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

Environment Agency

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

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

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: EPR/EP3404SR/A001

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

Site ☑ Now go to section 2

Mobile plant ☐ Now go to question 1c

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

Mobile plant

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

No ☐

Yes ☐

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

No ☐ Now go to section 3

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

Document reference

Now go to section 3

2 About the site

But not mobile plant

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

Site name

Address

2 About the site, continued

Postcode

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

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

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

Installation ☐

Waste operation ☐

Mining waste operation ☐

Water discharge activity ☐

Groundwater activity (point source) ☐

Groundwater activity (discharge onto land) ☐

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

As in 2a above ☐

Different from that in 2a ☐ Please fill in the national grid reference below

National grid reference for the regulated facility

Now go to question 2d

2 About the site, continued

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

See the guidance notes on part B2.

Regulated facility 1

National grid reference

What is the regulated facility type?

Installation ☐

Waste operation ☐

Mining waste operation ☐

Water discharge activity ☐

Groundwater activity (point source) ☐

Groundwater activity (discharge onto land) ☐

Regulated facility 2

National grid reference

What is the regulated facility type?

Installation ☐

Waste operation ☐

Mining waste operation ☐

Water discharge activity ☐

Groundwater activity (point source) ☐

Groundwater activity (discharge onto land) ☐

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

Document reference

Now go to question 2d

2 About the site, continued

2d Low impact installations (installations only)

2d1 Are any of the regulated facilities low impact installations?

No ☐

Yes ☐ If yes, tell us how you meet the conditions for a low impact installation (see the guidance notes on part B2 – Appendix 1).

Document reference

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

2e Treating batteries

2e1 Are you planning to treat batteries? (See the guidance notes on part B2.)

No ☐

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

Document reference for the explanation

2f Ship recycling

2f1 Is your activity covered by the Ship Recycling Regulations 2015? (See the guidance notes on part B2.)

No ☐

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

Document reference for the explanation

Document reference for the facility recycling plan

2g Multi-operator installation

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

Table 1 – Other permit application references

3 Your ability as an operator

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

3a Relevant offences

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

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

No ☑ Now go to question 3b

Yes ☐ Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position held at the time of the offence

Name of the court where the case was dealt with

Date of the conviction (DD/MM/YYYY)

3 Your ability as an operator, continued

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

Now go to question 3b

Please also complete the details in Appendix 2.

3b Technical ability

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

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

ESA/EU skills

Please select **one** of the following:

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

or

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

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
  - Environment Agency assessment ☐

  or
  - evidence of nominated manager status under the transitional provisions for previously exempt activities ☐

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

  I have enclosed a copy of the relevant current continuing competence certificate/s ☐
- I will complete my qualification within four weeks of starting the permitted activities and have enclosed evidence of my registration with WAMITAB or my EPOC booking as appropriate ☐
- **For medium- and high-risk tier activities other than landfill**
  I will complete the qualification within 12 months and have enclosed evidence of registration with WAMITAB and, where relevant, EPOC booking. I understand I must complete either four specified units of the relevant qualification or an EPOC within four weeks of the permitted activities commencing ☐

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

Title (Mr, Mrs, Miss and so on)

First name

Last name

Phone

Mobile

Email

3 Your ability as an operator, continued

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

Permit number	Site address	Postcode

Document reference

Now go to question 3c

Please also complete the details in Appendix 2.

3c Finances

Installations, waste operations and mining waste operations only.

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

Do you or any relevant person or a company in which you 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.

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)?

Bonds ☐

Escrow account ☐

Trust fund ☐

Lump sum ☐

Other ☐

Provide a plan of your estimated expenditure on each phase of the landfill or mining waste facility.

Document plan reference

Now go to question 3d

3d Management systems (all)

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

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

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

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

3 Your ability as an operator, continued

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

What management system will you provide for your regulated facility?

ISO 14001 ☐

BS 8555 (Phases 1–5) ☐

Green dragon ☐

Own management system ☑

EC Eco-Management and Audit Scheme (EMAS) ☐

EMAS Easy ☐

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

Document reference/s: Appendix 3: Summary of GRW's EMS

4 Consultation

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

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

4a A sewer managed by a sewerage undertaker?

No ☑

Yes ☐ Please name the sewerage undertaker

4b A harbour managed by a harbour authority?

No ☑

Yes ☐ Please name the harbour authority

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

No ☑

Yes ☐ Please name the fisheries committee

4d Is the installation on a site for which:

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

No ☑

Yes ☐

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

No ☑

Yes ☐

5 Supporting information

5a Provide a plan or plans for the site

But not any mobile plant

Clearly mark the site boundary or discharge point, or both. Also include site drainage plans, site layout plans, and plant design drawings/process flow diagrams (as required). (See the guidance notes on part B2.)

Document reference/s of the plans: Appendix 6: (6.1 to 6.6) for various site plans and PFD

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

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

Document reference of the report: Appendix 5: Site Condition Report (Appendix 5.1, 5.2)

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

5 Supporting information, continued

5c Provide a non-technical summary of your application

See the guidance notes on part B2.

Document reference of the summary: Appendix 1: Non Technical Summary

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

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

No ☐

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

Document reference of the plan:

6 Environmental risk assessment

Provide an assessment of the risks each of your proposed regulated facilities poses to the environment. The risk assessment must follow the methodology set out in 'Risk assessments for your environmental permit' at www.gov.uk/government/collections/technical-guidance-for-regulated-industry-sectors-environmental-permitting or an equivalent method.

Document reference for the assessments: Appendix 4, 4.1, 4.2, 4.3, 4.4, 4.5

For Waste and Installation Permits only

All bespoke waste and installations permit applications must carry out a climate change risk assessment if the planned duration of the operation is more than 5 years. This will normally be reviewed and discussed with you as part of our compliance activities. However, we may require you to submit your climate change risk assessment as part of your application depending on your risk screening score. We will consider the information contained within your climate change risk assessment when we grant your permit. Conditions may be applied to some permits to manage climate risks.

6b Climate change risk screening

See the guidance to Part B2.

Mark your score in each category in the table below. Add each individual score to give a total.

CATEGORY	SCREENING QUESTIONS	SCORE	YOUR SCORE
1 TIMESCALES	How long will a permit be required for this site/activity?		
	5 years or less of operation. No need to fill in the rest of the screening. You do not need to fill in a risk assessment. Please go straight to question 7.	0	**5**
	Less than 20 years of operation	1	
	Until between 2040 and 2060 (between 20 and 40 years from now)	3	
	Until 2060 or beyond (more than 40 years from now)	5	
1 FLOODING	What is your site's risk of flooding from rivers or the sea?		
	Not in a flood-risk zone	0	
	Very low or Low	1	**1**
	Medium	2	
	High	5	
3 WATER USE	If you use water for your site operations or fire prevention, what is the source of your water?		
	Water not required	0	**1**
	Mains water	1	
	Surface water or groundwater abstraction	5	
		TOTAL SCREENING SCORE	**7**

If your total screening score is 5 or more, complete the climate change risk assessment and submit it with your permit application.

If you expect to operate for 5 years or less, you do not need to submit a risk assessment with your application, regardless of your screening score.

You must enter your score for every category in the table above. If you expect to operate for 5 years or less you may enter 'Not Applicable' for categories 2 and 3.

6 Environmental risk assessment, continued

Document reference of the risk assessment (if submitted with application)

Appendix 4.1: Climate Change Risk Assessment

If your total screening score is less than 5 we may still request your risk assessment as part of determining this application if we believe you face unmanaged climate risks.

If we do not review your risk assessment as part of your application, it will form part of your Environmental Management System and we will discuss it with you as part of our compliance activities.

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 ☐

Crystal Mark 19103
Clarity approved by Plain English Campaign

For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐ Amount received

£

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

Appendix 1 – Low impact installation checklist

See the guidance notes on part B2.

Installation reference				
Condition	Response			Do you meet this?
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

Date of birth (DD/MM/YY)

3 Technical ability - date of birth information

Name

Date of birth (DD/MM/YY)