# Application for an environmental permit
# Part C2 – General – varying a bespoke permit

Environment Agency

Fill in this part of the form, together with part A and the relevant parts of C3 to C7 and part F1 or F2, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or changing existing ones).

Waste operation changing to installation or vice versa?

If your changes mean that a waste operation becomes an installation (or vice versa) you also need to fill in either part C3 (waste to installation) or part C4 (installation to waste).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

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. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.
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.

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## 1 About the permit

Note: If you are applying to convert your existing permit to a standard permit or add a standard facility you need to fill out form C1.

### 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

### 1b Permit number

What is the permit number that this application relates to? EPR/BB3934AG

### 1c Site details

What is the name, address and postcode of the site?

Site name Trowbridge STW

Address Troiwbridge STW
Bradford Road
Trowbridge
Wiltshire

Postcode BA14 9BJ

## 2 About your proposed changes

### 2a Type of variation

What type of variation are you applying for?

Minor technical ☐

Normal variation ☐

Substantial ☑

# 2 About your proposed changes, continued

## 2b Changes or additions to existing activities

Please give us brief details in the box below. More detailed information can be given in Table 1 below.

Changes include variation of the EP to a Bespoke Installation EP for biological treatment activities. Further information is provided in Section III Supporting Information.

Fill in Table 1 with details of all the proposed changes to current activities. In the final column of the table, give us the document reference for the proposed changes and send them to us with your filled in application form.

Fill in a separate table for each activity you are applying to vary or add. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given this document.

Document reference N/A

You only need to fill in one table for your mining waste operations.

## 2c Consolidating (combining) or updating existing permits

If your proposed change is to modernise (update) your permit, now answer 2c1; otherwise go to 2d.

If your proposed change is to consolidate (combine) a number of permits, now answer 2c2; otherwise go to 2d.

Note: In both cases we may require additional information from you about, for example, your management system. Therefore we would always advise you to talk to us before you submit any application to modernise or consolidate permits.

2c1 Do you want to have a modern style permit?

No ☐

Yes ☐

2c2 Identify all the permits you want to consolidate (combine) by listing the permit numbers in Table 2 below

### Table 2 – Permit numbers

| |
|---|
| |
| |
| |
| |

## 2d Treating batteries

2d Are you proposing to treat batteries?

No ☑

Yes ☐ Tell us how you will do this and send us a copy of your explanation and tell us below the reference you have given this explanation

Document reference for the explanation

## 2e Ship recycling

2e1 Is your activity covered by the Ship Recycling Regulations 2015? (See the guidance notes on part C2.)

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

2e2 Is this a renewal of an existing authorisation covered by the Ship Recycling Regulations 2015?

No ☑

Yes ☐ Tell us the expiry date of your existing authorisation (DD/MM/YYYY)

# 2 About your proposed changes, continued

## Table 1 – Changes to existing activities

Fill in Table 1 with details of all the proposed changes to current activities. In the final column of the table, give us the document reference for the proposed changes and send them to us with your filled in application form.

| Name | Installation schedule 1 references | Description of the installation activity | Description of waste operation | Description of the mining waste operations | Description of water discharge activity | Description of groundwater activity | Proposed changes document reference |
|---|---|---|---|---|---|---|---|
| i.e. name of installation, waste operation, mining waste operation, water discharge activity or groundwater activity | | | | | | | |
| Example – effluent unique name | | | | | Example – treated sewage effluent | | |
| If you do not have enough room, go to the line below or send a separate document and give us the document reference here | | | | | | | |
| Trowbridge STW | Section 5.4 (b) (i) | Non-haz waste install. | | | | | See |
| | | - Biological treatment | | | | | Supporting Information |
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# 2 About your proposed changes, continued

## 2f Low impact installations (installations only)

2f1 Will any changes mean that any of the regulated facilities will become low impact installations?

No ☑ Now go to section 3

Yes ☐ If yes, tell us how you meet the conditions for a low impact installation (see the guidance notes on part C2 – 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 ☐

# 3 Your ability as an operator

**If you are applying to add waste installations or waste operations to a permit that has not previously had them, you need to fill in all of section 3.**

**If you are applying to consolidate (combine) two or more permits or have an updated permit you must fill in question 3d.**

This section does not apply for applications to surrender a permit.

## 3a Relevant offences

**Installations and waste operations only (see the guidance notes on part C2).**

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

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/YY)

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.

Document reference: Appendix 1 Relevant Offences

Now go to question 3b

Please also complete the details in Appendix 2.

## 3b Technical ability

**Specified waste management activities and waste operations only (see the guidance notes on part C1).**

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

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

### CIWM/WAMITAB scheme

Please select **one** of the following:

- I have enclosed a copy of:
  - the relevant qualification certificate/s ☑

  **or**
  - evidence of deemed competence ☐

  **or**

## 3 Your ability as an operator, continued

- 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 if there is evidence of a 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 ☐

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 Dan

Last name Selby

Phone

Mobile

Email dan.selby@wessexwater.co.uk

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 |
|---|---|---|
| | None | |
| | | |
| | | |
| | | |

Document reference Section III Supporting Information

Now go to question 3c

Please also complete the details in Appendix 2.

### 3c Finances

**Installations, waste operations and mining waste operations only (see the guidance notes on part C2).**

**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 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

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.

You can find guidance on management systems on our website at www.gov.uk/government/organisations/environment-agency.

**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) ☐

Acorn ☐

Green dragon ☐

Own management system ☑

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

Document reference/s EMS Summary

# 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

# 4 Consultation, continued

## 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

**See the guidance notes on part C2 for what needs to be marked on the plan.**

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 C2.)

Document reference/s of the plans: New Installation Boundary

## 5b Do any of the variations you plan to make need extra land to be included in the permit?

No ☐

Yes ☑ Please provide a site report for the extra land

Document report reference/s: Site Condition Report

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

Document reference of the summary: Non-Technical Summary

## 5d Risk of fire from sites storing combustible waste

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 ☑ Go to question 5f

Yes ☐ Go to question 5e

## 5e Will your variation increase the risk of a fire occurring or increase the environmental risk if a fire occurs?

**See the guidance notes on part C2.**

No ☐

Yes ☐ Provide a fire prevention plan. You need to highlight any changes you have made since your pre-application discussions

Document reference of the plan:

## 5f Adding an installation

If you are applying to add an installation, tick the box to confirm that you have sent in a baseline report and provide a reference ☑

Document reference of the report: Site Condition Report

# 6 Environmental risk assessment

**If you need one, see the guidance notes on part C2.**

Provide an assessment of any additional risks the proposed changes or additions to your regulated facilities poses to the environment as part of your application to vary this permit. 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 assessment: Environmental Risk Assessment

## 7 How to contact us

If you need help filling in 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

Website: 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.**

## 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

| Installation reference | | | | |
|---|---|---|---|---|
| Condition | Response | | | Do you meet this? |
| A – Management techniques | Provide references to show how your application meets A | | | Yes ☐ No ☐ |
| | References | | | |
| B – Aqueous waste | Effluent created | | $m^3$/day | Yes ☐ No ☐ |
| C – Abatement systems | Provide references to show how your application meets C | | | Yes ☐ No ☐ |
| | References | | | |
| D – Groundwater | Do you plan to release any hazardous substances or non-hazardous pollutants into the ground? | | Yes ☐ No ☐ | Yes ☐ No ☐ |
| E – Producing waste | Hazardous waste | | Tonnes per year | Yes ☐ No ☐ |
| | Non-hazardous waste | | Tonnes per year | |
| F – Using energy | Peak energy consumption | | MW | Yes ☐ No ☐ |
| G – Preventing accidents | Do you have appropriate measures to prevent spills and major releases of liquids? (See 'How to comply'.) | | Yes ☐ No ☐ | Yes ☐ No ☐ |
| | Provide references to show how your application meets G | | | |
| | References | | | |
| H – Noise | Provide references to show how your application meets H | | | Yes ☐ No ☐ |
| | References | | | |
| I – Emissions of polluting substances | Provide references to show how your application meets I | | | Yes ☐ No ☐ |
| | References | | | |
| J – Odours | Provide references to show how your application meets J | | | Yes ☐ No ☐ |
| | References | | | |
| K – History of keeping to the regulations | Say here whether you have been involved in any enforcement action as described in Compliance History Appendix 1 explanatory notes | | Yes ☐ 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 ☐

## 2 Relevant Offences - date of birth information

Please give us the following details

Name: See Relevant Offences Appendix 1

Date of birth (DD/MM/YY):

## 3 Technical ability - date of birth information

Name: Dan Selby

Date of birth (DD/MM/YY): [redacted]

# Application for an environmental permit Part C3 – Variation to a bespoke installation permit

Environment Agency

Fill in this part of the form, together with part A, part C2 and part F1, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or making changes to existing ones).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

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. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.
2) printed off and filled in by hand. Please write clearly in the answer spaces.

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

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3 Operating techniques
4 Monitoring
5 Environmental impact assessment
6 Resource efficiency and climate change
7 How to contact us
Appendix 1 – Specific questions for the combustion sector
Appendix 2 – Specific questions for the chemical sector
Appendix 3 – Specific questions for the waste incineration sector
Appendix 4 – Specific questions for the landfill sector

## 1 What activities are you applying to vary?

Fill in Table 1a below with details of all the activities listed in schedule 1 of the Environmental Permitting Regulations (EPR) and all directly associated activities (DAAs) (in separate rows), that you propose to carry out at the installation.

**Note: if you want to add a Medium combustion plant or specified generator (MCP/SG) to your installation please use part C2.5 instead.**

Fill in a separate table for each installation you are applying to vary. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given the document.

Document reference

# 1 What activities are you applying to vary?, continued

## Table 1a – Types of activities

| Schedule 1 listed activities | | | | | | |
|---|---|---|---|---|---|---|
| Installation name | Schedule 1 references (See note 1) | Description of the Activity (See note 2) | Activity capacity (See note 3) | Annex I (D codes) and Annex II (R codes) and descriptions | Hazardous waste treatment capacity (if this applies) (See note 3) | Non-hazardous waste treatment capacity (if this applies) (See note 3) |
| Add extra rows if you need them. If you do not have enough room, go to the line below or send a separate document and give us the document reference here | Put your main activity first | | | For installations that take waste only | For installations that take waste only | For installations that take waste only |
| See Section III | | | | | | |
| Supporting Information | | | | | | |
| | | | | | | |
| | | | | | | |

| Directly associated activities (See note 4) | | |
|---|---|---|
| Name of DAA | Description of the DAA (please identify the schedule 1 activity it serves) | |
| Add extra rows if you need them | | |
| | | |
| | | |
| | | |
| For installations that take waste (See note 5 below) | Total storage capacity | |
| | Annual throughput (tonnes each year) | |

# 1 What activities are you applying to vary?, continued

**Notes**

1 Quote the section number, part A1 or A2 or B, then paragraph and sub paragraph number as shown in part 2 of schedule 1 to the regulations.

2 Use the description from schedule 1 of the regulations. Include any extra detail that you think would help to accurately describe what you want to do.

3 By 'capacity', we mean:

- the total incineration capacity (tonnes every hour) for waste incinerators
- the total landfill capacity (cubic metres) for landfills
- the total treatment capacity (tonnes each day) for waste treatment operations
- the total storage capacity (tonnes) for waste storage operations
- the processing and production capacity for manufacturing operations, or
- the thermal input capacity for combustion activities

4 Fill this in as a separate line and give an accurate description of any other activities associated with your schedule 1 activities. You cannot have DAAs as part of a mobile plant application.

5 By 'total storage capacity', we mean the maximum amount of waste, in tonnes, you store on the site at any one time.

## Types of waste accepted

For those installations that take waste, for each line in Table 1a (including DAAs), fill in a separate document to list those wastes you will accept on to the site for that activity. Give the List of Wastes catalogue code and description (search for 'Technical guidance on how to assess and classify waste' at www.gov.uk/government/organisations/environment-agency).

If you need to exclude waste from your activity or facility by restricting the description, quantity, physical nature, hazardous properties, composition or characteristic of the waste, include these in the document. Send it to us with your application form.

Please provide the reference for each document.

You can use Table 1b as a template.

If you want to accept any waste with a code ending in 99, you must provide more information and a full description of the waste in the document, (for example, detailing the source, nature and composition of the waste). Where you only want to receive specific wastes within a waste code you can provide further details of the waste you want to receive. Where a waste is dual coded you should use both codes for the waste.

Document reference of this extra information: See Section III Supporting Information

### Table 1b – Template example – types of waste accepted and restrictions

| Waste code | Description of the waste |
|---|---|
| Example | Example |
| 02 01 08* | Agrochemical waste containing hazardous substances |
| 18 01 03* | Infectious clinical waste, not contaminated with chemicals or medicines – human healthcare (may contain sharps) for alternative treatment |
| 17 05 03*/17 06 05* | Non-hazardous soil from construction or demolition contaminated with fragments of asbestos cement sheet |

## 2 Point source emissions to air, water and land

Fill in Table 2 below with details of the emissions that result from the operating techniques at each of your installations.

Fill in one table for each installation.

### Table 2 – Emissions

| Installation name | Trowbridge STW | | | |
|---|---|---|---|---|
| **Point source emissions to air** | | | | |
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| See Point Source Emissions to Air in | | | | |
| Section III Supporting Information | | | | |
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| **Point source emissions to water (other than sewers)** | | | | |
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| | | | | |
| See Section III Supporting Information | | | | |
| | | | | |
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| | | | | |
| **Point source emissions to sewers, effluent treatment plants or other transfers off site** | | | | |
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| | | | | |
| See Section III Supporting Information | | | | |
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| **Point source emissions to land** | | | | |
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| None | | | | |
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# Supporting information

## 3 Operating techniques

### 3a Technical standards

Fill in Table 3a for each activity at the installation you refer to in Table 1a above and list the 'Best Available Techniques' you are planning to use. If you use the standards set out in the relevant BAT conclusion(s), BAT reference document(s) (BREF) and/or technical guidance(s) (TGN) there is no need to justify using them within your documents in Table 3a.

You must justify your decisions in a separate document if:

- there is no technical standard
- the technical guidance provides a choice of standards, or
- you plan to use another standard

This justification could include a reference to the Environmental Risk Assessment provided in part C2 (general bespoke permit) of the application form.

For each of the activities listed in Table 1a, the documents in Table 3a should summarise:

- the operations undertaken
- the measures you will use to control the emissions from your process, as identified in your risk assessment or the relevant BAT conclusions, BREF or technical guidance
- how you will meet other standards set out in the relevant BAT conclusions document, BREF or technical guidance

### Table 3 – Technical standards

Fill in a separate table for each activity at the installation.

| Installation name | Trowbridge STW | |
|---|---|---|
| Description of the schedule 1 activity or directly associated activity<br>Add extra rows if you need them | Best available technique (BATC, BREF or TGN reference) (see footnote below) | Document reference (if appropriate) |
| Section 5.3 (b) (i) Biological Treatment | Sector Guidance Note 5.06 | BAT Assessment |
| | 2018/1147 BAT Conclusions | BAT Assessment |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

* Directive 2010/75/EU of the European Parliament and of the Council of 24 November 2010 on industrial emissions (integrated pollution prevention and control)

In all cases, describe the type of facility or operation you are applying for and provide site infrastructure plans, location plans and process flow diagrams or block diagrams to help describe the operations and processes undertaken. Give the document references you use for each plan, diagram and description.

Document reference: Non Technical Summary & Supporting Information

3a1 Does your permit (in Table 1.2 Operating Techniques or similar table in the permit) have references to any of your own documents or parts of documents submitted as part of a previous application for this site?

No ☑ Now go to 3b

Yes ☐ Please tell us in a separate document what document references are no longer valid or have been superseded and why

Please also tell us below the reference number you have given the document and send it in with your application

Document reference

# 3 Operating techniques, continued

## 3b General requirements

Fill in a separate Table 4 for each installation.

### Table 4 – General requirements

| | |
|---|---|
| Name of the installation | Trowbridge STW |
| If the technical guidance or your risk assessment shows that emissions of substances not controlled by emission limits are an important issue, send us your plan for managing them | Document reference or references<br>Not an important issue, see ERA & Supp Info |
| Where the technical guidance or your risk assessment shows that odours are an important issue, send us your odour management plan | Document reference or references<br>Odour Management Plan |
| If the technical guidance or your risk assessment shows that noise or vibration are important issues, send us your noise or vibration management plan (or both) | Document reference or references<br>See Noise & Vibration Risk Assessment |

Search for 'Risk assessment for your environmental permit' at www.gov.uk/government/organisations/environment-agency.

## 3c Types and amounts of raw materials

Fill in Table 5 for all schedule 1 activities. Fill in a separate table for each installation.

### Table 5 – Types and amounts of raw materials

| Name of the installation | | Trowbridge STW | | |
|---|---|---|---|---|
| Capacity (See note 1 below) | | | | |
| Schedule 1 activity | Description of raw material and composition | Maximum amount (tonnes) (See note 2 below) | Annual throughput (tonnes each year) | Description of the use of the raw material including any main hazards (include safety data sheets) |
| Section III Supporting | | | | |
| Information | | | | |
| | | | | |
| | | | | |

Notes

1 By 'capacity', we mean the total storage capacity (tonnes) or total treatment capacity (tonnes each day).

2 By 'maximum amount', we mean the maximum amount of raw materials on the site at any one time.

Use a separate sheet if you have a long list of raw materials, and send it to us with your application form. Please also provide the reference of this extra sheet.

Document reference: See Supporting Information

## 3d Information for specific sectors

For some of the sectors, we need more information to be able to set appropriate conditions in the permit. This is as well as the information you may provide in sections 5, 6 and 7. For those activities listed below, you must answer the questions in the related document.

### Table 6 – Questions for specific sectors

| Sector | Appendix |
|---|---|
| Combustion | See the questions in appendix 1 |
| Chemicals | See the questions in appendix 2 |
| Incinerating waste | See the questions in appendix 3 |
| Landfill | See the questions in appendix 4 |

## General information

## 4 Monitoring

### 4a Describe the measures you use for monitoring emissions by referring to each emission point in Table 2 above

You should also describe any environmental monitoring. Tell us:

- how often you use these measures
- the methods you use
- the procedures you follow to assess the measures

Document reference: See Section III Supporting Information

### 4b Point source emissions to air only

Provide an assessment of the sampling locations used to measure point source emissions to air. The assessment must use M1 (search for 'M1 sampling requirements for stack emission monitoring' at www.gov.uk/government/organisations/environment-agency).

Document reference of the assessment: Environmental Risk Assessment

## 5 Environmental impact assessment

### 5a Have your proposals been the subject of an environmental impact assessment under Council Directive 85/337/EEC of 27 June 1985 [Environmental Impact Assessment] (EIA)?

No ☑ Now go to section 6

Yes ☐ Please provide a copy of the environmental statement and, if the procedure has been completed:

- a copy of the planning permission
- the committee report and decision on the EIA

Document reference of the copy:

## 6 Resource efficiency and climate change

If the site is a landfill, you only need to fill in this section if the application includes landfill gas engines.

### 6a Describe the basic measures for improving how energy efficient your activities are

Document reference of the description: Energy Management Plan

### 6b Provide a breakdown of any changes to the energy your activities use up and create

Document reference of the breakdown: Energy Management Plan

### 6c Have you entered into, or will you enter into, a climate change levy agreement?

No ☑ Describe the specific measures you use for improving your energy efficiency

Document reference of the description:

Yes ☐ Please give the date you entered (or the date you expect to enter) into the agreement (DD/MM/YYYY):

Please also provide documents that prove you are taking part in the agreement.

Document reference of the proof:

### 6d Explain and justify the raw and other materials, other substances and water that you will use

Document reference of the justification: See Supporting Information

### 6e Describe how you avoid producing waste in line with Council Directive 2008/98/EC on waste

If you produce waste, describe how you recover it. If it is technically and financially impossible to recover the waste, describe how you dispose of it while avoiding or reducing any effect it has on the environment.

Document reference of the description: N/A

## 7 How to contact us

If you need help filling in 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

Website: 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.**

## 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 appendices 1 to 4.

## Appendix 1 – Specific questions for the combustion sector

### 1 Identify the type of fuel burned in your combustion units (including when your units are started up, shut down and run as normal). If your units are dual fuelled (that is, use two types of fuel), list both the fuels you use

Fill in a separate table for each installation.

| Installation reference | N/A - MCP covered under EPR/HB3602TR | | |
|---|---|---|---|
| Type of fuel | When run as normal | When started up | When shut down |
| Coal | | | |
| Gas oil | | | |
| Heavy fuel oil | | | |
| Natural gas | | | |
| WID waste | | | |
| Biomass (see notes 1 and 2 below) | | | |
| Biomass (see notes 1 and 2 below) | | | |
| Biomass (see notes 1 and 2 below) | | | |
| Biomass (see notes 1 and 2 below) | | | |
| Biomass (see notes 1 and 2 below) | | | |
| Other | | | |

**Notes**

1 Not covered by Industrial Emissions Directive 2010/75/EU.

2 'Biomass' is referred to in www.opsi.gov.uk/si/si2002/20020914.htm.

Give extra information if it helps to explain the fuel you use.

Document reference

### 2 Give the composition range of any fuels you are currently allowed to burn in your combustion plant

Fill in a separate table for each installation.

| Fuel use and analysis | | | | | |
|---|---|---|---|---|---|
| Installation reference | | | | | |
| Parameter | Unit | Fuel 1 | Fuel 2 | Fuel 3 | Fuel 4 |
| Maximum percentage of gross thermal input | % | | | | |
| Moisture | % | | | | |
| Ash | % wt/wt dry | | | | |
| Sulphur | % wt/wt dry | | | | |
| Chlorine | % wt/wt dry | | | | |
| Arsenic | % wt/wt dry | | | | |
| Cadmium | % wt/wt dry | | | | |
| Carbon | % wt/wt dry | | | | |
| Chromium | % wt/wt dry | | | | |
| Copper | % wt/wt dry | | | | |
| Hydrogen | % wt/wt dry | | | | |
| Lead | % wt/wt dry | | | | |
| Mercury | % wt/wt dry | | | | |
| Nickel | % wt/wt dry | | | | |
| Nitrogen | % wt/wt dry | | | | |
| Oxygen | % wt/wt dry | | | | |
| Vanadium | mg/kg dry | | | | |
| Zinc | mg/kg dry | | | | |
| Net calorific value | MJ/kg | | | | |

## Appendix 1 – Specific questions for the combustion sector, continued

### 3 If NOx factors are necessary for reporting purposes (that is, if you do not need to monitor emissions), please provide the factors associated with burning the relevant fuels

Fill in a separate table for each installation.

| Installation reference | |
|---|---|
| Fuel | NOx factor ($kgt^{-1}$) |
| Fuel 1 | |
| Fuel 2 | |
| Fuel 3 | |
| Fuel 4 | |

Note: $kgt^{-1}$ means kilograms of nitrogen oxides released for each tonne of fuel burned.

### 4 Will your combustion plant be subject to Chapter III of the Industrial Emissions Directive 2010/75/EU?

See Government Guidance.

No ☐ Now fill in part F

Yes ☐

### 5 What is your plant?

an existing one ☐ A plant licensed before 1 July 1987

a new one ☐ A plant licensed on or after 1 July 1987 but before 27 November 2002, or a plant for which an application was made before 27 November 2002 and which was put into operation before 27 November 2003

a new-new one ☐ A plant for which an application was made on or after 27 November 2002

### 6 If you run more than one type of plant or a number of the same type of plant on your installation, please list them in the table below

Fill in a separate table for each installation.

| Installation reference | |
|---|---|
| Type of plant | Number within installation |
| Existing | |
| New | |
| New-new | |
| Gas turbine (group A) | |
| Gas turbine (group B) | |

### 7 If you run an existing plant, have you submitted a declaration for the 'limited life derogation' set out in Article 33 of Chapter III of the Industrial Emissions Directive?

No ☐ Now go to section 9

Yes ☐

### 8 Have you subsequently withdrawn your declaration?

No ☐

Yes ☐

### 9 List the existing large combustion plants (LCPs) which have annual mass allowances under the National Emission Reduction Plan (NERP), and those with emission limit values (ELVs) under the LCPD

| Installation reference | |
|---|---|
| LCPs under NERP | LCPs with ELVs |
| | |
| | |
| | |
| | |
| | |
| | |

## Appendix 1 – Specific questions for the combustion sector, continued

### 10 Do you meet the monitoring requirements of Chapter III of the Industrial Emissions Directive?

No ☐

Yes ☐ Document reference number

### 11a Are you substantially refurbishing an existing installation according to the meaning given in Article 14 of the Energy Efficiency Directive?

No ☐

Yes ☐ Now go to question 11b

### 11b Have you carried out a cost–benefit assessment (CBA) of opportunities for cogeneration (combined heat and power) or district heating under Article 14 of the Energy Efficiency Directive?

No ☐ Please provide supporting evidence of why a CBA is not required (for example, an agreement from us)

Document reference number of this evidence

Yes ☐ Please submit a copy of your CBA

Document reference number of the CBA

## Appendix 2 – Specific questions for the chemical sector

### 1 Please provide a technical description of your activities

The description should be enough to allow us to understand:

- the process
- the main plant and equipment used for each process
- all reactions, including significant side reactions (that is, the chemistry of the process)
- the material mass flows (including by products and side streams) and the temperatures and pressures in major vessels
- the all emission control systems (both hardware and management systems), for situations which could involve releasing a significant amount of emissions – particularly the main reactions and how they are controlled
- a comparison of the indicative BATs and benchmark emission levels standards: technical guidance notes (TGNs); additional guidance 'The production of large volume organic chemicals' (EPR 4.01); 'Speciality organic chemicals sector' (EPR 4.02); 'Inorganic chemicals sector' (EPR 4.03); and best available techniques reference documents (BREFs) for the chemical sector

Document reference

### 2 If you are applying for a multi-purpose plant, do you have a multi-product protocol in place to control the changes?

No ☐

Yes ☐ Provide a copy of your protocol to accompany this application

Document reference

### 3 Does Chapter V of the Industrial Emissions Directive (IED) apply to your activities?

No ☐

Yes ☐ Fill in the following

#### 3a List the activities which are controlled under the IED

| Installation reference | |
|---|---|
| Activities | |
| | |
| | |

#### 3b Describe how the list of activities in question 3a above meets the requirements of the IED

Document reference

## Appendix 3 – Specific questions for the waste incineration sector

If you are proposing to accept clinical waste please also fill in questions 1, 2 and 3 of appendix 4 above.

### 1a Do you run incineration plants as defined by Chapter IV of the Industrial Emissions Directive (IED)?

No ☐ You do not need to answer any other questions in this appendix

Yes ☐ IED applies

### 1b Are you subject to IED as

An incinerator? ☐

A co-incinerator? ☐

### 2 Do any of the installations contain more than one incineration line?

No ☐ Now go to question 4

Yes ☐

### 3 How many incineration lines are there within each installation?

Fill in a separate table for each installation.

| | |
|---|---|
| Installation reference | |
| Number of incineration lines within the installation | |
| Reference identifiers for each line | |

You must provide the information we ask for in questions 4, 5 and 6 below in separate documents. The information must at least include all the details set out in section 2 ('Key Issues') of S5.01 'Incineration of waste: additional guidance' (under the sub heading 'European legislation and your application for an EP Permit').

You must answer questions 7 to 13 on the form below.

### 4 Describe how the plant is designed, equipped and will be run to make sure it meets the requirements of IED, taking into account the categories of waste which will be incinerated

Document reference

### 5 Describe how the heat created during the incineration and co-incineration process is recovered as far as possible (for example, through combined heat and power, creating process steam or district heating)

Document reference

### 6 Describe how you will limit the amount and harmful effects of residues and describe how they will be recycled where this is appropriate

Document reference

For each line identified in question 3, answer questions 7 to 13 below

Question 3 identifier, if necessary

### 7 Do you want to take advantage of the Article 45 (1)(f) allowance (see below) if the particulates, CO or TOC continuous emission monitors (CEM) fail?

No ☐

Yes ☐ This allows 'abnormal operation' of the incineration plant under certain circumstances when the CEM for releases to air have failed. Annex VI, Part 3(2) sets maximum half hourly average release levels for particulates (150 mg/m$^3$), CO (normal ELV) and TOC (normal ELV) during abnormal operation

Describe the other system you use to show you keep to the requirements of Article 13(4) (for example, using another CEM, providing a portable CEM to insert if the main CEM fails, and so on)

## Appendix 3 – Specific questions for the waste incineration sector, continued

### 8 Do you want to replace continuous HF emission monitoring with periodic hydrogen fluoride (HF) emission monitoring by relying on continuous hydrogen chloride (HCl) monitoring as allowed by IED Annex VI, Part 6 (2.3)?

Under this you do not have to continuously monitor emissions for hydrogen fluoride if you control hydrogen chloride and keep it to a level below the HCl ELVs.

No ☐

Yes ☐ Please give your reasons for doing this

### 9 Do you want to replace continuous water vapour monitoring with pre-analysis drying of exhaust gas samples, as allowed by IED Annex VI, Part 6 (2.4)?

Under this you do not have to continuously monitor the amount of water vapour in the air released if the sampled exhaust gas is dried before the emissions are analysed.

No ☐

Yes ☐ Please give your reasons for doing this

### 10 Do you want to replace continuous hydrogen chloride (HCl) emission monitoring with periodic HCl emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for hydrogen chloride if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

## Appendix 3 – Specific questions for the waste incineration sector, continued

### 11 Do you want to replace continuous HF emission monitoring with periodic HF emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for hydrogen fluoride if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

### 12 Do you want to replace continuous $SO_2$ emission monitoring with periodic sulphur dioxide ($SO_2$) emission monitoring, as allowed by IED Annex VI, Part 6 (2.5), first paragraph?

Under this you do not have to continuously monitor emissions for sulphur dioxide if you can prove that the emissions from this pollutant will never be higher than the ELVs allowed.

No ☐

Yes ☐ Please give your reasons for doing this

### 13 If your plant uses fluidised bed technology, do you want to apply for a derogation of the CO WID ELV to a maximum of 100 mg/m$^3$ as an hourly average, as allowed by IED Annex VI, Part 3?

No ☐

Does not apply ☐

Yes ☐ Please give your reasons for doing this

## Appendix 3 – Specific questions for the waste incineration sector, continued

### 14a Are you substantially refurbishing an existing installation according to the meaning given in Article 14 of the Energy Efficiency Directive?

No ☐

Yes ☐ Please go to question 14b

### 14b Have you carried out a cost–benefit assessment (CBA) of opportunities for cogeneration (combined heat and power) or district heating under Article 14 of the Energy Efficiency Directive?

No ☐ Please provide supporting evidence of why a CBA is not required (for example, an agreement from us)

Document reference number of this evidence

Yes ☐ Please submit a copy of your CBA

Document reference number of the CBA

## Appendix 4 – Specific questions for the landfill sector

### 1 Provide your Environmental Setting and Installation Design (ESID) report

Document reference

### 2 Provide your hydrogeological risk assessment (HRA) for the site

Document reference

### 3 Provide your stability risk assessment (SRA) for the site

Document reference

### 4 Provide your landfill gas risk assessment (LFGRA) for the site

Document reference

We have developed templates for these four reports which can be found at www.gov.uk/government/collections/environmental-permitting-landfill-sector-technical-guidance.

### 5 Provide your proposed plan for closing the site and your procedures for looking after the site once it has closed

Document reference

# Application for an environmental permit Part C6:
# 1. Variation to a bespoke water discharge activity
# 2. Variation to a bespoke groundwater activity (point source discharge)
# 3. Point source emission to water from an installation.

Environment Agency

You will need to use an Adobe reader product to complete this form. The form may not work properly if you use a different pdf reader, such as the one built-in to your internet browser.

This application is for a variation to a bespoke water discharge activity or groundwater point source discharge activity environmental permit. You should also complete this form if you are varying a bespoke installation activity that includes a point source emission to water, groundwater or sewer.

Fill in this part of the form, together with part C2 and part F1, **https://www.gov.uk/government/collections/environmental-permit-application-forms-for-a-new-bespoke-permit** if you are applying to vary (change) the conditions or any other part of the permit for a water discharge or groundwater activity.

Fill in this part of the form, together with parts C2, C3 and F1 **https://www.gov.uk/government/collections/environmental-permit-application-forms-for-a-new-bespoke-permit** if you are applying to vary or add a point source emission to water, groundwater or sewer from an installation.

If you want to apply for an environmental permit for a ground source or surface water source heating and cooling scheme fill out forms A, B8 and F1. **https://www.gov.uk/government/publications/new-ground-source-heating-and-cooling-scheme-form-and-guidance-notes**

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

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or making changes to existing ones).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

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.

We anticipate it will take less than three hours to fill in this part of the application form if you have all the necessary information available.

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# 1 About the effluent – details and type

From the list below, tick the box for the type of effluent you are applying for on this form and answer the questions shown in that row in Table 1. You must fill in a separate copy of this form and the appropriate section or sections for each effluent you plan to discharge. For mixed effluents which share treatment and have a common monitoring point, for example sewage treated with trade and/or non-sewage, choose the type of effluent which makes up the highest volume of the discharge.

## Table 1 – About the effluent

| Type of effluent | Charge band | Tick box | Q1 | Q2 | Q3 | Q4 | Q5 | Q6 | Q7 | Q8 | Q9 | Q10 | Q11 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Treated sewage effluent (non-water company) | 1.3.3 Sewage effluent discharge with a volume up to and including 5m³ a day to surface water from domestic household or organisation operating for charitable purposes | ☐ | All | All | b, f | - | All | All | All | - | - | b, j, k | All |
| | 1.3.4 Sewage effluent discharge with a volume up to and including 5m³/day to groundwater from domestic household or organisation operating for charitable purposes | ☐ | All | All | b, f | - | All | All | All | - | - | b, j, k | All |
| | 1.3.5 Sewage effluent discharge with a volume up to and including 5m³ a day to surface water | ☐ | All | All | b, f | - | All | All | All | - | - | b, j, k | All |
| | 1.3.6 Sewage effluent discharge with a volume up to and including 5m³/day to groundwater | ☐ | All | All | b, f | - | All | All | All | - | - | b, j, k | All |
| | 1.3.7 Sewage effluent discharge with a volume greater than 5m³/day up to and including 15m³/day to groundwater | ☐ | All | All | b, f | - | All | All | All | b, c, d | - | b, j, k | All |
| | 1.3.8 Sewage effluent discharge with a volume greater than 15m³/day to groundwater | ☐ | All | All | b, f | - | All | All | All | b, c, d | d, f | a, b, c, d, e, f, j, k | All |

| Type of effluent | Charge band | Tick box | Q1 | Q2 | Q3 | Q4 | Q5 | Q6 | Q7 | Q8 | Q9 | Q10 | Q11 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Treated sewage effluent (non-water company) | 1.3.9 Sewage effluent discharge with a volume greater than 5m³/day up to and including 50m³/day to surface water | ☐ | All | All | b, f | - | All | All | All | b, c, d | a or b, f | b, j, k | All |
| | 1.3.10 Sewage effluent discharge with a volume greater than 50m³/day to surface water | ☐ | All | All | b, f | - | All | All | All | b, c, d | a or b, f | a, b, c, d, e, f, j, k | All |
| Water company WwTW treated sewage effluent | 1.3.5 Sewage effluent discharge with a volume up to and including 5m³/day to surface water | ☐ | All | a, b, e | a, f (b is optional) | - | - | All | All | a, b, c, d | c, f | a, b, c, f, j, k | All |
| | 1.3.6 Sewage effluent discharge with a volume up to and including 5m³/day to groundwater | ☐ | All | a, b, e | a, f (b is optional) | - | - | All | All | a, b, c, d | c, f | a, b, c, f, j, k | All |
| | 1.3.7 Sewage effluent discharge with a volume greater than 5m³/day up to and including 15m³/day to groundwater | ☐ | All | a, b, e | a, f (b is optional) | - | - | All | All | a, b, c, d | c, f | a, b, c, f, j, k | All |
| | 1.3.8 Sewage effluent discharge with a volume greater than 15m³/day to groundwater | ☐ | All | a, b, e | a, f (b is optional) | - | - | All | All | a, b, c, d | c, d, f | a, b, c, d, e, f, j, k | All |
| | 1.3.9 Sewage effluent discharge with a volume greater than 5m³/day up to and including 50m³/day to surface water | ☐ | All | a, b, e | a, f (b is optional) | - | - | All | All | a, b, c, d | b if relevant, c, f | a, b, c, f, j, k | All |
| | 1.3.10 Sewage effluent discharge with a volume greater than 50m³/day to surface water | ☐ | All | a, b, e | a, f (b is optional) | - | - | All | All | a, b, c, d | b if relevant, c, f | a, b, c, d, e, f, j, k | All |

| Type of effluent | Charge band | Tick box | Q1 | Q2 | Q3 | Q4 | Q5 | Q6 | Q7 | Q8 | Q9 | Q10 | Q11 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Settled storm sewage | 1.3.18 Sewerage network and sewage treatment works storm sewage | ☐ | All | a, b, e | - | a, b, c, d, f, g, h, i, j, k | - | - | All | - | c, f | b, g, h, l, j, k | All |
| Storm sewage | 1.3.18 Sewerage network and sewage treatment works storm sewage | ☐ | All | a, b, e | - | a, b, c, e, f, g, h, i, j, k | - | - | All | - | c, f | b, g, j, k | All |
| Emergency overflow | 1.3.19 Emergency overflows | ☐ | All | a, b, e | - | a, l, m, n, o | - | - | All | - | c, f | b, g, j, k | All |
| Trade and/or non-sewage – known volume | 1.3.11 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume up to and including 5m³/day | ☐ | All | All | b, c, f | - | All | All | All | b, c, d | a, b or d, f | b, f, j, k | All |
| | 1.3.12 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume greater than 5m³/day | ☐ | All | All | b, c, f | - | All | All | All | b, c, d | a, b or d, f | b, d, e, f, j, k | All |
| Trade and/or non-sewage –rainfall dependent | 1.3.11 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume up to and including 5m³/day | ☐ | All | a, b, e | b, c, d, e, f | - | - | All | All | b, c, d | a, b or d, f | b, f, j, k | All |
| | 1.3.12 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume greater than 5m³/day | ☐ | All | a, b, e | b, c, d, e, f | - | - | All | All | b, c, d | a, b or d, f | b, d, e, f, j, k | All |

| Type of effluent | Charge band | Tick box | Q1 | Q2 | Q3 | Q4 | Q5 | Q6 | Q7 | Q8 | Q9 | Q10 | Q11 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Cooling water or thermal discharge (includes heating and cooling systems) | 1.3.13 Cooling water or thermal discharge to surface water | ☐ | All | All | b, c, f | - | - | All | All | b, c, d, e, f | a, b or d, f | a, b, d, e, f, j, k | All |
| | 1.3.14 Cooling water or thermal discharge to groundwater | ☐ | All | All | b, c, f | - | - | All | All | b, c, d, e, f | a, b or d, f | a, b, d, e, f, j, k | All |
| Aquaculture | 1.3.17 Aquaculture | ☐ | All | All | b, c, f | - | - | All | All | b, c, d | a, b or d, f | a, b, d, e, f, j, k | All |
| Effluent and/or contaminated surface water run-off arising from the operation of an installation | No additional charge, as already included as part of the installation permit application charge | ☑ | a, b, d | c | b, c, d, f | - | a, b2 | All | a, b, g | b, c, d, e, f | e, f | a, b, d, e, f, j, k | All |

### 1a Give a brief description of the changes you want to make to your permit.

Discharge of process liquors arising from the Trowbridge Bioresources Centre - Permit Reference: EPR/BB3934AG, to the co - located Trowbridge Water Recycling Centre. The Trowbridge Water Recycling Centre discharges secondary treated effluent to the River Biss under permit number 102153

### 1b Give this effluent a unique name.

Process effluent

You must use this reference to identify this effluent throughout this application and all associated documents. For example 'treated sewage effluent' or 'trade effluent'.

### 1c Is this a release from a dam, weir or sluice ('reservoir release') under Schedule 21 of the Environmental Permitting Regulations (EPR) meaning of water discharge activity?

☐ Yes

☐ No

### 1d Have you obtained all the necessary permissions to ensure that you can undertake the proposed discharge and comply with monitoring requirements?

For example, the permission from landowners for pipework to cross their land, or to have a sampling point on their land, or the Canal and Rivers Trust if you want to discharge into a canal that they manage. **Please note that this is not an exhaustive list.** Please be aware that if you do not have all the necessary permissions you will not be discharging lawfully. Explained at: **https://www.gov.uk/guidance/discharges-to-surface-water-and-groundwater-environmental-permits#apply-for-a-bespoke-permit**. Where permission has not been granted, you should also seek alternative options before applying.

☑ Yes

☐ No

☐ Does not apply

Explain which permissions you have not been able to get and why in the following box or on an extra sheet.

Document reference

# 2 About the effluent – how long will you need to discharge the effluent for?

### 2a What date do you want the permit for this effluent to start?

☐ As soon as possible

☐ Other date

Provide the date ⌊_____⌋ (DD/MM/YYYY)

Please note that this is the date that your annual subsistence charges will start, even if you have not started to discharge, unless you contact us to change or delay the start date. To change or delay the start date use the Administrative Variation application form C0.5. The start date cannot be before the permit is issued and cannot be changed or delayed after it has already passed.

### 2b Is the discharge temporary?

☐ No

☐ Yes

Provide the date you expect the discharge to end: ⌊_____⌋ (DD/MM/YYYY)

Please note that your permit will not end on that date, and you will still need to tell us to surrender the permit. This is explained at **https://www.gov.uk/guidance/change-transfer-or-cancel-your-environmental-permit#cancel-surrender-your-permit**.

### 2c Will the discharge take place all year?

☑ Yes

☐ No

Provide details of the dates when your discharge will start and end each year, for example, April 1st to October 31st.

⌊_____⌋

### 2d Will the discharge take place on more than six days in any year?

☐ Yes

☐ No

### 2e Is this application to permit an existing discharge?

Answer 'yes' if you are applying for an existing discharge that does not have a permit, and if no part of the treatment system needs replacing or upgrading. Please note for recent installations, a permit will not be granted if the site is considered to be within a reasonable distance to connect to a foul sewer, even if the system is already in place.

☐ Yes

☐ No

# 3 How much do you want to discharge?

**3a What is the daily dry weather flow?** [ ] cubic metres

Read 'Calculating dry weather flow (DWF) at waste water treatment works' at **https://www.gov.uk/government/publications/calculating-dry-weather-flow-dwf-at-waste-water-treatment-works/calculating-dry-weather-flow-dwf-at-waste-water-treatment-works** on how dry weather flow is calculated.

**3b What is the maximum volume of effluent you will discharge in a day?** [1,821.35] cubic metres

You must ensure that you choose a volume you can always comply with. For some sewage effluent discharges and some trade effluent discharges you must use the industry 'Code of practice: flows and loads 4' to calculate your maximum daily flow. Flows and Loads – Sizing criteria, treatment capacity for sewage treatment systems at **https://www.britishwater.co.uk/page/Publications.**

Show how you calculated the figure given in the box below and continue on an extra sheet if necessary.

Please see attached supoorting information

Document reference [Trowbridge BC C6 Form - additional responses]

**3c What is the maximum rate of discharge?** [21.08] litres a second

This is the maximum instantaneous rate at which the effluent is discharged. It may be the maximum pumped rate (for example, in pumped discharges of quarry water) or the theoretical maximum flow from a gravity-fed pipe from lagoons used to balance rainfall-dependent discharges. For rainfall-dependent discharges this should typically be based on the 1-in-30-year storm event.

Show how you calculated the figure given in the box below and continue on an extra sheet if necessary.

Please see attached supoorting information

Document reference [Trowbridge BC C6 Form - additional responses]

**3d What is the maximum volume of non-rainfall dependent effluent you will discharge in a day?**

[1,821.35] cubic metres

In a discharge containing rainfall dependent effluent, this will be the maximum total daily volume of any non-rainfall-dependent element.

Show how you calculated the figure given in the box below and continue on an extra sheet if necessary.

Please see attached supoorting information

Document reference Trowbridge BC C6 Form - additional responses

**3e What is the maximum rate of rainfall dependent discharge?** _____ litres a second

In a discharge containing rainfall dependent effluent, this will typically be based on the 1-in-30-year storm event.

Show how you calculated the figure given in the box below and continue on an extra sheet if necessary.

Document reference _____

# 4 Intermittent sewage discharges

Further guidance can be found in 'Water companies: environmental permits for storm overflows and emergency overflows permits' at **https://www.gov.uk/government/publications/water-companies-environmental-permits-for-storm-overflows-and-emergency-overflows**.

**4a For each answer to 4b to 4n below, show how you worked out all the figures on an extra sheet**

Document reference 4b

Document reference 4c

Document reference 4d

Document reference 4e

Document reference 4g

Document reference 4h

Document reference 4i

Document reference 4j

Document reference 4k

Document reference 4l

Document reference 4m

Document reference 4n

**4b What is the total volume of the off-line/storm tank storage?** cubic metres

**4c What is the total volume of on-line storage?** cubic metres

**4d What is the pass forward flow at the settled storm overflow setting?**

litres a second

**4e What is the pass forward flow at the storm overflow setting?** litres a second

**4f Is the discharge screened?**

☐ Yes **Answer the relevant questions from 4g to 4j**

☐ No **Now go to 4k**

4g and 4i. If your effluent is screened answer 4g for a mesh screen, 4i for a bar screen, or 4g and 4i for a split screen.

4h and 4j. If your effluent is screened provide the maximum flow receiving screening. For split screens provide details of the maximum flow receiving the mesh screening as well as the maximum flow receiving bar screening. (The maximum flow receiving screening may also be described as the minimum screen capacity flow).

**4g What is the mesh screen spacing?** ⌊_____⌋ millimetres

**4h What is the minimum screen capacity flow through the mesh screen?**

⌊_____⌋ litres a second

**4i What is the bar screen spacing?** ⌊_____⌋ millimetres

**4j What is the minimum screen capacity flow through the bar screen?**

⌊_____⌋ litres a second

**4k Is the overflow constructed to good engineering design?**

☐ Yes

☐ No **On an extra sheet explain what standards the overflow has been constructed to**

**4l What is the emergency storage capacity of the sewer and wet well?**

⌊_____⌋ cubic metres

**4m What is the storage time within the sewer and the wet well above the top water level at dry weather flow?**

⌊_____⌋ hours and minutes

**4n What is the pass forward flow at the pumping station?** ⌊_____⌋ litres a second

**4o For intermittent emergency overflows you must provide a document setting out the key protection measures you will provide.**

Document reference for pumping station key protection measures.

⌊_____⌋

# 5 Should your discharge be made to the foul sewer?

Before answering these questions, you must read the guidance **https://www.gov.uk/guidance/discharges-to-surface-water-and-groundwater-environmental-permits#discharges-in-sewered-areas**

Foul sewer means public or private foul sewer. You will also need to contact your sewerage undertaker (usually your local water company) and you may need to check if it is possible to connect to a private foul sewer.

**5a Provide the shortest distance between any boundary of premises served by the sewage treatment facility, or any boundary of the trade premises, and the nearest public foul sewer and/or private sewer.**

_____ metres

**National grid reference (NGR) for the nearest sewer system.**

**NGR** See supporting document

**Use 2 letters and 10 digits, for example, ST 12345 67890.** To find out the national grid reference search on **https://explore.osmaps.com**

**5b1 Discharges from domestic properties**

Provide the number of domestic properties served by the sewage treatment system.

Multiply the number of properties served by the sewage treatment system by 30 metres.

| Number of domestic properties served by the sewage treatment system metres | | × 30 metres = | | metres |
|---|---|---|---|---|

**5b2 Discharges from all other premises including trade effluent**

Divide the volume of the discharge (in cubic metres) by 0.75 and then multiply this figure by 30 metres.

| Volume of the discharge (answer to question 3b) | see supporting doc | cubic metres÷0.75 = | | × 30 = | | metres |
|---|---|---|---|---|---|---|

**5b3 Is your answer to question 5b1 or 5b2 above greater than the distance to the nearest foul sewer (answer to 5a)?**

☐ No You do not need to explain why you cannot discharge your effluent into the foul sewer at this point. However, we may in some cases still request this information from you when we determine your application if this information is subsequently required. **Now go to question 6.**

☐ Yes Before you submit the application, you must explore the possibility of connecting to the foul sewer. Then, you must explain why you cannot discharge your effluent into the foul sewer in the following box or an extra sheet.

Document reference

We will only agree to the use of private treatment systems within sewered areas if you can demonstrate that:

- the additional cost of connecting to the foul sewer would be unreasonable
- connection is not practically feasible, or
- the proposed private treatment system can be shown to significantly benefit the environment.

**5c Is the sewer nearby a public or private one?**

You must provide details of the nearest sewer including evidence that you have approached the sewerage undertaker and their formal response regarding connection.

☐ Public Where you could connect to the foul sewer through a public foul sewer, you must send us evidence that you have approached the sewerage undertaker and their formal response regarding connection.

☐ Tick this box to confirm you have included this information with your application.

Document reference

If the sewerage undertaker has indicated that they would not allow connection due to lack of capacity you should contact us. We are unlikely to grant a permit for a discharge of treated domestic sewage in circumstances where a private sewerage system is being proposed due to a lack of capacity in the nearest public sewerage network. Before proceeding with your application, you can apply for our enhanced pre-application advice. This is a chargeable service. For more information see Get advice before you apply for an environmental permit: **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**.

If you have already had enhanced pre-application for this proposal provide the reference number for your enhanced pre-application.

Pre-application reference number:

Document reference for enhanced pre-application advice:

☐ Private Where you could connect to the foul sewer through a private sewer, you must send us evidence to show that you have requested to connect to the private sewer. Written responses from the owners of the private sewer must be provided.

☐ Tick this box to confirm you have included this information with your application on an extra sheet.

Document reference

### 5d Is the existing system a factor in your justification for not connecting to the public foul sewer?

If you are applying for an existing discharge, that does not have a permit and no part of the treatment system needs replacing or upgrading, you may give this as a reason for not connecting to a nearby sewer. However, you must provide the date the treatment system was installed as accurately as you can. Please note that for new systems that have been recently installed or systems that have been recently replaced or upgraded a permit will not be granted if the site is considered to be within a reasonable distance to connect to a foul sewer (even if the system is already in place).

☐ No

☐ Yes What date was the system installed?

(DD/MM/YYYY)

### 5e Is cost a factor in your justification for not connection to public or private foul sewer?

If you have answered 'yes' to 5b3, you need to show the difference between the cost of connection to the foul sewer and that of your proposed private treatment system. This applies to new discharges, or existing discharges where you are proposing to replace or upgrade any part of your existing treatment system.

☐ No

☐ Yes

You must provide evidence of the extra cost of connecting to a sewer compared to the treatment system you propose.

Document reference

Please note that if we consider that you have not provided enough justification, we will return your application to you.

**Foul sewer connection costs:**

Cost of sewer pipe and infrastructure, for example, gravity sewer, pipework, manholes, or rising main and pumping.

£

Pumping equipment, pump and sump pump, if necessary. Maintenance or running costs of these if they are not adopted by the sewerage undertaker.

£

Installation: Digging up of roadside verges, roads or land on route to the sewer and making good.

£

Road closure costs, if necessary.

£

Legal easements to cross land, cost of land purchase, if necessary.

£

Initial connection charges from the sewerage undertaker.

£

Cost of maintenance and upkeep.

£

The sewerage undertaker will expect any pipe work connecting to their system to be constructed to adoptable standards or to the specification of the latest edition of 'Sewers for Adoption – A Design & Construction Guide for Developers'.

Other: Provide details on an extra sheet

£

Document reference

**Total cost to foul sewer:** £

**Proposed treatment system costs**

Cost of treatment system, pipe work and other materials.

£

Pumping equipment, if necessary.

£

Installation including excavation and digging up of roadside verges, roads or land on route to the treatment system, making good and commissioning.

£

Road closure costs, if necessary.

£

Legal easements to cross land, cost of land purchase, if necessary.

£

Maintenance and running costs.

£

Other – Provide details on an extra sheet.

£

Document reference

**Total cost of proposed treatment system:** £

**5f Are you using physical or technical barriers as a factor in your justification for not connecting to public or private foul sewer?**

☐ No

☐ Yes You must provide justification

Your justification should include details of any physical obstacles that may impede connection to the foul sewer, for example, topography, roads, railways, designated habitats sites, rivers or canals. Please be aware that we may require cost estimates to be provided to prove that it is not viable for these physical obstacles to be overcome. Provide justification on an extra sheet.

Document reference

**5g Are you proposing that the private treatment system can be shown to significantly benefit the environment as the justification for not connecting to public or private foul sewer?**

☐ No

☐ Yes

To prove significant environmental benefit, you must answer the following:

**Have you provided evidence that the effluent will be treated to a higher standard than if connected to foul sewer? Provide a justification on an extra sheet.**

☐ No

☐ Yes

Document reference

**Have you shown that the additional environmental benefits from your proposed system would outweigh the potential environmental risks from a private system at the location proposed? Provide justification on an extra sheet.**

☐ No

☐ Yes

Document reference

When assessing this, we consider the nature of the environmental risks that would be associated with non-compliance of your proposed system. Before proceeding with your application, you can apply for our enhanced pre-application advice. This is a chargeable service. For more information see Get advice before you apply for an environmental permit: **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**.

# 6 Nutrient neutral

Check Natural England's page to find out if you are within a nutrient neutral catchment: **https://publications.naturalengland.org.uk/publication/4792131352002560**. To find a list of vulnerable sites download the records file on this page.

If you are in a nutrient neutral catchment and you are contributing to a net increase of nutrient loading (meaning phosphorus and/or nitrogen) through a new discharge, you will be required to have appropriate mitigation in place.

**6a Are you in a nutrient neutral catchment?**

☑ No **Now go to question 7.**

☐ Yes

**What is the name of the nutrient neutral catchment?**

**6b Is this permit for a new discharge?**

☐ No **Now go to question 6c.**

☐ Yes

**Will you be required to have appropriate mitigation in place? Contact your local planning authority (LPA) and/or Natural England to discuss appropriate mitigation in your area.**

☐ No Provide justification of why you do not need to have appropriate mitigation in place in the following box or an extra sheet.

Reference for the extra sheet.

☐ Yes If you have your mitigation plan in place, provide this with your application

Document reference.

**Now go to question 7**

**6c Is this permit for an existing discharge?**

☐ Yes

**Has the location of the discharge point or volume of the discharge changed?**

☐ No **Now go to question 7.**

☐ Yes

**Will you be required to have appropriate mitigation in place? Contact your local planning authority (LPA) and/or Natural England to discuss appropriate mitigation in your area.**

☐ No Provide justification of why your discharge will not result in a net increase of nutrient loading (meaning phosphorus and/or nitrogen) in the following box or an extra sheet.

Reference for the extra sheet. ⌊_____⌋

☐ Yes If you have your mitigation plan in place, provide this with your application.

Document reference. ⌊_____⌋

**If you have completed independent third-party testing that meets British Standard BS12566, provide your certificate.**

Reference for this certificate. ⌊_____⌋

# 7 How will the effluent be treated?

### 7a Is your effluent treated?

☑ Yes

☐ No You must explain why the effluent will not be treated.

Document reference for where you have given this justification.

### 7b Fill in Table 2 for each stage of the treatments carried out on your effluent in the order in which they are carried out.

For installations and waste applications with point source emission to water or sewer **complete all relevant parts of question 8**, there is no need to duplicate information already provided in part B3 or Part B4 forms. Where this information is already provided, give the document reference.

Document reference see supported document

**Table 2 – Treatments carried out on your effluent**

| Description | Order of treatment (for example first, second, third, fourth) | |
|---|---|---|
| package treatment plant | | Now go to 7d |
| septic tank | | Now go to 7d |
| septic tank with internal septic tank retrofit kit | | Now go to 7d |
| septic tank and sequential batch reactor | | Now go to 7d |
| septic tank and rotating biological contactor | | Now go to 7d |
| septic tank and reedbed | | Now go to 7d |
| trench arch system | | Now go to 7d |
| biological filtration | | Now go to 7g |
| high rate biological | | Now go to 7g |
| tertiary biological | | Now go to 7g |
| chemical | | Now go to 7g |
| activated carbon | | Now go to 7g |

| Description | Order of treatment (for example first, second, third, fourth) | |
|---|---|---|
| sand filtration | | Now go to 7g |
| activated sludge | | Now go to 7g |
| oxidation ditch | | Now go to 7g |
| dosing using aluminium for phosphate removal | | Now go to 7g |
| dosing using iron for phosphate removal | | Now go to 7g |
| dosing using iron and aluminium for phosphate removal | | Now go to 7g |
| dosing using polyelectrolytes | | Now go to 7g |
| primary settlement | | Now go to 7g |
| screening | | Now go to 7g |
| maceration | | Now go to 7g |
| no treatment required – good engineering design | | Now go to 7g |
| lagoon settlement | | Now go to 7g |
| oil interceptor | | Now go to 7g |
| chlorination | | Now go to 7g |
| dechlorination | | Now go to 7g |
| ph correction | | Now go to 7g |
| UV disinfection | | Now go to 7g |
| membrane filtration | | Now go to 7g |
| sterilisation | | Now go to 7g |
| land irrigation | | Now go to 7g |

| Description | Order of treatment (for example first, second, third, fourth) | |
|---|---|---|
| reedbed | | Now go to 7g |
| constructed wetland | | Now go to 7g |
| Other | | Now go to 7c |

**7c Provide design details of this other system including the stages of treatment carried out on your effluent, in the following box or an extra sheet. Now go to 7g.**

Document reference

**7d For existing sewage treatment systems, did the treatment system meet the relevant British Standards at the time of installation?**

☐ Yes **Now go to 7g.**

☐ No **Now go to 7e.**

How to check if your treatment system meets the British Standard is explained at **https://www.gov.uk/guidance/general-binding-rules-small-sewage-discharge-to-a-surface-water**.

Your septic tank or treatment plant met the British Standard in place at the time of installation if:

- it has a CE mark – **https://www.gov.uk/guidance/ce-marking**
- the manual or other documentation that came with your tank or treatment plant has a certificate of compliance with a British Standard
- it's on British Water's list of approved equipment – **https://www.britishwater.co.uk/page/Accreditation-Certificationcertified-small-wastewater-treatment-systems-for-up-to-50-pt**

You can also ask the company that installed your equipment to confirm that it met the British Standard in place at the time of installation.

**7e Provide justification as to why you are not using a British Standard system in the following box or an extra sheet.**

Document reference

## 7f Will the secondary treatment system you are applying for be designed, maintained and operated to deliver the required final effluent quality?

For discharges to surface water, you must confirm whether the treatment system will provide secondary treatment. As a minimum this requires a final effluent quality of 40 mg/l BOD (Biochemical Oxygen Demand) and 60mg/l suspended solids (or better) as maximum concentrations.

☐ Yes

☐ No What is the secondary treatment system you are applying for designed to deliver for BOD as a maximum concentration?

_____ mg/l

What is the secondary treatment system you are applying for designed to deliver for suspended solids as a maximum concentration?

_____ mg/l

## 7g You must provide details on an extra sheet of the final effluent discharge quality that the overall treatment system is designed to achieve.

Document reference See supporting document

# 8 What will be in the effluent?

For all applications, whether to surface water, or onto or into ground, you should still check to see if your discharge is likely to contain any of the specific substances listed in the guidance documents on 'Risk assessment for treated sewage or trade effluent discharges to surface water or groundwater'

(see **https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit**).

If you answer 'yes' to any of 8a to 8c, the discharge contains, or potentially contains, specific substances, you must answer question 9 and send us the screening or modelling and data.

Specific substances means:

For a groundwater activity:

- hazardous substances (as defined by paragraph 4 of Schedule 22 to the Regulations)
- non-hazardous pollutants (as defined by paragraph 5 of Schedule 22 to the Regulations)

This does not include discharges that only contain, or are only likely to contain as their primary pollutants, ammoniacal nitrogen or ammonium and suspended solids.

You can find a list of these substances at **https://www.wfduk.org/resources/groundwater-hazardous-substances-standards**

For a surface water discharge activity:

- priority hazardous substances
- priority substances or other pollutants as defined by the Environmental Quality Standards Directive (EQSD) (2008/105/EC, as amended by 2013/39/EU)
- specific pollutants as defined by Annex 8 of the Water Framework Directive (2000/60/EC) and transposed into UK legislation through the Water Framework Directive (Standards and Classification) Directions (England and Wales) 2015
- or any other substances which the Agency requires assessment because of their bioaccumulative, toxic or ecotoxicological properties
- or any other properties which the Agency considers to present a risk to the aquatic environment

You can find a list of these substances at: **https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit**

Answer all relevant questions for your discharge below.

**8a Are any of the specific substances, as defined in the above guidance, entering your upstream sewerage network through any authorised trade consents or known inputs?**

☐ Yes Complete this question and ensure you complete the relevant parts of question 9. You will need to complete a risk assessment.

☐ No Provide details on an extra sheet of how you have established that the effluent is not likely to contain specific substances.

Document reference ⌊_____⌋

☐ Does not apply I am not a commercial site treating effluent and do not provide treatment for other effluent streams.

**8b Are any of the specific substances, as defined in the above guidance, added to or present in the effluent as a result of the activities on site?**

☐ Yes Complete all remaining relevant parts of questions 8 and ensure you complete the relevant parts of question 9. You will need to complete a risk assessment.

☐ No Provide details on a separate sheet of how you have established that the effluent is not likely to contain specific substances.

Document reference see supporting document

**8c Have any of the specific substances, as defined in the above guidance, been detected in samples of effluent?**

☐ Yes Complete all remaining relevant questions in section 8 and ensure you complete the relevant parts of question 9. You will need to complete a risk assessment.

☐ No Provide details on an extra sheet of how you have established that the effluent is not likely to contain specific substances.

Document reference see supporting document

**8d If you have answered 'No' to any of questions 8a to 8c provide details of the evidence you have submitted, include data of all substances assessed, whether or not they require to be taken forward to question 9.**

**Please note that if you discharge directly into a designated conservation site, we will consult with Natural England which may result in the requirement for further modelling which you may be required to carry out.**

Tick all relevant boxes to indicate the evidence you have provided

☐ Sampling data

☐ Monitoring data

☐ Literature review

☐ Process review

☐ Other

Document reference see supporting document

**Complete 8e and 8f if the temperature of the discharge will change compared to an incoming water supply. Then, if you have answered yes to any of questions 8a-8c, you must answer at least one of the questions in 9.**

**8e What is the maximum temperature of your discharge?**

see supporting degrees Celsius

**8f What is the maximum expected temperature change of the incoming water supply?**

increase in degrees Celsius

decrease in degrees Celsius

# 9 Environmental risk assessments and modelling

You will need to carry out an environmental risk assessment or modelling to support your application. In some cases we will carry out your risk assessment: **https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit**. Answer all the questions that are relevant to your discharge. If an environmental risk assessment or modelling is required, you must send it to us with your application. We recommend you contact us for pre-application advice. You can apply for our enhanced pre-application advice. This is a chargeable service. For more information see Get advice before you apply for an environmental permit: **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit.**

Further guidance can be found in 'Surface water pollution risk assessment for your environmental permit' at **https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit** and 'Groundwater risk assessment for your environmental permit' at **https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit**.

Send us the completed H1 risk assessment tool along with the raw data used to create the summary statistics.

The following information is required to allow the assessment to be undertaken:

- Which substances may be present in the discharge? Substances may be present if:
  i. They're allowed to be added to the discharge (for example water company trade effluent consent or discharges from installations).
  ii. You have added them to the discharge (for example iron or aluminium to remove phosphorus). Read the Environment Agency's guidance on dosed substances for the rules on this.
  iii. You have detected them using chemical analysis.
- For existing discharges, the discharge effluent will need to be analysed for all the substances that may be present in the effluent. Baseline (upstream) river quality data may also be beneficial, as it will provide more accurate information for the assessment to be undertaken.
- For new discharges, estimated or proxy site data will be necessary.
- For each substance, please provide the information set out in the table below.

| | |
|---|---|
| Substance | The chemical name of the substance being analysed |
| Unit | The units of measurement. These will usually be micrograms per litre (µg/l), but may also be mg/l or ng/l |
| Maximum concentration | The maximum recorded concentration of the substance in the effluent |
| Minimum concentration | The minimum recorded concentration of the substance in the effluent |
| Mean concentration | The average recorded concentration of the substance in the effluent |
| Maximum flow | The maximum recorded effluent flow |
| Mean flow | The average recorded effluent flow |
| Number of samples | The minimum number of samples required for screening and modelling is 12; the ideal number is 36 (or, for new discharges, assumed means and standard deviations can be accepted if effluent data are not available). |

| | |
|---|---|
| Inputting metals into the H1 risk assessment tool | For metals with bioavailable EQSs for a more accurate assessment, we recommend running the dissolved data through the H1 risk assessment tool rather than total data. For all other metals use total data. |
| If the H1 risk assessment tool shows modelling is required | For metals with bioavailable EQS's you only need to provide dissolved data. Total data can be used but this will lead to a more precautionary assessment.<br>For metals without bioavailable EQS's you need to provide dissolved and total data. |
| Required minimum reporting value | 'Surface water pollution risk assessment for your environmental permit' at **https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit** or 'Groundwater pollution risk assessment for your environment permit' at **https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit** and **https://www.gov.uk/government/publications/protect-groundwater-and-prevent-groundwater-pollution**, should be checked to determine the minimum reporting value for the analysis of each substance. If the detection limit used is not low enough, the analysis may need to be repeated. |
| EQS | The relevant environmental quality standard for the substance. This can be found in 'Surface water pollution risk assessment for your environmental permit' at **https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit** |

For discharges to a freshwater (non-tidal) river, in general you do not need to carry out modelling for sanitary parameters such as biochemical oxygen demand or ammonia. Most of the information we will need to do this can be provided on part B6, but you may need to add other relevant details. If our assessment concludes that we are not able to accept the proposed activity, we may ask you to provide further evidence by carrying out a higher level of assessment yourself, or we may advise you that the proposed discharge is unacceptable. Where you plan to do the assessment yourself you may need to contact us for information or advice first.

### 9a Discharges to surface water (except canal, lake, or reservoir).

For discharges to a freshwater (non-tidal) river, if you have answered 'yes' to any of 8a to 8c, the discharge contains, or potentially contains, specific substances.

You must carry out a specific substances screen of sample data using the H1 risk assessment tool in 'Surface water pollution risk assessment for your environmental permit' at **https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit**. Send us the completed H1 risk assessment tool along with the raw data used to create the summary statistics.

Document reference for the H1 risk assessment tool and raw data

**Note:** if you do not submit the H1 risk assessment tool and raw data we will return your application to you.

### 9b Discharges to canals, lakes, reservoirs, estuaries, coastal waters or bathing waters.

For discharges to canals, lakes, estuaries, coastal waters or bathing waters you must submit a risk assessment.

Document reference for the risk assessment

In addition, if you have answered 'yes' to any of 8a to 8c, the discharge contains, or potentially contains, specific substances. You must carry out another modelling report following the guidance 'Surface water pollution risk assessment for your environmental permit' (see **https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit**). Send us details of how the modelling was carried out and the outcome.

We cannot undertake assessments on your behalf, but we can offer advice as to what needs to be done. If you do not have the skills to do this yourself, then you will need to engage a consultant to advise you and to undertake the assessment.

Document reference for the modelling report

**Note:** if you do not submit the risk assessment and the modelling report we will return your application to you.

### 9c Sewer modelling report (for discharges of final effluent from a water company WwTW or intermittent sewage discharges).

For discharges of final effluent from a water company WwTW or intermittent sewage discharges, you must submit a sewer modelling report. Send us details of how the modelling was carried out and the outcome.

Document reference for the H1 risk assessment tool and raw data

**Have you answered yes to any of 8a to 8c?**

☐ No

☐ Yes Send us the completed H1 risk assessment tool, along with the raw data used to create the summary statistics

Document reference for the H1 risk assessment tool and raw data

**Note:** if you do not submit the H1 risk assessment tool and modelling report, we will return your application to you.

## 9d Discharges to ground.

You must carry out a groundwater quantitative risk assessment following the guidance in 'Groundwater risk assessment for your environmental permit' (see **https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit**). For discharges to ground, we will usually be able to carry out a risk assessment for you where the discharge is less than 15 cubic metres per day of treated domestic sewage and in a non-sensitive area, (see **https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit** for further information).

We will expect you to do the risk assessment in other situations and we can offer advice as to what needs to be done. If you do not have the skills to do this yourself, then you will need to engage a suitably qualified consultant to advise you and to undertake the assessment. For further guidance see 'Groundwater risk assessment for your environmental permit' at **https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit**

For groundwater remediation schemes you must send us send a site-specific remediation strategy that has been agreed with the local Environment Agency groundwater and contaminated land team. This should include:

- conceptual model
- quantitative site-specific risk assessment
- site-specific remedial targets
- details of the contaminant concentrations contained within the proposed discharge

Send us details of how the modelling was carried out and the outcome.

Document reference

**Note:** if you do not submit the risk assessment and modelling report we will return your application to you.

## 9e Discharges to freshwater (non-tidal) rivers from an installation, including discharges via sewer

If the discharge contains, or potentially contains, any specific substances, you must carry out screening following the guidance (see **https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit**).

**Have you answered yes to any of 8a to 8c?**

☐ No

☐ Yes Send us the completed H1 risk assessment tool, along with the raw data used to create the summary statistics. Where the discharge is via sewer, include sewage treatment reduction factors in the calculations.

Document reference for the H1 risk assessment tool and raw data

see supporting document

**Note:** if you do not submit the H1 risk assessment tool, we will return your application to you.

## 9f Environmental impact assessment.

### Have you carried out an environmental impact assessment?

☐ No

☐ Yes Send us details of how the assessment was carried out and the outcome.

Document reference for the environmental impact assessment

see supporting document

# 10 Monitoring arrangements

### 10a What is the national grid reference of the inlet sampling point? (for example, SJ 12345 67890)

This is the sample point that will be used for discharges which are made up of returned abstracted water; for example, fish farms and cooling water. In these cases we will set a comparative limit to assess compliance against. It is also required for larger sewage treatment sites that meet the requirements of the Urban Waste Water Treatment Regulations (UWWTR). It allows a composite sample of the influent to the sewage treatment works to be obtained. You must provide a permanent means of access to monitoring points.

**NGR:** see supporting document

### 10b What is the national grid reference of the effluent sample point?

This is the sample point used to assess compliance with any water quality emission limits on your permit. You must ensure that it allows a representative sample of the discharge to be obtained. You must also ensure that all constituents of the discharge pass through the sampling point at all times. The sample point can be where the effluent meets the receiving environment only in cases where no other effluent is added before this point. You must provide a permanent means of access to monitoring points.

Note for small existing discharges to ground only:

If you are applying for a permit for an existing discharge of treated sewage effluent of not more than 5 cubic metres a day to ground (for example, using a drainage field) which does not already have a sample point we will not expect you to provide one.

**NGR:** see supporting document

### 10c Do you have an Urban Waste Water Treatment Directive final effluent sampling point?

This is a requirement for larger sewage treatment sites that meet the requirements of the UWWTR. It allows a composite sample of the final effluent from the sewage treatment works to be obtained. Further guidance on the UWWTR can be found **https://www.gov.uk/government/publications/waste-water-treatment-works-treatment-monitoring-and-compliance-limits/waste-water-treatment-works-treatment-monitoring-and-compliance-limits#Population-equivalent-thresholds-for-analytical-parameters**. You must provide a permanent means of access to monitoring points.

☐ Yes Please provide the national grid reference

☐ No

### 10d What is the national grid reference of the flow monitoring point?

If your effluent has a maximum volume of 50 cubic metres a day or less you do not need to complete questions 10d or 10e. See **https://www.gov.uk/government/publications/minimum-requirements-for-self-monitoring-of-flow-mcerts-performance-standard**

**NGR:** see supporting document

**10e Does the flow monitor have an MCERTS certificate?**

☐ Yes Please give the certificate number see supporting document

☐ No

**10f Do you have a UV disinfection efficacy monitoring point?**

This type of monitoring point is only required for discharges that undergo some form of disinfection. For example, ozone or ultraviolet disinfection, membrane filtration and so on.

☐ Yes Please provide the national grid reference

☑ No

**10g Do you have an event duration monitoring or a discharge operation monitoring point?**

☐ Yes Please provide the national grid reference

☐ No

**10h Do you have an overflow operation (into storm tank) monitoring point?**

☐ Yes Provide the national grid reference

☐ No

**10i Do you have a flow passed forward monitoring point?**

☐ Yes Provide the national grid reference

☐ No

If you have answered yes to 10i, where is the flow passed forward monitor installed?

☐ Inlet

☐ Post treatment process

**10j You should clearly mark on the plan the locations of any of the above that apply to this effluent.**

You must send us a map or plan that:

- is A4 or larger
- is at a scale of 1:10,000 (approximately 6 inches to 1 mile)
- shows clearly which direction north is

The plan should show:

- the boundary of the site including the full extent of the land ownership relating to the permit application
- the premises discharging effluent
- the site in relation to the local area
- any watercourses, wells, springs or boreholes on the site (or within 50 metres of it).

You must also mark on the map points to show where:

- effluent is discharged into the controlled waters
- samples of effluent and influent can be taken automatically or manually (if required)

- flow or quality will be measured (if required)

You may submit more than one plan if necessary.

Document reference for the plan Trowbridge plans pack August 2024

**10k Do you intend to do your own effluent monitoring?**

☑ Yes

☐ No

# 11 Where will the effluent discharge to?

### 11a Mark in Table 3 where this effluent discharges to and fill in the relevant section or sections.

You must use the name you gave to this effluent in answer to question 1b of this form when filling in your relevant appendix or appendices.

**Table 3 – Where the effluent discharges to**

| Receiving environment | | Relevant section |
|---|---|---|
| Tidal river, tidal stream, estuary or coastal waters | ☐ | 1 |
| Non-tidal river, stream or canal | ☑ | 2 |
| Lake or pond | ☐ | 3 |
| Discharges to a British Standard drainage field or drainage mound | ☐ | 4 and 5 |
| Discharges into ground not using a British Standard drainage field or drainage mound | ☐ | 4 and 6 |
| Discharges onto land via grass plot | ☐ | 4 and 7 |

Effluents are usually discharged to one location in one receiving environment. However, if your effluent can be discharged to more than one location within a single receiving environment, for example, two different discharge points on a non-tidal river, you should complete the appropriate section and ensure you give all relevant details of every discharge point that the effluent can be discharged through. To do this you will need to complete a relevant appendix for each separate discharge point for an effluent and explain any different circumstances under which each is used.

If your effluent discharges to more than one location in a different receiving environment, for example, to a borehole or to a non-tidal river (under different circumstances), you will need to complete all relevant appendices for each discharge point and explain the different circumstances under which each is used.

**Note:** You need to make sure that you have all the necessary permissions to discharge from landowners, for example The Canal and Rivers Trust, if you want to discharge into a canal that they manage, or the local highways authority if you want to discharge via a highway drain.

### 11b Is this effluent discharged through more than one outlet?

☑ No

☐ Yes Give details, on an extra sheet, of the circumstances under which each outlet would be used by this effluent

Document reference

### 11c If you answered yes to question 11b above make sure you show clearly on your discharge point section or sections and site plan that this one effluent can discharge to more than one discharge point.

You must give us all the details we need for each of the discharge points used by this effluent.

# 12 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm) Textphone: 03702 422549 (Monday to Friday, 8am to 6pm)

Email: **enquiries@environment-agency.gov.uk**

Website: **https://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.**

**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.

There is no question 3f now, which is referred to in Table 1.

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 (£)

# Section 1: Discharges to tidal river, tidal stream, estuary or coastal waters

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

**1.1 Give the discharge point a unique name.**

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

**1.2 Give the national grid reference of the discharge point.**

**NGR:**

**1.3 Give the name of the tidal river, tidal stream, estuary or area of coastal water.**

**1.4 Is the discharge into a:**

- ☐ Tidal river
- ☐ Tidal stream
- ☐ An estuary
- ☐ Coastal water

**1.5 Does the discharge reach the watercourse by flowing through a surface water sewer?**

Most effluents pass along a dedicated pipe and are discharged via an outlet to a receiving water. In some cases effluents may be discharged into a surface water sewer owned by someone else before they discharge into a receiving water. If this is the case you must give the national grid reference where your discharge enters the surface water sewer

☐ Yes, give the national grid reference where the discharge enters the surface water sewer.

**NGR:**

Give the national grid reference where the surface water sewer meets the final watercourse, for example, river or lake.

**NGR:**

☐ No

### 1.6 Does the discharge reach the final surface watercourse or canal by flowing through highway drains?

Highway drains: "Highway drain" means a drain which a highway authority or other person is entitled to keep open by virtue of section 100 of the 1980 Act.

☐ No

☐ Yes Give the national grid reference where the discharge enters the highway drain.

**NGR:** ⌊_____⌋

**Note:** Give the national grid reference where the highway drain meets the final surface water course, for example, river or lake.

**NGR:** ⌊_____⌋

**Have you obtained written permission from the relevant highways authority?**

☐ Yes You need to get a written permission from the relevant highways authority and submit it with your application.

If yes, it is your responsibility to ascertain whether the relevant highways authority is responsible for the roadside drain or ditch. If it is, you need to secure the appropriate permissions before submitting an application for an environmental permit to the Environment Agency. A copy of the written permission from the relevant highways authority must be submitted with the environmental permit application.

Document reference for the written permission ⌊_____⌋

**Note:** Your application will be returned if you do not get written permission from the relevant highways authority before you submit this permit application.

### 1.7 Is the discharge point above the mean low water spring tide mark?

☐ No

☐ Yes Please explain, on an extra sheet, why the discharge cannot be made below this point

Document reference ⌊_____⌋

### 1.8 How is the effluent dispersed?

⌊_____⌋

For example, open pipe or diffuser system. Choose 'open pipe' if the effluent enters the tidal river, estuary or coastal water from a pipe. We will have told you if a diffuser is needed during pre-application discussions.

If diffuser system go to question 1.9

### 1.9 Give details, on an extra sheet, of the design of the diffuser system.

Document reference ⌊_____⌋

# Section 2: Discharges to non-tidal river, stream, ditch or canal

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

**2.1 Give the discharge point a unique name.**

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

**2.2 Give the national grid reference of the discharge point:**

**NGR:**

**2.3 Give the name of the watercourse, canal or the main watercourse if it is a tributary:**

**2.4 Is the discharge into a**

- [x] Non-tidal river
- [ ] Stream or ditch
- [ ] Canal

**2.5 Does the discharge reach the watercourse or canal by flowing through a surface water sewer?**

Most effluents pass along a dedicated pipe and are discharged via an outlet to receiving water. In some cases effluents may be discharged into a surface water sewer owned by someone else before they discharge into a receiving water. If this is the case you must give the national grid reference where your discharge enters the surface water sewer.

- [ ] Yes Give the national grid reference where the discharge enters the surface water sewer.

**NGR:**

Give the national grid reference where the surface water sewer meets the final watercourse, for example, river or lake.

**NGR:**

- [ ] No

**2.6 Does the discharge reach the final surface watercourse or canal by flowing through highway drains?**

Highway drains: "Highway drain" means a drain which a highway authority or other person is entitled to keep open by virtue of section 100 of the 1980 Act.

- [x] No
- [ ] Yes Give the national grid reference where the discharge enters the highway drain.

**NGR:**

Give the national grid reference where the highway drain meets the final surface water course, for example, river or lake.

**NGR:**

**Note:** If yes, it is your responsibility to ascertain whether the relevant highways authority is responsible for the roadside drain or ditch. If it is, you need to secure the appropriate permissions before submitting an application for an environmental permit to the Environment Agency. A copy of the written permission from the relevant highways authority must be submitted with the environmental permit application.

**Have you obtained written permission from the relevant highways authority?**

☐ Yes

Document reference for the written permission from the relevant highways authority.

**Note:** Your application will be returned if you do not get written permission from the relevant highways authority before you submit this permit application.

### 2.7 Does the watercourse dry up for part of the year?

If a watercourse is dry other than at times of rainfall, this means it does not have a year-round flow. We would expect for a watercourse to have flow all year round regardless of rainfall events unless an event such as extreme drought or an unusually long period of dry weather.

☑ No, it always has flowing water in it.

☐ Yes, it is dry for part of the year: indicate the months when the watercourse is dry:

- ☐ January
- ☐ February
- ☐ March
- ☐ April
- ☐ May
- ☐ June
- ☐ July
- ☐ August
- ☐ September
- ☐ October
- ☐ November
- ☐ December

☐ Yes, it is dry all year-round.

If you apply to discharge to a watercourse that never has flowing water, you must provide justification why a discharge into ground via a British Standard drainage field is not possible. You must prove this justification by completing **section 4: Preliminary questions for discharges to ground.**

☐ Tick to confirm you have completed **section 4: Preliminary questions for discharges to ground.**

**2.8 If the watercourse does dry up for part of the year, how many metres downstream of the discharge is it before the discharged effluent soaks into the ground?**

You must install an appropriate length of perforated pipe before the discharge point that does not extend more than 10 metres from the bank of any watercourse. Any section of that pipe which lies within 10 metres of the bank of any watercourse must be perforated. The length of perforated pipe installed should be designed appropriately to ensure that when the watercourse is dry, the discharge must be made indirectly to the watercourse via the soil surrounding the perforated pipe. You must make sure to design your system to ensure an appropriate length of perforated piping is installed.

☐ Tick the box to confirm you will install a section of perforated pipe as per the above guidance.

# Section 3: Discharges to a lake or pond

You do not need a permit to discharge to an enclosed lake or pond. This means a lake or pond in which all of the following apply:

- it contains water throughout the year, other than in extreme weather conditions
- it does not have an outfall that connects it to a watercourse, or has an outfall that only discharges in extreme weather conditions
- It is sealed or lined to prevent water draining into the ground or soaking into the surrounding soil.

You must use appropriate pollution prevention measures to make sure your discharge does not cause pollution.

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

**3.1 Give the discharge point a unique name.**

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

**3.2 Give the national grid reference of the discharge point.**

**NGR:**

**3.3 Give the name of the lake or pond.**

**3.4 Select from the following list the type of lake or pond you will be discharging to and answer the relevant questions**

Type of lake or pond

☐ A lake or pond that does not discharge into a river or a watercourse or another pond that then discharges into a river or a watercourse. **Permit not required.**

☐ A lake or pond that does not discharge into a river or watercourse or another pond that then discharges into a river or watercourse, where you have had a notice served under paragraph 5 of Schedule 21 of the Environmental Permitting (England and Wales) Regulations 2016.

☐ A lake or pond that discharges into a river or watercourse.

**3.5 What is the surface area of the lake or pond?**

square metres

**3.6 What is the maximum depth of the lake or pond?**

metres

**3.7 What is the average depth of the lake or pond?**

metres

# Section 4: Preliminary questions for discharges to ground

If you are applying to continue to discharge sewage effluent to ground using an infiltration system which was installed before 1 January 2015 provide, the information in question 4.4 onwards, but if you have it, also provide the information in questions 4.1, 4.2 and 4.3.

For all proposed discharges to ground and for systems which started discharging to ground on, or after, 1 January 2015 start at question 4.1.

## Percolation testing

An infiltration system is a restricted and well-defined area of ground designed to allow effluent to enter the ground. We expect any new infiltration system to be built to British Standard BS6297:2007 +A1:2008 Code of practice for the design and installation of drainage fields for use in wastewater treatment (or latest version).

Drainage fields are an important component of the treatment of your sewage. If you are proposing to use an alternative infiltration system, we require you to first demonstrate whether a shallow drainage field, designed in accordance with the BS6297, could be achieved based on ground conditions, the percolation rate and available space.

BS6297 sets out the percolation test procedure. You need to carry out percolation tests following this procedure which is summarised at **https://www.gov.uk/guidance/infiltration-systems-groundwater-risk-assessments#percolation-tests**. Use of alternative test methods, for example, test methods for surface water soakaways, will not be accepted.

**4.1a Were each of the percolation test holes 300mm square and 300mm deep below the proposed invert level (bottom) of the infiltration pipe?**

☐ Yes

☐ No Provide justification why you have not used the above measurement. Use of an alternative test method, for example, test methods for surface water soakaways, will not be accepted. Provide the details in the following box or an extra sheet.

Reference for the extra sheet. ⌊_____⌋

**4.1b Did you fill each hole with water to a depth of at least 300mm and allow it to seep away overnight before starting your measured percolation testing?**

☐ Yes

☐ No Tell us why, in the following box or an extra sheet.

Reference for the extra sheet.

**4.1c What were the weather conditions when you carried out the percolation testing?**

Describe the conditions in the following box.

**4.1d Did your percolation tests achieve a drop in water level of 150mm from the moment the holes were 75% full to when they were only 25% full?**

☐ Yes Complete Table 1: **For percolation test results where a drop of 150mm was achieved.**

☐ No Complete Table 2: **For percolation test results where a drop of 150mm was not achieved.**

☐ No Infiltration system installed before 1 January 2015 and no information available on percolation tests. **Now go to question 4.4.**

To meet the British Standard requirements, you must complete at least three tests in two holes which are spaced evenly along the proposed line of the subsurface drainage field.

Information for more than two test holes can be supplied – especially if a large area has been investigated or initial tests show unsatisfactory results.

**Table 1: For percolation test results where a drop of 150mm was achieved**

**Worked example**

| **Percolation test hole number:** | **1** | **Your unique reference for this hole (as used on your site plan)** | **TP – 01** |
|---|---|---|---|

Elapsed time for water to drain from 75% full to 25% full (a depth of 150 mm)

| **Test date (DD/MM/YYYY)** | **Test no.** | **Start time (24-hour clock)** | **Finish time (24-hour clock)** | **As hours and minutes** | **As minutes** | **As seconds** | **Percolation value (Vp) – Seconds divided by 150mm (s/mm)** |
|---|---|---|---|---|---|---|---|
| 01/04/2023 | 1 | 09:50 | 11:00 | 1h 10mins | 70 | 4,200 | 28 |
| 01/04/2023 | 2 | 11:15 | 12:15 | 1hr | 60 | 3,600 | 24 |
| 01/04/2023 | 3 | 13:30 | 14:50 | 1hr 20mins | 80 | 4,800 | 32 |

Your reference number should match the reference number used to show the location of each test hole on your site plan requested in question 4.7. Each test hole should have a unique reference number.

**To calculate the average Vp you will need to add the Vp for each test you have completed and divide by the number of tests.**

| **Test 1 Vp** | **Test 2 Vp** | **Test 3 Vp** | **Total** | **Divided by the number of tests completed (3 tests in this scenario)** | **(Test 1 Vp + Test 2 Vp + Test 3 Vp) ÷ 3** | | **Average Vp** |
|---|---|---|---|---|---|---|---|
| 28 | 24 | 32 | 84 | | (28 + 24 + 32 = 84) ÷ 3 = | 28 | = Average Vp for worked example |

**Table 1a: For percolation test results where a drop of 150mm was achieved**

| **Percolation test hole number:** | **1** | **Your unique reference for this hole (as used on your site plan)** | |
|---|---|---|---|

Elapsed time for water to drain from
75% full to 25% full (a depth of 150 mm)

| **Test date DD/MM/YYYY** | **Test no.** | **Start time (24-hour clock)** | **Finish time (24-hour clock)** | **As hours and minutes** | **As minutes** | **As seconds** | **Percolation value (Vp) – Seconds divided by 150mm (s/mm)** |
|---|---|---|---|---|---|---|---|
| | **1** | | | | | | |
| | **2** | | | | | | |
| | **3** | | | | | | |

**Average Vp for Hole 1**

**Table 1b: For percolation test results where a drop of 150mm was achieved**

| **Percolation test hole number:** | **2** | **Your unique reference for this hole (as used on your site plan)** | |
|---|---|---|---|

Elapsed time for water to drain from
75% full to 25% full (a depth of 150 mm)

| **Test date DD/MM/YYYY** | **Test no.** | **Start time (24-hour clock)** | **Finish time (24-hour clock)** | **As hours and minutes** | **As minutes** | **As seconds** | **Percolation value (Vp) – Seconds divided by 150mm (s/mm)** |
|---|---|---|---|---|---|---|---|
| | **1** | | | | | | |
| | **2** | | | | | | |
| | **3** | | | | | | |

**Average Vp for Hole 2**

**Table 1c: For percolation test results where a drop of 150mm was achieved**

| **Percolation test hole number:** | **3** | **Your unique reference for this hole (as used on your site plan)** | |
|---|---|---|---|

Elapsed time for water to drain from 75% full to 25% full (a depth of 150 mm)

| **Test date DD/MM/YYYY** | **Test no.** | **Start time (24-hour clock)** | **Finish time (24-hour clock)** | **As hours and minutes** | **As minutes** | **As seconds** | **Percolation value (Vp) – Seconds divided by 150mm (s/mm)** |
|---|---|---|---|---|---|---|---|
| | **1** | | | | | | |
| | **2** | | | | | | |
| | **3** | | | | | | |

**Average Vp for Hole 3**

If you complete tests in more than three holes provide the results on an extra sheet, and ensure you include this data in the calculation of average Vp.

Reference for the extra sheet.

**Table 1d: Average Vp of all test holes**

Average Vp for Hole 1 (table 1.a) + Average Vp for Hole 1 (table 1.b) + Average Vp for Hole 1 (table 1.c), if completed =

**Total , divide the total by the number of test holes completed = Overall average Vp of all your test holes.**

## Table 2: For percolation test results where a drop of 150mm was not achieved

| Percolation test hole number | Your reference number (if alternative numbering used on site plan) | Test date (DD/MM/YYYY) | Test No. | Start time (24-hour clock) | Finish time (24-hour clock) | Change in water level during test (mm) |
|---|---|---|---|---|---|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

**British Standard BS6297 trial holes**

British Standard BS6297 requires a trial hole to be excavated to characterise the soil and subsoil and show whether shallow groundwater is present. The trial hole should be excavated adjacent to the area where the drainage field will be installed. If soil conditions are variable further trial holes should be dug. Trial holes differ to test holes which are used to establish soil percolation rates.

**4.2a What were the characteristics of the soil and subsoil that you observed in the trial holes and test holes on site?**

Only describe what was observed in your trial holes and test holes, do not include information from other sources. Use the following box or an extra sheet.

Reference for the extra sheet.

Provide at least one photograph per trial and test hole, and written observations made on site.

References for these photograph attachments and observations.

**4.2b Was groundwater present in the trial hole?**

☐ No

☐ Yes At what depth?

metres below ground level

## Infiltration system area

**4.3a Calculate the trench area required for a British Standard BS6297 drainage field based on your percolation value (Vp): If the infiltration rate was so slow a drop of 150mm was not achieved and you have filled out Table 2, you are not able to calculate a Vp value. Now go to question 4.3b.**

150 litres (equivalent to 0.15 cubic metres) is the standard residential volume of sewage generated per person per day. We use this to calculate the population for both domestic and non-domestic premises.

| | use your answer to 1.3 | | | |
|---|---|---|---|---|
| Max volume of effluent ($m^3$/day) | | ÷ 0.15 | = | **p** |

Now you need to calculate the trench area in accordance with British Standard BS6297 using the population (p) and your percolation value (Vp).

If your Vp result indicates fast infiltration (less than 15 s/mm) you need to use a sand layer or drainage mound. The area of your system should meet or exceed the area calculated based on a Vp of 15 s/mm.

If your Vp is greater than 100 s/mm, it is outside the British Standard BS6297 acceptable range and indicates slow infiltration rates which are not suitable for the installation of a drainage field.

**For septic tanks:**

**p** [ ] × Vp [ ] × 0.25 for septic tanks **=Trench area** [ ] $m^2$

**For sewage treatment plants:**

**p** [ ] × Vp [ ] × 0.20 for sewage treatment plants **=Trench area** [ ] $m^2$

### 4.3b What is the actual total area of your existing or proposed infiltration system?

For British Standard BS6297 drainage fields this will include an allowance for natural ground between trenches and around the outer trenches. For a square or rectangular shaped infiltration system this is the length (in metres) multiplied by the width (in metres).

[ ] Total Area (square metres)

**How have you calculated the area of your infiltration system?**

Provide the details in the following box or an extra sheet.

Reference for the extra sheet. [ ]

## Site setting

You need a permit if you are discharging to ground in a source protection zone 1 (SPZ1). Source protection zones are explained at **https://www.gov.uk/guidance/groundwater-source-protection-zones-spzs**. A groundwater SPZ1 is also any area within 50 metres of a private water supply used for human consumption or food production.

You must check if there are any private wells, springs, or boreholes used to supply water for human consumption or food production purposes within 50 metres of your proposed discharge. You can contact your local authority for details on private water supplies. These supplies are not required to hold a permit from the Environment Agency if they pump less than 20 cubic metres (20 $m^3$) per day, so we do not have the relevant information.

This information may belong to your neighbours. How you should manage this is explained at **https://www.gov.uk/guidance/environmental-permits-privacy-notice#your-responsibility-with-other-peoples-personal-data**.

**4.4a Are there any wells, springs or boreholes within 50 metres of your infiltration system?**

Tick to confirm you have checked with:

- ☐ Local property and landowners
- ☐ Neighbours
- ☐ Local authority

☐ No **Now go to 4.4d.**

☐ Yes

**4.4b Is the well, spring or borehole you have identified used to supply drinking water or for food production purposes?**

☐ No **Now go to question 4.4d.**

☐ Yes You must describe what the water supplied is used for, in the following box or an extra sheet. Identify the location of the well, spring or borehole on the plan required in question 4.7.

Reference for the extra sheet. ⌊_____⌋

**4.4c Where available provide the following information:**

- The depth to groundwater from ground level.
- Construction details for boreholes and wells.
- The depth of the pumping equipment from ground level.
- Results of any water quality testing.
- Details of treatment of the water prior to consumption.
- Details of any known pollution incidents that impacted the water.

Provide these details in the following box or an extra sheet.

Reference for the extra sheet.

**4.4d What is the distance to the nearest watercourse (for example, surface water, river or stream)?**

metres

If the watercourse is within 10 metres of your infiltration system identify it on the site plan required by question 4.7.

## Feasibility of a British Standard drainage field

Our preferred system for treated sewage effluent to be discharged to ground is an engineered, shallow drainage field designed in accordance with British Standard BS6297.

**4.5a Is the average percolation test result within the acceptable range (15 to 100 s/mm) required by British Standard BS6297?**

Check your answer to question 4.1, Table 1d Average Vp

- ☐ Yes **Now go to question 4.5b.**
- ☐ No The average Vp is less than 15 s/mm. **Now go to question 4.5b.**
- ☐ No The average Vp is greater than 100 s/mm. **Now go to 4.5e.**
- ☐ Not sure I will be using an infiltration system installed before 1983 and do not have any percolation test results. **Now go to question 4.5d.**
- ☐ Not sure I will be using an infiltration system installed between 1983 and 2014 and do not have percolation test results. **Now go to question 4.5d.**
- ☐ Not sure Other. Explain why in the following box or an extra sheet.

Reference for the extra sheet.

### 4.5b Is there space for a British Standard BS6297 drainage field?

Use the area you have calculated in question 4.3a and 4.3b, the dimensions of the land available and presence of any buildings to explain your response.

☐ Yes

☐ No Explain why in the following box or an extra sheet.

Reference for the extra sheet. ⌊_____⌋

### 4.5c Are there any other restrictions to installing a British Standard BS6297 drainage field?

☐ No

☐ Yes Explain what these are in the following box or an extra sheet.

Reference for the extra sheet. ⌊_____⌋

### 4.5d Will your discharge be to a new or existing drainage field which complies with the British Standard BS6297?

☐ Yes, a British Standard drainage field or drainage mound (or sand layer) will be used. **Complete questions 4.6 to 4.8, then go to Section 5.**

☐ Unsure, I will be using an existing system installed before 1 January 2015 and do not know if it complies with BS6297.

Tick to confirm which of the following best describes your existing system:

- ☐ Drainage field. **Complete questions 4.6 to 4.8, then go to Section 5.**
- ☐ Pit or soakaway. **Complete questions 4.6 to 4.8, then go to Section 6**.
- ☐ Well or borehole. **Complete questions 4.6 to 4.8, then go to Section 6**.
- ☐ Concrete ring. **Complete questions 4.6 to 4.8, then go to Section 6**.

☐ No, I will be using a non-British Standard infiltration system.

If your answers to questions 4.5a, 4.5b, and 4.5c indicate a British Standard drainage field could be installed but you are choosing not to use one when there are no restrictions, explain why. Provide your answer in the following box or an extra sheet.

Reference for the extra sheet.

If **ground conditions** and **space** would allow the installation of a British Standard drainage field, but you are choosing not to install one **we are more likely to refuse an environmental permit** for such discharges.

**4.5e Where would your non-British Standard infiltration system discharge the effluent?**

- ☐ Into land **Complete questions 4.6 and 4.7, then Section 6.**
- ☐ Onto land via a grass plot **Complete questions 4.6 and 4.7, then Section 7.**
- ☐ Other

Before proceeding with your application, you can apply for our enhanced pre-application advice. This is a chargeable service. For more information see: **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**.

If you have already had enhanced pre-application advice for this proposal provide the reference number for your enhanced pre-application.

Reference for the enhanced pre-application advice.

**4.6 Are you proposing a new discharge of treated domestic effluent to ground via a shallow sub-surface infiltration system in a groundwater source protection zone 1 (SPZ1) with a discharge volume between 2 to 15 cubic metres a day?**

- ☐ No Your proposed discharge does not require you to submit a separate quantitative risk assessment, but you must provide sufficient information as required by this application form to allow the risk assessment to be completed on your behalf by the Environment Agency.
- ☐ Yes Your proposed discharge requires you to submit a quantitative risk assessment.

Reference for the risk assessment.

To do this you need to follow the guidance at **https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit** and send us details of how the risk assessment was carried out and the outcome. If the discharge is, or will be, made to a subsurface infiltration system then we recommend you read **https://www.gov.uk/guidance/infiltration-systems-groundwater-risk-assessments**. This includes advice and a worksheet on how to carry out the risk assessment for shallow infiltration systems. This methodology is not appropriate for deep infiltration systems such as boreholes and wells or systems which cover a relatively small area, for example, concrete rings.

## Site plan

### 4.7 Provide a site plan that contains the following information with your application.

The requirements detailed below must match the national grid references for the relevant locations provided in this application, or the processing of your application may be delayed, or returned. If you are applying for a permit for an existing discharge to ground using an infiltration system installed before 1983, please provide as much detail as possible on your site plan but we understand you may not possess detailed records.

Reference for your site plan. ⌊_____⌋

**Required for all cases:** Tick the boxes to confirm you have added these requirements to the site plan

- ☐ The boundary of the site including the full extent of the land ownership relating to the permit application.
- ☐ Location of the treatment system.
- ☐ Location of the sampling point or points.
- ☐ Location of the discharge point or points.

  If you are discharging to ground, this is the location where the effluent from the treatment system enters the infiltration system.
- ☐ A north arrow.

The properties served by the treatment system do not have to be shown.

Where a percolation test has been carried out, mark the test hole locations. Each test hole should be given a unique reference number to match the reference used in the percolation results in Table 1 or Table 2. We need to understand which percolation result relates to which hole.

- ☐ Unique percolation test hole reference.
- ☐ The extent of the infiltration system with the length and width of each side annotated in metres.
- ☐ Any restrictions in installing a British Standard BS6297 drainage field? For example, the boundary of the property, or proximity to any other buildings. Please also provide distances in metres.
- ☐ The area covered by any infiltration system which is being replaced and will no longer be used.
- ☐ Any well, spring or borehole within 50 metres of the discharge point.
- ☐ Any watercourse within 10 metres of your infiltration system.

### 4.8 If your application is for a sewage treatment plant which you are already using or you have selected the plant you propose to use, provide details:

Make and model:

⌊_____⌋

The final effluent quality achieved for:

Ammoniacal nitrogen

⌊_____⌋ (mg/l as nitrogen (N)).

Any other chemical parameters quoted by the manufacturer

| | | | |
|---|---|---|---|
| | parameter | | mg/l |
| | parameter | | mg/l |
| | parameter | | mg/l |
| | parameter | | mg/l |

For new discharges to a non-British Standard infiltration system, we expect you to treat your effluent using a sewage treatment plant that meets British Standard BS12566 or BS12255.

# Section 5: Discharges to a British Standard drainage field or drainage mound

Ensure you have fully completed **Section 4** before completing this section.

### 5.1 Tick to confirm which type of British Standard system you are applying for:

☐ Drainage field.

☐ Drainage field with additional sand layer due to fast infiltration (less than 15 s/mm).

☐ Drainage mound.

☐ A drainage field installed before 1983. For systems installed before 1983 **complete questions 5.2 and 5.3**. You only need to answer questions 5.4 to 5.7 if you have the information.

☐ A drainage field installed between 1983 and 2014 and you do not have percolation test results. **Complete questions 5.2 and 5.3**. You only need to answer questions 5.4 to 5.7 if you have the information.

### 5.2 Tick the appropriate box to describe the drainage field or mound.

☐ Not built yet.

☐ Built but not yet in use.

When was it built? ⌊_____⌋ (DD/MM/YYYY)

☐ Already being used to discharge effluent.

When was it built? ⌊_____⌋ (DD/MM/YYYY)

When was it operational? ⌊_____⌋ (DD/MM/YYYY)

### 5.3 What are the maximum dimensions of your drainage field?

**Tick to show whether this is measured, proposed or estimated:**

Length ⌊_____⌋ metres:

☐ Measured
☐ Proposed
☐ Estimated

Width ⌊_____⌋ metres:

☐ Measured
☐ Proposed
☐ Estimated

Depth ⌊_____⌋ metres:

☐ Measured
☐ Proposed
☐ Estimated

## Drainage field details

### 5.4 What is the thickness of your distribution layer beneath the infiltration pipes?

_____ metres

The British Standard BS6297:2007 + A1:2008 requires the distribution layer to be 0.2 to 0.3 metres thick.

If your answer to question 5.4 is less than 0.2 metres you will also need to complete Section 6 as you have not met the minimum thickness required by the British Standard.

### 5.5 Is there a minimum of 1.2 metres of unsaturated soil between the seasonally highest groundwater level and the base of the trench that the perforated pipes are laid in?

☐ Yes

☐ No

Tell us how you know this and if you have any additional information on the local depth to groundwater.

Provide you answer in the following box or an extra sheet.

Reference for the extra sheet. _____

### 5.6 Drainage mounds and drainage fields with additional sand layers.

Tell us why you need a drainage mound or additional sand layer in the following box or an extra sheet.

Reference for the extra sheet. _____

### 5.7 If the average percolation test value (Vp) is less than 15 s/mm, tick both to confirm:

☐ A minimum 0.7 metres thick layer of medium or coarse washed sand is laid on a geotextile membrane below the granular fill distribution layer.

☐ The minimum floor area must be calculated using a Vp equal to 15 s/mm. **Refer to question 4.3a.**

# Section 6: Discharges to ground NOT using a British Standard drainage field or drainage mound

Our preferred infiltration systems are drainage fields designed in accordance with British Standard BS6297. Drainage fields are an important component of a non-mains wastewater treatment system and provide additional treatment of the effluent. When the risk to groundwater, or other environmental receptors is assessed, we allow for this additional treatment.

If your infiltration system is not sized or designed in accordance with guidance in the British Standard it is likely to concentrate the discharge over a smaller area and/or discharge at a greater depth. This will pose a higher risk of groundwater pollution because it reduces the potential for further treatment of the effluent compared to a drainage field meeting the British Standard. Therefore, we are more likely to refuse an environmental permit for such discharges.

To evaluate this additional risk requires a more complex assessment. We require information on the design, dimensions, and local conditions to be able to complete this risk assessment on your behalf.

Before we complete this assessment, we need you to robustly demonstrate all of the following:

1. there is no other alternative (for example, discharge to a BS6297 drainage field or surface water) and then;
2. there is adequate evidence to inform a risk assessment;
3. the system will be no deeper than required to achieve sufficient infiltration;
4. evidence is provided to demonstrate how the discharge will not be direct to groundwater. Direct discharges of pollutants to groundwater cannot be permitted and any existing direct discharges will need to be made indirect;
5. where a new discharge is proposed then the effluent will first be treated by a package treatment plant.

Ensure you have fully completed **Section 4** before completing this section.

## Depth to groundwater in the local area

The depth to groundwater is an important parameter in our risk assessments. Provide any relevant existing information on local groundwater levels, for example, from borehole records (BGS GeoIndex Onshore at **https://www.bgs.ac.uk/map-viewers/geoindex-onshore**) or knowledge of local wells, boreholes or springs.

**6.1a What is the depth to groundwater at, or near, your chosen discharge location?**

⌊_____⌋ metres below ground level.

**6.1b How far away from your discharge location is the information on groundwater level provided in question 6.1a?**

Distance: ⌊_____⌋

Units: ⌊_____⌋ metres, kilometres or miles

**6.1c What is the source of your information on the depth to groundwater?**

Reference for the source of information. ⌊_____⌋

**Additional hydrogeological information**

In addition to the depth to groundwater, our risk assessment uses information on the hydrogeological properties of the unsaturated and saturated zones beneath your discharge. When we assess your application, we will check if we already hold appropriate information. If we do not, we will ask you to supply this information at a later stage and this will lengthen the time to determine your application.

If you wish to know if we hold relevant information before submitting your permit application, you can apply for our enhanced level of pre-application advice. This is a chargeable service. For more information see **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit.**

### 6.2a What type of infiltration system are you proposing to use to discharge the effluent to the ground?

Provide details in the following box or an extra sheet.

Reference for the extra sheet. ⌊_____⌋

### 6.2b Tick the appropriate box to describe the infiltration system.

☐ Not built yet.

☐ Built but not yet in use.

When was it built? ⌊_____⌋ (DD/MM/YYYY)

☐ Already being used to discharge effluent.

When was it built? ⌊_____⌋ (DD/MM/YYYY)

When was it operational? ⌊_____⌋ (DD/MM/YYYY)

### 6.2c What are the maximum dimensions of your infiltration system?

**For a square or rectangular system.**

Tick to show whether this is measured, proposed or estimated:

Length ⌊_____⌋ metres:

☐ Measured
☐ Proposed
☐ Estimated

Width ⌊_____⌋ metres:

☐ Measured
☐ Proposed
☐ Estimated

Depth ⌊_____⌋ metres:

- ☐ Measured
- ☐ Proposed
- ☐ Estimated

**For circular systems, for example, boreholes, wells or concrete rings:**

Depth ⌊_____⌋ metres:

- ☐ Measured
- ☐ Proposed
- ☐ Estimated

Diameter ⌊_____⌋ metres:

- ☐ Measured
- ☐ Proposed
- ☐ Estimated

If you have estimated any of the dimensions of an existing system, explain what evidence the dimensions have been based on.

Provide details in the following box or an extra sheet.

Reference for the extra sheet. ⌊_____⌋

**Existing infiltration systems – including those that have been built but not yet operational.**

**6.3a Does your infiltration system contain standing groundwater?**

- ☐ Yes – always contains groundwater. **Now go to question 6.3b.**
- ☐ Sometimes – groundwater is present occasionally. **Now go to question 6.3b.**
- ☐ No – never contains groundwater. **Now go to question 6.3d.**

**6.3b If groundwater is always, or sometimes present, tell us the highest level it reaches?**

⌊_____⌋ metres below ground level.

Is this:

- ☐ Measured
- ☐ Estimated

**6.3c Tell us how you will ensure that your discharge will not be directly into groundwater, including when groundwater levels are at a seasonal high. Provide details in the following box or an extra sheet.**

Discharges must not be direct to groundwater. This is outlined in position statements G1 and G9 in the Environment Agency's "Groundwater protection position statements", **https://www.gov.uk/government/publications/groundwater-protection-position-statements**.

Provide details in the following box or an extra sheet.

Reference for the extra sheet.

**6.3d Provide a document reference for any records, diagrams or borehole logs you have that can help us understand the design and construction of the system. For boreholes tell us about the casing design.**

Document reference.

Provide photocopies where possible. If this is not possible (for example, if the documents are large or bulky) summarise any extra information you have on an extra sheet.

Reference for the extra sheet.

**6.3e For an existing system being used to discharge effluent: Has maintenance been carried out on your non-British Standard infiltration system (for example, to aid effective drainage)?**

☐ No

☐ Yes Provide details in the following box or an extra sheet.

Reference for the extra sheet.

### 6.4a Is sufficient infiltration provided by the existing or proposed system to avoid surcharging, flooding or overland run off?

If you are using a non-British Standard infiltration system, it is your responsibility to ensure the system will provide adequate infiltration and we need you to show us you have assessed this.

☐ No

☐ Yes

Provide details on how you have assessed this in the following box or an extra sheet.

Reference for the extra sheet.

If the proposed or existing system does not, or will not, allow sufficient infiltration for the volume of treated domestic effluent to avoid surcharging, flooding or overland run-off we are likely to refuse the environmental permit. Before proceeding with your application, you can apply for our enhanced pre-application advice. This is a chargeable service. For more information see: **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit**.

### 6.4b Tell us how your non-British Standard infiltration system is no deeper than needed to allow appropriate infiltration for the discharge. For the depth given in question 6.2c, provide details on how you have addressed this requirement.

It is important that non-British Standard infiltration systems should be no deeper than is needed to allow appropriate infiltration for the discharge.

Provide details in the following box or an extra sheet.

Reference for the extra sheet.

# Section 7: Discharges onto land via grass plot

Ensure you have fully completed **Section 4** before completing this section.

## Site setting

### 7.1 Is your unlined grass plot liable to flooding?

☐ No

☐ Yes Tell us about when flooding occurs, the area it covers and how long it typically lasts in the following box or an extra sheet.

Reference for the extra sheet.

### 7.2 What is the slope of your grass plot?

It should be no more than 12 degrees. If the slope of your grass plot is greater than 12 degrees, we are more likely to refuse an environmental permit for such discharges.

Tell us how you have calculated or measured the slope in the following box or an extra sheet.

Reference for the extra sheet.

### 7.3 Is the grass plot severely compacted?

☐ No

☐ Yes What part of the grass plot is compacted? How will this affect the ability of the land to allow the effluent to infiltrate to ground? What has caused the compaction? Provide these details in the following box or an extra sheet.

Reference for the extra sheet.

## Operating Technique Document

### 7.4 We require your application to be accompanied by an operating technique document we can include in the permit:

☐ Tick to confirm you are providing this as a standalone document in Word or PDF format.

Provide the number of each section in your operating technique document which contains the following compulsory information:

A site plan showing the extent, location and design of the grass plot.

Section No. ⌊_____⌋

The design, operation, and maintenance of the grass plot.

Section No. ⌊_____⌋

How the operator will ensure:

there is no ponding of effluent on the grass plot

Section No. ⌊_____⌋

no run-off containing effluent can leave the plot boundary or cause a nuisance

Section No. ⌊_____⌋

the requirements for no ponding and no effluent leaving the plot will still be met in the event the ground is:

frozen hard or snow-covered

Section No. ⌊_____⌋

waterlogged due to prolonged rainfall

Section No. ⌊_____⌋

# Application for an environmental permit Part F1 – Charges and declarations

We recommend you use an Adobe Acrobat product to complete the form. You may not be able to complete the form using different software, such as the PDF reader built into your internet browser

Fill in this part for all applications for:

- installations (excluding new permit and variation applications for intensive farming. Use application form Part B3.5 or C3.5 instead)
- waste operations
- mining waste operations
- medium combustion plant
- specified generators
- water discharges (excluding treated domestic sewage effluent discharges of up to 15 cubic metres (15$m^3$) a day into ground or up to 20 cubic metres (20$m^3$) a day to surface water)
- groundwater activities (excluding small discharges of 15$m^3$ per day or less if using Part B6.5 OR existing small discharges to Source Protection Zone1 if using Part B6.6)

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

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.

We anticipate it will take less than 3 hours to fill in this form if you have all the necessary information available.

**Contents**

**1 Working out charges**

**2 Payment**

**3 Privacy notice**

**4 Confidentiality and national security**

**5 Declaration**

**6 Application checklist**

**7 How to contact us**

**8 Where to send your application**

# 1 Working out charges

You must fill out this section for all applications except for waste mobile plant and Part B surrender notifications.

You have to submit an application fee with your application. For guidance on the fee and how to pay your charges, please see our charging guidance (**https://www.gov.uk/government/publications/environmental-permitting-charges-guidance**) and the current charging scheme **https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges**. You can also contact us for pre-application advice to help work out the charges.

Please note that there is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

### Table 1 – Type and number of facilities being applied for

For example, if you are submitting one installation application, enter the number one into the first column.

| Installation | Waste | Mining waste | Medium Combustion Plant (MCP)/ Specified Generator (SG) | Water discharge | Groundwater activity |
|---|---|---|---|---|---|
| 1 | | | | | |

### Table 2 – General application charge (A)

| Charge activity reference from the charging scheme tables | Charge activity description from the charging scheme tables | What are you applying for?<br>For example, a new permit, minor variation, normal variation, substantial variation, surrender, low risk surrender, transfer | Amount |
|---|---|---|---|
| e.g. 1.17.3 | e.g. Section 5.2 – landfill for hazardous waste | e.g. transfer application | e.g. £5,561 |
| 1.16.2.1 | Section 5.4 A (1) (b)(i) | Substantial Variation / New | 13,984 |
| | | | |
| | | | |
| | | | |
| | | | |
| Total A | | | 13,984 |

# 1 Working out charges, continued

### Table 3 – Additional assessment charges (B)

| Part 1.19 Charges for plans and assessments | | | Tick appropriate |
|---|---|---|---|
| Reference | Plan or assessment | Charge | |
| 1.19.1 | Waste recovery plan or variation or revision of a waste recovery plan. | £1,231 | ☐ |
| 1.19.2 | Habitats assessment (except where the application activity is a flood risk activity, water discharge or groundwater activity). | £779 | ☑ |
| 1.19.3 | Fire prevention plan (except where the application activity is a farming installation). | £1,241 | ☐ |
| 1.19.4 | Pests management plan (except where the application activity is a farming installation). | £1,241 | ☐ |
| 1.19.5 | Emissions management plan (except where the application activity is a farming installation). | £1,241 | ☑ |
| 1.19.6 | Odour management plan (except where the application activity is a farming installation). | £1,246 | ☑ |
| 1.19.7 | Noise and vibration management plan (except where the application activity is a farming installation). | £1,246 | ☐ |
| 1.19.8 | Ammonia modelling assessment | £620 | ☐ |
| 1.19.9 | Dust and bio-aerosol management plan. | £620 | ☐ |
| 1.19.10 | Habitats assessment for discharges to water and groundwater activities. | £2,035 | ☐ |
| 1.19.11 | Specific Substances Assessment for a water discharge activity to surface water. | £3,774 | ☐ |
| 1.19.12 | Specific Substances Assessment for a groundwater activity. | £1,546 | ☐ |
| 1.19.13 | Advertising | £500 | ☐ |
| Total B | | | 3,266 |

### Total charges

Add the total charges from Table 1 to the total charges from Table 2 (total A plus total B)

£17,250

# 2 Payment

You must fill out this section for all applications except for waste mobile plant and Part B surrender notifications.

Tick below to show how you have paid.

☐ Cheque

☐ Credit or debit card

☑ Electronic transfer (for example, BACS)

### Cheques

You should make cheques payable to 'Environment Agency' and make sure they have 'A/c Payee' written across them if it is not already printed on.

# 2 Payment, continued

Please write the name of your company and application reference number on the back of your cheque. We will not accept cheques with a future date on them.

### Credit/debit cards

If you are paying by credit or with debit card we will call you. We can accept payments by Visa, MasterCard or Maestro card only.

☐ Call me to arrange payment by debit or credit card

### Electronic transfer BACS

If you choose to pay by electronic transfer, you will need to use the following information to make your payment:

| | |
|---|---|
| Company name | Environment Agency |
| Company address | SSCL (Environment Agency), PO Box 797, Newport Gwent, NP10 8FZ |
| Bank | RBS/NatWest |
| Address | London Corporate Service Centre, CPB Services, 2nd Floor, 280 Bishopsgate, London EC2M 4RB |
| Sort code | 60-70-80 |
| Account number | 10014411 |
| Account name | EA RECEIPTS |
| Payment reference number | PSCAPPXXXXXYYY |

You need to create your own reference number. It should begin with PSCAPPWASTE (Waste), PSCAPPINST (Installation), PSCAPPWQ (Water Quality) (to reflect the facility type) and it should include the first five letters of the company name (replacing the X's in the above reference number) and a unique numerical identifier (replacing the Y's in the above reference number). The reference number that you supply will appear on our bank statements.

You should also email your payment details and reference number to **ea_fsc_ar@gov.sscl.com**.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23NWBK60708010014411 and our SWIFTBIC number is NWBKGB2L.

If you do not quote your reference number, there may be a delay in processing your payment and application.

Provide a unique reference number for the application, i.e. do not only use the company name only

PSCAPPINSTWESSE082

State who is paying (full name and whether this is the agent/applicant/other)

Wessex Water Services Limited

Fee paid

£ 17,250

Date payment sent (DD/MM/YYYY)

30/08/2024

# 3 Privacy notice

The Environment Agency runs the environmental permit application service.

See **https://www.gov.uk/guidance/environmental-permits-privacy-notice** for how we use your personal information in services to support environmental permitting.

# 4 Confidentiality and national security

### Confidentiality

We will normally put all the information in your application on a public register of environmental information. However, we may not include certain information in the public register if this is in the interests of national security, or because the information is confidential.

You can ask for information to be made confidential by enclosing a letter with your application giving your reasons. If we agree with your request, we will tell you and not include the information in the public register. If we do not agree with your request, we will let you know how to appeal against our decision, or you can withdraw your application. You can find guidance on confidentiality in 'Environmental permitting guidance: core guidance', published by Defra and available at **https://www.gov.uk/government/publications/environmental-permitting-guidance-core-guidance--2**.

Only tick the box below if you wish to claim confidentiality for parts of your application

☐ Please treat the specified information in my application as confidential

### National security

You can tell the Secretary of State that you believe including information on a public register would not be in the interests of national security. You must enclose a letter with your application telling us that you have told the Secretary of State and you must still include the information in your application. We will not include the information in the public register unless the Secretary of State decides that it should be included.

You can find guidance on national security in 'Environmental permitting guidance: core guidance', published by Defra and available at **https://www.gov.uk/government/publications/environmental-permitting-guidance-core-guidance--2**

You cannot apply for national security via this application.

Now fill in section 5

# 5 Declaration

If you knowingly or recklessly 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.

A relevant person should make the declaration (see the guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.

Each individual (or individual trustee) who is applying for their name to appear on the permit must complete this declaration. You will have to print a separate copy of this page for each additional individual to complete.

If you are transferring all or part of your permit, both you and the person receiving the permit must make the declaration. You must fill in the declaration directly below; the person receiving the permit must fill in the declaration under the heading 'For transfers only'.

# 5 Declaration, continued

Note: we will issue a letter to both current and new holders to confirm the transfer. If you are changing address we will need to send this letter to your new address; therefore please tell us your new address in a separate letter.

If you are unable to trace one or more of the current permit holders please see below under the transfers declaration.

I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

☑ Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)

☐ I confirm that my standard facility will fully meet the rules that I have applied for (this only applies if the application includes standard facilities)

☐ Tick this box if you do not want us to use information from any ecological survey that you have supplied with your application (for further information please see the guidance notes on part F1)

**Name**

Title

Ms

First name

Carolyn

Last name

Dewhirst

on behalf of (if relevant; for example, a company or organisation and so on)

Wessex Water Services Limited

Position (if relevant; for example, a company or organisation and so on)

Wastewater Regulatory Advisor

Today's date (DD/MM/YYYY)

22/08/2024

**For transfers only – declaration for person receiving the permit**

A relevant person should make the declaration (see the guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.

I declare that the information in this application to transfer an environmental permit to me is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

Note: If you cannot trace a person or persons holding the permit you may be able to transfer the permit without their declaration as above. Please contact us to discuss this and supply evidence in your application to confirm you are unable to trace one or all of the permit holders.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

# 5 Declaration, continued

☐ Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)

**Name**

Title

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, a company or organisation and so on)

Today's date (DD/MM/YYYY)

Now go to section 6

# 6 Application checklist

You must fill in this section.

If your application is not complete, we will return it to you. If you aren't sure about what you need to send, contact us before you submit your application. For further information on pre-application advice, see **https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit.**

You must do the following:

☑ Complete legibly all parts of the application form that are relevant to you and your activities

☑ Identify relevant supporting information in the form and send it with the application

☑ List all the documents you are sending in the table below.

☑ For new permit applications or any changes to the site plan, provide a plan that meets the standards given in the guidance note on part F1

☐ Provide a supporting letter for any claim that information is confidential

☑ Get the declaration completed by a relevant person (not an agent)

☑ Send the correct fee

# 6 Application checklist, continued

Continue on an extra sheet if necessary.

| Question reference | Document title | Document reference |
|---|---|---|
| NDM Qu 1 | Revised F1 form | Revised F1 form & Carolyn Dewhirst Env Permit authority declaration |
| NDM Qu 3 | Revised C6 form | Revised C6 form |
| NDM Qu 4 | Sampling and Analysis Summary | Trowbridge NDM Notice August 2024 |
| NDM Qu 5 | revised AERA | Trowbridge AERA version XXX |
| NDM Qu 6 | Technicial Competence | EU Skills Certificate 10546264 |
| NDM Qu 7 | Revised WWSL OMP | WWSL OMP TRTWP547 |
| n/a | Revised Plans Pack | Revised Plans Pack |
| n/a | Original Permit submission | July 2021 |
| n/a | Gaps Submission | October 2023 |
| n/a | payment information | PSCAPPINSTWESSE082 |
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Document reference

# 7 How to contact us

If you have difficulty filling in 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 422549 (Monday to Friday, 8am to 6pm)

Email: **enquiries@environment-agency.gov.uk**

Website: **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.

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.

# 8 Where to send your application

For how many copies to send see the guidance note on part F1.

Please send your filled in application form and supporting documents to:

For water discharges and groundwater activities by email to
**PSC-WaterQuality@environment-agency.gov.uk**

For waste, installations, medium combustion plant and specified generators by email to
**PSC@environment-agency.gov.uk**

For large electronic documents (too large for email attachment) you can upload your applications to file sharing sites and send us a link to download the documents. Alternatively, you can send more than one email with documents attached.

Or by post to:

Permitting Support, NPS Sheffield
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

Do you want all information to be sent to you by email?

☐ Please tick this box if you wish to have all communication about this application sent via email (we will use the details provided in the Part A form).

## 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.

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 (£)