

From: [ea-resp-noreply](#)
To: [Stephen Barnes](#)
Bcc: [Harace Hussain](#)
Subject: EPR/PP3692FS/V004 Receipt of Environmental Permitting Application CRM:0121668
Date: 31 March 2026 11:51:09

Dear Stephen Barnes

Environmental Permitting (England and Wales) Regulations 2016

Application reference: EPR/PP3692FS/V004

Operator: SOLIHULL COMMUNITY HOUSING

Facility: Solihull Community Housing, Chapelhouse Road, Birmingham, B37 5HA

Thank you for your application, received **06/03/2026**.

Duly made checks

Once your application is allocated, the permitting officer will check your application. When we are satisfied we have the necessary information to begin our assessment and decision making, your application is considered 'duly made'. We will then begin our technical assessment of your application, we call this the determination stage.

If we need any more information from you at the duly making stage, we will contact you to tell you what additional information you need to submit. You have 5 working days to provide this information. The day after we request it is 'day 1'.

If we are still unable to progress your application any further, we will return it to you. Please note that we will retain part of the correct charge for your application where we have spent time reviewing your application and requesting information. Further details can be found in our [Charging Scheme](#).

When we decide that your application is duly made, we will confirm this by email or letter.

What happens next?

Your application will be allocated for checking and technical assessment as quickly as we can, and we will contact you if we need any further information. If you need to add something, please send it to us at PSC@environment-agency.gov.uk, quoting your application reference.

A permitting officer will check that all relevant information requested in the application forms and application guidance is provided, and will contact you if information is missing.

- Depending on how much information is missing, we may ask you to provide this within a maximum of ten working days. If you do not respond to the request, or what is provided still doesn't meet the requirements, we will return your application.
- If we think there is too much information missing to be provided within 10 working days, we will return your application with a list of what is missing to help you reapply.

If we return your application we will retain 20% of the correct charge for your application, capped at £1,673.78, to cover our costs in reviewing your application. Further details can be found in our [Charging Scheme](#).

If you have used our enhanced pre application advice service, you must ensure you have paid all associated fees before your application can progress.

For more information on the permitting process and the next steps see [Waste](#):

[environmental permits](#) or [A1 installations: environmental permits](#).

Exemptions

Waste exemptions allow low-risk waste management operations to be carried out without an environmental permit.

Future reforms to waste exemptions will mean exemptions cannot be registered at or adjacent to (where there is a direct link) permitted waste operations. Waste exemptions cannot currently be used on a permitted installation.

For further details please read [Waste Exemptions – Getting Ready for Change](#). As part of this work, we are also asking operators to deregister any exemptions no longer used or needed. We do not expect changes to the Environmental Permitting Regulations (EPR) before 2025. This may change as it depends on Parliament and its legislative programme.

Consultation

If your application needs consultation with the public and other organisations, we use an online consultation tool where we will add all application documents. [Environmental permits: when and how we consult](https://www.gov.uk/government/publications/environmental-permits-when-and-how-we-consult/environmental-permits-when-and-how-we-consult) (<https://www.gov.uk/government/publications/environmental-permits-when-and-how-we-consult/environmental-permits-when-and-how-we-consult>) explains which applications we are required to consult on and how long this will take.

We aim to respond to all customer enquiries. However, this can have a significant impact on our ability and capacity to progress applications. We will contact you as soon as there is any update on your application, so please avoid contacting us unnecessarily for updates. For urgent enquiries, you can contact our National Customer Contact Centre on 03708 506 506.

Yours sincerely

Harace Hussain

Permitting Support Advisor – Permitting Support Regulated Industry - Permitting Service
Environment Agency | Quadrant 2, 99 Parkway Ave, Parkway Business Park, Sheffield, S9 4WF

Regulated Industry Team Phone : 02030253898 (9am to 4pm)

Regulated Industry Team Email : PSC@environment-agency.gov.uk



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