Application for an environmental permit
Part A – About you

You will need to complete this part of the application form if you are applying:

- for a new permit
- to vary (change) an existing permit
- to surrender your permit
- to transfer an existing permit to yourself

Visit our website to check this is the latest version of the form: **https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-a-about-you**.

Please read through the form before completing it. We expect it will take less than 1 hour to complete if you have all the necessary information available.

The form can be:

1. Saved onto a computer and then filled in.

   We recommend you use an Adobe Acrobat product to complete the form. You may not be able to complete the form using different software, such as a PDF reader built into your internet browser.
2. Printed off and filled in by hand. Please write clearly in the answer spaces.

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Appendix 1: Date of birth information for installation and waste activities (applications for a new permit or transferring a permit and variations to a waste activity) only

Section 1: About you

About you

Tick the box that describes you as the applicant.

- ☐ An individual. Now go to **section 2**.
- ☐ A group of individuals. Now go to **section 3**.
- ☐ A public body or public corporation. Now go to **section 4**.
- ☐ A government department. Now go to **section 5**.
- ☑ A registered company, limited liability partnerships or other incorporated body. Now go to **section 6**.

To apply, you must be the legal operator of the activity or facility. See: **https://www.gov.uk/guidance/legal-operator-and-competence-requirements-environmental-permits#what-a-legal-operator-is**

Section 2: Applications from an individual

2.1 Name of applicant

Title (optional)

First name

Last name

2.2 Address of applicant

Address

Postcode

Use a business address where possible. Otherwise use a personal address. Individuals based overseas must provide an address for service in the UK.

Now go to **section 7: Contact details**

Section 3: Applications from groups of individuals

Examples of groups of individuals include:

- individuals acting jointly
- individuals that are partners in a general or limited partnership (but not a limited liability partnership)
- unincorporated charities, trusts and associations, (unless recognised as a legal person)

3.1 Trading or organisation name (if any)

Note: we can only issue and transfer permits to named individuals and not to trading or organisation names

3.2 Organisation type

For example, individuals acting jointly (e.g. a club), general partnership, unincorporated charity

3.3 Charity Commission registration number (if any)

Some individuals or groups of individuals with recognised charitable status are entitled to reduced permit fees for certain water discharge activities. We need the Charity Commission registration number to check if this applies to this application.

3.3 Companies House or Limited Liability Partnership number

3.4 Names and addresses of individuals

Provide the names and addresses of all individuals acting jointly, or in a general or limited partnership. Enter the name and address of the first individual. Provide a continuation sheet for all remaining individuals.

For corporate partners in a general or limited partnership, provide the company name and registration number on the continuation sheet.

For unincorporated trusts, charities and associations, provide the name and address of the nominated representative who will hold the permit in the organisation's name and all individuals that form the governing body, for example trustees. Use a continuation sheet as necessary.

Section 3: Applications from groups of individuals, continued

3.4a Name of first individual

Title (optional)

First name

Last name

3.4b Address of first individual

Address

Postcode

Use a business address where possible. Otherwise use a personal address. Individuals based overseas must provide an address for service in the UK.

3.4c Continuation sheet

Document reference of continuation sheet (if any):

Now go to **section 7: Contact details**

Section 4: Applications from public bodies or public corporations

4.1 Name of public body or corporation

4.2 Type of public body or corporation

For example, local government body, executive agency, non-departmental public body

4.3 Charity Commission number (if any)

Section 4: Applications from public bodies or public corporations, continued

4.4 Address of public body or corporation

Address

Postcode

Now go to **section 7: Contact details**

Section 5: Applications from government departments

5.1 Title of Secretary of State for relevant department

Title

For example, Secretary of State for Environment, Food and Rural Affairs

5.2 Address of the government department

Address

Postcode

Now go to **section 7: Contact details**

Section 6: Applications from registered companies, limited liability partnerships and other corporate bodies

6.1 Name of company, limited liability partnership or other incorporated body

Powerfuel Portland Limited

6.2 Type of incorporated body

Private limited company

For example, private limited company, public limited company, limited liability partnership, incorporated society, charitable incorporated organisation or community interest company

6.3 Companies House registration number (if any)

11831492

6.4 Charity Commission number (if any)

6.5 Additional information if not registered with Companies House or The Charity Commission

If you are not registered with Companies House or The Charity Commission, supply:

- evidence that your company or corporate body is a legal entity
- a description of how you will be the legal operator if you are an overseas company without a UK presence.

This does not apply to variations or surrender applications.

Document reference for evidence/description:

Evidence of legal entity could, for example, include:

- a copy of your Certificate of Incorporation for companies.
- a copy of your Memorandum and Articles of Association for incorporated charities and trusts

Section 6: Applications from registered companies, limited liability partnerships and other corporate bodies, continued

6.6 Principal address or Registered Office of registered company, limited liability partnership or other incorporated body

Address

2nd Floor Regis House,
45 King William Street,
London,
United Kingdom

Postcode

EC4R 9AN

For registered companies and limited liability partnerships this is the office address registered with Companies House. For other incorporated bodies use your principal business address or the address registered with The Charity Commission.

6.7 Main business address of registered company, limited liability partnerships or other incorporated body

Address

Postcode

Your main UK business address is required only if your principal or registered office address is overseas.

Now go to **section 7: Contact details**

Section 7: Contact details

7.1 Application contact

Provide the details of someone we can contact about your application. The person must have the authority to act on your behalf.

Title (optional)

First name

Alice

Last name

Merry

Position

Environmental Scientist

Address

Fichtner Consulting Engineers,
Floor 3 Kingsgate House,
Wellington Road North,
Stockport,
Cheshire

Postcode

SK4 1LW

Phone number

0161 476 0032

Email

alicemerry@fichtner.co.uk

☑ Tick if you would like all general communication about this application sent to the above email address.

7.2 Contact for receipt of official documents

This question does not apply to applications from individuals acting jointly

Provide the details of someone we can send official documents to, such as notices and copies of permits.

For companies this must be a company secretary, clerk or a director.

For partnerships, this must be a person with control or management of the partnership.

☐ Tick if the contact is the same as in question 7.1 (application contact). Otherwise complete the details below.

Section 7: Contact details, continued

Title (optional)

Mr

First name

Giles

Last name

Frampton

Position

Director

Email

giles@power - fuel.co.uk

Telephone number

7.3 Operational contact

This is optional for variations and surrenders. We use this information to help us know who to contact about operations at the site, returns and reporting.

✔ Contact details are the same as question 7.1 (application contact)

Contact details are the same as question 7.2 (contact for receipt of official documents)

Otherwise complete the details below.

Title (optional)

First name

Last name

Address

Postcode

Phone number

Section 7: Contact details, continued

Email

7.4 Billing contact

Provide a billing contact where we can send invoices, such as the annual subsistence charge

- [ ] Contact details are the same as question 7.1 (application contact)
- [x] Contact details are the same as question 7.2 (contact for receipt of official documents)
- [ ] Contact details are the same as question 7.3 (operational contact)

Otherwise complete the details below.

Title (optional)

First name

Last name

Position

Address

Postcode

Phone number

Email

Now fill in Appendix 1 if you are applying for a new permit or transferring a permit for an installation or waste activity.

This does not apply to applications from public bodies, statutory corporations or government departments.

Section 8: How to contact us

If you have difficulty 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. More information on how to do this is available at: **www.gov.uk/government/organisations/environment-agency/about/complaints-procedure**

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.

Section 9: Where to send your application

Send one electronic copy of your completed application via email to:

- **PSC-WaterQuality@environment-agency.gov.uk** for water discharge activities
- **PSC@environment-agency.gov.uk** for waste or installation activities
- **flood.permitting@environment-agency.gov.uk** for flood risk activities

Alternatively send one paper copy of your application to:

Integrated Permitting Services
Environment Agency
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

Section 10: Feedback

We want to make our forms easy to fill in and easy to understand. Please use the space below to give us any comments that you may have about this form. (You don't have to answer this part of the form, but it will help us improve our forms if you do.)

How long did it take you to fill in this form?

We will use your feedback to improve our form. Would you like a reply to your feedback?

- ☐ Yes please
- ✔ No thank you

Appendix 1: Date of birth information for installation and waste activities (applications for a new permit or transferring a permit and variations to a waste activity) only

This appendix applies to installation and waste operation activities. Only complete if you are applying for a new permit or to transfer an existing one. This does not apply to applications from public bodies, public corporations and government departments

Dates of birth information in this appendix will not be put onto our Public Register

1 Are you applying as an individual; group of individuals; or a registered company, Limited liability partnership or other incorporated body?

☐ An individual. Now go to **2**.

☐ A group of individuals. Now go to **3**.

☑ A registered company, limited liability partnership or other incorporated body. Now go to **4**.

2 Applications from an individual

Title (optional)

First name

Last name

Date of birth (DD/MM/YY)

3 Applications from a group of individuals

Provide the names and dates of birth of all individuals acting jointly, or in a general or limited partnership.

For unincorporated trusts, charities and associations provide the name and date of birth of all individuals that are part of the group's controlling or guiding mind. For example:

- trustees
- chairperson
- treasurer
- secretary
- or a person with a similar position

Provide a continuation sheet where necessary.

First individual

Title (optional)

First name

Last name

Date of birth (DD/MM/YY)

Second individual

Title (optional)

First name

Last name

Date of birth (DD/MM/YY)

Third individual

Title (optional)

First name

Last name

Date of birth (DD/MM/YY)

Fourth individual

Title (optional)

First name

Last name

Date of birth (DD/MM/YY)

Continuation sheet for additional individuals or corporation

Document reference of continuation sheet (if any):

4 Applications from registered companies, limited liability partnership or other incorporated bodies

For registered companies provide the names and dates of birth of all directors and any company secretary.

For limited liability partnerships provide the names and dates of birth of all partners.

For other incorporated bodies provide the name and date of birth of all individuals that are part of the body's controlling or guiding mind. For example:

- trustees
- chairperson
- treasurer
- secretary
- or a person with a similar position

Use a continuation sheet where necessary.

Provide the company name and registration number on a continuation sheet for any corporate:

- directors
- company secretaries
- partners

First person

Title (optional)

First name

Giles

Last name

Frampton

Position

Director

Date of birth (DD/MM/YY)

[redacted]

Second person

Title (optional)

First name

Henri

Last name

Gouzerh

Position

Director

Date of birth (DD/MM/YY)

[redacted]

Third person

Title (optional)

First name

Steven

Last name

Mcnab

Position

Director

Date of birth (DD/MM/YY)

[redacted]

Fourth person

Title (optional)

First name

Conor

Last name

Mcnally

Position

Director

Date of birth (DD/MM/YY)

[redacted]

Continuation sheet for additional people

Document reference of continuation sheet (if any):