

# Application to vary an environmental permit Part C3.5 – Rearing of pigs or poultry intensively in an installation with more than 40,000 places for poultry or 2,000 places for production pigs (over 30kg) or 750 places for sows



Please read this form and the guidance notes that came with it before filling the form in.

Please write clearly in the answer spaces.

If you are seeking to vary your permit to carry out any other activities that would require a permit (such as an anaerobic digester) you will need to fill in the appropriate parts of the EPR application form on our website.

If you are seeking to apply for an administrative variation only, you will need to complete form Part C0.5 only. (<http://publications.environment-agency.gov.uk/pdf/GEHO0412BUOP-E-E.pdf>)

The form can be:

1 Saved onto a computer and then filled in. Please note that the form follows a logic that means questions will open or stay closed depending on a previous answer. So you may not be able to enter text in some boxes.

2 Printed off and filled in by hand.

Please write clearly in the answer spaces.

Note: if you believe including information on a public register would not be in the interests of national security you must tick the box in section 5 of F1 or F3 and enclose a letter telling us that you have told the Secretary of State. We will not include the information in the public register unless directed otherwise.

We estimate that it will take less than three hours to fill in this 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 have completed it.

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## 1 About you

### 1a Your existing permit

Permit number

Operator

Name of farm

Address

Postcode

## 1 About you, continued

### 1b Applicant contact details

If the address is the same as given in answer 1a tick this box

For a registered company this needs to be completed by a person listed on record at Companies House (<http://wck2.companieshouse.gov.uk/wcframe?name=accessCompanyInfo>) as a 'current appointment' to the company.

Title (Mr, Mrs, Miss and so on)	_____
First name	_____
Last name	_____
Address	_____ _____ _____ _____
Postcode	_____
Contact numbers, including the area code	
Phone	_____
Fax	_____
Mobile	_____
Email	_____

### 1c Who can we contact about your application?

If you want us to contact a consultant or an 'agent' for you or another person not named above please provide their details.

Title (Mr, Mrs, Miss and so on)	_____
First name	_____
Last name	_____
Address	_____ _____ _____ _____
Postcode	_____
Contact numbers, including the area code	
Phone	_____
Fax	_____
Mobile	_____
Email	_____

## 2 About your proposed change

### 2a Have you told us already about this application?

If you have had pre-application discussions, please provide the details on a separate sheet and reference this document below.

Document reference	_____
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## 2 About your proposed change, continued

### 2b Summary of proposed change

**This should include a summary of the activities at the farm, a summary of the changes proposed and the key technical standards and control measures arising from your risk assessment.**

Please confirm operator details are unchanged (operator name, address and, if appropriate, the registration number for registered companies).

If there are changes to the operator's address or to the registered company's name without a change to the registered company number please give details below.

Note: any changes to the identity of the operator itself (for example, change of operator registered company number) need to be the subject of a permit transfer application.

Reason for the change:

If you have provided this in a separate document, indicate the reference below.

Document reference

## 2 About your proposed change, continued

### 2c Type of variation

- Minor variation
- Normal variation
- Substantial variation\*

\*applies (but not limited) to all increases in animal places greater than 40,000 bird places, 2,000 production pigs over 30kg and 750 sows. See guidance for more examples.

## 3 Relevant offences (refer to the application form guidance)

Have you, or any other relevant person, been convicted of a relevant offence? A relevant offence is one relating to the environment or environmental regulation.

- No  Go to question 4
- Yes  Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on) \_\_\_\_\_

First name \_\_\_\_\_

Last name \_\_\_\_\_

Date of birth (DD/MM/YYYY) \_\_\_\_\_

Position at the time of the offence \_\_\_\_\_

Name of the court where the case was dealt with \_\_\_\_\_

Date of the conviction (DD/MM/YYYY) \_\_\_\_\_

Offence and penalty set \_\_\_\_\_

Date any appeal against the conviction will be heard (DD/MM/YYYY) \_\_\_\_\_

If necessary, use a separate sheet to give us details of other relevant offences and tell us below the reference number you have given the extra sheet.

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

## 4 Management systems

Please tick the box to confirm that your updated management system meets the conditions set out in Sector Guidance Note EPR6.09 'How to comply with your environmental permit for intensive farming' Version 2, January 2010 (<https://www.gov.uk/government/publications/intensive-farming-introduction-and-chapters>).

Please make sure you send us a summary of your updated management system with your application and provide the document reference below.

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

## 5 Supporting information

### 5a Provide a plan or plans for the site

Where you are altering the site layout, for example extending a shed or building additional sheds, you must provide an updated site plan.

We need a detailed site plan (or plans) showing:

- site location and the location of farm buildings and equipment (accurately drawn to scale, with a north-facing arrow);
- the installation boundary which should be clearly marked;
- the plan must identify all of the land on which your activity takes place;
- sources of emissions/releases (e.g. ventilation fans, incinerator, biomass boiler(s), heat exchanger(s), generator, slurry store);
- fuel and chemical storage (e.g. diesel, heating oil, LPG, pesticides, disinfectant and so on); and
- the site boundary plan must be geographically correct (i.e. include fences, hedgerows or other features recognisable on site and should **not** be a schematic).

Document reference for site plan(s) \_\_\_\_\_

## 5 Supporting information, continued

### 5b Provide a site drainage plan

Where you are altering the site drainage systems, for example extending the drainage system for the new buildings or adding an emission point, you must provide an updated site drainage plan. This plan should include clean and dirty water drainage routes, discharge points and surfacing.

Document reference for site drainage plan

### 5c Provide a copy of your updated site condition report

Do any of the changes you plan to make need extra land to be included in the permit?

No

Yes

If you ticked yes, then you must update and submit a copy of your site condition report for the extra land. **Provide the relevant sections of a site condition report**. The H5 Site Condition Report guidance and template is available online: [www.gov.uk/government/publications/environmental-permitting-h5-site-condition-report](http://www.gov.uk/government/publications/environmental-permitting-h5-site-condition-report)

Document reference for your updated site condition report

## 6 Environmental risk assessment

**You must provide us with an environmental risk assessment, which takes into account the impacts the changes to your installation pose to air, land and water. The risk assessment must follow our guidance 'Intensive farming risk assessment for your environmental permit' or an equivalent method as a guide.**

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

Document reference(s) for your updated environmental risk assessment

Where you are proposing to increase animal places you should include an ammonia impact assessment. Where your ammonia pre-application screening indicated that detailed modelling was required you must provide a copy of the ammonia modelling report. **Include a copy of the modelling data files on a compact disc (CD).**

Where your modelling indicates the predicted process contributions are greater than the allowable thresholds your assessment and application should include ammonia reduction techniques to reduce the contribution to the allowable threshold. Please note that there is an additional charge for the assessment of the ammonia risk which must be submitted as part of this application. For the charge see <https://www.gov.uk/topic/environmental-management/environmental-permits>.

Document reference(s) for your ammonia impact assessment and mitigation proposals

## 7 Emissions to air, water and land

If you are changing or adding emission points fill in Table 1 below with the details (such as ventilation from animal housing, standby generator, and carcass incinerator).

If you require more space to list all emission points, please provide this information on a separate sheet.

Document reference for list of emission points

## 7 Emissions to air, water and land, continued

Table 1 – Emissions (releases)

Emission point description and location	Source
<b>Point source emissions to air</b>	
e.g. Roof fan outlets on Finisher House 1 as shown on site layout plan	Finisher House 1
<b>Point source emissions to water</b>	
e.g. Yard drainage discharge to off-site ditch 'Mill Stream', as shown on the site drainage plan	Uncontaminated surface water from yard areas around the office
<b>Point source emissions to land</b>	
e.g. Roof water run-off from Broiler House 3	Lightly contaminated roof water from Broiler House 3
<b>Point source emissions to sewer, effluent treatment plants or other transfers off site</b>	

## 8 Operating techniques

### 8a Technical standards

Tick the box to confirm that the proposal (the changes) will be in accordance with Sector Guidance Note EPR6.09 ‘How to comply with your environmental permit for intensive farming’ Version 2, January 2010 (<https://www.gov.uk/government/publications/intensive-farming-introduction-and-chapters>).

Please provide a summary of the main measures you use to control emissions from the farm.

Document reference

### 8b Odour, noise or dust and bio-aerosol

Where there are sensitive receptors within 400 metres (100 metres for dust) of the installation boundary or there has been a history of odour or noise complaints, you must assess the potential impact of odour, noise or dust and bio-aerosol emissions. If this applies, you must provide updated odour and noise management plans.

Document references for your updated noise management plan, odour management plan or dust and bio-aerosol management plan.

### 8c Raw materials

Where you will be using additional or new raw materials provide an updated raw materials inventory.

Document reference for your updated raw materials inventory

### 8d Number of animal places

For each type of livestock, tell us the revised number of animal places you are applying for (i.e. the totals which will now be on the installation) by completing Table 2.

Table 2 – Livestock

Type of livestock	Number of places
Poultry (e.g. Broilers, Ducks, Layers)	
<b>Pigs</b>	
Sows	
Production pigs >30kg	
Pigs <30kg	

### 8e Does this variation result in changes to the slurry or manure management?

No  If no, go to question 9

Yes  If yes, go to question 8f

### 8f Is slurry stored on the installation?

No  If no, go to question 8h

Yes  If yes, all new and **substantially reconstructed** or **substantially enlarged** slurry storage systems must conform with the technical measures detailed in the Water Resources (Control of Pollution) (Silage, Slurry and Agricultural Fuel Oil) (England) Regulations 2010 and as amended 2013 (SSAFO) and must be covered.

Describe how your slurry system will operate and include a description of the type of cover.

Document reference for the summary

## 8 Operating techniques, continued

### 8g Is existing slurry storage covered?

No  All existing slurry stores will need to be covered. Please make reference to an accompanying document which details proposals for covering any existing uncovered slurry stores and lagoons. You should include a timetable for installing the cover(s).

Yes  Now go to question 8h

Document reference

### 8h Is manure stored on the installation?

No  Now go to question 8i

Yes  Please tick all of the following that apply:

Manure is stored in the yard on an impermeable base, and the effluent is collected in a tank or onsite slurry storage

Manure stores are covered

None of the above – make reference to an accompanying document which explains the situation.

Document reference

### 8i Is manure or slurry spread on land owned or controlled by the operator?

No

Yes

### 8j Is manure or slurry exported from the installation?

No

Yes

## 9 Environmental impact assessment

Have your proposals had an environmental impact assessment under Council Directive 85/337/EEC of 27 June 1985 (Environmental Impact Assessment) (EIA)?

Please read guidance notes for instruction as to when this would be required.

No  Now go to section 10

Yes  Please provide a copy of the environmental statement and, if the procedure has been completed:

- a copy of the planning permission; and
- the committee report and decision on the EIA.

Document reference for the copy

## 10 Resource efficiency and climate change

If your proposed changes include how resource efficiency is managed then answer questions 10a to 10c. Focus on how these aspects will be modified by your proposed changes.

If your proposed changes do not include how resource efficiency is managed then progress to question 11.

### 10a Describe the basic measures for improving how energy efficient your activities are

Document reference for your updated energy efficiency review

### 10b Have you entered into, or will you enter into, a climate change levy agreement?

No  Describe the specific measures you use for improving energy efficiency

Document reference for the description

Yes  Please provide the date you entered (or the date you expect to enter) and a copy of documents that prove you are taking part in the agreement

Date entered

Document reference of proof



## 10 Resource efficiency and climate change, continued

### 10c Describe how you avoid producing waste in line with Council Directive 2008/98/EC on waste

If you produce waste, describe how you recover it. If it is technically and financially impossible to recover the waste, describe how you dispose of it while avoiding or reducing any effect it has on the environment.

Document reference of description

## 11 Payment

### Charges

You must submit an application fee with your application.

For guidance on how much this application will cost and how to pay your charges, please see the document 'Environmental Permitting Charging Scheme & Guidance' available on the following website: <https://www.gov.uk/government/publications/environmental-permitting-ep-charges-scheme>

or contact us using one of the options at the bottom of this form. This document provides a list of charges and guidance on how to pay your fees.

Please note that the charges are revised on 1 April each year. There is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

Tick below to show how you have paid.

- |                            |                          |
|----------------------------|--------------------------|
| Cheque                     | <input type="checkbox"/> |
| Postal order               | <input type="checkbox"/> |
| Cash                       | <input type="checkbox"/> |
| Credit or debit card       | <input type="checkbox"/> |
| Electronic transfer (BACS) | <input type="checkbox"/> |

We do not recommend sending cash through the post. If you cannot avoid this, please use a recorded-delivery postal service and enclose your application reference details.

If you are applying for a number of farms the combined fees can be paid through a single transaction by one of the following methods:

### Cheques

You should make cheques or postal orders payable to 'Environment Agency' and make sure they have 'A/c Payee' written across them if it is not already printed on.

Please write the name of your company and application reference number on the back of your cheque or postal order. We will not accept cheques with a future date on them.

### Credit/debit cards

If you are paying by credit or debit card we can call you. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro card only.

- Call me to arrange payment by debit or credit card

### Electronic transfer (BACS)

If you choose to pay by electronic transfer, you will need to use the following information to make your payment:

Company name	Environment Agency
Company address	SSCL (Environment Agency), PO Box 797, Newport, Gwent NP10 8FZ
Bank	RBS/NatWest
Address	London Corporate Service Centre, CPB Services, 2nd Floor, 280 Bishopsgate, London EC2M 4RB
Sort code	60-70-80
Account number	10014411
Account name	EA RECEIPTS
Payment reference number	PSCAPPXXXXYYY

You need to create your own reference number. It should begin with PSCAPP (to reflect that the application is for a permitted activity) and it should include the first five letters of the company name (replacing the Xs in the above reference number) and a unique numerical identifier (replacing the Ys in the above reference number). The reference number that you supply will appear on our bank statements.

You should also email your payment details and reference number to [ea\\_fsc\\_ar@sscl.gse.gov.uk](mailto:ea_fsc_ar@sscl.gse.gov.uk).

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23NWK60708010014411 and our SWIFTBIC number is NWBKGB2L.

If you do not quote your reference number, there may be a delay in processing your payment and application.

## 12 Privacy notice

The Environment Agency is the data controller collecting this personal data. You can contact our Data Protection Officer at:

Address: Data Protection team  
Environment Agency  
Horizon House  
Deanery Road  
Bristol  
BS1 5AH

Email: [dataprotection@environment-agency.gov.uk](mailto:dataprotection@environment-agency.gov.uk)

### Why are we collecting personal data and what will we do with it?

We are collecting and processing personal data in order to process payment details and issue a suitable permit.

We are processing personal data relating to criminal convictions and offences, or related security measures, under official authority. Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the data controller; namely, to issue an environmental permit. Failure to provide the information requested will mean that we cannot issue a permit to you.

### Sharing and transferring personal data

We will not share or disclose your personal data to any other party outside the Environment Agency without your explicit consent unless lawfully able to do so.

We will not transfer the personal data that you provide outside the European Economic Area.

### How long we hold personal data for

We will keep your personal data for the length of time your permit exists in line with our standard information retention policy.

### Automated decision making and profiling

We will not use the information you provide for automated individual decision making (making a decision solely by automated means without any human involvement) or profiling (automated processing of personal data to evaluate certain things about an individual).

### Your rights

You have rights under the General Data Protection Regulation (GDPR) and the Data Protection Act 2018 (DPA 2018). The Information Commissioner's Office (ICO) is the supervisory authority for data protection legislation.

The ICO website has a full list of your rights under data protection legislation. You can access this here:  
<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights>

You have the right to lodge a complaint with the ICO at any time. Should you wish to exercise that right full details are available at:  
<https://ico.org.uk/make-a-complaint>

## 13 Confidentiality and national security

### Confidentiality

We will normally put all the information on the public register of environmental information. However we may not include certain information in the public register if this isn't in the interests of national security, or because the information is confidential (see the guidance accompanying this form which explains what we mean by confidentiality).

You can ask for information to be made confidential by ticking the box below and enclosing a letter with your application giving your reasons. If we agree with your request, we will tell you and not include the information in the public register. If we do not agree to your request, we will let you know how to appeal against our decision, or you can withdraw your application.

Only tick the box below if you wish to claim confidentiality for your application.

Please treat the information in my application as confidential

### National security

You can tell the Secretary of State that you believe including information on a public register would not be in the interests of national security. You must enclose a letter with your application telling us that you have told the Secretary of State and you must still include the information in your application. We will not include the information in the public register unless the Secretary of State decides that it should be included.

You can find guidance on national security in 'Environmental permitting guidance: core guidance', published by Defra and available via [www.gov.uk](http://www.gov.uk).

You cannot apply for national security via this application.

## 14 Declaration

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

A relevant person should make the declaration (see guidance notes on part C3.5). An agent acting on behalf of an applicant is NOT a relevant person.

If you are an organisation of individuals, for example a partnership, each individual applicant (or individual trustee) who is applying for their name to appear on the permit must complete the declaration. If there are more than three individuals making the declaration, print a separate copy of this page for the additional individuals to complete.

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

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

Tick this box to confirm that you understand and agree with the declaration above

Title (Mr, Mrs, Miss and so on) \_\_\_\_\_  
First name \_\_\_\_\_  
Last name \_\_\_\_\_  
Position \_\_\_\_\_  
Today's date (DD/MM/YYYY) \_\_\_\_\_

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

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

Tick this box to confirm that you understand and agree with the declaration above

Title (Mr, Mrs, Miss and so on) \_\_\_\_\_  
First name \_\_\_\_\_  
Last name \_\_\_\_\_  
Position \_\_\_\_\_  
Today's date (DD/MM/YYYY) \_\_\_\_\_

**I declare that the information in this application is true to the best of my knowledge and belief. I understand that this application may be refused or approval withdrawn if I give false or incomplete information.**

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

Tick this box to confirm that you understand and agree with the declaration above

Title (Mr, Mrs, Miss and so on) \_\_\_\_\_  
First name \_\_\_\_\_  
Last name \_\_\_\_\_  
Position \_\_\_\_\_  
Today's date (DD/MM/YYYY) \_\_\_\_\_

## 15 Application checklist (please fill in this section)

If your application is not complete we will return it to you. If you aren't sure about what you need to send, speak to us before you submit your application.

Tell us what you have sent with this application.

The correct application fee under our charging scheme

List all the documents you have included. If necessary, continue on a separate sheet and tell us the reference you have given the document below.

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

**15 Application checklist, continued**

Document title	Document reference
Non-technical summary of proposed changes	
Summary of updated environment management system (if required)	
Updated site location plan and site layout plan (if required)	
Updated site drainage plan (if required)	
Updated site condition report (if required)	
H1 environmental risk assessment (if required)	
A copy of the detailed ammonia modelling data files on a compact disc (if required)	
Technical standards (if required)	
Odour management plan (if required)	
Noise management plan (if required)	
Updated raw materials inventory (if required)	
Environmental impact assessment – environmental statement (if required)	
Updated energy efficiency plan (if required)	
Updated waste minimisation review (if required)	

**16 Where to send your application and how many copies to send us****Where to send the application**

Please send your filled in application form to:

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

By email to [PSC@environment-agency.gov.uk](mailto:PSC@environment-agency.gov.uk)

Please tick this box if you wish to have all communication about this application sent via email (we will use the details provided in Part A)

You will need to submit

- **one** electronic or **one** paper copy.

**17 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](mailto:enquiries@environment-agency.gov.uk)

If you are happy with our service, please tell us. It helps to identify good practice and encourages our staff. If you are 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.