

Application for an environmental permit

Part A – About you



You will need to fill in this part A if you are applying for a new permit, applying to change an existing permit or surrender your permit, or want to transfer an existing permit to yourself. 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.

Note: if you believe including information on a public register would not be in the interests of national security you must

tick the box in section 4 of F1 or F3 and enclose a letter telling us that you have told the Secretary of State. We will not include the information in the public register unless directed otherwise.

It will take less than one hour to fill in this part of the application form.

Where you see the term 'document reference' on the form, give the document references and send the documents with the application form when you've completed it.

Contents

- 1 About you
- 2 Applications from an individual
- 3 Applications from an organisation of individuals
- 4 Applications from public bodies
- 5 Applications from companies
- 6 Your address
- 7 Contact details
- 8 How to contact us

1 About you

Are you applying as an individual, an organisation of individuals (for example, a partnership), a company (this includes Limited Liability Partnerships) or a public body?

An individual

An organisation of individuals (for example, a partnership)

A public body

A registered company or other corporate body

- ☐ Now go to section 2
- ☐ Now go to section 3
- ☐ Now go to section 4
- ☒ Now go to section 5

2 Applications from an individual

2a Please give us the following details

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Now go to section 6

3 Applications from an organisation of individuals

3a Type of organisation

For example, a charity, a partnership, a group of individuals or a club

3b Details of the organisation

If you are an organisation of individuals, please give the details of the main representative below. If relevant, provide details of other members (please include their title Mr, Mrs and so on) on a separate sheet and tell us the document reference you have given this sheet.

3 Applications from an organisation of individuals, continued

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Now go to section 6

4 Applications from public bodies

4a Type of public body

For example, NHS trust, local authority, English county council

4b Name of the public body

4c Please give us the following details of the executive

An officer of the public body authorised to sign on your behalf

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position

Now go to section 6

5 Applications from companies or corporate bodies

5a Name of the company

5b Company registration number

Date of registration (DD/MM/YYYY)

If you are applying as a corporate organisation that is not a limited company, please provide evidence of your status and tell us below the reference you have given the document containing this evidence.

Document reference

Now go to section 6

5c Please give details of the directors

If relevant, provide details of other directors on a separate sheet and tell us the reference you have given this sheet.

Document reference

Details of directors

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

OAKFIELD RECYCLING LTD
6496243
2/2008

MR
MARK
FLINT

6 Your address

6a Your main (registered office) address

For companies this is the address on record at Companies House.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

MR
MARK
FLINT
OAKFIELD RECYCLING LTD
COLLIERS HOUSE
DUNSHILL ROAD
MOORGREEN, NOTTINGHAM
NG16 3TN
01773 534800
01773 534222
07774 155869
recycling@oakfieldconstruction.co.uk
office @ " " " "
mark @ " " " "

For an organisation of individuals every partner needs to give us their details, including their title Mr, Mrs and so on. So, if necessary, continue on a separate sheet and tell us below the reference you have given the sheet.

Document reference for the extra sheet

6b Main UK business address (if different from above)

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

Now go to section 7

7 Contact details**7a Who can we contact about your application?**

This can be someone acting as a consultant or an 'agent' for you.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

☐ Mobile

Email

MRS
MICHELLE
FLINT - MCLUNG
OAKFIELD RECYCLING LTD -
WIGWAM LANE
HUCKNALL
NOTTINGHAM
NG15 - 7TA

0115 9633569

07986 511940

recycling@oakfieldconstruction.co.uk

7b Who can we contact about your operation (if different from question 7a)?

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

☐ Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

ABOVE

AC

7 Contact details, continued

7c Who can we contact about your billing or invoice?

As in question 7a

☒

As in question 7b

☐

Please give details below if different from question 7a or 7b.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

8 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, or you would like us to review a decision we have made, please let us know. 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.

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

☐

For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£

Application for an environmental permit – Part C2 – General – varying a bespoke permit



**Environment
Agency**

Fill in this part of the form, together with part A and the relevant parts of C3 to C7 and part F1 or F2, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or changing existing ones).

Waste operation changing to installation or vice versa?

If your changes mean that a waste operation becomes an installation (or vice versa) you also need to fill in either part C3 (waste to installation) or part C4 (installation to waste).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

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 form.

Contents

- 1 About the permit
- 2 About your proposed changes
- 3 Your ability as an operator
- 4 Consultation
- 5 Supporting information
- 6 Environmental risk assessment
- 7 How to contact us

Appendix 1 – Low impact installation checklist

1 About the permit

Note: If you are applying to convert your existing permit to a standard permit or add a standard facility you need to fill out form C1.

1a Discussions before your application

If you have had discussions with us before your application, provide the permit reference number or details on a separate sheet and tell us below the reference you have given the document.

Permit or document reference number

1b Permit number

What is the permit number that this application relates to?

1c Site details

What is the name, address and postcode of the site?

Site name

Address

Postcode

PRE APPLICATION REQUEST
REFERENCE -
EPR/EB3039AS/V002.
EPR/EB3039AS.

OAKFIELD RECYCLING
WIGWAM LANE
HUCKNALL
NOTTINGHAM
NG15 7TA

2 About your proposed changes

2a Type of variation

What type of variation are you applying for? (Please tick)

Minor technical

Normal variation

Substantial

- ☐
☒
☐

2 About your proposed changes, continued**2b Changes or additions to existing activities**

Please give us brief details in the box below. More detailed information can be given in Table 1 below.

- CHANGES REQUESTED ARE:**
- 1) The Maximum quantity of inert waste processed at the site shall not exceed 159,000 tonnes per annum.
 - 2) The number of heavy goods vehicles (HGV's) entering the site shall not exceed 100 vehicles per day (200 two-way vehicle movements) and 550 vehicles per working week (1,100 two way vehicle movements).
 - 3) HOURS OF OPERATION: MON - FRI 7am - 4pm
SATURDAY 7am - 1pm.
 - 4) Site plan - to incorporate our new site boundary.

You only need to fill in one table for your mining waste operations.

2c Consolidating (combining) or updating existing permits

If your proposed change is to modernise (update) your permit, now answer 2c1; otherwise go to 2d.

your proposed change is to consolidate (combine) a number of permits, now answer 2c2; otherwise go to 2d.

Note: In both cases we may require additional information from you about, for example, your management system. Therefore we would always advise you to talk to us before you submit any application to modernise or consolidate permits.

2c1 Do you want to have a modern style permit?

No ☐Yes ☒

2c2 Identify all the permits you want to consolidate (combine) by listing the permit numbers in Table 2 below.

Table 2 – Permit numbers

| |
|--|
| |
| |
| |

2d Treating batteries

Are you proposing to treat batteries?

No ☒s ☐ Tell us how you will do this and send us a copy of your explanation

Document reference for the explanation

2e Ship recycling

Is your activity covered by the Ship Recycling Regulations 2015? (See the guidance notes on part C2.)

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

Is this a renewal of an existing authorisation covered by the Ship Recycling Regulations 2015?

No ☒Yes ☐ Tell us the expiry date of your existing authorisation

(DD/MM/YYYY)

C

2 About your proposed changes, continued

2f Low impact installations (installations only)

Will any changes mean that any of the regulated facilities will become low impact installations?

No ☒ Now go to section 3

Yes ☐

If yes, tell us how you meet the conditions for a low impact installation (see the guidance in appendix 1).

Document reference for the explanation

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

Now go to section 3

3 Your ability as an operator

If you are applying to add waste installations or waste operations to a permit that has not previously had them, you need to fill in all of section 3.

If you are applying to consolidate (combine) two or more permits or have an updated permit you must fill in question 3d.

This section does not apply for applications to surrender a permit.

3a Relevant offences (installations and waste operations only – see the guidance notes on part C2)

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

Date of birth (DD/MM/YYYY)

Position at the time of the offence

Name of the court

Date of the conviction (DD/MM/YYYY)

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.

Now go to question 3b

3b Technical ability (specified waste management activities and waste operations only – see the guidance notes on part C2)

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

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

Mr Gary Harby ID - 21870
Mrs Michelle Furt-M'clung ID 24681

3 Your ability as an operator, continued**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 if there is evidence of a 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 ☐

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) Mr Mrs

First name Gary Michelle

Last name Harby Flint-McClung

Date of birth (DD/MM/YYYY) [REDACTED] [REDACTED]

Phone 0115 9633569 ←

Mobile 07813161989 n/a

Email recycling@oakfieldconstruction.co.uk

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.

| Permit number | Site address | Postcode |
|---------------|--------------|----------|
| | | |
| | | |
| | | |
| | | |

Document reference of the extra sheet

Now go to question 3c

3c Finances (installations, waste operations and mining waste operations – see the guidance notes on part C2)

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 over page, 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.

3 Your ability as an operator, continued**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.

Give the document plan reference number

Now go to question 3d

3d Management systems

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

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

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?

- EC Eco-Management and Audit Scheme (EMAS) ☐
- EMAS Easy ☐
- ISO 14001 ☐
- BS 8555 (Phases 1–5) ☐
- Acorn ☐
- Green Dragon ☐
- Own management system ☒

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

Document reference or references for this summary

Environmental Management System *Environmental Policy Statement*
Sept 2019

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 ☐

4 Consultation (fill in 4a to 4c for installations and waste operations and 4d for installations only), continued

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 (see the guidance notes on part C2 for what needs to be marked on the plan)

Document plan reference or references

Traffic Management Plan.

5b Do any of the variations you plan to make need extra land to be included in the permit?

No ☐

Yes ☒ Please provide a site report for the extra land.

Document report reference or references

as above - Traffic Management Plan

5c Provide a non-technical summary of your application

Document reference

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.

Yes ☐ Provide a fire prevention plan (see the guidance notes on part C2). You need to highlight any changes you have made since your pre-application discussions.

No ☒

5e Adding an installation

If you are applying to add an installation, tick the box to confirm that you have sent in a baseline report and provide a reference.

☐

Document reference of the report

6 Environmental risk assessment (if you need one – see the guidance notes on part C2)

Provide an assessment of the risks each of your proposed activities cause to the environment. The risk assessment must follow the methodology set out in 'Risk assessments for your environmental permit' at <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit> or an equivalent method.

Document reference of the assessment

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

☐

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**

| | | | | |
|---|--|--|---|---|
| Installation reference | | | | |
| Condition | Response | | | Do you meet this? |
| A – Management techniques | Provide references to show how your application meets A. | | | Yes <input type="checkbox"/> |
| | References | | | No <input type="checkbox"/> |
| B – Aqueous waste | Effluent created | | m ³ /day | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| C – Abatement systems | Provide references to show how your application meets C. | | | Yes <input type="checkbox"/> |
| | References | | | No <input type="checkbox"/> |
| D – Groundwater | Do you plan to release any hazardous substances or non-hazardous pollutants into the ground? | | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| E – Producing waste | Hazardous waste | | Tonnes per year | Yes <input type="checkbox"/> |
| | Non-hazardous waste | | Tonnes per year | No <input type="checkbox"/> |
| F – Using energy | Peak energy consumption | | MW | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| G – Preventing accidents | Do you have appropriate measures to prevent spills and major releases of liquids? (See 'How to comply'.) | | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | Provide references to show how your application meets G. | | | |
| | References | | | |
| H – Noise | Provide references to show how your application meets H. | | | Yes <input type="checkbox"/> |
| | References | | | No <input type="checkbox"/> |
| I – Emissions of polluting substances | Provide references to show how your application meets I. | | | Yes <input type="checkbox"/> |
| | References | | | No <input type="checkbox"/> |
| J – Odours | Provide references to show how your application meets J. | | | Yes <input type="checkbox"/> |
| | References | | | No <input type="checkbox"/> |
| 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 <input type="checkbox"/> No <input type="checkbox"/> | |

Application for an environmental permit

Part C4 – Varying a bespoke waste operation permit



Environment
Agency

Fill in this part of the form, together with parts A, C2 and F1, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or making changes to existing ones).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

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 three hours to fill in this part of the application form.

Contents

- 1 What waste operations are you applying to vary?
- 2 Emissions to air, water and land
- 3 Operating techniques
- 4 Monitoring
- 5 How to contact us

Appendix 1 – Specific questions for waste facilities that accept clinical waste

Appendix 2 – Specific questions for waste facilities that accept hazardous waste

Appendix 3 – Specific questions for the recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes

Appendix 4 – Specific questions for inert landfills and deposit for recovery operations

1 What waste operations are you applying to vary?

Fill in Table 1a with details of what you are applying to vary.

Fill in a separate table for each waste operation you are applying to vary. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given this document.

Document reference

EPR / EB 303925.

Types of waste accepted

For each line in Table 1a, fill in a separate document to list those wastes you will accept on the site for that operation, giving the 'List of Wastes catalogue code (search for 'Technical guidance on how to assess and classify waste' at www.gov.uk/government/organisations/environment-agency). If you need to exclude waste from your activity or facility by restricting the description, quantity, physical nature, hazardous properties, composition or characteristic of the waste, include these in the document. Send it to us with your application form.

R13: Storage of wastes pending the operations numbers R3 and R5.

R3: recycling or reclamation of organic substances which are not as solvents.

R5: Recycling or reclamation of other inorganic materials.

Table 1a – Waste operations which do not form part of an installation

| Name of the waste operation | Description of the waste operation | Annex I (D codes) and Annex II (R codes) and descriptions | Hazardous waste treatment capacity (if this applies). See note 1 | Non-hazardous waste treatment capacity (if this applies). See note 1 |
|---|--|---|--|--|
| Add extra rows if you need them. If you do not have enough room, go to the line below or send a separate document and give us the document reference here | Use the description from the guidance. Include any extra detail that you think would help to accurately describe what you want to do | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| For all waste operations | Total storage capacity (see note 2) | | | |
| | Annual throughput (tonnes each year) | | | |

Notes

- 1 By 'capacity', we mean the total landfill capacity (cubic metres) for landfills, the total treatment capacity (tonnes each day) for waste treatment and the total storage capacity (tonnes) for waste storage operations.
- 2 By 'total storage capacity', we mean the maximum amount of waste in tonnes you store on the site at any one time.

1 What waste operations are you applying to vary?, continued

Please provide the document reference. You can use Table 1b as a template.

If you want to accept any waste with a code ending in 99, you must provide more information and a full description in the document.

Document reference

Table 1b – Template example – types of waste accepted and restrictions

| Waste code | Description of waste |
|----------------------|---|
| Example 02 01 08* | Example Agrochemical waste containing hazardous substances |
| 06 01 02* | Hydrochloric acid |

1c Deposit for recovery purposes (see the guidance notes on part C4)

Are you applying for a waste recovery activity involving the permanent deposit on waste on land for construction or land reclamation restoration or improvement?

No ☒ Go to question 2

Yes ☐

Have we advised you during pre-application discussions that we believe the activity is waste recovery?

No ☐ Go to question 2

Yes ☐

Have there been any changes to your proposal since the discussions?

No ☐

Yes ☐

Please send us a copy of your waste recovery plan that complies with our guidance at <https://www.gov.uk/guidance/waste-recovery-plans-and-permits>. You need to highlight any changes you have made since your pre-application discussions. Also give us the reference number of the document with your justification.

Document reference

Please note that there is an additional charge for the assessment of a waste recovery plan that must be submitted as part of this application. For the charge see <https://www.gov.uk/topic/environmental-management/environmental-permits>.

2 Emissions to air, water and land

Fill in Table 2 below with details of the emissions that result from the operating techniques at each of your waste operations. Fill in one table for each waste facility.

Table 2 – Emissions

| | | | | |
|---|--------|-----------|----------|------|
| Name of the waste operation | | | | |
| Point source emissions to air | | | | |
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| | | | | |
| please refer to: method statement, dust management plan, environmental statement, quality policy and risk assessment attached | | | | |
| Point source emissions to water (other than sewers) | | | | |
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| N/A | | | | |

2 Emissions to air, water and land, continued**Table 2 – Emissions, continued**

| Point source emissions to sewers, effluent treatment plants or other transfers off site | | | | |
|---|--------|-----------|----------|------|
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Point source emissions to land | | | | |
| Emission point reference and location | Source | Parameter | Quantity | Unit |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Supporting information**3 Operating techniques****3a Technical standards**

Fill in Table 3a for each operation referred to in Table 1a above and list the relevant technical guidance note (TGN) or notes you are planning to use. If you are planning to use the standards set out in the TGN, there is no need to justify using them.

You must justify your decisions in a separate document if:

- there is no technical standard;
- the technical guidance provides a choice of standards; or
- you plan to use another standard.

This justification could include a reference to the Environmental Risk Assessment provided in part C2 (General bespoke permit) of the application form.

The documents should summarise the main measures you use to control the main issues identified in your risk assessment (search for 'Risk assessment for your environmental permit' at www.gov.uk/government/organisations/environment-agency) or technical guidance. For each of the activities listed in Table 3a, describe the type of operation and the options you have chosen for controlling emissions from your process.

Table 3a – Technical standards

Fill in a separate table for each waste operation.

| Waste operation | | |
|------------------------------------|-----------------------------|-------------------------------------|
| Description of the waste operation | Relevant technical guidance | Document reference (if appropriate) |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

3 Operating techniques, continued

In all cases, describe the type of facility or operation you are applying for, and, if appropriate, use block diagrams to help describe the process. Provide the document references below.

Document reference

Risk Assessment

3b General requirements

Fill in a separate table for each waste operation.

Table 3b – General requirements

| | |
|--|--|
| Name of the waste operation | <u>Aggregate Recycling facility</u> |
| If the TGN or your risk assessment shows that emissions of substances not controlled by emission limits are an important issue, send us your plan for managing them | Document reference or references <u>Risk Assessment</u> |
| If the TGN or your risk assessment shows that odours are an important issue, send us your odour management plan. If your activity type is listed in the guidance document 'Control and monitor emissions for your environmental permit' as needing an odour management plan, or your risk assessment shows that odours are an important issue, you need to send us your odour management plan | Document reference or references <u>Risk Assessment</u> |
| If the TGN or your risk assessment shows that noise or vibration are important issues, send us your noise or vibration management plan (or both) | Document reference or references <u>Risk Assessment</u> |

We may need to ask for management plans or risk assessments in other circumstances based on our regulatory experience. If you are unsure as to whether you need to submit a management plan with your application, please discuss this with the Environment Agency prior to submission.

Search for 'Risk assessment for your environmental permit' at www.gov.uk/government/organisations/environment-agency.

3c Information for specific sectors

For some of the sectors, we need more information to be able to set appropriate conditions in the permit. This is as well as the information you may provide in sections 5, 6 and 7. For those activities listed in Table 3c, you must answer the questions in the related document.

Table 3c – Questions for specific sectors

| Sector | Appendix |
|--|---------------------------------|
| Clinical waste | See the questions in appendix 1 |
| Disposing of and recovering hazardous waste | See the questions in appendix 2 |
| Recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes | See the questions in appendix 3 |
| Inert landfill and deposit of waste on land for construction, land reclamation, restoration or improvement | See the questions in appendix 4 |

General information

4 Monitoring

4a Describe the measures you use for monitoring emissions by referring to each emission point in Table 2 above

You should also describe any environmental monitoring. Tell us:

- how often you use these measures; as and when required.
- the methods you use; and method statement attached
- the procedures you follow to assess the measures. as above.

Document reference

Method Statement

4b Point source emissions to air only

Provide an assessment of the sampling locations used to measure point source emissions to air. The assessment must use M1. (Search for 'M1 sampling requirements for stack emission monitoring' at www.gov.uk/government/organisations/environment-agency.)

Document assessment reference

Risk Assessment

5 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

☐

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 appendices 1 to 4.

Appendix 1 – Specific questions for waste facilities that accept clinical waste

Note: If your procedures are fully in line with the standards set out in 'Technical guidance for managing clinical waste' (EPR 5.07) then you should tick the 'yes' box and provide the procedure reference from EPR 5.07. There is no need for you to supply a copy of the procedure.

1 Are pre-acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.2 of EPR 5.07 and which are used to assess a waste enquiry before it is accepted at the installation or waste facility?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference

Yes ☐ EPR 5.07 procedure reference

2 Are waste acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.2 of EPR 5.07, and which are used to cover issues such as loads arriving and being inspected, sampling waste, rejecting waste, and keeping records to track waste?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference

Yes ☐ EPR 5.07 procedure reference

3 Are waste storage, handling and dispatch procedures, and infrastructure in place that are fully in line with the appropriate measures set out in section 3.2 of EPR 5.07?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference

Yes ☐ EPR 5.07 procedure reference

4 Are monitoring procedures in place that are fully in line with the appropriate measures set out in section 3.3 of EPR 5.07?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference

Yes ☐ EPR 5.07 procedure reference

5 Are you proposing to either

- accept an additional waste not included in Table 2.1 of section 2.1 of EPR 5.07, or
- apply a permitted activity to a waste other than that identified for that waste in Table 2.1?

No ☐

Yes ☐ Provide justification

Document reference

6 Please provide a summary description of the treatment activities undertaken on the waste facility. This should cover the general principles set out in section 2.1.4 of EPR 5.07

Document reference for the summary

7 Please provide layout plans detailing the location of each treatment plant and main plant items and process flow diagrams for the treatment plant

Document reference

Appendix 2 – Specific questions for waste facilities that accept hazardous waste

Note: If your procedures are fully in line with the standards set out in 'Recovery and disposal of hazardous and non-hazardous waste' (SGN 5.06) then you should tick the 'yes' box and provide the procedure reference from SGN 5.06. There is no need for you to supply a copy of the procedure.

1 Are pre-acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.1.1 of SGN 5.06, and which are used to assess a waste enquiry before it is accepted at the waste facility?

No ☐ Provide justification for departure from SGN 5.06 and submit a copy of your procedures

Document reference

Yes ☐ SGN 5.06 procedure reference

2 Are waste acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.1.2 of SGN 5.06, and which are used to cover issues such as loads arriving and being inspected, sampling waste, rejecting waste, and keeping records to track waste?

No ☐ Provide justification for departure from SGN 5.06 and submit a copy of your procedures

Document reference

Yes ☐ SGN 5.06 procedure reference

3 Are waste storage procedures and infrastructure in place that are fully in line with the appropriate measures set out in section 2.1.3 of SGN 5.06?

No ☐ Provide justification for departure from SGN 5.06 and submit a copy of your procedures

Document reference

Yes ☐ SGN 5.06 procedure reference

4 Provide a layout plan giving details of where the waste facility is based, the infrastructure in place (including areas and structures for separately storing types of waste which may be dangerous to store together) and capacity of waste storage areas and structures

Document reference

5 Provide a summary of the treatment activities carried out on the waste facility. This should cover the general principles set out in section 2.1.4 of SGN 5.06

Document reference for the summary

6 Provide layout plans giving details of where each treatment plant is based, the main items at each plant, and process flow diagrams for the treatment plant

Document reference or references

Appendix 3 – Specific questions for the recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes

1 Provide an accurate and reliable characterisation of your compost like outputs (CLO). This should be based on sampling and analysis of the CLO produced by the treatment process over a 12 month period and in accordance with section 2 of TGN 6.15

Document reference

2 Provide an agricultural benefit assessment for the use of your CLO. This should be based on section 2 of TGN 6.15 and should be signed and dated by an appropriate technical expert

Document reference

3 Provide a site specific risk assessment of risks to soil and food chain receptors. This should be based on Schedule 2 of TGN 6.15 and include a map with a green outline showing the boundary of the area being treated and include

- locations where the waste will be stored and spread;
- any spring, well or borehole used to supply water for domestic or food production purposes that is within 250 metres of the area being treated;
- any spring, well or borehole not being used for domestic or food production purposes that is within 50 metres of the area being treated;
- any European designated sites (candidate or Special Area of Conservation, proposed or Special Protections Area in England and Wales or Ramsar Site) or Sites of Special Scientific Interest (SSSI) which are within 500 metres of the place where waste is to be stored or spread;
- the location of public rights of way;
- any Groundwater Source Protection Zones;
- surface watercourses; and
- any buildings or houses within 250 metres of the area being treated;
- land drains within the boundary.

Document reference

4 Are the technical standards and measures fully in line with those set out in section 3 of TGN 6.15?

Yes ☐

No ☐ Provide justification for departure from TGN 6.15 and a copy of the proposed technical standards, measures or procedures.

Document reference

Appendix 4 – Specific questions for inert waste landfill and deposit for recovery operations

1 Provide your Environmental Setting and Site Design (ESSD) report

Document reference _____

Note: You should use the Environment Agency template to help you develop an environmental setting and site design (ESSD) report.

2 Provide your Waste Acceptance Procedures (including Waste Acceptance Criteria)

Document reference _____

3 Have you provided a hydrogeological risk assessment (HRA) for the site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

4 Have you completed an outline engineering plan for the site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

5 Have you provided a stability risk assessment (SRA) for your site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

6 Have you completed a monitoring plan for the site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

7 Have you completed a plan for closing the site and procedures for looking after the site once it has closed?

Yes ☐ For inert waste landfill you must provide a closure plan

No ☐ If no for deposit for recovery activities please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

Spreading waste to support plant growth

8a Does the activity involve the deposit of waste to create or treat a growing medium (R10 for land treatment)?

Yes ☐

No ☐

Note: If you are not depositing waste to create or treat a growing medium, you do not need to answer questions 8b and 8c.

8b If you answered 'yes' to question 8a, can you meet both of the following criteria?

- waste types to be used for the R10 activity are top soils (EWC 17 05 04 or 20 02 02), peat (EWC 17 05 04 or 20 02 02) and/or soil from cleaning and washing beet (EWC 02 04 01) only, and
- The depth of deposit for the R10 activity will not exceed the final 50cm

Yes ☐

No ☐

8c If you have answered 'No' to 8b above, have you completed a benefit statement?

Yes ☐

No ☐ If no, please explain why

Document reference _____

Note: Refer to our guidance when completing your statement (including EPR 8.01, section 6)

Application for an environmental permit

Part F1 – Charges and declarations



**Environment
Agency**

Fill in this part for all applications for installations, waste operations, mining waste operations, water discharges, point source groundwater discharges and groundwater discharges onto land. 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.

Contents

- 1 Working out charges
- 2 Payment
- 3 The Data Protection Act 1998
- 4 Confidentiality and national security
- 5 Declaration
- 6 Application checklist
- 7 How to contact us
- 8 Where to send your application

1 Working out charges (you must fill in this section)

You have to submit an application fee with your application. You can find out the charge by searching for 'Environment Agency charging scheme and guidance: environmental permits' at www.gov.uk/government/organisations/environment-agency.

Please remember that the charges are revised on 1 April each year and that there is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

Table 1 Type of application (add number if more than one)

| Installation | Waste | Mining waste | Water discharge/point source discharge to groundwater | Groundwater spreading onto land |
|--------------|-------|--------------|---|---------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Table 2 Charge type (A)

| Activity description | Activity reference | Percentage charge (see charges tables) | | | | | | Amount |
|----------------------|--------------------|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------|
| | | 100 | 60 | 50 | 30 | 20 | 10 | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Total A | | | | | | | | |

1 Working out charges (you must fill in this section), continued**Table 3 Additional component charges (B)**

| Part 1.19 Charges for plans and assessments | | | Tick appropriate |
|---|--------------------------------------|--------|--------------------------|
| Reference | Plan or assessment | Charge | |
| 1.19.1 | Waste recovery plan | £1,231 | <input type="checkbox"/> |
| 1.19.2 | Habitats assessment | £779 | <input type="checkbox"/> |
| 1.19.3 | Fire prevention plan | £1,241 | <input type="checkbox"/> |
| 1.19.4 | Pest management plan | £1,241 | <input type="checkbox"/> |
| 1.19.5 | Dust management plan | £1,241 | <input type="checkbox"/> |
| 1.19.6 | Odour management plan | £1,246 | <input type="checkbox"/> |
| 1.19.7 | Noise and vibration management plan | £1,246 | <input type="checkbox"/> |
| 1.19.8 | Ammonia emissions risk assessment | £620 | <input type="checkbox"/> |
| 1.19.9 | Dust and bio-aerosol management plan | £620 | <input type="checkbox"/> |
| | Advertising | £500 | <input type="checkbox"/> |
| Total B | | | |

Total charges

Total A plus total B

2 Payment

Tick below to show how you have paid.

Cheque

Postal order

Cash

Credit or debit card

Electronic transfer (for example, BACS)

Remittance number

Date paid (DD/MM/YYYY)

How to pay**Paying by cheque, postal order or cash**

Cheque details

Cheque made payable to

Cheque number

Amount



Tick below to confirm you are enclosing cash with the application

ENVIRONMENT AGENCY

101523:44173996

£ 5,206.00

You should make cheques or postal orders payable to 'Environment Agency' and make sure they have 'A/c Payee' written across them if it is not already printed on.

Please write the name of your company and application reference number on the back of your cheque or postal order.

We will not accept cheques with a future date on them.

We do not recommend sending cash through the post. If you cannot avoid this, please use a recorded delivery postal service and enclose your application reference details. Please tick the box below to confirm you are enclosing cash.

I have enclosed cash with my application

**Paying by credit or debit card**

If you are paying by credit or debit card, either we can call you or you can fill in the separate form CC1 and enclose it with the application. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro card only.

2 Payment, continued

Please call me to arrange payment by debit or debit card ☐

I have enclosed form CC1 with my application ☐

Paying by electronic transfer BACS reference

If you choose to pay by electronic transfer you will need to use the following information to make your payment.

| | |
|--------------------------|--|
| Company name | Environment Agency |
| Company address | SSCL (Environment Agency), PO Box 797, Newport Gwent, NP10 8FZ |
| Bank | RBS/NatWest |
| Address | London Corporate Service Centre, CPB Services, 2nd Floor, 280 Bishopsgate, London EC2M 4RB |
| Sort code | 60-70-80 |
| Account number | 10014411 |
| Account name | EA RECEIPTS |
| Payment reference number | PSCAPPXXXXYYY |

You need to create your own reference number. It should begin with PSCAPP (to reflect that the application is for a permitted activity) and 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). The reference number that you supply will appear on our bank statements.

You should also email your payment details and reference number to ea_fsc_ar@sscl.gse.gov.uk.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23NWK60708010014411 and our SWIFTBIC number is NWBKGB2L.

If you do not quote your reference number, there may be a delay in processing your payment and application.

Now read section 3 below.

3 The Data Protection Act 1998

We, the Environment Agency, will process the information you provide so that we can:

- deal with your application;
- make sure you keep to the conditions of the licence, permit or registration;
- process renewals; and
- keep the public registers up to date.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows). We may pass the information on to our agents or representatives to do these things for us.

Now read section 4 below.

4 Confidentiality and national security

We will normally put all the information in your application on a public register of environmental information. However, we may not include certain information in the public register if this is in the interests of national security, or because the information is confidential.

You can ask for information to be made confidential by enclosing a letter with your application giving your reasons. If we agree with your request, we will tell you and not include the information in the public register. If we do not agree with your request, we will let you know how to appeal against our decision, or you can withdraw your application.

Only tick the box below if you wish to claim confidentiality for your application

Please treat the information in my application as confidential ☐

4 Confidentiality and national security, continued

National security

You can tell the Secretary of State that you believe including information on a public register would not be in the interests of national security. You must enclose a letter with your application telling us that you have told the Secretary of State and you must still include the information in your application. We will not include the information in the public register unless the Secretary of State decides that it should be included.

You can find guidance on national security in 'Environmental permitting guidance: core guidance', published by Defra and available via our website at gov.uk.

You cannot apply for national security via this application.

Now go to section 5.

5 Declaration

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 2010.

A relevant person should make the declaration (see guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.

Each individual (or individual trustee) who is applying for their name to appear on the permit must complete this declaration. You will have to print a separate copy of this page for each additional individual to complete.

If you are transferring all or part of your permit, both you and the person receiving the permit must make the declaration. You must fill in the declaration directly below; the person receiving the permit must fill in the declaration under the heading 'For transfers only'.

Note: we will issue a letter to both current and new holders to confirm the transfer. If you are changing address we will need to send this letter to your new address; therefore please tell us your new address in a separate letter.

If you are unable to trace one or more of the current permit holders please see below under the transfers declaration.

I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

I confirm that my standard facility will fully meet the rules that I have applied for (this only applies if the application includes standard facilities)



Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)



Tick this box if you do not want us to use information from any ecological survey that you have supplied with your application (for further information please see the guidance notes on part F1)



Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

MR

MARK

FLINT

OAKFIELD RECYCLING

DIRECTOR.

16/9/2019

For transfers only – declaration for person receiving the permit

A relevant person should make the declaration (see guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.

I declare that the information in this application to transfer an environmental permit to me is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.

Note: If you cannot trace a person or persons holding the permit you may be able to transfer the permit without their declaration as above. Please contact us to discuss this and supply evidence in your application to confirm you are unable to trace one or all of the permit holders.

If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

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.

8 Where to send your application (for how many copies to send see the guidance note on part F1)

Please send your filled in application form to:

For water discharges by email to PSC-WaterQuality@environment-agency.gov.uk

For waste and installations by email to PSC@environment-agency.gov.uk

Or

Environment Agency Permitting and Support Centre

Environmental Permitting Team

Quadrant 2

39 Parkway Avenue

Parkway Business Park

Sheffield

S9 4WF

Do you want all information to be sent to you by email?

Please tick this box if you wish to have all communication about this application sent via email (we will use the details provided in Part A) ☐

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

☐

For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£

5 Declaration, continued

Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)

☐

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

Now go to section 6

6 Application checklist (you must fill in this section)

If your application is not complete we will return it to you. If you aren't sure about what you need to send, speak to us before you submit your application.

You must do the following:

Complete legibly all parts of this form that are relevant to you and your activities

☒

Identify relevant supporting information in the form and send it with the application

☒

List all the documents you are sending in the table below. If necessary, continue on a separate sheet. This separate sheet also needs to have a reference number and you should include it in the table below

☒

For new permits or any changes to the site plan, provide a plan that meets the standards given in the guidance note on part F1

☒

Provide a supporting letter for any claim that information is confidential

☒

Get the declaration completed by a relevant person (not an agent)

☐

Send the correct fee

☐

| Question reference | Document title | Document reference |
|--------------------|---------------------------------------|--------------------|
| PART C2 3b | WAMITAB CERTS (x2) | 10 21870 10 24681 |
| PART C2 5 | TRAFFIC MANAGEMENT PLAN | |
| PART C4 2. | Dust Management Plan Sept 2019. | |
| | Environmental policy Statement / EMS. | |
| | Quality Policy | |
| | Health & Safety policy | |
| | Method Statement | |
| | RISK Assessments. | |
| | | |
| | | |
| | Notice of planning decision | |
| | Screening report: Bespoke waste. | |
| | | |
| | | |