# 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:

- 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.
- 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

f you have had discussions with us before your application, give us he reference you have given this extra sheet.	the permit reference or details on a separate sheet. Tell us below
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	

### 2 About your proposed changes

#### 2a Type of variation

Postcode

What type of variation are you applying for?	
Minor technical	
Normal variation	
Substantial	П

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# 2 About your proposed changes, continued

2b	Cha	anges or additions to existing activities			
Pleas	se giv	ve us brief details in the box below. More detailed information	on can be given in Table 1 below.		
Ī					
		le 1 with details of all the proposed changes to current activ for the proposed changes and send them to us with your fil			
		eparate table for each activity you are applying to vary or addication form. Tell us below the reference you have given this	l. Use a separate sheet if you have a long list and send it to us with document.		
Docu	ımen	t reference			
You	only r	need to fill in one table for your mining waste operations.			
2c	Cor	nsolidating (combining) or updating existing permi	ts		
lf yoι	ır pro	oposed change is to modernise (update) your permit, now ar	nswer 2c1; otherwise go to 2d.		
lf yoι	ır pro	pposed change is to consolidate (combine) a number of peri	nits, now answer 2c2; otherwise go to 2d.		
		oth cases we may require additional information from you a lvise you to talk to us before you submit any application to n	bout, for example, your management system. Therefore we would nodernise or consolidate permits.		
	1 Do you want to have a modern style permit?				
No Yes					
	∐ ∐dor	ntify all the permits you want to consolidate (combine) by lis	ting the permit numbers in Table 2 below		
		- Permit numbers	ting the permit numbers in Table 2 below		
Iabi	le Z	- Fermit numbers			
2d		ating batteries			
2d	Are	you proposing to treat batteries?			
No Yes		Tell us how you will do this and send us a copy of your exp	lanation and tell us below the reference you have given this		
		explanation			
		Document reference for the explanation			
2e	Shi	ip recycling			
2e1 No	ls yo	our activity covered by the Ship Recycling Regulations 2015	? (See the guidance notes on part C2.)		
Yes		Tell us how you will do this. Please send us a copy of your reference numbers you have given these documents	explanation and your facility recycling plan, and tell us below the		
		Document reference for the explanation			
		Document reference for the facility recycling plan			
2e2 No	Is t∤	nis a renewal of an existing authorisation covered by the Shi	p Recycling Regulations 2015?		
Yes		Tell us the expiry date of your existing authorisation	(DD/MM/YYYY)		

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# 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							

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### 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? Now go to section 3 No If yes, tell us how you meet the conditions for a low impact installation (see the guidance notes on part C2 – Appendix 1) Yes 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. **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? Now go to question 3b No Please give details below Yes 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

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evidence of deemed competence

or

two years old:  I have enclosed a copy of the relevant competence certificate/s  For each technically competent manager pleadetails and tell us below the document reference. Title (Mr, Mrs, Miss and so on)  First name  Last name  Phone  Mobile  Email  Please provide the environmental permit numerous processes.	ly exempt activities sessed, or if there is evidence of a nominated manager, o urrent continuing ase give the following information. If necessary, use a se	parate sheet to give us these		
transitional provisions for previousl and, if deemed competent or Agency-as two years old:  I have enclosed a copy of the relevant competence certificate/s  For each technically competent manager pleadetails and tell us below the document reference (Mr, Mrs, Miss and so on)  First name  Last name  Phone  Mobile  Email  Please provide the environmental permit nurcompetent manager provides technical comprequired.	sessed, or if there is evidence of a nominated manager, of the continuing  ase give the following information. If necessary, use a selence you have given the extra sheet.	parate sheet to give us these  I  t the proposed technically ontinue on a separate sheet as		
two years old:  I have enclosed a copy of the relevant competence certificate/s  For each technically competent manager pleadetails and tell us below the document reference.  Title (Mr, Mrs, Miss and so on)  First name  Last name  Phone  Mobile  Email  Please provide the environmental permit nurcompetent manager provides technical comprequired.	urrent continuing  ase give the following information. If necessary, use a selence you have given the extra sheet.	parate sheet to give us these  I  t the proposed technically ontinue on a separate sheet as		
competence certificate/s  For each technically competent manager pleadetails and tell us below the document reference.  Title (Mr, Mrs, Miss and so on)  First name  Last name  Phone  Mobile  Email  Please provide the environmental permit nurcompetent manager provides technical comprequired.	ase give the following information. If necessary, use a selence you have given the extra sheet.	t the proposed technically ontinue on a separate sheet as		
details and tell us below the document reference.  Title (Mr, Mrs, Miss and so on)  First name  Last name  Phone  Mobile  Email  Please provide the environmental permit nurcompetent manager provides technical comprequired.	ence you have given the extra sheet.	t the proposed technically ontinue on a separate sheet as		
First name  Last name  Phone  Mobile  Email  Please provide the environmental permit nur competent manager provides technical comprequired.		ontinue on a separate sheet as		
Last name Phone Mobile Email Please provide the environmental permit nur competent manager provides technical comprequired.		ontinue on a separate sheet as		
Phone Mobile Email Please provide the environmental permit nur competent manager provides technical comp required.		ontinue on a separate sheet as		
Mobile Email Please provide the environmental permit nur competent manager provides technical comprequired.		ontinue on a separate sheet as		
Email Please provide the environmental permit nur competent manager provides technical comp required.		ontinue on a separate sheet as		
Please provide the environmental permit nur competent manager provides technical comprequired.		ontinue on a separate sheet as		
competent manager provides technical comprequired.		ontinue on a separate sheet as		
Permit number Site address		Postcode		
Document reference		I		
Now go to question 3c				
Please also complete the details in Appendix	v 2			
	(2.			
3c Finances				
Installations, waste operations and mining v	waste operations only (see the guidance notes on part C	2).		
	sly make a statement that is false or misleading to help y mmitting an offence under the Environmental Permitting			
proceedings against you?	in which you were a relevant person have current or past	bankruptcy or insolvency		
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.

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# 3 Your ability as an operator, continued

# Landfill, Category A mining waste facilities and mining waste facilities for hazardous waste only

	do you plan to make financial provision (to operate a landfill or ble of meeting the obligations of closure and aftercare)?	a mining waste facility you need to show us that you are financially
Rene	wable bonds	
Cash	deposits with the Environment Agency	
Othe	r – provide comprehensive details	
Docu	ment reference	
Provi	de a cost profile and expenditure plan of your estimated costs t	nroughout the aftercare period of your site.
Docu	ment plan reference	
Now	go to question 3d	
3d	Management systems	
	nust have an effective, written management system in place tha ; a certified scheme or your own system.	t identifies and reduces the risk of pollution. You may show this by
	permit requires you (as the operator) to ensure that you manage agement system.	and operate your activities in accordance with a written
some	need to be able to explain what happens at each site and which sites you may need to show you are carrying out additional me ions than others.	parts of the overall management system apply. For example, at asures to prevent pollution because they are nearer to sensitive
You	an find guidance on management systems on our website at w	vw.gov.uk/government/organisations/environment-agency.
	his box to confirm that you have read the guidance and your management system will meet our requirements	
What	management system will you provide for your regulated facility	?
ISO 1	4001	
BS 8	555 (Phases 1–5)	
Acor	1	
Gree	n dragon	
Own	management system	
Pleas	e make sure you send us a summary of your management syste	m with your application.
Docu	ment reference/s	
4	Consultation	
Fill ir	4a to 4c for installations and waste operations and 4d for installations	allations only.
Coul	I the waste operation or installation involve releasing any subst	ance 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	Near ways the barkeys (1) 19	
Yes	☐ Please name the harbour authority	
4c com	Directly into relevant territorial waters or coastal wat mittee?	ers within the sea fisheries district of a local fisheries
No		
Yes	☐ Please name the fisheries committee	

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### Consultation, continued 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 П **Supporting information** 5 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 Do any of the variations you plan to make need extra land to be included in the permit? 5b No Please provide a site report for the extra land Yes Document report reference/s 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.) Go to question 5f Go to question 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 Provide a fire prevention plan. You need to highlight any changes you have made since your pre-application discussions Yes 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

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#### 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 g simpler.	uidance notes, and to tell the Government how regulations could be ma	ade
Would you like a reply to your feedback?		
Yes please		
No thank you		

Crystal	
Márk 🖟	XX
19110	
Clarity approved b	y V
Plain English Ca	ampaign

For Environment Agency use only	
Date received (DD/MM/YYYY)	Payment received?
	No 🗆
Our reference number	Yes   Amount received
	£

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# 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 🗌
	References			No 🗌
B – Aqueous waste	Effluent created		m³/day	Yes 🗌
				No 🗌
C – Abatement systems	Provide references to show how your application meets C			Yes
	References			No 📙
			1	
D – Groundwater	Do you plan to release any haza non-hazardous pollutants into		Yes	Yes
			No 🗌	No 🗌
E – Producing waste	Hazardous waste		Tonnes per year	Yes
	Non-hazardous waste		Tonnes per year	No 📙
F – Using energy	Peak energy consumption		MW	Yes
C. Dun autin a said aut			Yes 🗆	No 🗌
G – Preventing accidents	Do you have appropriate measi major releases of liquids? (See	Yes  No		
	Provide references to show how	your application meets G		
	References			
H – Noise	Provide references to show how your application meets H		Yes 🗌	
	References			No 🗌
I – Emissions of polluting				Yes 🗌
substances References			No 🗌	
J – Odours	Provide references to show how your application meets J			Yes 🗌
	References			No 🗌
K – History of keeping to the	Say here whether you have bee		Yes 🗌	
regulations	enforcement action as described in Compliance History Appendix 1 explanatory notes			

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# 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	e you filled in the Relevant Offences question?	
Yes		
No		
Have	e you filled in the Technical ability question?	
Yes		
No		
2	Relevant Offences - date of birth information	
Plea	se give us the following details	
Nam	ne	L
Date	of birth (DD/MM/YY)	
3	Technical ability - date of birth information	
Nam	ne	
Date	of birth (DD/MM/YY)	

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