of intended markets for products
* Details of how you will be supporting local business and supply chains
* Details of how you or your processor intend to add any value to the catch
* Details of how your business intends to support the wider community (sponsoring/ support of local sports team/ charity etc)
* Funding and demonstrable sources of funding
* Details of the investment you make in company/ Investment in the District
 | [ ]  Yes[ ]  No |

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**Part 6: Fishing Experience Track Record**

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| **Please provide information regarding your organisation’s relevant track record of working in the Thames cockle fishery during the reference period 2018-2024 inclusive.** **Include in your response:*** The number of years you have held a TECFO licence in the reference period (Including, the number of years the company has been under the current ownership as well as any ownership or directorship changes)
* The number of years you have held an interest in a cockle permit to fish outside the regulating order during the reference period.

*Please note, do not send any separate documents or evidence, e.g. copy of licence or permit, relevant to this section with this application; it will be requested by KEIFCA if required as part of the process.* |
| Click or tap here to enter your answer. |

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| **Please provide any relevant information regarding your historic and overall experience of working in the Thames and in the Thames cockle fishery (TECFO and permit).** *Please note, do not send any separate documents or evidence, e.g. copy of licence or permit, relevant to this section with this application; it will be requested by KEIFCA if required as part of the process.* |
| Click or tap here to enter your answer. |

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**Part 7: Socio-economic and Environmental Criteria**

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| **Please provide information and details of your organisation’s relevant history of landing and cooking cockles caught in the Thames cockle fisheries within the KEIFCA district over the last 7 years (2018-2024). Please include:** * An overview of whether they are landed in the KEIFCA district; how they are transported after landing; where and how your cockles harvested from the Thames are cooked; whether they are cooked by you or a 3rd party; the method of cooking.
* What percentage of the cockles caught by you within the district are also cooked within the district over the reference period.

*Please note, do not send any separate documents or evidence, e.g. invoices or cooking records, relevant to this section with this application; it will be requested by KEIFCA if required as part of the process.* |
| Click or tap here to enter text. |

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| **Please detail your support of skilled local employment over the last 7 years (2018-2024). Please include:*** Your staff structure including number of local employees and whether staff are employed on a seasonal or permanent, full time or part time basis
* The training provided to staff, including professional qualifications/tickets
* The opportunities provided to support young fishers such as apprenticeships, mentoring or equivalents. Please include examples, highlighting any structured or formal training

*Please note, do not send any separate documents or evidence, e.g. contracts or certificates, relevant to this section with this application; it will be requested by KEIFCA if required as part of the process.* |
| Click or tap here to enter text. |

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| **Please explain the steps or actions your organisation has taken to reduce the impact of your fishing operations on both cockle stocks and the seabed over the past 7 years (2018-2024). Please include:** * Details of the actions your organisation has taken to assess and reduced the number of damaged cockles “damage rate” (the number of chipped, damaged or smashed cockles) returned to the sea as part of cockle harvesting process.
* Details of the steps you have taken to reduce the impact of cockle harvesting gear on the seabed (i.e the depth of impact of the gear on the seabed, reduce sediment levels/ plumes from suction dredging etc)

*Please note, do not send any separate documents or evidence, e.g. photos or damage rates certificates, relevant to this section with this application; it will be requested by KEIFCA if required as part of the process.* |
| Click or tap here to enter text. |

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| **Please provide an outline of both your organisation’s previous actions, and its future plans, to reduce CO2 emissions and improve the wider environment by reducing waste emissions and pollutants. Consider the following:*** Steps you have taken towards baseline assessments of your organisations CO2 emissions from fishing to factory.
* Steps you have taken to reduce the energy requirements and emissions of your fishing operation (fishing to factory) and outline what the benefits of these actions has been.
* Steps you are planning to take, to reduce the energy requirements and emissions of your fishing operation (fishing to factory) and the what the anticipated benefits of these actions will be.
* Steps you have taken, or plan to take, to work with other companies or organisations to reduce energy requirements and emissions, especially in the onward supply chain.

*Please note, do not send any separate documents or evidence, e.g. photos or certificates, relevant to this section with this application; it will be requested by KEIFCA if required as part of the process.* |
| Click or tap here to enter text. |

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**To include** (tick to confirm inclusion)

|  |  |
| --- | --- |
| Copy of business plan | [ ]  |
| Copy of transcript of registry | [ ]  |
| Copy of fishing vessel licence |[ ]
| Copy of Small Fishing Vessel Certificate |[ ]

**Declaration**

* *I declare that to the best of my knowledge the answers submitted, and information contained, in this document are correct and accurate.*
* *I declare that, upon request and without delay I will provide the certificates or documentary evidence referred to in this document.*
* *I understand that the information will be used in the selection process to assess my organisation’s suitability to be invited to participate further in this application.*
* *I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully.*
* *I understand that the authority will reject this submission in its entirety if false or misleading information or content is provided in any section.*
* *I am aware of the consequences of serious misrepresentation.*
* *That the vessel specified in this application is properly certificated and capable of carrying a minimum of 13 tonnes on board and using a suction dredge and complies with all KEIFCA byelaws*

Signed: Click or tap here to enter text.

Date: Click or tap to enter a date.

1. UK companies, Societates European (SEs) and limited liability partnerships (LLPs) will be required to identify and record the people who own or control their company. Companies, SEs and LLPs will need to keep a PSC register and must file the PSC information with the central public register at Companies House. [See PSC guidance](https://www.gov.uk/government/publications/guidance-to-the-people-with-significant-control-requirements-for-companies-and-limited-liability-partnerships). [↑](#footnote-ref-1)
2. UK companies, Societates European (SEs) and limited liability partnerships (LLPs) will be required to identify and record the people who own or control their company. Companies, SEs and LLPs will need to keep a PSC register and must file the PSC information with the central public register at Companies House. [See PSC guidance](https://www.gov.uk/government/publications/guidance-to-the-people-with-significant-control-requirements-for-companies-and-limited-liability-partnerships). [↑](#footnote-ref-2)
3. UK companies, Societates European (SEs) and limited liability partnerships (LLPs) will be required to identify and record the people who own or control their company. Companies, SEs and LLPs will need to keep a PSC register and must file the PSC information with the central public register at Companies House. [See PSC guidance](https://www.gov.uk/government/publications/guidance-to-the-people-with-significant-control-requirements-for-companies-and-limited-liability-partnerships). [↑](#footnote-ref-3)
4. <https://www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974> [↑](#footnote-ref-4)