

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. 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 Secretary of State/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.

Contents

- 1 About you
- 2 Applications from an individual
- 3 Applications from an organisation of individuals
- 4 Applications from public bodies
- 5 Applications from companies
- 6 Your address
- 7 Contact details
- 8 How to contact us

1 About you

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

An individual

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, 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

Tarmac Limited

5b Company registration number

00453791

Date of registration (DD/MM/YYYY)

07/05/1948

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)

Mr

First name

Joel

Last name

Studley

Address

Millfield Road

Ettingshall

Wolverhampton

West Midlands

Postcode

WV4 6JP

Contact numbers, including the area code

Phone

Fax

Mobile

Email

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

Mr

Joel

Studley

Hendre Quarry

Denbigh Road

Mold

Flintshire

CH7 5QL

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

Ms

Nicole

Harrison

The Technology Centre, Wolverhampton Science Park

Glaisher Drive

Wolverhampton

West Midlands

WV10 9RU

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

01902 824037

01902 824036

nicole@crestwoodenvironmental.co.uk

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

☐ Refer to 6b

☐☐

Application for an environmental permit – Part C2 – General – varying a bespoke permit



Environment
Agency

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).

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. Please write clearly in the answer spaces.

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

Contents

- 1 About the permit
- 2 About your proposed changes
- 3 Your ability as an operator
- 4 Consultation
- 5 Supporting information
- 6 Environmental risk assessment
- 7 How to contact us

Appendix 1 – Low impact installation checklist

1 About the permit

Note: If you are applying to convert your existing permit to a standard permit or add a standard facility you need to fill out form C1.

1a Customer reference number

What is your customer reference number?

If you do not have a customer reference number, you may leave this blank.

The customer reference number is a unique identification number which tells us who you are. It is always made up of one letter and nine numbers in this order A111111111.

1b Discussions before your application

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

Case or document reference

Informal discussions with Louise Wild

1c Permit number

What is the permit number that this application relates to?

FB3633RD

1d Site details

What is the name, address and postcode of the site?

Site name

Hendy Recycling

Address

School Road

Miskin

Pontyclun

Mid Glamorgan

CF72 8PG

Postcode

2 About your proposed changes

2a Type of variation

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

Standalone water discharge activity or point source

groundwater activity

☐

Minor technical

☐

Normal variation

☒

Substantial

☐

page 2 of 8

[illegible]

2 About your proposed changes, continued

2b Changes or additions 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.

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.

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. Please see the 'Help with your application' web page on www.environment-agency.gov.uk.

2c Consolidating existing permits

2c1 Do you want to have a modern style permit?

No ☐

Yes ☐

2c2 Identify all the permits you want to consolidate by listing the permit numbers in Table 2 below.

Table 2 – Permit numbers

2d Treating batteries

Are you proposing to treat batteries?

No ☒

Yes ☐ Tell us how you will do this and send us a copy of your explanation

Document reference for the explanation

2e Low impact installations (installations only)

Will any changes mean that any of the regulated facilities will become low impact installations?

No ☒ Now go to section 3

Yes ☐

If yes, tell us how you meet the conditions for a low impact installation (see the guidance in appendix 1).

Document reference for the explanation

Tick the box to confirm you have filled in the low impact installation checklist in appendix 1 for each regulated facility. ☐

Now go to section 3

3 Your ability as an operator

If you are applying to add waste installations or waste operations to a permit that has not previously had them, you need to fill in all of section 3.

If you are applying to consolidate 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.

3 Your ability as an operator, continued

3a Relevant offences (installations and waste operations only – see the guidance notes on part C2)

Have you, or any other relevant person, been convicted of any relevant offence?

No ☐ Now go to question 3b

Yes ☐ Please give details below

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

Date of birth (DD/MM/YYYY)

Position at the time of the offence

Name of the court

Date of the conviction (DD/MM/YYYY)

Offence and penalty set

Date any appeal against the conviction will be heard

(DD/MM/YYYY)

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

Document reference of the extra sheet

Have you sent us a post conviction plan for this offence?

No ☐ You must send us a post conviction plan with this application and give us the document reference below

Document reference

Yes ☐ Please give us the reference for the post conviction plan you have sent and the date sent in

Post conviction plan reference

Date sent in (DD/MM/YYYY)

Now go to question 3b

3b Technical ability (specified waste management activities and waste operations only – see the guidance notes on part C2)

Please tick the scheme you are using to show you have the suitable technical skills and knowledge to manage your facility.

CIWM/WAMITAB ☐

ESA/EU ☐

Please tick a box to show which form of supporting evidence you are sending in.

Registration letter from your scheme as above ☐

Transitional evidence, such as a WAMITAB certificate or a technical assessment confirmation from us which covers your operation ☐

Document reference or references for the evidence you provide to show you are keeping to your chosen scheme

Now go to question 3c

3c Finances (installations, waste operations and mining waste operations – see the guidance notes on part C2)

Do you or any relevant person have current or past bankruptcy or insolvency proceedings against you?

No ☐

3 Your ability as an operator, continued

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.

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

How do you plan to make financial provision (to operate a landfill or a mining waste facility you need to show us that you are financially capable of meeting the obligations of closure and aftercare)?

- Bonds ☐
Escrow account ☐
Trust fund ☐
Lump sum ☐
Other ☐

Provide a plan of your estimated expenditure on each phase of the landfill or mining waste facility.

Give the document plan reference number

Now go to question 3d

3d Management systems

Does your management system meet the conditions set out in our guidance?

No ☐

Yes ☐

What management system will you provide for your regulated facility?

- EC Eco-Management and Audit Scheme (EMAS) ☐
ISO 14001 ☐
BS 8555 (Phases 1–5) ☐
Green Dragon ☐
Own management system ☐

You must send us a summary of your management system with your application.

Document reference or references for this summary

4 Consultation (fill in 4a to 4c for installations and waste operations and 4d for installations only)

Could the waste operation or installation involve releasing any substance into any of the following?

4a A sewer managed by a sewerage undertaker?

No ☒

Yes ☐ Please name the sewerage undertaker

4b A harbour managed by a harbour authority?

No ☒

Yes ☐ Please name the harbour authority

4c Directly into relevant territorial waters or coastal waters within the sea fisheries district of a local fisheries committee?

No ☒

Yes ☐ Please name the fisheries committee

4d Is the installation on a site for which

4d1 a nuclear site licence is needed under section 1 of the Nuclear Installations Act 1965?

No ☒

Yes ☐

4 Consultation (fill in 4a to 4c for installations and waste operations and 4d for installations only), continued

4d2 a policy document for preventing major accidents is needed under regulation 5 of the Control of Major Accident Hazards Regulations 1999, or a safety report is needed under regulation 7 of those regulations?

No ☒

Yes ☐

5 Supporting information

5a Provide a plan or plans for the site (see the guidance notes on part C2 for what needs to be marked on the plan)

Document plan reference or references

Refer to Report Ref. CE-HN-0488-RP01

5b Do any of the variations you plan to make need extra land to be included in the permit?

No ☐

Yes ☒ Please provide a site report for the extra land.

Document report reference or references

Refer to Report Ref. CE-HN-0488-RP01

5c Provide a non-technical summary of your application

Document reference

Refer to Report Ref. CE-HN-0488-RP01

6 Environmental risk assessment (if you need one – see the guidance notes on part C2)

Provide an assessment of the risks each of your proposed activities cause to the environment. The risk assessment must use H1 or an equal method.

Document reference of the assessment

Refer to Report Ref. CE-HN-0488-RP01

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.environment-agency.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 C4 – Varying a bespoke waste operation permit



Environment
Agency

Fill in this part of the form, together with parts A, C2 and F1, if you are applying to vary (change) the conditions or any other part of the permit. Please check that this is the latest version of the form available from our website.

You only need to give us details in this application for the parts of the permit that will be affected (for example, if you are adding a new facility or making changes to existing ones).

You do not need to resend any information from your original permit application if it is not affected by your proposed changes.

Please read through this form and the guidance notes that came with it. Please write clearly in the answer spaces.

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

Contents

- 1 What waste operations are you applying to vary?
- 2 Emissions to air, water and land
- 3 Operating techniques
- 4 Monitoring
- 5 How to contact us

Appendix 1 – Specific questions for waste facilities that accept clinical waste

Appendix 2 – Specific questions for waste facilities that accept hazardous waste

Appendix 3 – Specific questions for the recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes

Appendix 4 – Specific questions for inert landfills

1 What waste operations are you applying to vary?

Fill in Table 1a with details of what you are applying to vary.

Fill in a separate table for each waste operation you are applying to vary. 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

Types of waste accepted

For each line in Table 1a, fill in a separate document to list those wastes you will accept on the site for that operation, giving the List of Wastes catalogue code and description. If you need to exclude waste from your activity or facility by restricting the description, quantity, physical nature, hazardous properties, composition or characteristic of the waste, include these in the document. Send it to us with your application form.

Table 1a – Waste operations which do not form part of an installation

Name of the waste operation	Description of the waste operation	Annex IIA or IIB (disposal and recovery) code and descriptions	Hazardous waste treatment capacity (if this applies). See note 1	Non-hazardous waste treatment capacity (if this applies). See note 1
Add extra rows if you need them. If you do not have enough room, go to the line below or send a separate document and give us the document reference here	Use the description from the guidance. Include any extra detail that you think would help to accurately describe what you want to do			
Hendy Recycling	A14 - Transfer station taking non-biodegradable wastes			
For all waste operations	Total storage capacity (see note 2)			
	Annual throughput (tonnes each year)			
Notes				
1 By 'capacity', we mean the total landfill capacity (cubic metres) for landfills, the total treatment capacity (tonnes each day) for waste treatment and the total storage capacity (tonnes) for waste storage operations.				
2 By 'total storage capacity', we mean the maximum amount of waste in tonnes you store on the site at any one time.				

1 What waste operations are you applying to vary?, continued

Please provide the document reference. You can use Table 1b as a template.

If you want to accept any waste with a code ending in 99, you must provide more information and a full description in the document.

Document reference _____

Table 1b – Template example – types of waste accepted and restrictions

Waste code	Description of waste
Example 02 01 08* 06 01 02*	Example Agrochemical waste containing dangerous substances Hydrochloric acid

1c Deposit for recovery purposes (see the guidance notes on part C4)

Are you applying for a waste recovery activity involving the permanent deposit on waste on land for construction or land reclamation?

No ☒Yes ☐

Have we told you during discussions we have had with you before your application that we believe the activity is waste recovery?

No ☒Yes ☐

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

No ☒Yes ☐

Please send us a copy of your waste recovery plan that complies with Regulatory Guidance Note 13. You need to highlight any changes made since the discussions and tell us below the reference you have given this document.

Document reference _____

2 Emissions to air, water and land

Fill in Table 2 below with details of the emissions that result from the operating techniques at each of your waste operations.

Fill in one table for each waste facility.

Table 2 – Emissions

Name of the waste operation	Hendy Recycling			
Point source emissions to air				
Emission point reference and location	Source	Parameter	Quantity	Unit
N/A				
Point source emissions to water (other than sewers)				
Emission point reference and location	Source	Parameter	Quantity	Unit
N/A				

2 Emissions to air, water and land, continued**Table 2 – Emissions, continued**

Point source emissions to sewers, effluent treatment plants or other transfers off site				
Emission point reference and location	Source	Parameter	Quantity	Unit
N/A				
Point source emissions to land				
Emission point reference and location	Source	Parameter	Quantity	Unit
N/A				

Supporting information**3 Operating techniques****3a Technical standards**

Fill in Table 3a for each operation referred to in Table 1a above and list the relevant technical guidance note (TGN) or notes you are planning to use. If you are planning to use the standards set out in the TGN, there is no need to justify using them.

You must justify your decisions in a separate document if:

- there is no technical standard;
- the technical guidance provides a choice of standards; or
- you plan to use another standard.

This justification could include a reference to the Environmental Risk Assessment provided in section 7 of part C2 (General bespoke permit) of the application form.

The documents should summarise the main measures you use to control the main issues identified in the H1 assessment or technical guidance. For each of the activities listed in Table 3a, describe the type of operation and the options you have chosen for controlling emissions from your process.

Table 3a – Technical standards

Fill in a separate table for each waste operation.

Waste operation		
Description of the waste operation	Relevant technical guidance note (You will need to refer to 'How to comply' for all permits)	Document reference (if appropriate)
	'How to comply'	
Hendy Recycling	EPR 6.14 How to comply with your environmental permit	CE-HN-0488-RP01

3 Operating techniques, continued

In all cases, describe the type of facility or operation you are applying for, and, if appropriate, use block diagrams to help describe the process. Provide the document references below.

Document reference

3b General requirements

Fill in a separate table for each installation.

Table 3b – General requirements

Name of the waste operation	Hendy Recycling
If the TGN or H1 assessment shows that emissions of substances not controlled by emission limits are an important issue, send us your plan for managing them	Document reference or references N/A
If the TGN or H1 assessment shows that odours are an important issue, send us your odour management plan	Document reference or references N/A
If the TGN or H1 assessment shows that noise or vibration are important issues, send us your noise or vibration management plan (or both)	Document reference or references N/A

3c Information for specific sectors

For some of the sectors, we need more information to be able to set appropriate conditions in the permit. This is as well as the information you may provide in sections 5, 6 and 7. For those activities listed in Table 3c, you must answer the questions in the related document.

Table 3c – Questions for specific sectors

Sector	Appendix
Clinical waste	See the questions in appendix 1
Disposing of and recovering hazardous waste	See the questions in appendix 2
Recovery to land for agricultural benefit of compost like outputs from the treatment of mixed municipal solid wastes	See the questions in appendix 3
Inert landfill	See the questions in appendix 4

General information**4 Monitoring****4a Describe the measures you use for monitoring emissions by referring to each emission point in Table 2 above**

You should also describe any environmental monitoring. Tell us:

- how often you use these measures;
- the methods you use; and
- the procedures you follow to assess the measures.

Document reference

N/A

4b Point source emissions to air only

Provide an assessment of the sampling locations used to measure point source emissions to air. The assessment must use M1.

Document assessment reference

N/A

5 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.environment-agency.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.



Environment
Agency

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

- 1 Working out charges
- 2 Opra
- 3 Payment
- 4 The Data Protection Act 1998
- 5 Confidentiality and national security
- 6 Declaration
- 7 Application checklist
- 8 How to contact us
- 9 Where to send your application

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

Type of application	Hendy Recycling			
	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 (£)
Tier 3 facilities				
Total Opra charging score for installations		× charge multiplier		=
Total Opra charging score for waste operations	20.00	× charge multiplier	136.00	= 2,720.00
Total Opra charging score for mining waste facilities		× charge multiplier		=
Other charges				
Total charges due				2,720.00

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.

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 _____
Date paid (DD/MM/YYYY) _____

How to pay

Paying by cheque, postal order or cash

Cheque details

Cheque made payable to

Environment Agency

Cheque number

146607

Amount

£ 2,720.00

You should make cheques or postal orders payable to 'Environment Agency' or 'Environment Agency Wales' as appropriate 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 debit 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: Environment Agency Wales
Company address: PO Box 663, 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.

You should also email your payment details and a reference number to online@environment-agency.wales.gov.uk or fax it to 02920 466 404.

3 Payment, continued

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.

Applying for a permit in England?

If you choose to pay by electronic transfer and you are applying for a permit for another (English) region, you will need to use the following information to make your payment.

Company name: Environment Agency
Company address: Income Dept 311, PO Box 263, Peterborough, PE2 8YD
Bank: Citigroup Centre
Address: 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.

You should also email your payment details and reference number to FSC-Income@environment-agency.gov.uk or fax it to 01733 464 892.

If you are making your payment from outside the United Kingdom, it must be in sterling. Our IBAN number is GB23 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 Environment Agency, will process the information you provide so that we can:

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

We may also process or release the information to:

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

Now read section 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.

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.

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

Please treat the information in my application as confidential

☐

5 Confidentiality and national security, continued

Tick the box below if you have written to the Secretary of State or Welsh ministers to claim national security for your application

I attach a letter stating that I have written to the Secretary of State or Welsh ministers explaining why my information should not be included on the public register for national security reasons ☐

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 2010.

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

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

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

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)

Mr

Paul

Hopkins

Tarmac Ltd

Senior Estates Manager

28/06/2012

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)

