

**From:** SM-Defra-RESP-notifications (DEFRA)  
**Sent:** 24 July 2023 16:38  
**To:** Kevin Benstead  
**Cc:** Morley, Eve  
**Subject:** EPR/AP3339XG/V006 We Need More Information About Your Application CRM:0836004



Dear Kevin Benstead

**Environmental Permitting (England and Wales) Regulations 2016**

**Application reference: EPR/AP3339XG/V006**

**Operator: THALIA WB ODC LIMITED**

**Facility: Waterbeach Mechanical Biological Treatment Facility EPR/AP3339XG, Ely Road, Waterbeach, CB25 9PG**

Thank you for your application received on 24/01/2023. The following is to confirm our conversation of 24/07/2023.

Unfortunately the application payment you sent is incorrect. The correct application charge is £9,176. This leaves a balance of £2,184 to pay. This is in line with the fee for a new transfer station activity (see 1.16.6 within the charging scheme: <https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>)

I need to ask you for some missing information before I can do any more work on your application:

- Send us a site-specific Environmental Risk Assessment which details risks, environmental impacts and controls in place to minimise risks (<https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit>). Where you indicate that risks have not increased from the current permitted activities, give an explanation as to why the risk has not increased.

- Send us a copy of your TCM's primary award certificate. We have received only the Continuing Competence certificate for Alexander Fishlock
- Provide more information about your waste storage arrangements. Confirm/provide the following:
  - Whether yearly throughput of waste will increase
  - The maximum amount of waste to be stored within the reception building at any time
  - How/if waste storage arrangements within the reception hall are changing from the current permitted activity
  - The length of time that conforming waste will be stored on site (indicating the expected time and maximum time on site)
  - A plan showing locations for unloading, storage (indicating different piles / pile sizes) and re-loading
- Send us an updated Odour Management Plan, which covers all activities on site. This should meet the requirements of our H4 Guidance (<https://www.gov.uk/government/publications/environmental-permitting-h4-odour-management>). The charge for our assessment of your plan is included in your baseline application charge.
- Send us a Fire Prevention Plan. This should meet the requirements of our guidance on fire prevention plans: environmental permits (<https://www.gov.uk/government/publications/fire-prevention-plans-environmental-permits/fire-prevention-plans-environmental-permits>). The charge for our assessment of your plan is included in your baseline application charge.

Please reply directly to this email with your information and copy in [REDACTED]

Please send the information and payment within 10 working days of this letter. Details of how to pay are given in Part F of the application form.

If we do not receive the information and payment within 10 working days we will return your application.

If we do receive the requested information and payment within 10 working days, we'll 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 letter 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 and requesting information. 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>

If you have any questions please phone me on [REDACTED] or email [REDACTED]

Yours sincerely,  
Eve Morley

