

From: [SM-Defra-RESP-notifications \(DEFRA\)](#)
To: [Louise Burns](#)
Cc: [Sue Irons](#)
Subject: EPR/JB3005CJ/V003 We Need More Information and fees by close 13 July 2026 CRM:0392144
Date: 26 June 2026 20:27:09
Attachments: [Dust and Emissions Management Plan Template vr12 April2026.docx](#)

Dear Louise Burns

Environmental Permitting (England and Wales) Regulations 2016

Application reference: EPR/JB3005CJ/V003

Operator: CHESHIRE WEST RECYCLING LIMITED

Facility: C W & C Canalside Operations Hub, Dockyard Road, Ellesmere Port, CH65 4EF

Thank you for your application received on 07/05/2026. The following is to confirm our conversation of today, 26 June.

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

Form Part C2:

Q3d) Environmental Management System summary (EMSs)

- Clarify whether crushing akin to treatment does occur at the HCI, or just gentle compaction to assist payloads.
- Specify the waste that is crushed and the reasons it is done.
- Clarify what, if any other mechanical treatment is to be done on the proposed wastes.

Reason: This refers to “facility for the storage, treatment (sorting and baling), and transfer of household commercial and industrial waste materials from...”. This does not mention crushing or mechanical treatment which the permit suggests takes place in the HCI activity.

Q4) Environmental Risk Assessment (ERA)

- Include assessment of risk of dust pollution on habitats. We would need to do a Habitats Assessment (and the fee will be required) for extending site and having new potentially dusty or polluting in other ways wastes outside for either/ both storage and/or treatment.

Q5a).Site Condition Report (SCR):

- Drainage:
 - Check the map reflects the drainage arrangement of the proposed site.

- Clarify what wastes are stored and treated in the various drainage areas of the site, and hence potential for pollution to drain to either interceptor, surface water sewer, foul sewer, or any surface water run-off.

Reasons:

Largest separators – this indicates 1 interceptor covers an area where waste is stored or treated, but that it only removes oil.

The drainage plan suggests surface water drainage in areas where waste is now be stored; but the drainage plan potentially also not reflect new proposed waste storage and treatment areas. That would appear to contradict a statement in the Non-Technical Summary that “All permitted wastes...be stored and treated on an impermeable surface with a sealed drainage system that meets ... (CIRIA) 736 or an equivalent approved standard required.

- The new boundary appears to omit western/SW section of existing boundary that includes a building; clarity sought whether this is an error or if operator wants to surrender this part of the site. (Relates to question to site layout too.)

Reason: If a separate Surrender application is required the operator must approach Area Compliance Team for information on the appropriate surrender risk level, which attract different fees and supporting documents

Q6a) Non-Technical summary (NTS)

- Explain how the increased throughput will be achieved (e.g. more machinery, increased hours, etc) and which activity/ies this covers (MRF, Hazardous Waste Transfer, both).

Confirm that no new wastes are to be associated with the MRF activity.

Confirm whether the amount stored onsite at any one time will increase.

Confirm current and proposed maximum tonnages.

- Clarify whether the new hazardous and non-hazardous wastes to be accepted under the permit under the new Hazardous Waste Transfer station activity are for:
 - treatment or transfer.
 - if any are for treatment please confirm which wastes are affected and what treatment they will be subjected to.
 - Clarify what, if any other mechanical treatment is (to be) done on the existing permitted wastes.

Reasons:

- *The list of proposed wastes to add include hazardous wastes that are not typical to be accepted by a Household Commercial Industrial (HCI) activity or MRF (activities the permit indicates currently exist); due to the source of the wastes we perceive the existing HCI with treatment activity should be upgraded to a Hazardous Waste Transfer Station.*
- *Limited specific handling techniques ('treatments') are allowed under the*

Transfer activity; other types of treatment are likely to require a Physical Treatment activity.

Appendix 11 – Site Layout:

- Show clearly location of 'streetcare area'.
- Some labels are blurred and difficult to read; please address.
- This should show all the existing and proposed permitted area.

Form Part C4:

Table 2- Emissions:

- Please confirm whether all surface water run-off that drains to either surface water drains or the Manchester Ship Canal are clean and uncontaminated.
- If you consider it clean and uncontaminated please confirm whether this is because it is rainfall that has: a) not run through any waste, (b) it has run through waste but has been treated. Confirm the method of treatment prior to discharge.

Reason: There is potential a Water Discharge Activity could be required if run-off has been contaminated.

Table 3a – Please confirm you will agree to comply with the relevant parts of the Appropriate Measures (AMs) on WEEE, WTEE, and Chemicals.

Reason: You have only listed the Non-hazardous and inert AMs.

Table 3b – Include plans: OMP, NMP and DEMP. Submit DEMP (plan template attached).

Form Part F1

Unfortunately the application payment you sent is incorrect. The correct application charge is £12,122.81. As I believe you have already paid £7,408.21 this leaves a balance of **£4,714.60** to pay. ([Environmental permits and abstraction licences: tables of charges - GOV.UK](#))

Substantial variation fee for Hazardous Waste Transfer station: £ 7,444.54

Fire Prevention Plan (FPP): £1,288.16

Odour Management Plan (OMP): £1,293.35

Dust and Emissions Management Plan (DEMP): £1,288.16

Habitats Assessment fee: £808.60

Total = £12,122.81

Please reply directly to this email with your information and copy

in susan.ironson@environment-agency.gov.uk, or post to:
Integrated Permitting Services
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

You must send us the information and or payment **by close 13 July 2026**.

Pay online by credit or debit card

Pay online at this link www.gov.uk/payments/permitting-applications-waste/permitting-application-payment-waste

You need to create your own reference number. Your reference number must follow this format: PSCAPPWASTEXXXXYYY. 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). Email us the reference number and the payment date so we can track your payment.

Details of how to pay by other methods are given in Part F1 of the [application form](#).

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 correct application charge to cover our costs in reviewing your application. This maximum amount we'll retain is capped at £1,673.78. Further information on charging can be found at: <https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>

We have also identified the following missing information, which although it will not prevent us from duly making the application, would be required during determination. You should provide this information as early as possible to avoid delays during determination.

- Site boundary plan - the plan/ map showing the extension appears to omit part of the current area permitted relating to an office building and road; therefore a new site boundary map would be required, preferably now. You advised me over the phone today there is no intention to decrease the existing permitted area.

You can send us this determination information by replying directly to this email with your information and copy in psc@environment-agency.gov.uk.

Without this additional information we would be unable to issue your permit.

Note: Our email system has a file size limit of 25MB, if your returns exceed 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.

If you have any questions please phone or email me Thursday 2nd July onwards.

Yours sincerely,

Sue Irons

Waste Permitting Officer

Growth, Permitting and Monitoring

susan.iron@environment-agency.gov.uk

Telephone: 07867 328061/ 02030252898