

**From:** [ea-esp-noreply](mailto:ea-esp-noreply)  
**To:** [Michael Thompson](mailto:Michael.Thompson)  
**Subject:** EPR/VP3224LL/A001 Receipt of Environmental Permitting Application CRM:0813886  
**Date:** 20 October 2025 12:04:07

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Dear Michael Thompson

**Environmental Permitting (England and Wales) Regulations 2016**  
**Application reference: EPR/VP3224LL/A001**  
**Operator: UBH Group Limited**  
**Facility: Solar Recycling Solutions Swanscombe Solar Panel Recycling Site, Manor Way Business Park, Swanscombe, DA10 0PP**

Thank you for your application, received 13/10/2025.

We received your application charge on 15/10/25.

### **Duly made checks**

Once your application is allocated, the permitting officer will check your application. When we are satisfied we have the necessary information to begin our assessment and decision making, your application is considered 'duly made'. We will then begin our technical assessment of your application, we call this the determination stage.

If we need any more information from you at the duly making stage, we will contact you to tell you what additional information you need to submit. You have 10 working days to provide this information. The day after we request it is 'day 1'.

If we are still unable to progress your application any further, we will return it to you. Please note that we will retain part of the correct charge for your application where we have spent time reviewing your application and requesting information. Further details can be found in our [Charging Scheme](#).

When we decide that your application is duly made, we will confirm this by email or letter.

### **What happens next?**

Your application will be allocated for checking and technical assessment as quickly as we can, and we will contact you if we need any further information. If you need to add something, please send it to us at [PSC@environment-agency.gov.uk](mailto:PSC@environment-agency.gov.uk), quoting your application reference.

A permitting officer will check that all relevant information requested in the application forms and application guidance is provided, and will contact you if information is missing.

- Depending on how much information is missing, we may ask you to provide this within a maximum of ten working days. If you do not respond to the request, or what is provided still doesn't meet the requirements, we will return your application.
- If we think there is too much information missing to be provided within 10 working days, we will return your application with a list of what is missing to help you reapply.

If we return your application we will retain 20% of the correct charge for your application, capped at £1,613, to cover our costs in reviewing your application. Further details can be found in our [Charging Scheme](#).

If you have used our enhanced pre application advice service, you must ensure you have paid all associated fees before your application can progress.

For more information on the permitting process and the next steps see [Waste: environmental permits](#) or [A1 installations: environmental permits](#).

If you have provided evidence of technical competence which is due to expire soon, send an up-to-date continuing competency certificate when available to [PSC@environment-agency.gov.uk](mailto:PSC@environment-agency.gov.uk), quoting your application reference. Sending this in advance can help avoid delays.

### Exemptions

Waste exemptions allow low-risk waste management operations to be carried out without an environmental permit.

Future reforms to waste exemptions will mean exemptions cannot be registered at or adjacent to (where there is a direct link) permitted waste operations. Waste exemptions cannot currently be used on a permitted installation.

For further details please read [Waste Exemptions – Getting Ready for Change](#). As part of this work, we are also asking operators to deregister any exemptions no longer used or needed. We do not expect changes to the Environmental Permitting Regulations (EPR) before 2025. This may change as it depends on Parliament and its legislative programme.

### Consultation

If your application needs consultation with the public and other organisations we use an online consultation tool where we will add all application documents. [Environmental permits: when and how we consult](#) explains which applications we are required to consult on and how long this will take.

We aim to respond to all customer enquiries however, this can have a significant impact on our ability and capacity to progress applications. Please rest assured that we will contact you as soon as there is any update on your application, so please avoid contacting us unnecessarily for updates. For urgent enquiries, you can contact our National Customer Contact Centre on 03708 506 506.

Yours sincerely,

**Oliver Cox, MSc**

Permitting Support Advisor– Permitting Support Regulated Industry - National Permitting Service  
**Environment Agency** | Quadrant 2, 99 Parkway Ave, Parkway Business Park, Sheffield, S9 4WF

Regulated Industry Team Phone Number : 02030253898 (9am to 4pm)  
Regulated Industry Team Email : [PSC@environment-agency.gov.uk](mailto:PSC@environment-agency.gov.uk)

Incident response

National duty communications officer (24/7) | 0800 023 2522  
National duty communications manager | 0800 028 2411

**Please consider this a “thanks” in advance.**

**Every email has a carbon footprint. So if you don't hear back from me, it's not because of you, it's because of the planet.**