

Suzanne Walsh
PDE Consulting Limited
The Alaska Building
Sitka Drive
Shrewsbury Business Park
Shrewsbury
Shropshire
SY2 6LG

Date: 28/07/2025

Dear Suzanne,

We cannot process your application due to missing information or payment

Application reference: EPR/BP3923LR/A001

Operator: F M Conway Limited

Facility: Newhaven Asphalt Plant, North Quay, Newhaven, BN9 0AB

Thank you for your application received on 15/05/2025. The following is to confirm our conversation of 28/07/2025.

We need to ask you for some missing information before we can do any more work on your application. Please provide us with more information the following questions.

1) Company secretary e-mail address

Provide an email address for the Company Secretary. This information is required for serving Schedule 5 notices and issuing decisions.

2) Relevant guidance

Within your application you have stated that "A BAT assessment has been produced in accordance with Sector Guidance Note IPPC S5.06.4 Guidance for the Recovery and Disposal of Hazardous and Non Hazardous Waste (Issue 5) and is presented in Appendix 7". Sector Guidance Note IPPC S5.06.4 has been superseded and relevant guidance can now be located in:

- BAT and BREF waste treatment and Chemical waste: appropriate measures for permitted facilities (for your section S5.6 hazardous waste activity); and
- Non-hazardous and inert waste: appropriate measures for permitted facilities (for your waste activity)

Update and resubmit your application and application forms to reference the above relevant guidance and BAT conclusions removing any reference to S5.06.

3) Site drainage plan

You have provided a copy of your site drainage plan in appendix 4 of appendix 6. Unfortunately, this plan is not legible.

Provide a legible and clear site drainage plan

4) Permitted Area Boundary Plan

Your permitted area boundary plan does not include your direct emission to water.

Update and resubmit your permitted area boundary plan to include all emission to sewer or point source emissions.

5) Site condition report

On review of your site condition report this does not include a stage 1-3 assessment, identifying relevant hazardous substances (RHS) and where this identifies a risk to soil/and or groundwater linking this to the baseline reference data. Guidance in relation to this can be located at [Communication from the Commission — European Commission Guidance concerning baseline reports under Article 22\(2\) of Directive 2010/75/EU on industrial emissions \(europa.eu\)](https://europea.europa.eu/en/industrial-emissions/communication-from-the-commission).

Update you site condition report to include a stage 1-3 assessment, identifying relevant hazardous substances (RHS) and where this identifies a risk to soil/and or groundwater link this to the baseline reference data that you have provided.

6) Responses to form B3

Please update and re-submit form B3 to include the following:

- a. A response to – types of waste accepted**
- b. Question 3 – technical standards – to include the relevant standards as outlined in question 2**
- c. Question 3 – to include a process flow diagrams or block diagrams to help describe the operations and processes undertaken.**

7) Responses to form B4

Please update and re-submit form B3 to include a response to – types of waste accepted

8) Identification of activities carried out under Part B, and activities that will form part of the environmental permit

On review of your working plan this seems to include activities that will be regulated under the part B. This document may be included as part of your operating techniques and should clearly identify or remove activities or that will not be regulated as part of the permit applied for.

Update and re-submit your working plan to clearly identify activities that you would not require to be regulated under this permit.

9) Waste pre-acceptance and Waste acceptance

On review of your working plan, this does not include your waste pre-acceptance process. Further guidance on what this should include can be located in Chemical waste: appropriate measures for permitted facilities (for your section S5.6 hazardous waste activity); and Non-hazardous and inert waste: appropriate measures for permitted facilities (for your waste activity)

Update and re-submit your working plan to include your waste pre-acceptance process.

10) Appendix 7 – BAT assessment

On review of your BAT assessment this has been undertaken against S5.06 which has now been replaced with Chemical waste: appropriate measures for permitted facilities. BAT conclusions can be located in section 6.1 General BAT conclusions of document Best Available Techniques (BAT) Reference Document for Waste Treatment, with guidance on how these should be implemented found in Chemical waste: appropriate measures for permitted facilities.

Update and resubmit your BAT assessment to reference the current standards as identified above, and for each relevant BAT conclusion explain how you will meet BAT or provide an alternative technique that will provide an equivalent level of environmental protection.

11) Non-hazardous and inert waste: appropriate measures for permitted facilities

On review of your application we can find no assessment of how you will meet Non-hazardous and inert waste: appropriate measures for permitted facilities for the waste activity applied for.

For your waste activity provide an assessment that explains how you will meet relevant sections of the Non-hazardous and inert waste: appropriate measures for permitted facilities.

16) Direct emissions to water

Within your application you have identified in form B2 you will release substances to sewer in response to question 4a, and that “Surface water run-off from the permitted area is directed to Denton Sewer which runs under the Site, via an interceptor. Denton Sewer discharges into the River Ouse. A drainage plan is presented in the Working Plan in Appendix 6.” Under section 6 of guidance Non-hazardous and inert waste: appropriate measures for permitted facilities “you must identify the main chemical constituents of your facility’s point source emissions to water and sewer as part of your inventory of emissions” and “you must assess the fate and impact of the substances emitted to water and sewer following the Environment Agency’s risk assessment guidance.”

- a) **Provide a completed B6 form**
- b) **Update your site plan to include your emission to water discharge point**
- c) **Provide an assessment of the fate and impact of the discharge in line with guidance risk assessment guidance and Surface water pollution risk assessment for your environmental permit**
(Note: the H1 assessment template can be located at <https://admlc.com/h1-tool/>.)

12)Accident Management plan

You have provided a summary of your accident management plan in section ‘5 Accident Management Plan’. On review of this plan it is limited and does not meet the requirements of guidance Develop a management system: environmental permits

Update and re-submit your accident management plan as a separate document ensuring that it includes all the requirements identified in the guidance Develop a management system: environmental permits

13)Permit Boundary Plan

Your permit boundary plan includes an area identified as “Temporary container storage area’ we can find no mention of what this activity will undertake, or if this is related to the permitted activities.

Update your non-technical summary to include an explanation of what the temporary container storage area is.

14)Site surfacing

You application advises that “the Site surface is sealed in asphalt / concrete.” It is unclear if this meets the requirements of guidance Chemical waste: appropriate measures for permitted facilities

Update and resubmit your applications to clearly explain how your site surfacing meeting the requirements of guidance Chemical waste: appropriate measures for permitted facilities

15)Noise impact assessment and NMP

Please note this this is currently being checked by our AQMAU team for validation and we may require further clarification.

If you cannot provide the information in this time please let us know and we will return the application.

Please reply directly to this email with your information

You must send us the information by **11/08/2025**.

If we do not receive this by this deadline we will return your application.

If we receive what is missing by the deadline, we will continue to check your application. We'll check to see if there's enough information for the application to be 'duly made'. Duly made means that we have all the information we need to begin determination. Determination is where we assess your application and decide if we can allow what you've asked for.

We'll let you know by email whether your application can be duly made. If it can't be duly made, we'll return your application to you.

If we do have to return your application, we'll send you a partial refund of your application payment. We'll retain 20% of the application charge to cover our costs in reviewing your application. This maximum amount we'll retain is capped at £1,500. Further information on charging can be found at:

<https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>

Note: Our email system has a file size limit of 25MB, if your information exceeds this limit you will have to arrange an online file transfer. Please ensure the file transfer link does not have a time limit on it.

Why are we asking for this

We require key information requested by our application forms before we can process applications. We want to give applicants who may have this information prepared but have forgotten to provide this an opportunity to send this to us quickly. Where this information has not been prepared we will return applications so applicants can re-apply when the information is ready.

What happens next

If we receive the information by the deadline we will process your application and allocate this to a Permitting Officer for checking. If we do not receive this information we will return your application.

Environment Agency Pre-application Service

We recommend that you talk to us if you do not have the information prepared and wish to re-apply. We offer limited pre-application advice on how to prepare your

application at no extra charge. If more help is needed, we also offer a discretionary enhanced pre-application service. This service is chargeable at a rate of £100 per hour plus VAT.

For further details and a pre-application request form, please see our website:
<https://www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit>

If you would prefer a paper copy of the pre-application request form, please phone our Customer Contact Centre on 03708 506 506.

If you have any questions, please phone me on 07557139052 or email sarah.raymond@environment-agency.gov.uk.

Yours sincerely

Sarah Raymond
Principal Permitting Officer – Installations