

Application for an environmental permit

Part F1 – Opra, charges and declarations



Fill in this part for all applications for installations, waste operations, mining waste operations and groundwater discharges onto land. Please check that this is the latest version of the form available from our website.

For applications for water discharge and point source groundwater discharge activities you need to fill in part F2 instead.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. Please write clearly in the answer spaces.

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

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1 Working out charges (you must fill in this section)

You have to submit an application fee with your application. You can find out the charge by either looking at the relevant standard rules permit page, the 'Making an application' webpage <http://www.environment-agency.gov.uk/business/topics/permitting/32318.aspx>, or the current environmental permitting charging scheme. This can be found on our guidance webpages. It sets out our charges under the Environmental Permitting Regulations 2013. Please remember that the charges are revised on 1 April each year and that there is an annual subsistence charge to cover the costs we incur in the ongoing regulation of the permit.

Note: for Opra charged Tier 3 Facilities you also need to complete an Opra profile (see section 2).

Table 1 – Working out charges

Type of application	Summary of charges			
Tier 2 facilities (including Part A(2) and Part B; see guidance notes on part F1)	Charge identifier	Number of facilities	Charge for each facility (£)	Charges due (£)
LOW RISK SURRENDER - SR 7009 No 7				2470.00
LOW RISK SURRENDER - SR 2008 No 21				2470.00
Tier 3 facilities				
Total Opra charging score for installations		x charge multiplier		=
Total Opra charging score for waste operations		x charge multiplier		=
Total Opra charging score for mining waste facilities		x charge multiplier		=
Other charges				
Total charges due				4940.00

2 Opra (does not apply to standard facilities, any other tier 2 permit applications (e.g. groundwater land spreading activities), or water-discharge or groundwater point source discharge activities)

If you are submitting a bespoke application, you must include a completed electronic copy in Excel of the current Opra spreadsheet.

For variations, full and partial surrenders you will need to submit a copy of your current Opra profile based on your existing profile, not any new profile following the variation or surrender.

For transfers you will need to submit a revised Opra profile to include your own operator performance. Note: this will not change the set transfer fee.

Tick this box to confirm that you have included the OPRA spreadsheet

☐**3 Payment**

Tick below to show how you have paid.

Cheque

☐

Postal order

☐

Cash

☐

Tick below to confirm you are enclosing cash with the application

Credit or debit card

☐

Electronic transfer (for example, BACS)

☒

Remittance number

PSCAPP EU20P 101

Date paid (DD/MM/YYYY)

27/04/2015

How to pay**Paying by cheque, postal order or cash**

Cheque details

Cheque made payable to

Cheque number

Amount

£

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

Please write the name of your company and application reference number on the back of your cheque or postal order.

We will not accept cheques with a future date on them.

We do not recommend sending cash through the post. If you cannot avoid this, please use a recorded delivery postal service and enclose your application reference details. Please tick the box below to confirm you are enclosing cash.

I have enclosed cash with my application

☐**Paying by credit or debit card**

If you are paying by credit or debit card, either we can call you or you can fill in the separate form CC1 and enclose it with the application. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro card only.

Please call me to arrange payment by debit or credit card

☐

I have enclosed form CC1 with my application

☐**Paying by electronic transfer BACS reference****Applying for a permit in Wales?**

If you choose to pay by electronic transfer and you are applying for a permit in the EA Wales region, you will need to use the following information to make your payment.

Company name:	Natural Resources Wales
Company address:	Income Dept., Cambria House, 29 Newport Road, Cardiff CF24 0TP
Bank:	Citigroup Centre
	Canada Square, London, E14 5LB
Sort code:	08-33-00
Account number:	12800578
Payment reference number:	PSCAPPXXXXYYY

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

3 Payment, continued

You should also email your payment details and a reference number to online@naturalresourceswales.gov.uk / arlein@cyfoethnaturiolcymru.gov.uk or fax it to 02920 466 404.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB48 CITI0833 0012 8005 78 and our SWIFTBIC number is CITI GB2LXXX.

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

Now read section 4 below.

4 The Data Protection Act 1998

We, the Natural Resources Body for Wales (hereafter "Natural Resources Wales"), will process the information you provide so that we can:

- deal with your application;
- make sure you keep to the conditions of the licence, permit or registration;
- process renewals; and
- keep the public registers up to date.

We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research and development work on environmental issues;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service, and to improve our service; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows). We may pass the information on to our agents or representatives to do these things for us.

Now read section 5 below.

5 Confidentiality and national security

We will normally put all the information in your application on a public register of environmental information. However, we may not include certain information in the public register if this is in the interests of national security, or because the information is confidential.

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

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

Please treat the information in my application as confidential ☐

National security

You can tell the Welsh ministers 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 Welsh ministers and you must still include the information in your application. We will not include the information in the public register unless the Welsh ministers decides that it should be included.

You can find guidance on national security in 'Core Environmental Permitting Guidance' published by Defra and available via the Environment Agency website <http://www.environment-agency.gov.uk>.

You cannot apply for national security via this application.

Now go to section 6

6 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 2013.

A relevant person should make the declaration (see guidance notes on part F1). An agent acting on behalf of an applicant is NOT a relevant person.

Each individual (or individual trustee) who is applying for their name to appear on the permit must complete this declaration. You will have to print a separate copy of this page for each additional individual to complete.

If you are transferring all or part of your permit, both you and the person receiving the permit must make the declaration.

6 Declaration, continued

Note: If you are unable to trace one or more of the current permit holders please see below under the transfers declaration.

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

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

I confirm that my standard facility will fully meet the rules that I have applied for (this only applies if the application includes standard facilities)



Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below



Tick this box to confirm that you have no issue with us using information from any ecological survey that you have supplied with your application (for further information please see the guidance notes on part F1)



Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

MISS

LISA

ALLEN

EUROPEAN METAL RECYCLING

SHE COORDINATOR

24/04/2013

For transfers only – declaration for person receiving the permit

A relevant person should make the declaration (see guidance notes on part F1).

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

Note: If you cannot trace a person or persons holding the permit you may be able to transfer the permit without their declaration as above. Please contact us to discuss this and supply evidence in your application to confirm you are unable to trace one or all of the permit holders.

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

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



Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

on behalf of (if relevant; for example, a company or organisation and so on)

Position (if relevant; for example, in a company or organisation and so on)

Today's date (DD/MM/YYYY)

Now go to section 7

7 Application checklist (you must fill in this section)

Tell us what you have sent with this application.

The correct application fee under our charging scheme

☐ Tick the box to say you have included the fee

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

Question reference	Document title	Document reference
E2 2c / 4A	72798 CARDIFF PARTIAL SURRENDER REPORT	
E2 3A / 4B	SUMMARY OF APPLICATION	
E2 3A	SITE PLAN ①	
E2 3A	SITE PLAN ②	

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: 0300 065 3000 (Monday to Friday, 8am to 6pm)

Email: enquiries@naturalresourceswales.gov.uk / ymholiadau@cyfoethnaturiolcymru.gov.uk

Website: www.naturalresourceswales.gov.uk / www.cyfoethnaturiolcymru.gov.uk

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.

9 Where to send your application (for how many copies to send see the guidance note on part F1)

Please send your filled in application form to:

Permit Receipt Centre (Cardiff)
Natural Resources Wales
29 Newport Road
Cambria House
Cardiff
CF24 0TP

Canolfan Derbyn Tryddedau
Ty Cambria
29 Heol Casnewydd
Caerdydd
CF24 0TP

Do you want all information to be sent to you by email?

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

Feedback

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

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

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

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

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐

For Natural Resources Wales use only

Date received (DD/MM/YYYY)

Our reference number

Payment received?

No ☐

Yes ☐

Amount received

£ _____

Application for an environmental permit Part E2 – Surrender application (installations, waste operations, mining waste operations and mobile plant only)



**Cyfoeth
Naturiol
Cymru
Natural
Resources
Wales**

Fill in this part of the form together with part F1, if you are surrendering all or part of your permit or applying to surrender mobile plant. Please check that this is the latest version of the form available from our website.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. Please write clearly in the answer spaces.

It will take less than two hours to fill in this form.

Contents

- 1 About the permit
- 2 About the application
- 3 About the parts of the permit you want to surrender
- 4 For all applications
- 5 Surrendering mobile plant
- 6 How to contact us

1 About the permit

1a Discussions before your application

If you have had discussions with us before your application, provide the case reference or details on a separate sheet and tell us below the reference you have given the document.

Case 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? (but not mobile plant)

Site

Address

Postcode

1d Type of permit

Tick below which type of permit you are applying to surrender

A site permit

Mobile plant permit

☒ Now go to section 2

☐ Now go to section 5

2 About the application

2a Is this a low risk surrender application? (see guidance notes on part E2)

No ☐

Yes ☐

Please attach a copy of the evidence and give us the document reference below.

Document reference

2b Is this a basic surrender application? (see guidance notes on part E2)

No ☐

Yes ☐

Please attach a copy of the evidence and give us the document reference below.

Document reference

2 About the application, continued**2c Have we confirmed during discussions we have had with you before your application that this will be a low-risk or basic surrender?**No ☐Yes ☐

Have there been any changes to your proposal since the discussions?

No ☐Yes ☐

Please send us a copy of confirmation or a letter justifying any changes you have made since pre-application discussions. Give us the reference number you have given this document.

Document reference for the justification

72798 CARDIFF PARTIAL SURRENDER PERMIT**2d Tick below to show whether you are applying to surrender all or part of your permit**

All of permit

☐ Now go to section 4

Part of permit

☒ Now go to section 3**3 About the parts of the permit you want to surrender and the parts you want to keep****3a Fill in Table 1 below with details of all the activities you no longer operate or plan to stop operating**

Fill in a separate table for each activity you are applying to surrender. Use a separate sheet if you have a long list and send it to us with your application form. Tell us below the reference you have given the extra sheet.

Document reference of the extra sheet

SUMMARY OF APPLICATION**Table 1 – Parts of the permit you want to surrender**

Activity reference			Description of the waste facility	Description of the mining waste operation	Standard facility
Installations only					
Schedule 1 references	Description of the activity	Directly associated activity			
			STANDARD RULES		
			SR2009 NO7 - STORAGE OF FURNACE		
			READY SCRAP METAL		
			SR 2008 NO21 - METAL RECYCLING SITE		
			SUPPLEMENT AS PER SITE PLAN ②		

Supply

1 a map or plan identifying the part (or parts) of the permit your application relates to.

Document map or plan reference

SITE PLAN ①

2 a map or plan identifying the part (or parts) of the permit you will be keeping (please mark the new boundary in green).

Document map or plan reference

SITE PLAN ②

3 About the parts of the permit you want to surrender and the parts you want to keep, continued

3b Do you think you will need to apply to vary (change) any of the permit conditions as a result of surrendering part of your permit?

Note: If you are partially surrendering an area of land only it is unlikely that you will need to amend any conditions other than the site plan.

No ☒ Now go to section 4

Yes ☐ Fill in the relevant parts of C1 to C7 of the application form, giving details of how the permit conditions will need to be changed as a result of surrendering part of the permit

Document reference of these details

4 For all applications

4a Please provide a site report/baseline report/surrender report which describes the condition of the site, or the parts of the permit the application relates to (see guidance notes on part E2)

Document reference of the report

72798 CARDIFF PARTIAL SURRENDER REPORT

4b Have you taken any steps on the site (or the part of the site you are surrendering) to avoid any pollution risks or to return the site to a satisfactory condition?

No ☐

Yes ☒ Describe the steps you have taken

Document reference of your explanation

SUMMARY OF APPLICATION

4c Does a financial provision agreement exist for this site?

(This information will allow the provision to be returned or cancelled correctly on surrender of the permit)

No ☒

Yes ☐

Now fill in part F1.

5 Surrendering mobile plant

I want to surrender the environmental permit mentioned in section 1 above

☐

5a Tell us the date on which you want to surrender the plant

(This must be at least 20 working days from the date you fill this form in.)

Date you want to surrender the plant (DD/MM/YYYY)

6 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.

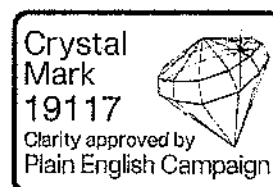
General enquiries: 0300 065 3000 (Monday to Friday, 8am to 6pm)

Email: enquiries@naturalresourceswales.gov.uk / ymholiadau@cyfoethnaturiolcymru.gov.uk

Website: www.naturalresourceswales.gov.uk / www.cyfoethnaturiolcymru.gov.uk

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.



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 want to transfer an existing permit to yourself. Please check that this is the latest version of the form available from our website.

Please read through this form and the guidance notes that came with it. All relevant guidance documents can be found on our website. 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 F2 and enclose a letter telling us that you have told the Welsh ministers. 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.

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- 2 Applications from an individual
- 3 Applications from an organisation of individuals
- 4 Applications from public bodies
- 5 Applications from a registered company or other corporate body
- 6 Your address
- 7 Contact details
- 8 How to contact us

1 About you

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

An individual

An organisation of individuals (for example, a partnership)

A public body

A registered company or other corporate body

☐ Now go to section 2

☐ Now go to section 3

☐ Now go to section 4

☒ Now go to section 5

2 Applications from an individual

2a Please give us the following details

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Now go to section 6

3 Applications from an organisation of individuals

3a Type of organisation

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

3b Details of the organisation

If you are an organisation of individuals, please give the details of the main representative below. If relevant, provide details of other members (please include their title Mr, Mrs and so on) on a separate sheet and tell us the document reference you have given this sheet.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

3 Applications from an organisation of individuals, continued

Last name _____
 Date of birth (DD/MM/YYYY) _____
 Now go to section 6

4 Applications from public bodies

4a Type of public body
 For example, local health boards and unitary authorities _____
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 a registered company or other corporate body

5a Name of the company EUROPEAN METAL RECYCLING LTD
5b Company registration number 02954623
 Date of registration (DD/MM/YYYY) 02.08.94
 If you are applying as a corporate organisation that is not a limited company, please provide evidence of your status and tell us below the reference you have given the document containing this evidence.
 Document reference _____
 Now go to section 6

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) MISS
 First name LISA
 Last name ALLEN
 Address EUROPEAN METAL RECYCLING LTD
SIRIUS HOUSE, DELTA CRESCENT
WESTBROOK
WARRINGTON
 Postcode WA5 7NS
 Contact numbers, including the area code
 Phone 01453 512 215
 Fax _____
 Mobile 07971 618 644
 Email lisa.allen@emrgroup.com

6 Your address, continued

For an organisation of individuals every partner needs to give us their details, including their title Mr, Mrs and so on. So, if necessary, continue on a separate sheet and tell us below the reference you have given the sheet.

Document reference for the extra sheet

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

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

Now go to section 7

7 Contact details**7a Who can we contact about your application?**

This can be someone acting as a consultant or an 'agent' for you.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

MISS
LISA
ALLEN
EUROPEAN METAL RECYCLING LTD
THE DOCKS
BELLICLEY
SHARPNESS
GL13 9UX
01453 512 215
07971 618 644
lisa.allen@emrgroup.com

7 Contact details, continued

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

7c Who can we contact about your billing or invoice?

As in question 7a

As in question 7b

Please give details below if different from question 7a or 7b.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

☒☐

8 How to contact us

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

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

Would you like a reply to your feedback?

Yes please

☐

No thank you

☐