

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.

You can apply online for Waste standard rules environmental permits, bespoke waste permits and bespoke Medium combustion plant permits

Apply online for an environmental permit.

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 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 or charity
 - 4 Applications from public bodies
 - 5 Applications from companies or corporate bodies
 - 6 Your address
 - 7 Contact details
 - 8 How to contact us
 - 9 Where to send your application
- Appendix 1 – Date of birth information for installation and waste activities (applications for a new permit or transferring a permit) only

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 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

An organisation of individuals (for example, a partnership)

Now go to section 3 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

A public body

Now go to section 4

A registered company or other corporate body

Now go to section 5 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

2 Applications from an individual

2a Please give us the following details

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Now go to section 6

3 Applications from an organisation of individuals or charity

3a Type of organisation

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

3b Details of the organisation or charity

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

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Now go to question 3c or section 6

3c Details of charity

Full name of charity

This should be the full name of the legal entity not any trading name.

3d Company registration number

If you are registered with Companies House please tell us your registration number

3e Charity Commission number

If you are registered with the Charity Commission please tell us your registration number

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

5 Applications from companies or corporate bodies, continued

5c Please give details of the directors

If relevant, provide details of other directors and company secretary, if there is one, on a separate sheet and tell us the reference you have given this sheet.

Document reference

Details of company secretary (if relevant) and director/s

Title (Mr, Mrs, Miss and so on)

First name

Last name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Now go to section 6

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

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

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

6 Your address, continued

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?

It will help us if there is someone we can contact if we have any questions about your application. The person you name should have the authority to act on your behalf.

Please add a second contact on a separate sheet if this person is not always available.

Document reference of this separate sheet

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?

Note: Please provide the name and address that all invoices should be sent to for your subsistence fees.

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, please tell us how we can improve it. 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.

9 Where to send your application

For how many copies to send see the guidance note on part A.

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

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

For flood risk activity permits send 1 copy only to enquiries@environment-agency.gov.uk or to the local Environment Agency office for where the work is proposed to be carried out.

Or

Permitting Support, NPS Sheffield
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

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 – Date of birth information for installation and waste activities (applications for a new permit or transferring a permit) only

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

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

- An individual Now go to 2
- An organisation of individuals (for example, a partnership) Now go to 3
- A registered company or other corporate body Now go to 4

2 Applications from an individual

Please give us the following details

Name

Date of birth (DD/MM/YY)

3 Applications from an organisation of individuals or charity

Details of the organisation or charity

If you are an organisation of individuals, please give the date of birth details of the main representative below. If relevant, provide details of other members on a separate sheet and tell us the document reference you have given this sheet.

Name

Date of birth (DD/MM/YY)

Document reference

4 Applications from companies or corporate bodies

Name of the company

Please give the date of birth details for all directors and company secretary if there is one. If relevant, provide those details of other directors on a separate sheet and tell us the document reference you have given this sheet.

Details of company secretary (if relevant) and director/s

Name

Date of birth (DD/MM/YY)

Name

Date of birth (DD/MM/YY)

Name

Date of birth (DD/MM/YY)

Document reference

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

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, give us the permit reference or details on a separate sheet. Tell us below the reference you have given this extra sheet.

Permit or document reference

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?

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.

A new waste stream is also required to be added to the permit. This new waste stream (H) comprises discharges of seawater and impinged biomass from the fish recovery and return system.

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

2d Are you proposing to treat batteries?

No

Yes Tell us how you will do this and send us a copy of your explanation and tell us below the reference you have given this explanation

Document reference for the explanation

2e Ship recycling

2e1 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

2e2 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)

2 About your proposed changes, continued

Table 1 – Changes to existing activities

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.

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)

2f1 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 notes on part C2 – 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

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).

3a1 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

Position held at the time of the offence

Name of the court where the case was dealt with

Date of the conviction (DD/MM/YY)

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.

Document reference

Now go to question 3b

Please also complete the details in Appendix 2.

3b Technical ability

Specified waste management activities and waste operations only (see the guidance notes on part C1).

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

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

3 Your ability as an operator, continued

- 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"/>
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. Continue on a separate sheet as required.

Permit number	Site address	Postcode

Document reference

Now go to question 3c

Please also complete the details in Appendix 2.

3c Finances

Installations, waste operations and mining waste operations only (see the guidance notes on part C2).

Please note that if you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

Do you or any relevant person or a company in which you were a relevant person have current or past bankruptcy or insolvency proceedings against you?

No

Yes Please give details 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.

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

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.

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?

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/s

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

4 Consultation, continued

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

See the guidance notes on part C2 for what needs to be marked on the plan.

Clearly mark the site boundary or discharge point, or both. Also include site drainage plans, site layout plans, and plant design drawings/process flow diagrams (as required). (See the guidance notes on part C2.)

Document reference/s of the plans

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/s

5c Provide a non-technical summary of your application

Document reference of the summary

5d Risk of fire from sites storing combustible waste

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 Go to question 5f

Yes Go to question 5e

5e Will your variation increase the risk of a fire occurring or increase the environmental risk if a fire occurs?

See the guidance notes on part C2.

No

Yes Provide a fire prevention plan. You need to highlight any changes you have made since your pre-application discussions

Document reference of the plan

5f 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 any additional risks the proposed changes or additions to your regulated facilities poses to the environment as part of your application to vary this permit. 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 for the assessment

7 How to contact us

If you need help filling in this form, please contact the person who sent it to you or contact us as shown below.

General enquiries: 03708 506 506 (Monday to Friday, 8am to 6pm)

Textphone: 03702 422 549 (Monday to Friday, 8am to 6pm)

Email: enquiries@environment-agency.gov.uk

Website: www.gov.uk/government/organisations/environment-agency

If you are happy with our service, please tell us. It helps us to identify good practice and encourages our staff. If you're not happy with our service, please tell us how we can improve it.

Please tell us if you need information in a different language or format (for example, in large print) so we can keep in touch with you more easily.

Feedback

(You don't have to answer this part of the form, but it will help us improve our forms if you do.)

We want to make our forms easy to fill in and our guidance notes easy to understand. Please use the space below to give us any comments you may have about this form or the guidance notes that came with it.

How long did it take you to fill in this form? _____

We will use your feedback to improve our forms and guidance notes, and to tell the Government how regulations could be made simpler.

Would you like a reply to your feedback?

Yes please

No thank you



For Environment Agency use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No

Yes Amount received

£ _____

Plain English Campaign's Crystal Mark does not apply to appendix 1.**Appendix 1 – Low impact installation checklist**

Installation reference			
Condition	Response		Do you meet this?
A – Management techniques	Provide references to show how your application meets A		Yes <input type="checkbox"/>
	References		No <input type="checkbox"/>
B – Aqueous waste	Effluent created	m ³ /day	Yes <input type="checkbox"/> No <input type="checkbox"/>
C – Abatement systems	Provide references to show how your application meets C		Yes <input type="checkbox"/>
	References		No <input type="checkbox"/>
D – Groundwater	Do you plan to release any hazardous substances or non-hazardous pollutants into the ground?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
E – Producing waste	Hazardous waste	Tonnes per year	Yes <input type="checkbox"/>
	Non-hazardous waste	Tonnes per year	No <input type="checkbox"/>
F – Using energy	Peak energy consumption	MW	Yes <input type="checkbox"/> No <input type="checkbox"/>
G – Preventing accidents	Do you have appropriate measures to prevent spills and major releases of liquids? (See 'How to comply'.)	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Provide references to show how your application meets G		
	References		
H – Noise	Provide references to show how your application meets H		Yes <input type="checkbox"/>
	References		No <input type="checkbox"/>
I – Emissions of polluting substances	Provide references to show how your application meets I		Yes <input type="checkbox"/>
	References		No <input type="checkbox"/>
J – Odours	Provide references to show how your application meets J		Yes <input type="checkbox"/>
	References		No <input type="checkbox"/>
K – History of keeping to the regulations	Say here whether you have been involved in any enforcement action as described in Compliance History Appendix 1 explanatory notes	Yes <input type="checkbox"/> No <input type="checkbox"/>	

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

Have you filled in the Relevant Offences question?

Yes

No

Have you filled in the Technical ability question?

Yes

No

2 Relevant Offences - date of birth information

Please give us the following details

Name

Date of birth (DD/MM/YY)

3 Technical ability - date of birth information

Name

Date of birth (DD/MM/YY)

Application for an environmental permit Part C6 – Variation to a bespoke water discharge activity or groundwater activity (point source discharge), or point source emission to water from an installation



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 for a water discharge or groundwater activity.

Fill in this part of the form, together with parts C2, C3 and F1 if you are applying to vary or add a point source emission to water, groundwater or sewer from an installation.

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.
- 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

About the effluent – details and type	2
1 About the variation you are applying for	10
2 About the effluent – how long will you need to discharge the effluent for?	10
3 How much do you want to discharge?	11
4 Intermittent sewage discharges	12
5 Should your discharge be made to the foul sewer?	13
6 How will the effluent be treated?	14
7 What will be in the effluent?	15
8 Environmental risk assessments and modelling	16
9 Monitoring arrangements	17
10 Where will the effluent discharge to?	18
11 How to contact us	19
Appendix 1 – Discharges to a borehole or well (or other deep structure)	20
Appendix 2 – Discharges into land	28
Appendix 3 – Discharges onto land	30
Appendix 4 – Discharges to tidal river, tidal stream, estuary or coastal waters	31
Appendix 5 – Discharges to non-tidal river, stream, or canal	33
Appendix 6 – Discharges to a lake or pond	35

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)	1.3.3 Sewage effluent discharge with a volume up to and including 5 m ³ /day to surface water from domestic household or organisation operating for charitable purposes		All	a, b, c, d	b, f	-	a, b	All	-	b*, f*	a, b, c, f*, h, i	All
	1.3.4 Sewage effluent discharge with a volume up to and including 5 m ³ /day to groundwater from domestic household or organisation operating for charitable purposes		All	a, b, c, d	b, f	-	a, b	All	-	d, f*	a, b, c, f*, h, i	All
	1.3.5 Sewage effluent discharge with a volume up to and including 5 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b, c, d	b, f	-	a, b	All	-	b*, f*	a, b, c, f*, h, i	All
	1.3.6 Sewage effluent discharge with a volume up to and including 5 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b, c, d	b, f	-	a, b	All	-	d, f*	a, b, c, f*, h, i	All
	1.3.7 Sewage effluent discharge with a volume greater than 5 m ³ /day up to and including 15 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b, c, d	b, f	-	a, b	All	-	d, f*	a, b, c, f*, h, i	All

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)		All	a, b, c, d	b, f	-	a, b	All	-	d, f*	a, b, c, d*, e*, f*, h, i	All
	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)		All	a, b, c, d	b, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, d*, e*, f*, h, i	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)		All	a, b, c, d	b, f	-	a, b	All	-	b*, f*	a, b, c, f*, h, i	All
	1.3.11 Sewage effluent discharge with a volume greater than 50 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b, c, d	b, f	-	a, b	All	-	b*, f*	a, b, c, d*, e*, f*, h, i	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)		All	a, b, c, d	b, f	-	a, b	All	b, c, d, e	b*, c, f*	a, b, c, d*, e*, f*, h, i	All
Water company WwTW treated sewage effluent	1.3.5 Sewage effluent discharge with a volume up to and including 5 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b	a, f (b is optional)	-	-	All	-	a, b*, f*	a, b, c, f*, h, i	All
	1.3.6 Sewage effluent discharge with a volume up to and including 5 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b	a, f (b is optional)	-	-	All	-	a, d, f*	a, b, c, f*, h, i	All

Type of effluent	Charge band	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
Water company WwTW treated sewage effluent	1.3.7 Sewage effluent discharge with a volume greater than 5 m ³ /day up to and including 15 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b	a, f (b is optional)	-	-	All	-	a, d, f*	a, b, c, f*, h, i	All
	1.3.8 Sewage effluent discharge with a volume greater than 15 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b	a, f (b is optional)	-	-	All	-	a, d, f*	a, b, c, d*, e*, f*, h, i	All
	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)		All	a, b	a, f (b is optional)	-	-	All	a, b, c, d, e	a, d, f*	a, b, c, d*, e*, f*, h, i	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)		All	a, b	a, f (b is optional)	-	-	All	-	a, b*, f*	a, b, c, f*, h, i	All
	1.3.11 Sewage effluent discharge with a volume greater than 50 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b	a, f (b is optional)	-	-	All	-	a, b*, f*	a, b, c, d*, e*, f*, h, i	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)		All	a, b	a, f (b is optional)	-	-	All	a, b, c, d, e	a, b*, c, f*	a, b, c, d*, e*, f*, h, i	All
	1.3.19 Combined sewer overflow		All	a, b	-	a, b, c, d, f, g, h, i, j, k	-	-	All	-	a, b*, d*, f*	b, g, h, i

Type of effluent	Charge band	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
Storm sewage	1.3.19 Combined sewer overflow		All	a, b	-	a, b, c, e, f, g, h, i, j, k	-	All	-	a, b*, d*, f*	b, g, h, i	All
Emergency overflow	1.3.20 Emergency overflows		All	a, b	-	a, l, m, n, o	-	All	-	a, b*, d*, f*	b, g, h, i	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)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	b*, d*, f*	b, f*, h, i	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)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	b*, d*, f*	b, d*, e*, f*, h, i	All
	1.3.14 Trade and/or non-sewage effluent discharge to surface water or groundwater requiring specific substances assessment (any volume)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	b*, c, d*, f*	b, d*, e*, f*, h, i	All
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)		All	a, b	b, e, f	-	-	All	b, c, d, e	b*, d*, f*	b, f*, h, i	All
	1.3.13 Trade and/or non-sewage effluent discharge to surface water or groundwater with a volume greater than m ³ /day (not requiring specific substances assessment)		All	a, b	b, e, f	-	-	All	b, c, d, e	b*, d*, f*	b, d*, e*, f*, h, i	All

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	1.3.14 Trade and/or non-sewage effluent discharge to surface water or groundwater requiring specific substances assessment (any volume)		All	a, b	b, e, f	-	-	All	b, d, e	b*, c, d*, f*	b, d*, e*, f*, h, i	All
Mixed effluent (sewage combined with trade and/or non-sewage) – known volume	1.3.5 Sewage effluent discharge with a volume up to and including 5 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	b*, f*	a, b, c, f*, h, i	All
	1.3.6 Sewage effluent discharge with a volume up to and including 5 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, f*, h, i	All
	1.3.7 Sewage effluent discharge with a volume greater than 5 m ³ /day up to and including 15 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, f*, h, i	All
	1.3.8 Sewage effluent discharge with a volume greater than 15 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	d, f	a, b, c, d*, e*, f*, h, i	All
	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, d*, e*, f*, h, i	All

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) – known volume	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)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	b*, f*	a, b, c, f*, h, i	All
	1.3.11 Sewage effluent discharge with a volume greater than 50 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	b*, f*	a, b, c, d*, e*, f*, h, i	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)		All	a, b, c, d	b, c, f	-	a, b	All	b, c, d, e	b, c, d	a, b, c, d*, e*, f*, h, i	All
Mixed effluent (sewage combined with trade and/or non-sewage) containing rainfall-dependent effluent	1.3.5 Sewage effluent discharge with a volume up to and including 5 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	b*, f*	a, b, c, f*, h, i	All
	1.3.6 Sewage effluent discharge with a volume up to and including 5 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, f*, h, i	All
	1.3.7 Sewage effluent discharge with a volume greater than 5 m ³ /day up to and including 15 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, f*, h, i	All
	1.3.8 Sewage effluent discharge with a volume greater than 15 m ³ /day to groundwater (not requiring specific substances assessment)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, d*, e*, f*, h, i	All

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	1.3.9 Sewage effluent discharge to groundwater requiring specific substances assessment (any volume)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	d, f*	a, b, c, d*, e*, f*, h, i	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)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	b*, f*	a, b, c, f*, h, i	All
	1.3.11 Sewage effluent discharge with a volume greater than 50 m ³ /day to surface water (not requiring specific substances assessment)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	b*, f*	a, b, c, d*, e*, f*, h, i	All
	1.3.11 Sewage effluent discharge to surface water requiring specific substances assessment (any volume)		All	a, b	b, c, d, e, f	-	a, b	All	b, c, d, e	b*, c, f*	a, b, c, d*, e*, f*, h, i	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)		All	a, b, c, d	b, c, f	-	-	All	b, c, d, e, f, g	b*, d*, f*	a*, b, d*, e*, f*, h, i	All
	1.3.16 Cooling water or thermal discharge to surface water or groundwater requiring specific substances assessment		All	a, b, c, d	b, c, f	-	-	All	b, c, d, e, f, g	b*, c, d*, f*	a*, b, d*, e*, f*, h, i	All
	1.3.17 Aquaculture (not requiring specific substances assessment)		All	a, b, c, d	b, c, f	-	-	All	b, c, d, e	b*, d*, f*	a*, b, d*, e*, f*, h, i	All
	1.3.18 Aquaculture requiring specific substances assessment		All	a, b, c, d	b, c, f	-	-	All	b, c, d, e	b*, c, d*, f*	a*, b, d*, e*, f*, h, i	All

Type of effluent	Charge band	Please tick box	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10
Effluent and/or contaminated surface water run-off arising from the operation of an installation	No additional charge, as already included as part of the installation variation application charge		a, b, d	c	b, c, d, f		a, b2	a, b, c	b, c, d, e, f, g	d*, e*, f	a, b, d, e, f, h, i	a, b, c

* Check the relevant question and our guidance notes on part C6 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.

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

Yes

No

1d Have you obtained all the necessary permissions in addition to this environmental permit to be able to carry out the discharge (see C6 guidance notes for more details)?

Yes

No

N/A

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?

_____ cubic metres

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

_____ 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

Document reference

3c What is the maximum rate of discharge?

_____ litres a second

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

_____ cubic metres

3e What is the maximum rate of rainfall dependent discharge?

_____ litres a second

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

Document reference

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

4b What is the total volume of the off-line/storm tank storage?

_____ cubic metres

4c What is the total volume of on-line storage?

_____ cubic metres

4d What is the pass forward flow at the settled storm overflow setting?

_____ litres per second

4e What is the pass forward flow at the storm overflow setting?

_____ litres per second

4f Is the discharge screened?

Yes Answer the relevant questions from 4g to 4j

No Now go to 4k

4g What is the mesh screen spacing?

_____ millimetres

4h What is the minimum screen capacity flow through the mesh screen?

_____ litres per second

4i What is the bar screen spacing?

_____ millimetres

4j What is the minimum screen capacity flow through the bar screen?

_____ 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

4l What is the emergency storage capacity of the sewer and wet well?

_____ cubic metres

4m What is the storage time within the sewer and the wet well above the top water level at dry weather flow?

_____ hours and minutes

4n What is the pass forward flow at the pumping station?

_____ 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?

_____ metres

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

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)?

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.

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 sewerred 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 for 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

For installations with point source emission to water or sewer, there is no need to duplicate information already provided in part C3 form. Where this information is already provided, give the document reference and go to question 7.

Document reference

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

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’ (see <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit>).

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
- 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 If you have answered ‘No’ to any of questions 7a to 7d provide details on a separate sheet of how you have established that the effluent is not likely to contain specific substances.
- Document reference
- _____
- 7f What is the maximum temperature of your discharge?
- _____ degrees Celsius
- 7g What is 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 <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit>.

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 <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit>. Send us details of how the modelling was carried out and the outcome.

Document reference for the modelling report

8c Discharges to freshwater (non-tidal) rivers

If the discharge contains, or potentially contains, any specific substances, you must carry out screening following the guidance ‘Surface water pollution risk assessment for your environmental permit’ at <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit>. 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 <https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit>. 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 Discharges to freshwater (non-tidal) rivers from an installation, including discharges via sewer

If the discharge contains, or potentially contains, any specific substances, you must carry out screening following the guidance (see <https://www.gov.uk/guidance/surface-water-pollution-risk-assessment-for-your-environmental-permit>). 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. Where the discharge is via sewer, include sewage treatment reduction factors in the calculations.

Document reference for the screening tool and raw data

There is no need to duplicate information already provided in part C3 form. Where this information is already provided, give the document reference above.

8f 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? (for example, SJ 12345 67890)

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

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 Do you have an event duration monitoring point(s)?

Yes Please provide the national grid reference

No

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

Document reference for the plan

9i 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	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 Give details, on a separate sheet, of the circumstances under which each outlet would be used by this effluent

Document reference

No

10c If you answered yes to question 10b 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 422549 (Monday to Friday, 8am to 6pm)

Email: enquiries@environment-agency.gov.uk

Website: <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)

Payment received?

No

Our reference number

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 <https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit>.

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.

1.1 Give the discharge point a unique name

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

1.2 Give the national grid reference of the discharge point

1.3 Is the discharge to ground via a

Well

Borehole

Other deep structure Please give details (e.g. concrete ring structure, shaft, natural swallow hole, soakage pit etc.)

1.4 What is the diameter of the borehole, well or other deep structure that the effluent will be discharged into?

_____ metres

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

Yes Now answer questions 1.6 to 1.9

No Now answer questions 1.10 to 1.12

Existing borehole, well or other deep structure

1.6 What is the total depth to the bottom of the existing well, borehole or other structure?

_____ 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?

1.7 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?

Measured

_____ metres below ground level

Estimated

_____ metres below ground level

1.8 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)
- the likely depth of the deep structure
- the local groundwater conditions

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 for the records, diagrams, or borehole logs

1.9 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 1.13

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

1.10 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 1.10a and 1.10b 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).

1.10a What was your percolation value (Vp) result?

_____ 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				

1.10b If a shallow engineered drainage system were feasible, what would be the required surface area of your infiltration system?

_____ 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 for these details

1.11 Please tell us the type of deep structure (for example, borehole, well, deep soakage pit) you propose to install

What will the total depth be?

_____ metres below ground level

1.12 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

1.13 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 show the location of the well, spring or borehole you identified in answer to question 1.13 on the plan you have provided for section 4 of the main application form. Please now answer question 1.14

No Please now answer question 1.15

1.14 Please tell us about the water supply (or supplies) used for drinking water or food production purposes identified in question 1.13 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

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

Please tell us whether you have considered discharging to surface water and 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 <https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit>. 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 <https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit> 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	
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 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.				

Information	Description	Existing structure	Proposed structure	Information supplied?
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	✓	✓	
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)	✓	✓	
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	✓	✓	
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) 	✓	✓	
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) 	✓	✓	
<p>Information provided by the Environment Agency where possible</p> <p>You are free to provide this information if you wish, or in some specific cases we may need to ask for this at a later stage. Please tick if you have provided this information (optional).</p>				

Information	Description	Existing structure	Proposed structure	Information supplied?
Environmental standard	The relevant environmental standard or compliance value against which we will assess your effluent discharge	*	*	
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 https://www.gov.uk/guidance/groundwater-risk-assessment-for-your-environmental-permit	*	*	
Soil water partition coefficient (litres per kilogramme)		*	*	
Mixing zone thickness (metres)		*	*	
Distance to compliance point (metres)		*	*	

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.

2.1 Give the discharge point a unique name

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

2.2 Give the national grid reference of the discharge point

2.3 Is your infiltration system new or existing?

New Now go to question 2.5

Existing Now go to question 2.4

2.4a When was it built?

2.4b Now answer questions 2.5–2.8 if you are able to, if not leave them blank and go to question 2.9

2.5 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

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

_____ (DD/MM/YYYY)

2.7 What is your percolation value (Vp) result?

_____ seconds per millimetre

You must show in Table 6 how you worked out the percolation value. Please also provide your test sheets and any field notes or observations made regarding ground conditions.

Table 6 – Percolation value

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

2.8 Please show us how you have calculated the area (A) of your infiltration system

p _____ x

Vp _____ x

0.25 for septic tanks =

A _____ square metres

or

p _____ x

Vp _____ x

0.20 for package treatment plants =

A _____ square metres

p Population based on maximum occupancy

Vp Percolation value in seconds/mm

2.9 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.

2.10 Is any part of your infiltration system 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 2.11

2.11 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

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

No

Yes 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.

3.1 Give the discharge point a unique name

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

3.2 Give the national grid reference of the discharge point

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

Area type
Unlined reed bed
Unlined grass plot
Unlined wetland
Other Please specify below

3.4 What is the surface area of the land used for your disposal?

_____ square metres

3.5 Is any part of your infiltration system 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 3.6

3.6 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

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

No

Yes 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.

4.1 Give the discharge point a unique name

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

4.2 Give the national grid reference of the discharge point

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

4.4 Is the discharge into a

Tidal river

Tidal stream

An estuary

Coastal water

4.5 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

4.6 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

4.7 How is the effluent dispersed?

For example, open pipe or diffuser system

If diffuser system go to question 4.8

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

Document reference

4.9 Is the discharge made to a roadside drain or ditch?

No

Yes If yes, it is your responsibility to ascertain whether the relevant highways authority is responsible for the roadside drain or ditch. If it is, you need to secure the appropriate permissions from the relevant highways authority before submitting an application for an environmental permit to the Environment Agency. A copy of the written permission from the relevant highways authority must be submitted with the environmental permit application.

Document reference for the written permission from the relevant highways authority

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.

5.1 Give the discharge point a unique name

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

5.2 Give the national grid reference of the discharge point

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

5.4 Is the discharge into a

Non-tidal river

Stream

Canal

5.5 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

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

No

Yes How many months per year is the watercourse dry?

Do you agree to install perforated pipe work before the discharge point?

The discharge must be made via a perforated pipe. Any section of that pipe which lies within 10 metres of the bank of any watercourse shall be perforated, but this perforated section shall not extend more than 10 metres from the bank of any watercourse.

Yes

No

5.61 If the watercourse does dry up for part of the year can you indicate a typical period when the surface water runs dry each year – start and finish (in months)

Watercourse typically becomes dry in:

January

February

March

April

May

June

July

August

September

October

November

December

Watercourse typically flows again in:

January	May	September
February	June	October
March	July	November
April	August	December

5.6.2 If the watercourse does dry up for part of the year, how many metres downstream of the discharge is it before the discharged effluent soaks in?

5.7 Is the discharge made to a roadside drain or ditch?

No

Yes If yes, it is your responsibility to ascertain whether the relevant highways authority is responsible for the roadside drain or ditch. If it is, you need to secure the appropriate permissions from the relevant highways authority before submitting an application for an environmental permit to the Environment Agency. A copy of the written permission from the relevant highways authority must be submitted with the environmental permit application.

Document reference for the written permission from the relevant highways authority

Appendix 6 – Discharges to a lake or pond

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.

6.1 Give the discharge point a unique name

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

6.2 Give the national grid reference of the discharge point

6.3 Give the name of the lake or pond if you know it

6.4 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 is not connected to a river or watercourse	Permit not required*
Lake or pond which is not connected to 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 2016	6.5, 6.6, 6.7
Lake or pond that discharges into a river or watercourse	6.5, 6.6, 6.7

* Unless a Notice has been served under paragraph 5 of Schedule 21 of the Environmental Permitting (England and Wales) Regulations 2016

6.5 What is the surface area of the lake or pond?

_____ square metres

6.6 What is the maximum depth of the lake or pond?

_____ metres

6.7 What is the average depth of the lake or pond?

_____ metres