

**From:** [SM-Defra-RESP-noreply \(DEFRA\)](#)  
**To:** [Jennifer Stringer](#)  
**Cc:** [Aarti Kaushal](#)  
**Subject:** EPR/NP3699ZH/V005 We Need More Information About Your Application CRM:0164017  
**Date:** 23 September 2025 13:26:15

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Dear Jennifer Stringer

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

**Application reference: EPR/NP3699ZH/V005**

**Operator: ELLETE WASTE LTD**

**Facility: Former Mearclough House, Mearclough Road / Fall Lane, Sowerby Bridge, HX6 2AY**

Thank you for your application received on 09/04/2025.

As outlined in Section 3.3.3 of the Charging Guidance, a *substantial variation* to your waste permit is required if you intend to make a change that would significantly increase the risk from your operations.

Since you are changing your waste facility from a **Household, Commercial, and Industrial Waste Transfer Station** to a **Hazardous Waste Transfer Station**, you are required to pay the following substantial variation charge for the replacement activity:

- **1.16.5 – Hazardous Waste Transfer Station: Substantial Variation Fee – £7,172**

Additionally, as you are adding the **treatment of hazardous and non-hazardous waste** to your permit, you must also pay for the inclusion of a new activity:

- **1.16.13 – Physical Treatment of Hazardous Waste: Bespoke Fee – £7,930**

You have also paid an incorrect amount for the Emissions (dust) Management Plan. The correct fee is:

- **Emissions Management Plan – £1,241**

Furthermore, the charges for the other required management plans are as follows:

- **1.19.3 – Fire Prevention Plan** (excluding farming installations) – £1,241
- **1.19.7 – Noise and Vibration Management Plan** (excluding farming installations) – £1,246

**Total Fee Required: £18,830**

You have already paid **£11,037**, therefore the **remaining balance to be paid is £7,793**.

2. The Continuing Competence (CC) certificate for the treatment of hazardous waste (TMH) expired on 19/09/2025, and the CC certificate for the transfer of non-hazardous waste (TSNH) will expire on 29/09/2025.

- Please provide evidence of booking onto the relevant course(s) and subsequently submit up-to-date Continuing Competence certificates for both TMH and TSNH.  
Please reply directly to this email with your information and copy in Aarti.Kaushal1@environment-agency.gov.uk.

Postal address:  
Integrated Permitting Services  
Quadrant 2  
99 Parkway Avenue  
Parkway Business Park  
Sheffield  
S9 4WF

You must send us the information and or payment by 07/10/2025.

Pay online at this link [www.gov.uk/payments/permitting-applications-waste/permitting-application-payment-waste](http://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: PSCAPPWASTEXXXYY. 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 £1,613. Further information on charging can be found at: <https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>

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 me on 02084748483 or email Aarti.Kaushal1@environment-agency.gov.uk.

Yours sincerely,  
Aarti Kaushal