

# Application for an environmental permit

## Part A – About you



### When to complete the Part A form

Complete this part of the application form if you are:

- applying for a new permit (apart from exclusion 1 below)
- applying to vary (change) an existing permit (apart from exclusion 2 below)
- notifying or applying for a permit surrender (apart from exclusion 3 below)
- notifying or applying to transfer an existing permit to yourself

### Exclusions – when you do not need to complete this form

You do not need to complete this form if you are:

1. applying for a new permit for:
  - intensive farming – see [Part B3.5 form](#)
  - discharge of treated domestic sewage up to 20 cubic metres a day to surface water – see [Part B6.5 form](#)
  - discharge of treated domestic sewage up to 15 cubic metres a day into ground – see [Part B6.5 form](#)
  - existing small discharges of sewage to ground in a source protection zone 1 – see [Part B6.6 form](#)
  - a medium combustion plant standard rule permit – see [MCP guidance](#)
  - a specified generators standard rule permit – see [SG guidance](#)
2. applying for a variation to:
  - make an administrative change – see [Part C0.5 form](#). Note: you will still need to complete this Part A form if you're changing a name or address on the permit.
  - make a non-administrative change to an intensive farming permit – see [Part C3.5 form](#).
3. notifying us of a water discharge or groundwater activity permit surrender – see [Part E1 form](#). Note: this exclusion does not apply to surrender applications for standalone groundwater activities at onshore oil and gas facilities. You will need to complete this Part A form for those surrender applications.

Do not use this form for radioactive substance regulation permitting. See [RSR: environmental permit application forms](#)

### Completing the form

Visit our website to check this is the latest version of the form. See [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:

saved onto a computer and then filled in. We recommend using Adobe Acrobat software to avoid any compatibility issues.

- printed off and filled in by hand. Please write clearly in the answer spaces. If you need to use the links in this form, you can access the electronic version here: <https://www.gov.uk/government/publications/application-for-an-environmental-permit-part-a-about-you>

#### **Other forms you will need to complete**

You will also need to complete other parts of the application form. This depends on your facility type and what you are applying for:

- for a new bespoke permit, see: [New bespoke environmental permit: application forms](#)
- for a new standard rules permit, see: [Application for an environmental permit: part B1 standard facilities permit](#)
- If you already have a permit, see [Change, transfer or cancel your environmental permit](#)

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## 1 About you

Tick the box that describes you as the applicant.

- An individual. Now go to **section 2**.
- More than one individual. Now go to **section 3**.
- A public body. Now go to **section 4**.
- A ministerial 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: **Legal operator and competence requirements: environmental permits**

## 2 Applications from an individual

### 2.1 Name of applicant

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

### 2.2 Address of applicant

Address

Postcode

### 2.3 Contact details for applicant

Email

Telephone number

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

Now go to [question 7.2](#)

### 3 Applications from more than one individual

#### 3.1 Names and addresses of individuals

This could be, for example:

- 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 we have agreed the charity, trust or association is a legal entity)

**For unincorporated trusts, charities and societies** provide the names and addresses of all governing individuals. For example:

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

**For applications from other individuals** provide the names and addresses of all individuals. However, for applications involving large numbers of individuals, a smaller number of individuals can be nominated. These individuals will be named on the permit and responsible for controlling activities. For example, where a group of 20 individuals are involved, you may decide to identify four individuals as being the operator. This is only applicable to permit and transfer applications. For variation and surrender applications, provide up to date details of the permit holders.

Use a continuation sheet as necessary.

#### 3.1a Name of first individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

#### 3.1b Address of first individual

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

### 3 Applications from more than one individual, continued

Address

Postcode

#### 3.1c Name of second individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

#### 3.1d Address of second individual

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

Address

Postcode

#### 3.1e Name of third individual (where applicable)

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

## 3 Applications from more than one individual, continued

### 3.1f Address of third individual (where applicable)

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

Address

Postcode

### 3.1g Continuation sheet for additional individuals (where applicable)

Document reference of continuation sheet

### 3.2 Organisation type (if any)

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

### 3.3 Charity Commission registration number (if any)

Recognised charities may qualify for reduced permitting fees for certain water discharge activities. We'll need a Charity Commission registration number to check if this applies to this application.

### 3.4 Companies House registration number (Limited Partnerships only)

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

## 4 Applications from public bodies

### 4.1 Name of public body

## 4 Applications from public bodies, continued

### 4.2 Address of public body

Address

Postcode

### 4.3 Type of public body

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

### 4.4 Charity Commission number (if any)

Now go to [section 7: Contact details](#)

## 5 Applications from ministerial government departments

### 5.1 Title of Secretary of State for relevant government 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**

## **6 Applications from registered companies, limited liability partnerships and other corporate bodies**

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

Universal Glass Ltd

### **6.2 Principal address or Registered Office of registered company, limited liability partnership, or other incorporated body**

Address

Universal House, Rotherham Road, Dinnington, Sheffield, England

Postcode

S25 3RF

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.

### **6.3 Main UK business address for overseas corporate bodies (if applicable)**

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

Address

Postcode

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

### 6.4 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

### 6.5 Companies House registration number (if any)

14868589

### 6.6 Charity Commission number (if any)

### 6.7 Additional information if not registered with Companies House or The Charity Commission (if applicable)

This question does not apply to variation or surrender applications.

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.

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

Now go to section 7: Contact details

## 7 Contact details

### 7.1 Contact for receipt of official documents

This question does not apply to applications from an individual. We'll send documents to the individual named in [section 2](#) of this form. Go to [question 7.2](#) instead.

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

## 7 Contact details, continued

**Important: this must be the permit holder and cannot be an agent or consultant acting on their behalf.**

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

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

For applications from more than one individual, provide details of everyone who is to receive official documents. You can include all individuals or nominate one or more people. Add a continuation sheet where necessary.

If relevant, we'll also send a copy of official documents to the application contact.

Title (Mr, Mrs, Miss and so on) (optional)

Ms

First name

Sally

Last name

Wade

Position

Director

'Position' could, for example, be a director, secretary, trustee, or managing partner

Address

Universal House, Rotherham Road, Dinnington, Sheffield, England

Postcode

S25 3RF

Email

sally@universalglass.uk

Phone number

07825513499

Document reference of continuation sheet for additional people (if any). For applications from more than one individual only.

## 7 Contact details, continued

### 7.2 Application contact

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

- Contact details are the same as **section 2** (application from an individual). You do not need to fill in their details again.
- Contact details are the same as **question 7.1** (contact for receipt of official documents). You do not need to fill in their details again.
- New contact. Add their details below

Title (Mr, Mrs, Miss and so on) (optional)

Mrs

First name

Jessica

Last name

Morgan- Smith

Address

MPG, Oakdene House, Bingley

Postcode

BD16 1PE

Phone number

07936359662

Email

Jessica@mpgyorks.co.uk

Position

Partner

'Position' could, for example, be the applicant, their employee, or an agent or consultant acting on their behalf.

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

## 7 Contact details, continued

### 7.3 Operational contact

We use this information to help us know who to contact about operations at the site, returns and reporting. The operational contact is ordinarily the permit holder. Anyone else must have the authority to act on behalf of the permit holder.

- Contact details are the same as **section 2** (application from an individual). You do not need to fill in their details again.
- Contact details are the same as **question 7.1** (contact for receipt of official documents). You do not need to fill in their details again.
- Contact details are the same as **question 7.2** (application contact). You do not need to fill in their details again.
- New contact. Add their details below

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Address

Postcode

Phone number

Email

Position

'Position' could, for example, be the applicant, an employee, or an agent or consultant acting on their behalf.

## 7 Contact details, continued

### 7.4 Billing contact

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

- Contact details are the same as **section 2** (application from an individual). You do not need to fill in their details again.
- Contact details are the same as **question 7.1** (contact for receipt of official documents). You do not need to fill in their details again.
- Contact details are the same as **question 7.2** (application contact). You do not need to fill in their details again.
- Contact details are the same as **question 7.3** (operational contact). You do not need to fill in their details again.
- New contact. Add their details below

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Address

Postcode

Phone number

Email

For applications from public bodies and ministerial government departments, go to **section 9**.

For all other applications, go to **section 8**.

## 8 Environmental record check

Question 8.1 applies if you are:

- applying for a new installation or waste permit
  - applying to transfer an existing installation or waste permit
  - applying to add a relevant waste operation to a permit that has not previously had one
- ‘Relevant waste operations’ are one or both of the following:
- a waste operation (not carried on at an installation or by means of a Part B mobile plant).
  - a specified waste management activity (certain installations carrying out waste management activities).

For further details of relevant waste operations, see: **The Environmental Protection (Miscellaneous Amendments) (England and Wales) Regulations 2018**

We use the date of birth information to check your environmental record.

If this question does not apply, go to **section 9**

**8.1** Complete the date of birth information in **Appendix 1** for the applications set out above.

Tick the box to confirm that Appendix 1 has been completed where required.

Then go to **section 9**

## 9 How to contact us

If you have difficulty using 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 easy to understand. Please use the space below to give us any comments that you may have about this form.

## 9 How to contact us, continued

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

Go to **section 10**

## 10 Where to send your application

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

- **[PSC-WaterQuality@environment-agency.gov.uk](mailto:PSC-WaterQuality@environment-agency.gov.uk)** for water discharge activities
- **[PSC@environment-agency.gov.uk](mailto:PSC@environment-agency.gov.uk)** for waste or installation activities
- **[flood.permitting@environment-agency.gov.uk](mailto: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

## Appendix 1: Date of birth information for installation and waste activities

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

Only complete this Appendix if required by [question 8.1](#).

### A1.1 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 [A1.2](#)
- More than one individual. Now go to [A1.3](#).
- A registered company, limited liability partnership or other incorporated body. Now go to [A1.4](#).
- Public body or ministerial government department. Do not complete this appendix. Go to [section 9](#) instead.

### A1.2 Applications from an individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

Now go to [section 9](#)

### A1.3 Applications from more than one individual

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

In all other instances, provide the names and address of all individuals listed in [section 3](#) of this form.

Use a continuation sheet where necessary.

## Appendix 1: Date of birth information for installation and waste activities, continued

### First individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

### Second individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

### Third individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

### Fourth individual

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Date of birth (DD/MM/YYYY)

Continuation sheet for additional individuals

Document reference of continuation sheet (if any):

Now go to **section 9**

## Appendix 1: Date of birth information for installation and waste activities, continued

### A1.4 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 (Mr, Mrs, Miss and so on) (optional)

Ms

First name

Sally

Last name

Wade

Position

Director

Date of birth (DD/MM/YYYY)

[REDACTED]

## Appendix 1: Date of birth information for installation and waste activities, continued

### Second person

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Position

Date of birth (DD/MM/YYYY)

### Third person

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Position

Date of birth (DD/MM/YYYY)

### Fourth person

Title (Mr, Mrs, Miss and so on) (optional)

First name

Last name

Position

Date of birth (DD/MM/YYYY)

Document reference of continuation sheet for additional people or corporate officers (if any):

Now go to **section 9**

# Application for an environmental permit Part B2 – General – new bespoke permit



You will need to use an Adobe Acrobat product to complete this form. The form may not work properly if you use a different pdf reader, such as the one built-in to your internet browser.

Fill in this part of the form together with parts A and F1 if you are applying for a new bespoke permit. You also need to fill in part B2.5, B3, B4, B5, B6, or B7 (this depends on what activities you are applying for).

Please check that this is the latest version of the form available from our website.

Please read through this form and the accompanying Part B2 guidance notes (see [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1102174/Guidance-app-for-an-environmental-permit-part-b2-general-new-bespoke-permit.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1102174/Guidance-app-for-an-environmental-permit-part-b2-general-new-bespoke-permit.pdf)).

The form can be:

- 1) saved onto a computer and then filled in.
- 2) printed off and filled in by hand. Please write clearly in the answer spaces

It should take less than two hours to fill in this part of the application form.

## Contents

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- 2 About the site (excludes mobile plant)**
- 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**

**Appendix 2 – Date of birth information for Relevant offences and/or Technical ability questions only**

## 1 About the permit

### 1a Discussions before your application

If you have had discussions with us before your application, including having requested to submit your application in stages, give us the permit reference or details on a separate sheet. Tell us below the reference you have given this extra sheet(s).

Permit or document reference

## 1 About the permit, continued

### 1b Is the permit for a site or for mobile plant?

Mobile plant Now go to **question 1c**

Site Now go to **section 2**

Note: The term ‘mobile plant’ does not include mobile sheep dipping units.

#### Mobile plant only

### 1c Have we told you during pre-application discussions that we believe that a mobile permit is suitable for your activity?

No

Yes

### 1d Have there been any changes to your proposal since this discussion?

No Now go to **section 3**

Yes You should send us a description of the activity you want to carry out, highlighting the changes you have made since our pre-application discussions

Document reference

\_\_\_\_\_

Now go to **section 3**

## 2 About the site (excludes mobile plant)

### 2a What is the site name, address, postcode and national grid reference?

Site name

Universal Glass

Address

Rotherham Road, Dinnington, Sheffield

Postcode

S25 3RF

National grid reference for the middle of the site, or for water quality/groundwater activities, the discharge point (for example, ST 12345 67890).

SK 51145 86652

## 2 About the site (excludes mobile plant), continued

### 2b What type of regulated facility are you applying for?

Note: if you are applying for more than one regulated facility then go to **2c**.

- Installation
- Waste operation
- Mining waste operation
- Water discharge activity
- Groundwater activity (point source)
- Groundwater activity (discharge onto land)

What is the national grid reference for the regulated facility (if only one)?

**(See the guidance notes on part B2.)**

- As in 2a above
- Different from that in 2a Please fill in the national grid reference below

National grid reference for the regulated facility

\_\_\_\_\_

Now go to **question 2d**

### 2c If you are applying for more than one regulated facility on your site, what are their types and their grid references?

**See the guidance notes on part B2.**

#### Regulated facility 1

National grid reference

\_\_\_\_\_

What is the regulated facility type?

- Installation
- Waste operation
- Mining waste operation
- Water discharge activity
- Groundwater activity (point source)
- Groundwater activity (discharge onto land)

## 2 About the site (excludes mobile plant), continued

### Regulated facility 2

National grid reference

\_\_\_\_\_

#### What is the regulated facility type?

- Installation
- Waste operation
- Mining waste operation
- Water discharge activity
- Groundwater activity (point source)
- Groundwater activity (discharge onto land)

Use several copies of this page or separate sheets if you have a long list of regulated facilities. Send them to us with your application form. Tell us below the reference you have given these extra sheets.

Document reference

\_\_\_\_\_

Now go to **question 2d**

### 2d Low impact installations (installations only)

Are any of the regulated facilities low impact installations?

- No
- Yes If yes, tell us how you meet the conditions for a low impact installation (**see the guidance notes on part B2** – Appendix 1).

Document reference

\_\_\_\_\_

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

### 2e Treating batteries

Are you planning to treat batteries? (**See the guidance notes on part B2.**)

- No
- Yes Tell us how you will do this, send us a copy of your explanation and tell us below the reference you have given this explanation

Document reference for the explanation

\_\_\_\_\_

## 2 About the site (excludes mobile plant), continued

### 2f Ship recycling

Is your activity covered by the Ship Recycling Regulations 2015? (**See the guidance notes on part B2.**)

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

### 2g Multi-operator installation

If the site is a multi-operator site (that is there is more than one operator of the installation) then fill in the table below the application reference for each of the other permits.

**Table 1 – Other permit application references**


## 3 Your ability as an operator

If you are only applying for a standalone water discharge or for a groundwater activity, you only have to fill in **question 3d**.

### 3a Relevant offences

Applies to all except standalone surface water discharges and groundwater discharges (**see the guidance notes on part B2**).

**Have you, or any other relevant person, been convicted of any relevant offence? (see <https://www.gov.uk/government/publications/relevant-conviction-guidance-for-permit-applications-for-waste-activities-and-installations-only>)**

No Now go to **question 3b**

Yes Please give details below

### 3 Your ability as an operator, continued

#### Name of the relevant person

Title (Mr, Mrs, Miss and so on)

\_\_\_\_\_

First name

\_\_\_\_\_

Last name

\_\_\_\_\_

Position held at the time of the offence

\_\_\_\_\_

Name of the court where the case was dealt with

\_\_\_\_\_

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**

Please also complete the details in **Appendix 2**.

#### 3b Technical ability

**Relevant waste operations only (see the guidance notes on part B2).**

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

Please select one of the following:

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

or

We will have a certified Competence Management System within 12 months and have enclosed evidence of the contract with an accredited certification body

### 3 Your ability as an operator, continued

#### CIWM/WAMITAB scheme

Your answers below must relate to the person(s) providing technically competent management when the permitted activities start.

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 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
- The technically competent manager will complete their qualification within four weeks of starting the permitted activities and I have enclosed evidence of their registration with WAMITAB or their EPOC booking as appropriate
- **For medium- and high-risk tier activities other than landfill**
  - The technically competent manager will complete the qualification within 12 months and I have enclosed evidence of their registration with WAMITAB and, where relevant, EPOC booking. I understand they must complete either four specified units of the relevant qualification or an EPOC within four weeks of the permitted activities commencing

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

First name

Alan

Last name

Dougal

Phone

07885 697561

Mobile

07885 697561

Email

services@ajd- hse.co.uk

### 3 Your ability as an operator, continued

Please provide the environmental permit number/s and site address for all other waste operations, (**see part B2 guidance notes**), that the proposed technically competent manager provides technical competence for, including permits held by other operators. Continue on a separate sheet as required.

Permit number	Site address	Postcode

Document reference

Application Bespoke 432- 1 - B23

Now go to **question 3c**

Please also complete the details in **Appendix 2**.

#### 3c Finances

Installations, waste operations and mining waste operations only.

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 (or they) (or any relevant person) were a relevant person, have current or past bankruptcy or insolvency proceedings against you?

No

Yes Please give details below, 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.

See **Environmental permits privacy notice - GOV.UK ([www.gov.uk](http://www.gov.uk))** for how we use your personal information to support environmental permitting.

### 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)?

- Renewable bonds
- Cash deposits with the Environment Agency
- Other – provide comprehensive details

Document reference

\_\_\_\_\_

Provide a cost profile and expenditure plan of your estimated costs throughout the aftercare period of your site.

Document plan reference

\_\_\_\_\_

Now go to **question 3d**

#### 3d Management systems (all)

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 need to be able to explain what happens at each site and which parts of the overall management system apply. For example, at some sites you may need to show you are carrying out additional measures to prevent pollution because they are nearer to sensitive locations than others.

For waste and installation permits only: your management system must also explain your resilience to climate change.

You can find guidance on management systems on our website at <https://www.gov.uk/guidance/develop-a-management-system-environmental-permits>

- 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?

- ISO 14001
- BS 8555 (Phases 1–5)
- BS EN ISO 14005:2019
- Green dragon
- Own management system
- EMAS Global
- Other

Please send us a summary of the management system you are using and a copy of your accreditation (if applicable) with your application.

Document reference/s

Application Bespoke 432- 1 EMS Summary

## 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

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

But not any mobile plant

Clearly mark the site boundary or discharge point, or both. The site plan must be legible at A4 size, drawn to scale and include a scale bar.

## 5 Supporting information, continued

Also include site drainage plans, site layout plans, and plant design drawings/process flow diagrams (as required). (**See the guidance notes on part B2.**)

Document reference/s of the plans

Application Bespoke 432- 1\_D2\_Site Layout

### 5b Provide the relevant sections of a site condition/baseline report if this applies

**See the guidance notes on part B2**

Document reference of the report

Applicaition Bespoke 432- 1 SCR

If you are applying for an installation, tick the box to confirm that you have sent in a baseline report

### 5c Provide a non-technical summary of your application

**See the guidance notes on part B2 for what needs to be included.**

Document reference of the summary

Application Bespoke 432- 1 Non- Tech Summary

### 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.

No

Yes Provide a fire prevention plan (**see the guidance notes on part B2.**)

Document reference of the plan

Application Bespoke 432- 1 FPP

## 6 Environmental risk assessment

Provide an assessment of the risks each of your proposed regulated facilities poses to the environment. The risk assessment must follow the methodology set out in 'Risk assessments for your environmental permit' at **Risk assessments for your environmental permit – GOV.UK (www.gov.uk)** or an equivalent method.

For air dispersion modelling see: **Environmental permitting: air dispersion modelling reports – GOV.UK (www.gov.uk)**

Document reference(s) for the assessments, including modelling reports and files where applicable

Application Bespoke 432- 1 ERA

## 7 How to contact us

If you have difficulty using 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**

## 7 How to contact us, continued

Website: [www.gov.uk/government/organisations/environment-agency](https://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 (£)

## Appendix 1 – Low impact installation checklist

Low impact installation criterion (see the Part B2 guidance notes)	Section of supporting document that shows how your proposed activity meets the LII criterion	Do you meet LII criterion?
<b>A – Management techniques</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>B – Wastewater</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>C – Abatement systems/ releases to air</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>D – Emissions to groundwater</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>E – Waste production</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>F – Energy consumption</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>G – Accident prevention</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>H – Noise</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>I – Emissions of polluting substances</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>J – Odours</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>K – Compliance history</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered ‘No’ to any of the questions above, your installation cannot be considered as a low impact installation.

## Appendix 2 – Date of birth information for Relevant offences and/or Technical ability questions only

Date of birth information in this appendix will not be put onto our Public Register. Continue on a separate sheet if necessary

### 1. Relevant Offences – date of birth information for relevant persons(s)

Please give us the following details if you have answered 'Yes' to question 3a

Name

\_\_\_\_\_

Date of birth (DD/MM/YYYY)

\_\_\_\_\_

### 2. Technical ability – date of birth information for technically competent manager(s)

Please give us the following details (relevant waste operations only)

Name

Alan Dougal

\_\_\_\_\_

Date of birth (DD/MM/YYYY)



# Application for an environmental permit

## Part B4 – New bespoke waste operation permit



<p>Fill in this part of the form, together with parts A, B2 and F1, if you are applying for a new bespoke permit for a waste operation. Please check that this is the latest version of the form available from our website.</p> <p>Please read through this form and the guidance notes that came with it.</p> <p>You can apply online for waste bespoke environmental permits.</p> <p>Apply online for an environmental permit.</p> <p>The form can be:</p> <ol style="list-style-type: none"> <li>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.</li> <li>2) printed off and filled in by hand. Please write clearly in the answer spaces.</li> </ol> <p>It will take less than three hours to fill in this part of the application form.</p>	<p><b>Contents</b></p> <ol style="list-style-type: none"> <li>1 What waste operations are you applying for?</li> <li>2 Point source emissions to air, water and land</li> <li>3 Operating techniques</li> <li>4 Monitoring</li> <li>5 How to contact us</li> </ol> <p>Appendix 1 – Specific questions for the recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes</p> <p>Appendix 2 – Specific questions for inert waste landfill and deposit for recovery operations</p>
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### 1 What waste operations are you applying for?

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

Fill in a separate table for each waste operation you are applying for. 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 the extra sheet.

Document reference

#### 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](http://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.

## 1 What waste operations are you applying for?, continued

**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
- 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 of the waste in the document, (for example, detailing the source, nature and composition of the waste). Where you only want to receive specific wastes within a waste code you can provide further details of the waste you want to receive. Where a waste is dual coded you should use both codes for the waste.

Document reference \_\_\_\_\_

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

Waste code	Description of the waste
Example	Example
02 01 08*	Agrochemical waste containing hazardous substances
18 01 03*	Infectious clinical waste, not contaminated with chemicals or medicines – human healthcare (may contain sharps) for alternative treatment
17 05 03*/17 06 05*	Non-hazardous soil from construction or demolition contaminated with fragments of asbestos cement sheet

**1c Deposit for recovery purposes (see Appendix 4 and the guidance notes on part B4)**

Are you applying for a waste recovery activity involving the permanent deposit on waste on land for construction or land reclamation (including landfill restoration)?

No  Go to section 2

Yes

Are you applying for an inert landfill permit that includes a restoration activity using waste?

No  Go to section 2

Yes  Please send us a copy of your restoration plan in accordance with our guidance at <https://www.gov.uk/guidance/landfill-operators-environmental-permits/restore-your-landfill-site>

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

No  Go to section 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.

**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>.**

Document reference \_\_\_\_\_

## 2 Point source emissions to air, water and land

Fill in Table 2 below with details of the point source emissions that result from the operating techniques at each of your waste operations.

Fill in one table for each waste operation.

**Table 2 – Emissions**

Name of the waste operation				
<b>Point source emissions to air</b>				
Emission point reference and location	Source	Parameter	Quantity	Unit
<b>Point source emissions to water (other than sewers)</b>				
Emission point reference and location	Source	Parameter	Quantity	Unit
<b>Point source emissions to sewers, effluent treatment plants or other transfers off site</b>				
Emission point reference and location	Source	Parameter	Quantity	Unit
<b>Point source emissions to land</b>				
Emission point reference and location	Source	Parameter	Quantity	Unit

## Supporting information

### 3 Operating techniques

#### 3a Technical standards

Fill in Table 3a for each waste operation you refer to in Table 1a above and list the ‘appropriate measures’ you are planning to use. If you are using the standards set out in the relevant technical guidance(s) (TGN) there is no need to justify using them within your documents in Table 3a.

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 B2 of the application form.

Table 3a should summarise:

- the operations undertaken
- the measures you will use to control the emissions from your process, as identified in your risk assessment or the relevant technical guidance
- how you will meet other standards set out in the relevant technical guidance

#### Table 3a – Technical standards

Fill in a separate table for each waste operation.

Waste operation		
Description of the waste operation Add extra rows if you need them	Appropriate measure (TGN reference)	Document reference (if appropriate)

In all cases, describe the type of facility or operation you are applying for and provide site infrastructure plans, location plans and process flow diagrams or block diagrams to help describe the operations and processes undertaken. Give the document references you use for each plan, diagram and description.

Document reference

#### 3b General requirements

Fill in a separate table for each waste operation.

#### Table 3b – General requirements

Name of the waste operation	
If the technical guidance 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	N/A
If the technical guidance 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.	N/A
If the technical guidance or your risk assessment shows that noise or vibration are important issues, send us your noise or vibration management plan (or both)	N/A

### 3 Operating techniques, continued

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](http://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
Recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes	See the questions in appendix 1
Inert landfill and deposit of waste on land for construction, land reclamation, restoration or improvement	See the questions in appendix 2

### 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
- the methods you use
- the procedures you follow to assess the measures

Document reference

##### 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](http://www.gov.uk/government/organisations/environment-agency)).

Document reference of the assessment

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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 2.

### Appendix 1 – Specific questions for the recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes

**1 Please 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 (MBT) process over a 12-month period and in accordance with section 2 of TGN 6.15**

Document reference \_\_\_\_\_

**2 Please 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 Please 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
- 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?**

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

Document reference \_\_\_\_\_

Yes

### Appendix 2 – Specific questions for inert waste landfill and deposit for recovery operations

**1 Please 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 Please provide your Waste Acceptance Procedures (including Waste Acceptance Criteria)**

Document reference \_\_\_\_\_

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

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference \_\_\_\_\_

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

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference \_\_\_\_\_

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

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference \_\_\_\_\_

## Appendix 2 – Specific questions for inert waste landfill and deposit for recovery operations, continued

### 6 Have you completed a monitoring plan for the site?

No  Please refer to the section of your ESSD that explains why this is unnecessary for your site

Yes  Document reference \_\_\_\_\_

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

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

Yes  For inert waste landfill you must provide a closure plan

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)?

No

Yes

### 8b If you answered 'yes' to question 8a, does the R10 activity include the spreading of waste to improve the quality of the growing medium (e.g. soil conditioner to improve existing soil profile)?

No

Yes  Go to question 8c

### 8c If you have answered 'Yes' to question 8b, have you completed a benefit statement?

No  Please explain why

Document reference \_\_\_\_\_

Yes

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