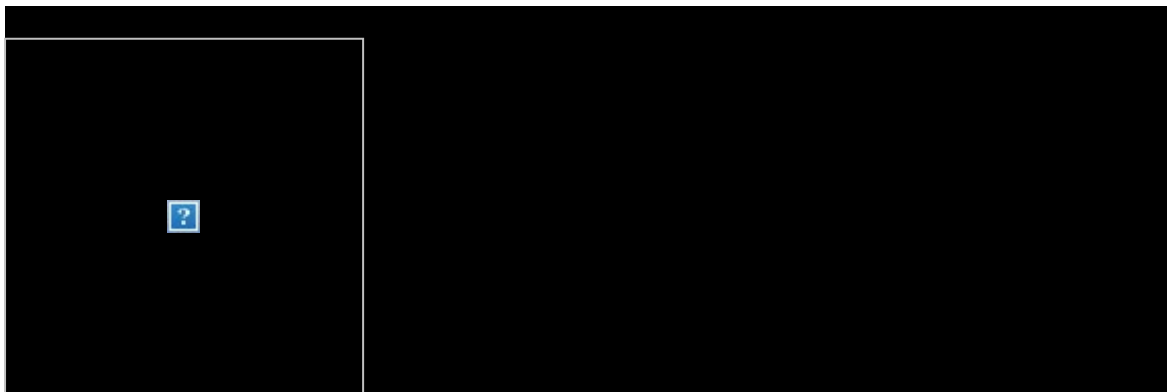


From: [SM-Defra-RESP-notifications \(DEFRA\)](#)
To: [Adam Wilson](#)
Cc: [Summerill, Joanne](#)
Subject: EPR/GB3503XJ/V002We Need More Information About Your Application CRM:0279015
Date: 26 September 2023 12:53:39
Attachments: [image.png](#)
[image.png](#)
[image.png](#)
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Dear Adam Wilson

Environmental Permitting (England and Wales) Regulations 2016

Application reference: EPR/GB3503XJ/V002

Operator: DATASHREDDERS LIMITED

Facility: Data Shredders Limited, Hostmoor Avenue, March, PE15 0AX

Thank you for your application received on 28/10/2022. The following is to confirm our conversation of 26/09/23.

I need to ask you for some missing information before I can do any more work on your application. Please provide us with more information to the following questions Part C2 question 5c and 5e, Part C4 question 3a Table 3a and Part F1 questions 1, 5 and 6. We need to know about fire prevention, appropriate measures, the fee, declaration and supporting documents.

- You need to send us a revised Non-technical summary. This is a summary that explains your variation, in non-technical language, avoiding technical terms and detailed data. It should include a summary of your regulated facility, the key technical standards and control measures.

- You need to send us a revised Fire Prevention Plan. This should meet the requirements of our guidance on fire prevention plans: environmental permits (<https://www.gov.uk/government/publications/fire-prevention-plans-environmental-permits/fire-prevention-plans-environmental-permits>). Particularly, it needs to include a site layout plan and the appendices.
- You need to send us further details of your Technical Standards. You need to confirm which sections of the non-hazardous waste appropriate measures you will comply with in [Non-hazardous and inert waste: appropriate measures for permitted facilities - Guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/non-hazardous-and-inert-waste-appropriate-measures-for-permitted-facilities-guidance) and which are not applicable to the site. If there are any relevant appropriate measures that you do not comply with provide a document that describes what alternative measures you will use. Amend Part C4 question 3 Table 3a to refer to the Technical Standards and document references.
- You need to send us a site plan showing site layout e.g. where different types of surfaces are and where waste handling takes place e.g. storage and separation of wastes.
- Amend Part F1, questions 1, 5 and 6. You wrote the fee for a bespoke application for 1.16.12 physical treatment of non-hazardous waste in question 1. This is a substantial variation so the fee was £7,317. In question 5 you ticked a box relating to standard rules, but this is a bespoke permit so this did not need to be ticked. In the question 6 application checklist you have referred to Part B2 and B4 but these have been replaced by Part C2 and C4.

Please reply directly to this email with your information and copy in joanne.summerill@environment-agency.gov.uk.

Please send the information within 10 working days of this letter.

If we do not receive the information within 10 working days we will return your application.

If we do receive the requested information within 10 working days, we'll 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 letter 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 application charge to cover our costs in reviewing your application and requesting information. This maximum amount we'll retain is capped at £1,500. Further information on charging can be found at:

<https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>

If you have any questions please phone me on 020 847 45479 or email joanne.summerill@environment-agency.gov.uk.

Yours sincerely,
Joanne

Joanne Summerill
Permitting Officer (Waste), Birmingham Centre, National Permitting Service
Part of Operations – Regulation, Monitoring and Customer
Environment Agency | Aqua House, 20 Lionel Street, Birmingham, B3 1AQ

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Working days: Monday to Friday

Website: www.gov.uk/environment-agency



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