

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

Now go to section 2

An organisation of individuals (for example, a partnership)

Now go to section 3

A public body

Now go to section 4

A registered company or other corporate body

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)

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

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

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

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



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

2 About your proposed changes

2a Type of variation

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

Standalone water discharge activity or point source groundwater activity

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.

--

Fill in Table 1 with details of all the proposed changes to current activities. In the final column of the table, give us the document reference for the proposed changes and send them to us with your filled in application form.

Fill in a separate table for each activity you are applying to vary or add. 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

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.

If 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

Yes 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)

Table 1 – Changes to existing activities

Name	Installation schedule 1 references	Description of the installation activity	Description of waste operation	Description of the mining waste operations	Description of water discharge activity	Description of groundwater activity	Proposed changes document reference
i.e. name of installation, waste operation, mining waste operation, water discharge activity or groundwater activity							
Example – Effluent unique name					Example – treated sewage effluent		
If you do not have enough room, go to the line below or send a separate document and give us the document reference here							

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

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)	<input type="text"/>
First name	<input type="text"/>
Last name	<input type="text"/>
Date of birth (DD/MM/YYYY)	<input type="text"/>
Phone	<input type="text"/>
Mobile	<input type="text"/>
Email	<input type="text"/>

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 2010.

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

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 1999, 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

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

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

Justification and Evidence Report [NNB-308-REP-000724] Section 5 – Environmental Assessments
HRA Assessment [NNB-308-REP-000722] Section 6 – Stage 2: Appropriate Assessment
WFD Assessment [NNB-308-REP-000725] Section 5 – Stage 3: Detailed Compliance Assessment
Cefas Impingement Report [HPC-DEV024-XX-000-RET-100031] – Section 5: Impingement Assessment Process
Eels Regulations Assessment [NNB-308-REP-000746] Section 5 – 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.)

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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 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"/>
	Provide references to show how your application meets G.		Yes <input type="checkbox"/> No <input type="checkbox"/>
	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 C6 – Variation to a bespoke water discharge activity and groundwater (point source) activity



Fill in this part of the form, together with part C2 and part 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 About the effluent – details and type
 - 2 How long will you need to discharge the effluent for?
 - 3 How much do you want to discharge?
 - 4 Intermittent sewage discharges
 - 5 Should your discharge be made to the foul sewer?
 - 6 How will the effluent be treated?
 - 7 What will be in the effluent?
 - 8 Environmental risk assessments and modelling
 - 9 Monitoring arrangements
 - 10 Where will the effluent discharge to?
 - 11 How to contact us
- Appendix 1 – Discharges to a borehole or well
Appendix 2 – Discharges into land
Appendix 3 – Discharges onto land
Appendix 4 – Discharges to tidal river, tidal stream, estuary or coastal waters
Appendix 5 – Discharges to non-tidal river, stream or canal
Appendix 6 – Discharges to a lake or pond

About the effluent – details and type

From the list below, choose which type of effluent you are applying for on this form and answer the questions shown in Table 1.

You must fill in a separate copy of this form and the appropriate appendix or appendices for each type of effluent you plan to discharge.

Table 1 – About the effluent

Type of effluent	Charge band	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
Sewage effluent (non-water company)	1.3.8 Sewage effluent discharge with a volume greater than 15 m ³ /day to groundwater (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, f	-	a, b	All	-	d, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b, c, d	b, f	-	a, b	All	b, c, d	d, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.10 Sewage effluent discharge with a volume greater than 5 m ³ /day up to and including 50 m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, f	-	a, b	All	-	b*, e*	a, b, c, f*, g, h	All
	1.3.11 Sewage effluent discharge with a volume greater than 50 m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, f	-	a, b	All	-	b*, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b, c, d	b, f	-	a, b	All	b, c, d	b*, c, e*	a, b, c, d*, e*, f*, g, h	All
Water company WwTW treated sewage effluent	1.3.8 Sewage effluent discharge with a volume greater than 15 m ³ /day to groundwater (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	a, f (b is optional)	-	-	All	-	a, d, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b	a, f (b is optional)	-	-	All	a, b, c, d	a, d, e*	a, b, c, d*, e*, f*, g, h	All

Table 1 continued

Type of effluent	Charge band	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
	1.3.10 Sewage effluent discharge with a volume greater than 5 m ³ /day up to and including 50 m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	a, f (b is optional)	-	-	All	-	a, b*, e*	a, b, c, f*, g, h	All
	1.3.11 Sewage effluent discharge with a volume greater than 50 m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	a, f (b is optional)	-	-	All	-	a, b*, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b	a, f (b is optional)	-	-	All	a, b, c, d	a, b*, c, e*	a, b, c, d*, e*, f*, g, h	All
Settled storm sewage	1.3.19 Combined sewer overflow	<input type="checkbox"/>	All	a, b	-	a, b, c, d, f, g, h, i, j, k	-	All	-	a, b*, d*, e*	b, g, h	All
Storm sewage	1.3.19 Combined sewer overflow	<input type="checkbox"/>	All	a, b	-	a, b, c, e, f, g, h, i, j, k	-	All	-	a, b*, d*, e*	b, g, h	All
Emergency overflow	1.3.20 Emergency overflows	<input type="checkbox"/>	All	a, b	-	a, l, m, n, o	-	All	-	a, b*, d*, e*	b, g, h	All
Trade and/or non-sewage – known volume	1.3.12 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume up to and including 5 m ³ /day (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	-	b*, d*, e*	b, f*, g, h	All
	1.3.13 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume greater than 5 m ³ /day (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	-	b*, d*, e*	b, d*, e*, f*, g, h	All
	1.3.14 Trade and/or non-sewage effluent discharge to surface water or groundwater requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	b, c, d	b*, c, d*, e*	b, d*, e*, f*, g, h	All

Table 1 continued

Type of effluent	Charge band	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
Trade and/or non-sewage – rainfall-dependent	1.3.12 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume up to and including 5 m ³ /day (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	b, e, f	-	-	All	-	b*, d*, e*	b, f*, g, h	All
	1.3.13 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume greater than 5 m ³ /day (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	b, e, f	-	-	All	-	b*, d*, e*	b, d*, e*, f*, g, h	All
	1.3.14 Trade and/or non-sewage effluent discharge to surface water or groundwater requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b	b, e, f	-	-	All	b, d	b*, c, d*, e*	b, d*, e*, f*, g, h	All
Mixed effluent (sewage combined with trade and/or non-sewage) – known volume	1.3.8 Sewage effluent discharge with a volume greater than 15m ³ /day to groundwater (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	-	d, e	a, b, c, d*, e*, f*, g, h	All
	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	b, c, d	d, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.10 Sewage effluent discharge with a volume greater than 5m ³ /day up to and including 50m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	-	b*, e*	a, b, c, f*, g, h	All
	1.3.11 Sewage effluent discharge with a volume greater than 50m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	-	b*, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	a, b	All	-	b, c, d	a, b, c, d*, e*, f*, g, h	All

Table 1 continued

Type of effluent	Charge band	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
Mixed effluent (sewage combined with trade and/or non-sewage) containing rainfall-dependent effluent	1.3.8 Sewage effluent discharge with a volume greater than 15m ³ /day to groundwater (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	b, c, d, e, f	-	a, b	All	-	d, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b	b, c, d, e, f	-	a, b	All	b, c, d	d, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.10 Sewage effluent discharge with a volume greater than 5m ³ /day up to and including 50m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	b, c, d, e, f	-	a, b	All	-	b*, e*	a, b, c, f*, g, h	All
	1.3.11 Sewage effluent discharge with a volume greater than 50m ³ /day to surface water (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b	b, c, d, e, f	-	a, b	All	-	b*, e*	a, b, c, d*, e*, f*, g, h	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)	<input type="checkbox"/>	All	a, b	b, c, d, e, f	-	a, b	All	b, c, d	b*, c, e*	a, b, c, d*, e*, f*, g, h	All
Trade – returned abstracted water (including ground source heating and cooling)	1.3.15 Cooling water or thermal discharge to surface water or groundwater (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	-	All	e, f	b*, d*, e*	a*, b, d*, e*, f*, g, h	All
	1.3.16 Cooling water or thermal discharge to surface water or groundwater requiring specific substances assessment	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	-	All	b, c, d, e, f	b*, c, d*, e*	a*, b, d*, e*, f*, g, h	All
	1.3.17 Aquaculture (not requiring specific substances assessment)	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	-	All	-	b*, d*, e*	a*, b, d*, e*, f*, g, h	All
	1.3.18 Aquaculture requiring specific substances assessment	<input type="checkbox"/>	All	a, b, c, d	b, c, f	-	-	All	b, c, d	b*, c, d*, e*	a*, b, d*, e*, f*, g, h	All

*Check the relevant question and our guidance notes on part B6 to see if you need to give an answer.

1 About the variation you are applying for

1a Give a brief description of the changes you want to make to your permit

1b Give this effluent a unique name

You must use this name to identify this effluent throughout this application and all associated documents.

Name

1c Please tick if this is a release from a dam, weir or sluice ('reservoir release') under Schedule 21 of the EPR meaning of water discharge activity

2 About the effluent – how long will you need to discharge the effluent for?

2a What date do you want the permit for this effluent to start?

(DD/MM/YYYY)

Please note that charges will start on this date, even if you have not started to discharge, unless you contact us to change (delay) the start date (see the guidance notes on part C6). The start date cannot be before the permit is issued and cannot be changed (delayed) after it has already passed.

2b Is the discharge time limited?

Yes Please give the date you expect the discharge to end but please note that your permit will not end on that date and you will still need to notify us to surrender the permit (DD/MM/YYYY)

No

2c Will the discharge take place all year?

Yes

No Please give details of the months when you will make the discharge

2d Will the discharge take place on more than six days in any year?

Yes

No

3 How much do you want to discharge?

3a What is the daily dry weather flow (in cubic metres)?

3b What is the maximum volume of effluent you will discharge in a day (in cubic metres)?

Show how you calculated the figure given in the box below and continue on a separate sheet if necessary, giving a reference for the extra sheet.

3 How much do you want to discharge?, continued

Document reference for any extra sheet or sheets used for question 3b _____

3c What is the maximum rate of discharge (in litres a second)? _____

3d What is the maximum volume of non-rainfall dependent effluent you will discharge in a day (in cubic metres)? _____

3e What is the maximum rate of rainfall dependent discharge (in litres per second)? _____

3f For each answer in question 3, show how you worked out the figure on a separate sheet.

Document reference of the extra sheet _____

4 Intermittent sewage discharges

4a For each answer to b to o below, show how you worked out the figure on a separate sheet.

Document reference of the extra sheet _____

4b What is the total volume of the off-line/storm tank storage (in cubic metres)? _____

4c What is the total volume of on-line storage (in cubic metres)? _____

4d What is the pass forward flow at the settled storm overflow setting (in litres per second)? _____

4e What is the pass forward flow at the storm overflow setting (in litres per second)? _____

4f Is the discharge screened?

Yes Answer the relevant questions from 4g to 4j

No Go to 4k

4g What is the mesh screen spacing (in millimetres)? _____

4h What is the minimum screen capacity flow through the mesh screen (in litres per second)? _____

4i What is the bar screen spacing (in millimetres)? _____

4j What is the minimum screen capacity flow through the bar screen (in litres per second)? _____

4k Is the overflow constructed to good engineering design?

Yes

No On a separate sheet explain what standards the overflow has been constructed to.

Document reference of the extra sheet _____

4l What is the emergency storage capacity of the sewer and wet well (in cubic metres)? _____

4m What is the storage time within the sewer and the wet well above the top water level at dry weather flow (in hours and minutes)? _____

4n What is the pass forward flow at the pumping station (in litres per second)? _____

4o For intermittent emergency overflows you must provide a document setting out the key protection measures you will provide.

Document reference for pumping station key protection measures _____

5 Should your discharge be made to the foul sewer?

Foul sewer means public or private foul sewer.

Before answering these questions, you must read the guidance notes to part C6.

You will also need to contact your sewerage undertaker (usually your local water company) and you may need to check if it is possible to connect to a private foul sewer.

5a How far away is the nearest foul sewer from the boundary of the premises (in metres)? _____

5b To assess whether it is reasonable to discharge your effluent into the foul sewer, please answer 5b1 or 5b2.

5 Should your discharge be made to the foul sewer?, continued

5b1 Discharges from domestic properties:

Multiply the number of properties served by the sewage treatment system by 30 metres.

Number of domestic properties served by the sewage treatment system x 30 metres = metres

5b2 Discharges from all other premises including trade effluent:

Divide the volume of the discharge (in cubic metres) by 0.75 and then multiply this figure by 30 metres.

Volume of the discharge (answer to question 3b) cubic metres / 0.75 = x 30 = metres

Is your answer to question 5b1 or 5b2 above greater than the distance to the nearest foul sewer (answer to 5a)?

Yes

No

If no, you do not need to explain why you cannot discharge your effluent into the foul sewer at this point. However, we may request this information from you when we determine your application. Now go to question 6.

If yes, you must explain on a separate sheet why you cannot discharge your effluent into the foul sewer, giving a reference for the extra sheet. Before you submit the application, you must explore the possibility of connecting to the foul sewer, and send us evidence that you have approached the sewerage undertaker, including their formal response regarding connection, if relevant. You must also show the extra cost of connecting to a sewer compared with the treatment system you propose, and details of any physical obstacles such as roads, railways, rivers or canals.

We will only agree to the use of private treatment systems within sewered areas if you can demonstrate that:

- the additional cost of connecting to the foul sewer would be unreasonable;
- connection is not practically feasible; or
- the proposed private treatment system can be shown to significantly benefit the environment.

We are unlikely to grant a permit for a discharge of treated domestic sewage in circumstances where a private sewerage system is being proposed due to a lack of capacity in the nearest public sewerage network.

The guidance notes to part C6 will help you understand what information you need to provide in order to answer this question.

Document reference where you have given this justification

6 How will the effluent be treated?

6a Do you treat your effluent?

Yes Now go to question 6b

No You must explain why the effluent will not be treated

Document reference for where you have given this justification

6b Fill in Table 2 for each stage of the treatments carried out on your effluent in the order in which they are carried out

Table 2 – Treatments carried out on your effluent

Order of treatment	Code number	Description
First		
Second		
Third		
Fourth		

Continue on a separate sheet if you need more rows. If you prefer, you can also send us an overall design for the whole treatment process.

Document reference for the extra sheet

7 What will be in the effluent?

For all applications, whether to surface water, or onto or into ground, you should still check to see if your discharge is likely to contain any of the specific substances listed in the guidance documents on 'Risk assessment for treated sewage or trade effluent discharges to surface water or groundwater' – search for this term at www.gov.uk/government/organisations/environment-agency and answer the relevant questions for your discharge below.

7a Are any of the specific substances listed in 'Risk assessment for treated sewage or trade effluent discharges to surface water or groundwater' likely to enter the sewerage system upstream of the discharge through any authorised or known inputs?

Yes

No

7 What will be in the effluent?, continued

7b Are any of the specific substances listed in ‘Risk assessment for treated sewage or trade effluent discharges to surface water or groundwater’ added to or present in the effluent as a result of the activities on the site?

Yes

No

7c Have any of the specific substances listed in ‘Risk assessment for treated sewage or trade effluent discharges to surface water or groundwater’ been detected in samples of the effluent or in the sewerage catchment upstream of the discharge?

Yes

No

7d Are there any other harmful or specific substances in your effluent not mentioned in ‘Risk assessment for treated sewage or trade effluent discharges to surface water or groundwater’?

Yes

No

7e Give the maximum temperature of your discharge in degrees Celsius

7f The maximum expected temperature change compared to the incoming water supply

Increase in degrees Celsius

Decrease in degrees Celsius

8 Environmental risk assessments and modelling

You may need to carry out an environmental risk assessment or modelling to support your application. Please answer all the questions that are relevant to your discharge. If an environmental risk assessment or modelling is required, you must send it to us with your application.

8a Sewer modelling report (for discharges of final effluent from a water company WwTW or intermittent sewage discharges)

You must carry out sewer modelling following the guidance ‘Surface water pollution risk assessment for your environmental permit’ at www.gov.uk/government/organisations/environment-agency. Send us details of how the modelling was carried out and the outcome.

Document reference for the sewer modelling report

8b Discharges to lakes, estuaries, coastal waters or bathing waters

You must carry out modelling following the guidance ‘Surface water pollution risk assessment for your environmental permit’ at www.gov.uk/government/organisations/environment-agency. Send us details of how the modelling was carried out and the outcome.

Document reference for the modelling report

Justification and Evidence Report [NNB-308-REP-000724] Section 5 – Environmental Assessments
HRA Assessment [NNB-308-REP-000722] Section 6 – Stage 2: Appropriate Assessment

8c Discharges to freshwater (non-tidal) rivers

WFD Assessment [NNB-308-REP-000725] Section 5 – Stage 3: Detailed Compliance Assessment

If the discharge contains, or potentially contains ‘Surface water pollution risk assessment for you

Cefas Impingement Report [HPC-DEV024-XX-000-RET-100031] – Section 5: Impingement Assessment Process
Eels Regulations Assessment [NNB-308-REP-000746] Section 5 – Assessment

agency. The guidance notes on part C6 outline the information you must provide.

Have you answered yes to any of 7a to 7d?

Yes Send us the completed screening tool, along with the raw data used to create the summary statistics.

Document reference for the screening tool and raw data

No

8d Discharges to groundwater

You must carry out a groundwater quantitative risk assessment following the guidance in ‘Groundwater risk assessment for your environmental permit’ at www.gov.uk/government/organisations/environment-agency. Send us details of how the modelling was carried out and the outcome.

For groundwater remediation schemes you must send us a site-specific remediation strategy that has been agreed with the local Environment Agency Groundwater and Contaminated Land Team.

Document reference for the groundwater remediation report

8e Environmental impact assessment

Have you carried out an environmental impact assessment?

Yes Send us details of how the assessment was carried out and the outcome.

Document reference for the environmental impact assessment

No

9 Monitoring arrangements

Note: If your effluent has a maximum volume of **no more than** 50 cubic metres a day you do not need to complete question 9d or 9e.

9a What is the national grid reference of the inlet sampling point? _____

9b What is the national grid reference of the effluent sample point? _____

9c Do you have an Urban Waste Water Treatment Directive final effluent sampling point?

Yes Please provide the national grid reference
(for example, SJ 12345 67890) _____

No

9d What is the national grid reference of the flow monitoring point? _____

9e Does the flow monitor have an MCERTS certificate?

Yes Please give the certificate number _____

No

9f Do you have a UV disinfection efficacy monitoring point?

Yes Please provide the national grid reference _____

No

9g You should clearly mark on the plan the locations of any of the above that apply to this effluent

Document reference for the plan _____

9h Do you intend to do your own effluent monitoring?

Yes

No

10 Where will the effluent discharge to?

10a Mark in Table 3 where this effluent discharges to and fill in the relevant appendix or appendices.

You must use the name you gave to this effluent in answer to question 1b of this form when filling in your relevant appendix or appendices.

Table 3 – Where the effluent discharges to

Receiving environment	X	Relevant appendix
Borehole or well		1
Into land (for example, through a drainage system)		2
Onto land		3
Tidal river, tidal stream, estuary or coastal waters		4
Non-tidal river, stream or canal		5
Lake or pond		6

10b Is this effluent discharged through more than one outlet?

Yes

No

10c If yes, on a separate sheet, give details of the circumstances under which each outlet would be used by this effluent.

Document reference for this extra sheet _____

10d If you answered yes to question b above make sure you show clearly on your discharge point appendix or appendices and site plan that this one effluent can discharge to more than one discharge point.

You must give us all the details we need for each of the discharge points used by this effluent.

11 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.

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

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.



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 6.

Appendix 1 – Discharges to a borehole or well (or other deep structure)

If you are discharging the effluent to a borehole or well or other deep structure (such as concrete rings, natural swallow hole or deep soakage pit) you must ensure that the discharge is indirect to groundwater. Direct discharges to groundwater cannot be permitted. We will undertake a groundwater quantitative risk assessment on your behalf in line with the guidance ‘Groundwater risk assessment for your environmental permit’ at www.gov.uk/government/organisations/environment-agency.

For us to do this you must answer the following questions relevant to your application and provide us with additional information as summarised in Table 4.

Without this information we will be unable to complete the risk assessment and it is likely your application will be rejected.

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name
For example, ‘Outlet 1’ (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Is the discharge to ground via a

Well

Borehole

Other deep structure

If you have ticked the box for ‘other deep structure’ please give details (for example, concrete ring structure, shaft, natural swallow hole or soakage pit).

4 What is the diameter of the borehole, well or other deep structure that the effluent will be discharged into (in metres)?

5 Is the borehole, well or other structure already constructed?

Yes Now answer questions 6 to 9

No Now answer questions 10 to 12.

Existing borehole, well or other deep structure

6 What is the total depth to the bottom of the existing well, borehole or other structure (in metres below ground level)?

If you are unaware of the actual depth please estimate the depth based on the following categories:

0–5 metres

5–10 metres

Greater than 10 metres

Uncertain

What evidence is the estimated depth above based on?

7 Does the well, borehole or other structure extend into groundwater?

Yes – always contains water

Sometimes – water is present occasionally

No – never contains water

If groundwater is always, or sometimes, present, what is the highest level that the standing water reaches (in metres below ground level)?

 Measured/estimated (delete as appropriate)

8 Please provide any records, diagrams or borehole logs you may have that could help us understand:

- the method of construction (including any solid casings or linings used); and
- the likely depth of the deep structure; and
- the local groundwater conditions.

Appendix 1 – Discharges to a borehole or well (or other deep structure such as a mineshaft), continued

Please provide photocopies where possible. If it is not possible (for example, if the documents are large or bulky) please summarise any additional information you have on a separate sheet.

Document reference number for the records, diagrams or borehole logs _____

9 If any maintenance has been carried out on your well, borehole or other deep structure (for example, to aid effective drainage), please give details below.

Please now answer question 13.

Proposed borehole, well or other deep structure that has not yet been constructed

10 Please tell us why you are unable to install a shallow engineered drainage system. This information forms an important part of our permit determination process. Which methods of shallow disposal have you considered, and why did you decide these were not feasible to take forward? Please answer questions 10a and 10b to provide the results of soakage tests and summarise in the box any relevant information supporting your decisions (for example, permission refusals from landowners or physical constraints, or land availability or proximity to buildings).

10a What was your percolation value (Vp) result (in seconds per millimetre)? _____

You must show in Table 4 how you worked out the percolation value.

Table 4 Percolation value

	Trial 1	Trial 2	Trial 3	Average
Hole 1				
Hole 2				
Hole 3				
Hole 4				

10b If a shallow engineered drainage system were feasible, what would be the required surface area of your infiltration system (in square metres)? _____

Supporting information to explain why you are unable to install a shallow engineered drainage system can be appended to your application.

Document reference number for these details _____

11 Please tell us the type of deep structure (for example, borehole, well or deep soakage pit) you propose to install and what the total depth will be in metres below ground level. _____

12 Please tell us the reason this depth has been selected and, if you are aware of any relevant existing information on local water levels, please also tell us the depth to groundwater (in metres below ground level). What measures will you undertake to ensure the discharge is not direct into groundwater? If the discharge will be direct to groundwater explain why you cannot make it indirect. Direct discharges to groundwater cannot be permitted.

Proximity of your discharge to other receptors

13 Is the borehole, well or other deep structure where the discharge is being/will be made within 50 metres of any other well, spring or borehole used to supply water for drinking water or food production purposes?

Yes Please now answer question 14

No Please now answer question 15

Appendix 1 – Discharges to a borehole or well (or other deep structure such as a mineshaft), continued

If yes, please show the location of the well, spring or borehole you identified in answer to question 13 on the plan you have provided for section 4 of the main application form.

14 Please tell us about the water supply (or supplies) used for drinking water or food production purposes identified in question 13 above; for example, the name of the property or properties served by the water supply, what they use the water for (drinking water, food production) and where they are in relation to your discharge.

15 What is the distance in metres to the nearest watercourse (for example, surface water, river, stream or ditch)?

Please tell us whether you have considered discharging to surface water and if so, why this is not feasible.

In Table 5 please provide any further information required for us to complete a groundwater quantitative risk assessment on your behalf in line with the guidance ‘Groundwater risk assessment for your environmental permit’ at www.gov.uk/government/organisations/environment-agency. Without this information we will be unable to carry out a hydrogeological risk assessment on your behalf.

Table 5 summarises the information required to allow us to undertake a hydrogeological risk assessment of your discharge to a deep infiltration system. Without this information your application will be rejected. You will already have provided some of this information earlier in this application form. **We also need you to provide additional information indicated by a tick (✓) in Table 5.** For further guidance on the additional information required please search for ‘Groundwater risk assessment for your environmental permit’ at www.gov.uk/government/organisations/environment-agency and the guidance notes on part C6. You may require the advice of an environmental consultant to collate this information.

For some of the risk assessment inputs we are better placed to provide the information and will do so for those parameters indicated by an asterisk (*) as far as possible. However, if you wish to provide site-specific information for those parameters with an asterisk you are welcome to do so.

Table 5: Further information required for the Environment Agency to complete a groundwater quantitative risk assessment on your behalf

Information	Description	Existing structure	Proposed structure	Information supplied?
Information supplied by the applicant This has already been requested earlier in the application form.				Information you have already supplied on the application form
National grid reference of the discharge point		Appendix 1 Q2	Appendix 1 Q2	
Volume of effluent (m ³ per day)		Q3b	Q3b	
Type of effluent treatment	Septic tank, package treatment plant, other	Q6	Q6	
Type of deep infiltration system	Borehole, well, concrete ring structure, other	Appendix 1 Q3	Appendix 1 Q3	
Diameter of deep infiltration system (metres)		Appendix 1 Q4	Appendix 1 Q4	
Depth to the base of deep infiltration structure (metres)		Appendix 1 Q6	Appendix 1 Q11	
Depth to water table (metres)	Is discharge above or below water table?	Appendix 1 Q7, Q8	Appendix 1 Q12	

Table continues on next page

Appendix 1 – Discharges to a borehole or well (or other deep structure such as a mineshaft), continued

Justification for a deep infiltration system	Why are you unable to install a shallow infiltration system? What other options for disposal have been considered? Provide full details of the infiltration tests undertaken plus results	Appendix 1 Q8 if available	Appendix 1 Q10	Information you have already supplied on the application form
Information supplied by the applicant This is additional information we need from you that is not provided elsewhere on the application form. Site data should be given where it is already available. If not, you can submit the relevant literature values quoting the source of the data and justification of the values you have selected. Please tick the right-hand column to confirm you have provided this essential information.				
Concentration of relevant substances entering the infiltration system	For discharges of domestic effluent we will routinely assess the concentration of nitrogen species, particularly the ammonium concentration	✓	✓	<input type="checkbox"/>
Length of screened borehole section below the water table (metres)	Depth in metres of the borehole screened section that is below the water table (This applies only to boreholes that have groundwater in the base)	✓	✓	<input type="checkbox"/>
Calculated area of infiltration system (square metres)	Explain how the area of the infiltration system has been calculated – this is especially relevant if a non-circular system is used	✓	✓	<input type="checkbox"/>
Unsaturated zone parameters	The following represent the strata above the water table: <ul style="list-style-type: none"> • hydraulic conductivity (metres per day) • water-filled porosity (per cent) • bulk density (grammes per cubic centimetre) 	✓	✓	<input type="checkbox"/>
Saturated zone parameters	The following represent the strata above the water table: <ul style="list-style-type: none"> • hydraulic conductivity (metres per day) • water-filled porosity (per cent) • bulk density (grammes per cubic centimetre) • hydraulic gradient of the water table (fraction) 	✓	✓	<input type="checkbox"/>
Information provided by the Environment Agency where possible Please tick if you have provided this information (optional).				
Environmental standard	The relevant environmental standard or compliance value against which we will assess your effluent discharge	*	*	<input type="checkbox"/>
Half-life for degradation of the substance (days)	If you wish to know more about these parameters see 'Groundwater risk assessment for your environmental permit' at www.gov.uk/government/organisations/environment-agency	*	*	<input type="checkbox"/>
Soil water partition coefficient (litres per kilogramme)		*	*	<input type="checkbox"/>
Mixing zone thickness (metres)		*	*	<input type="checkbox"/>
Distance to compliance point (metres)		*	*	<input type="checkbox"/>

Appendix 2 – Discharges into land

Answer the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Is your infiltration system new or existing?

New

Now go to question 5

Existing

Now go to question 4

4a When was it built?

4b Now answer questions 5–8 if you are able to, if not leave them blank and go to question 9.

5 Is your infiltration system designed and built to British Standard 6297:2007 + A1:2008 or the British Standards in force at the time of installation?

Yes

No Please provide details, on a separate sheet, of the design criteria used for your infiltration system

Document reference

6 On what date did you carry out a percolation test and dig a trial hole in line with British Standard 6297:2007 + A1:2008?

Date (DD/MM/YYYY)

7 What is your percolation value (Vp) result (in seconds per millimetre)? You must show in the table below how you worked out the percolation value.

Please also provide your test sheets and any field notes or observations made regarding ground conditions.

	Trial 1	Trial 2	Trial 3	Average
Hole 1				
Hole 2				
Hole 3				
Hole 4				

8 Please show us how you have calculated the area (A) of your infiltration system (in square metres).

p × Vp × 0.25 for septic tanks = A

or

p × Vp × 0.20 for package treatment plants = A

p Population based on maximum occupancy

Vp Percolation value in seconds/mm.

9 If known, mark on the plan you have provided the extent of the infiltration system. Please write on the plan the length and width of the sides in metres.

10 Is any part of your discharge within 50 metres of a well, spring or borehole?

No

Yes Identify the location of the well spring or borehole on the plan you have provided and answer question 11.

11 Is the well spring or borehole you have identified used to supply water?

No

Yes You must describe what the water supplied is used for.

12 Is any part of your infiltration system within 10 metres of a watercourse?

Yes

No

Identify the location of the watercourse on the plan you have provided for section 4 of part C2.

Appendix 3 – Discharges onto land

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Select from the table below the type of area where the effluent is disposed of

Area type	
Unlined reed bed	<input type="checkbox"/>
Unlined grass plot	<input type="checkbox"/>
Unlined wetland	<input type="checkbox"/>
Other	<input type="checkbox"/> Please specify below

4 What is the surface area of the land used for your disposal (in square metres)?

5 Is any part of your discharge within 50 metres of a well, spring or borehole?

No

Yes Identify the location of the well spring or borehole on the plan you have provided and answer question 6.

6 Is the well spring or borehole you have identified used to supply water?

No

Yes You must describe what the water supplied is used for.

7 Is any part of your infiltration system within 10 metres of a watercourse?

Yes

No

Identify the location of the watercourse on the plan you have provided for section 4 of part C2.

Appendix 4 – Discharges to tidal river, tidal stream, estuary or coastal waters

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Give the name of the tidal river, tidal stream, estuary or area of coastal water if you know it

4 Is the discharge into a

Tidal river

Tidal stream

An estuary

Coastal water

5 Does the discharge reach the watercourse by flowing through a surface water sewer?

Yes Give the national grid reference where the discharge enters the surface water sewer

No

6 Is the discharge point above the mean low water spring tide mark?

Yes Please explain, on a separate sheet, why the discharge cannot be made below this point

Document reference

No

7 How is the effluent dispersed? For example, open pipe or diffuser system

If diffuser system go to question 8

8 Give details, on a separate sheet, of the design of the diffuser system

Document reference

Appendix 5 – Discharges to non-tidal river, stream or canal

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Give the name of the watercourse, canal or the main watercourse it is a tributary of if you know it

4 Is the discharge into a

Non-tidal river

Stream

Canal

5 Does the discharge reach the watercourse or canal by flowing through a surface water sewer?

Yes Give the national grid reference where the discharge enters the surface water sewer

No

6 Does the watercourse dry up for part of the year?

Yes

No

Appendix 6 – Discharges to a lake or pond

Answer the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

- 1 Give the discharge point a unique name
For example 'Outlet 1' (you must use this name to identify the discharge point on the plan) _____
- 2 Give the national grid reference of the discharge point _____
- 3 Give the name of the lake or pond if you know it _____
- 4 Select from the following table the type of lake or pond you will be discharging to and answer the relevant questions.

Type of lake or pond		Relevant questions
Lake or pond which does not discharge into a river or watercourse or another pond which discharges into a river or watercourse	<input type="checkbox"/>	Permit not required*
Lake or pond which does not discharge into a river or watercourse or another pond which discharges into a river or watercourse where you have had a notice served under paragraph 5 of Schedule 21 of the Environmental Permitting (England and Wales) Regulations 2010	<input type="checkbox"/>	5, 6, 7
Lake or pond which discharges into a river or watercourse	<input type="checkbox"/>	5, 6, 7

*Unless a Notice has been served under paragraph 5 of Schedule 21 of the Environmental Permitting (England and Wales) Regulations 2010

- 5 What is the surface area of the lake or pond (in square metres)? _____
- 6 What is the maximum depth of the lake or pond (in metres)? _____
- 7 What is the average depth of the lake or pond (in metres)? _____

Appendix 4 – Discharges to tidal river, tidal stream, estuary or coastal waters

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

Outlet 1

2 Give the national grid reference of the discharge point

ST 19200 47500

3 Give the name of the tidal river, tidal stream, estuary or area of coastal water if you know it

Bristol channel

4 Is the discharge into a

Tidal river

Tidal stream

An estuary

Coastal water

5 Does the discharge reach the watercourse by flowing through a surface water sewer?

Yes Give the national grid reference where the discharge enters the surface water sewer

No

6 Is the discharge point above the mean low water spring tide mark?

Yes Please explain, on a separate sheet, why the discharge cannot be made below this point

Document reference

No

7 How is the effluent dispersed? For example, open pipe or diffuser system

Engineered outfall structure

If diffuser system go to question 8

8 Give details, on a separate sheet, of the design of the diffuser system

Document reference

NWB-OSL-REP-000347
original application, section 2.

Appendix 5 – Discharges to non-tidal river, stream or canal

Answer all the questions below. Use a separate line for each effluent if more than one effluent discharges using this discharge point. Remember, when linking your effluent to a discharge point you must use the name you gave to your effluent in answer to question 1b in the effluent form.

1 Give the discharge point a unique name

For example, 'Outlet 1' (you must use this name to identify the discharge point on the plan)

2 Give the national grid reference of the discharge point

3 Give the name of the watercourse, canal or the main watercourse it is a tributary of if you know it

4 Is the discharge into a

Non-tidal river

Stream

Canal

5 Does the discharge reach the watercourse or canal by flowing through a surface water sewer?

Yes Give the national grid reference where the discharge enters the surface water sewer

No

6 Does the watercourse dry up for part of the year?

Yes

No

Application for an environmental permit Part F1 – Charges and declarations



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

Tick below to confirm you are enclosing cash with the application

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

£

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.

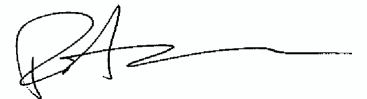
If you deliberately make a statement that is false or misleading in order to get approval you may be prosecuted.

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)

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.

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

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

99 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

£ _____