

# Application for an environmental permit Part B2 – General – new bespoke permit



Fill in this part of the form together with parts A and F1 if you are applying for a new bespoke permit. You also need to fill in part B3, B4, B5, B6, or B7 (this depends on what activities you are applying for).

Please check that this is the latest version of the form available from our website.

You can apply online for: waste operations; medium combustion plant; and specified generator bespoke environmental permits at <https://apply-for-environmental-permit.service.gov.uk/start/start-or-open-saved>

Please read through this form and the guidance notes that came with it.

The form can be:

- 1) saved onto a computer and then filled in.
- 2) printed off and filled in by hand. Please write clearly in the answer spaces

It will take less than two hours to fill in this part of the application form.

## Contents

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**Appendix 1 – Low impact installation checklist**

**Appendix 2 – Date of birth information for Relevant offences and/or Technical ability questions only**

## 1 About the permit

### 1a Discussions before your application

If you have had discussions with us before your application, give us the permit reference or details on a separate sheet. Tell us below the reference you have given this extra sheet.

Permit or document reference

## 1 About the permit, continued

### 1b Is the permit for a site or for mobile plant?

Mobile plant Now go to **question 1c**

Site Now go to **section 2**

Note: The term ‘mobile plant’ does not include mobile sheep dipping units.

#### Mobile plant only

### 1c Have we told you during pre-application discussions that we believe that a mobile permit is suitable for your activity?

No

Yes

### 1d Have there been any changes to your proposal since this discussion?

No Now go to **section 3**

Yes You should send us a description of the activity you want to carry out, highlighting the changes you have made since our pre-application discussions

Document reference

\_\_\_\_\_

Now go to **section 3**

## 2 About the site (excludes mobile plant)

### 2a What is the site name, address, postcode and national grid reference?

Site name

NDC Polipak Ltd

Address

Garratts Lane,  
Cradley Heath,  
Birmingham B64 5RE

Postcode

B64 5RE

National grid reference for the site (for example, ST 12345 67890)

SO 96216 86766

## 2 About the site (excludes mobile plant), continued

### 2b What type of regulated facility are you applying for?

Note: if you are applying for more than one regulated facility then go to **2c**.

- Installation
- Waste operation
- Mining waste operation
- Water discharge activity
- Groundwater activity (point source)
- Groundwater activity (discharge onto land)

What is the national grid reference for the regulated facility (if only one)?  
(See the guidance notes on part B2.)

- As in 2a above
- Different from that in 2a Please fill in the national grid reference below

National grid reference for the regulated facility

\_\_\_\_\_

Now go to **question 2d**

### 2c If you are applying for more than one regulated facility on your site, what are their types and their grid references?

See the guidance notes on part B2.

#### Regulated facility 1

National grid reference

\_\_\_\_\_

What is the regulated facility type?

- Installation
- Waste operation
- Mining waste operation
- Water discharge activity
- Groundwater activity (point source)
- Groundwater activity (discharge onto land)

## 2 About the site (excludes mobile plant), continued

### Regulated facility 2

National grid reference

#### What is the regulated facility type?

- Installation
- Waste operation
- Mining waste operation
- Water discharge activity
- Groundwater activity (point source)
- Groundwater activity (discharge onto land)

Use several copies of this page or separate sheets if you have a long list of regulated facilities. Send them to us with your application form. Tell us below the reference you have given these extra sheets.

Document reference

Now go to **question 2d**

### 2d Low impact installations (installations only)

Are any of the regulated facilities low impact installations?

- No
- Yes If yes, tell us how you meet the conditions for a low impact installation (see the guidance notes on part B2 – Appendix 1).

Document reference

- Tick the box to confirm you have filled in the low impact installation checklist in **appendix 1** for each regulated facility

### 2e Treating batteries

Are you planning to treat batteries? (See the guidance notes on part B2.)

- No
- Yes Tell us how you will do this, send us a copy of your explanation and tell us below the reference you have given this explanation

Document reference for the explanation

## 2 About the site (excludes mobile plant), continued

### 2f Ship recycling

Is your activity covered by the Ship Recycling Regulations 2015? (See the guidance notes on part B2.)

No

Yes Tell us how you will do this. Please send us a copy of your explanation and your facility recycling plan, and tell us below the reference numbers you have given these documents

Document reference for the explanation

\_\_\_\_\_

Document reference for the facility recycling plan

\_\_\_\_\_

### 2g Multi-operator installation

If the site is a multi-operator site (that is there is more than one operator of the installation) then fill in the table below the application reference for each of the other permits.

**Table 1 – Other permit application references**


## 3 Your ability as an operator

If you are only applying for a standalone water discharge or for a groundwater activity, you only have to fill in **question 3d**.

### 3a Relevant offences

Applies to all except standalone surface water discharges and groundwater discharges (see the guidance notes on part B2).

#### 3a1 Have you, or any other relevant person, been convicted of any relevant offence?

No Now go to **question 3b**

Yes Please give details below

### 3 Your ability as an operator, continued

#### Name of the relevant person

Title (Mr, Mrs, Miss and so on)

\_\_\_\_\_

First name

\_\_\_\_\_

Last name

\_\_\_\_\_

Position held at the time of the offence

\_\_\_\_\_

Name of the court where the case was dealt with

\_\_\_\_\_

Date of the conviction (DD/MM/YYYY)

\_\_\_\_\_

Offence and penalty set

\_\_\_\_\_

Date any appeal against the conviction will be heard (DD/MM/YYYY)

\_\_\_\_\_

If necessary, use a separate sheet to give us details of other relevant offences and tell us below the reference number you have given the extra sheet.

\_\_\_\_\_

Now go to **question 3b**

Please also complete the details in **Appendix 2**.

#### 3b Technical ability

**Relevant waste operations only (see the guidance notes on part B2).**

Please indicate which of the two schemes you are using to demonstrate you are technically competent to operate your facility and the evidence you have enclosed to demonstrate this.

##### ESA/EU skills

Please select one of the following:

I have enclosed a copy of the current Competence Management System certificate

or

We will have a certified Competence Management System within 12 months and have enclosed evidence of the contract with an accredited certification body

### 3 Your ability as an operator, continued

#### CIWM/WAMITAB scheme

Your answers below must relate to the person(s) providing technically competent management when the permitted activities start.

Please select **one** of the following:

- I have enclosed a copy of:
  - the relevant qualification certificate/s
  - or**
  - evidence of deemed competence
  - or**
  - Environment Agency assessment
  - or**
  - evidence of nominated manager status under the transitional provisions for previously exempt activities

and, if deemed competent or Agency-assessed, or nominated manager, or if the original qualification is over two years old:

- I have enclosed a copy of the relevant current continuing competence certificate/s
- The technically competent manager will complete their qualification within four weeks of starting the permitted activities and I have enclosed evidence of their registration with WAMITAB or their EPOC booking as appropriate
- **For medium- and high-risk tier activities other than landfill**

The technically competent manager will complete the qualification within 12 months and I have enclosed evidence of their registration with WAMITAB and, where relevant, EPOC booking.

  - I understand they must complete either four specified units of the relevant qualification or an EPOC within four weeks of the permitted activities commencing

For each technically competent manager please give the following information. If necessary, use a separate sheet to give us these details and tell us below the document reference you have given the extra sheet.

Title (Mr, Mrs, Miss and so on)

Mr

First name

Philip

Last name

Burt

Phone

Mobile

07593340661

Email

philb@ndcpolipak.com

### 3 Your ability as an operator, continued

Please provide the environmental permit number/s and site address for all other waste activities that the proposed technically competent manager provides technical competence for, including permits held by other operators. Continue on a separate sheet as required.

Permit number	Site address	Postcode

Document reference

\_\_\_\_\_

Now go to **question 3c**

Please also complete the details in **Appendix 2**.

#### 3c Finances

Installations, waste operations and mining waste operations only.

Please note that if you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

Do you, or any relevant person, or a company in which you (or they) (or any relevant person) were a relevant person, have current or past bankruptcy or insolvency proceedings against you?

No

Yes Please give details below, including the required set-up costs (including infrastructure), maintenance and clean up costs for the proposed facility against which a credit check may be assessed

We may want to contact a credit reference agency for a report about your business's finances.



### 3 Your ability as an operator, continued

#### Landfill, Category A mining waste facilities and mining waste facilities for hazardous waste only

How do you plan to make financial provision (to operate a landfill or a mining waste facility you need to show us that you are financially capable of meeting the obligations of closure and aftercare)?

- Renewable bonds
- Cash deposits with the Environment Agency
- Other – provide comprehensive details

Document reference

\_\_\_\_\_

Provide a cost profile and expenditure plan of your estimated costs throughout the aftercare period of your site.

Document plan reference

\_\_\_\_\_

Now go to **question 3d**

#### 3d Management systems (all)

You must have an effective, written management system in place that identifies and reduces the risk of pollution. You may show this by using a certified scheme or your own system.

Your permit requires you (as the operator) to ensure that you manage and operate your activities in accordance with a written management system.

You need to be able to explain what happens at each site and which parts of the overall management system apply. For example at some sites you may need to show you are carrying out additional measures to prevent pollution because they are nearer to sensitive locations than others.

For waste and installation permits only: your management system must also explain your resilience to climate change.

You can find guidance on management systems on our website at <https://www.gov.uk/guidance/develop-a-management-system-environmental-permits>

- Tick this box to confirm that you have read the guidance and that your management system will meet our requirements

What management system will you provide for your regulated facility?

- ISO 14001
- BS 8555 (Phases 1–5)
- Green dragon
- Own management system
- EMAS Global
- Other

Please make sure you send us a summary of your management system with your application.

Document reference/s

EMS  
\_\_\_\_\_

## 4 Consultation

Fill in 4a to 4c for installations and waste operations and 4d for installations only.

Could the waste operation or installation involve releasing any substance into any of the following?

### 4a A sewer managed by a sewerage undertaker?

- No  
 Yes Please name the sewerage undertaker

\_\_\_\_\_

### 4b A harbour managed by a harbour authority?

- No  
 Yes Please name the harbour authority

\_\_\_\_\_

### 4c Directly into relevant territorial waters or coastal waters within the sea fisheries district of a local fisheries committee?

- No  
 Yes Please name the fisheries committee

\_\_\_\_\_

### 4d Is the installation on a site for which:

4d1 a nuclear site licence is needed under section 1 of the Nuclear Installations Act 1965?

- No  
 Yes

4d2 a policy document for preventing major accidents is needed under regulation 5 of the Control of Major Accident Hazards Regulations 2015, or a safety report is needed under regulation 7 of those Regulations?

- No  
 Yes

## 5 Supporting information

### 5a Provide a plan or plans for the site

But not any mobile plant

Clearly mark the site boundary or discharge point, or both. Also include site drainage plans, site layout plans, and plant design drawings/process flow diagrams (as required).

(See the guidance notes on part B2.)

Document reference/s of the plans

Location Plan  
\_\_\_\_\_

## 5 Supporting information, continued

### 5b Provide the relevant sections of a site condition/baseline report if this applies

See the guidance notes on part B2 for what needs to be marked on the plan.

Document reference of the report

SCR

If you are applying for an installation, tick the box to confirm that you have sent in a baseline report

### 5c Provide a non-technical summary of your application

See the guidance notes on part B2.

Document reference of the summary

NTS

### 5d Are you applying for an activity that includes the storage of combustible wastes?

This applies to all activities excluding standalone water and groundwater discharges.

No

Yes Provide a fire prevention plan (see the guidance notes on part B2). You need to highlight any changes you have made since your pre-application discussions.

Document reference of the plan

FPP

## 6 Environmental risk assessment

Provide an assessment of the risks each of your proposed regulated facilities poses to the environment. The risk assessment must follow the methodology set out in 'Risk assessments for your environmental permit' at <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit> or an equivalent method.

Document reference for the assessments

H1

## 7 How to contact us

If you have difficulty using this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: [enquiries@environment-agency.gov.uk](mailto:enquiries@environment-agency.gov.uk)

Website: [www.gov.uk/government/organisations/environment-agency](http://www.gov.uk/government/organisations/environment-agency)

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

## 7 How to contact us, continued

### Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form?

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

- Yes please
- No thank you



### For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

- No
- Yes

Amount received (£)

Plain English Campaign's Crystal Mark does not apply to Appendix 1.

## Appendix 1 – Low impact installation checklist

See the guidance notes on part B2.

Installation reference		
Condition	Response	Do you meet this?
<b>A – Management techniques</b>	Provide references to show how your application meets A References	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>B – Aqueous waste</b>	Effluent created <span style="float: right;">m<sup>3</sup>/day</span>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>C – Abatement systems</b>	Provide references to show how your application meets C References	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>D – Groundwater</b>	Do you plan to release any hazardous substances or non-hazardous pollutants into the ground? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>E – Producing waste</b>	Hazardous waste <span style="float: right;">Tonnes per year</span>	<input type="checkbox"/> Yes
	Non-hazardous waste <span style="float: right;">Tonnes per year</span>	<input type="checkbox"/> No
<b>F – Using energy</b>	Peak energy consumption <span style="float: right;">MW</span>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>G – Preventing accidents</b>	Do you have appropriate measures to prevent spills and major releases of liquids? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Provide references to show how your application meets G References	
<b>H – Noise</b>	Provide references to show how your application meets H References	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>I – Emissions of polluting substances</b>	Provide references to show how your application meets I References	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>J – Odours</b>	Provide references to show how your application meets J References	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>K – History of keeping to the regulations</b>	Say here whether you have been involved in any enforcement action (as described in 'Appendix 1 – Compliance history' section of part B2 guidance notes) <input type="checkbox"/> Yes <input type="checkbox"/> No	

## Appendix 2 – Date of birth information for Relevant offences and/or Technical ability questions only

Date of birth information in this appendix will not be put onto our Public Register.

Have you filled in the Relevant Offences question?

Yes

No

Have you filled in the Technical ability question?

Yes

No

### Relevant Offences – date of birth information

Please give us the following details

Name

\_\_\_\_\_

Date of birth (DD/MM/YYYY)

\_\_\_\_\_

### Technical ability – date of birth information

Name

Phil Burt

Date of birth (DD/MM/YYYY)

\_\_\_\_\_