

# Application for an environmental permit: Part F2 – Charging for discharges (C for D) charges and declarations

**Fill in this part for applications for water discharge and point source groundwater discharge activities only.**

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.

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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 looking at our current environmental permitting charging scheme. This can be found on our 'How we regulate you' webpages.

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.

<b>Type of application</b>		Water Discharge Activity		
Summary of charges				
Type of water discharge activity or groundwater activity	Standard or reduced charge	Number of activities at this charge rate	Charge for each facility (£)	Charges due (£)
Surface water discharge activity – variation of existing permit	Standard	1	1	£885
Other charges				
Ground source hearing and colling system scheme (water resources charge)				
<b>Total charges due</b>				<b>£885</b>

## 2 Water discharge activity and groundwater activity point source discharges

The application charge is a fixed charge, although two rates exist: standard and reduced. The reduced application charge is applicable where the effluent is:

- sewage effluent where the proposed volume is five cubic metres or less per day;
- sewage effluent which contains trade effluent or other matter where the proposed volume is five cubic metres or less per day;

- trade effluent from cooling or heat exchange where the proposed volume is ten cubic metres or less per day;
- surface water not containing trade effluent;
- site drainage;
- effluent or substance discharged or disposed onto or into land where the proposed volume is five cubic metres or less per day and discharge is on not more than six days per year or any such equivalent disposal.

The standard application charge applies in all other situations.

The charge applies to each discharge you will be making. Therefore two discharges of sewage effluent of five cubic metres a day will attract two reduced rate charges.

Please contact us, for details of current reduced and standard application charges.

### 3 Payment

#### 3a How do you want to pay?

Tick an option below to show how you will pay.

- |   |                                     |                         |
|---|-------------------------------------|-------------------------|
| Electronic transfer (for example, BACS) | <input type="checkbox"/>            | <i>Go to section 3b</i> |
| Credit or debit card                    | <input checked="" type="checkbox"/> | <i>Go to section 3c</i> |
| Cheque                                  | <input type="checkbox"/>            | <i>Go to section 3d</i> |
| Postal order                            | <input type="checkbox"/>            | <i>Go to section 3d</i> |

#### 3b Paying by electronic transfer

If you choose to pay by electronic transfer use the following information to make your payment.

Company name: Natural Resources Wales  
 Company address: Income Dept., PO BOX 663, Cardiff, CF24 0TP  
 Bank: RBS  
 Address: National Westminster Bank Plc, 2 ½ Devonshire Square, London, EC2M 4BA  
 Sort code: 60-70-80  
 Account number: 10014438

#### Reference number

You can use any reference number but we prefer the number to be 'EPR' followed by the first five letters of your organisation name followed by a four-digit number.

For example, for a company named Joe Bloggs Ltd, the reference number might be EPRJOEBLOGGS0001. (Remember you can use any four-digit number at the end.)

The reference number you will provide will appear on our bank statements so we can check your payment. We may need to contact your bank to make sure the reference number is quoted correctly.

You should also email your payment details and payment reference number to [banking.team@naturalresourceswales.gov.uk](mailto:banking.team@naturalresourceswales.gov.uk) / [banking.team@cyfoethnaturiolcymru.gov.uk](mailto:banking.team@cyfoethnaturiolcymru.gov.uk) or fax it to 0300 065 3001 and enter it in the space provided below.

BACS reference

Amount paid

#### **Making payments from outside the UK**

These details have changed. If you are making your payment from outside the United Kingdom (which must be received in sterling), our IBAN number is GB70 NWBK6070 8010 0144 38 and our SWIFT/BIC number is NWBKGB2L.

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

### 3c Paying by credit or debit card

If you are paying by credit or debit card, please fill in the separate form CC1.

You can download this from our website or you can ask for one of our customer service providers to send one by post. We will destroy your card details once we have processed your payment. We can accept payments by Visa, MasterCard or Maestro UK card only.

### 3d Paying by cheque or postal order

You should make cheques or postal orders payable to Natural Resources Wales and they should be marked 'A/c Payee'.

We will not accept post-dated cheques (cheques with a future date written on them).

Cheque/ postal order number

Amount paid

## 4 The Data Protection Act 1998 and General Data Protection Regulations

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.

## 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

### Confidentiality

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

Tick the box to confirm you have provided evidence to support your confidentiality claim and give us the document reference, below.

Document reference

**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.**

**6 Application checklist (you must fill in this section)**

Tell us about the supporting evidence and information you have sent with this application.

**Application fee**

You must submit the correct application fee in line with our current charging scheme. Tick the box to  say you have included the correct fee.

List all the documents you have included in Table 2. Please see the guidance notes for examples on how to complete the checklist.

**If the relevant information for a question forms part of a larger document, please specify the relevant section(s) of the document.** This will speed up the process of checking your application and making decisions.

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

Document reference

<b>Table 2 – application checklist</b>		
Question reference	Document title/ reference	Document section
Form C2 – Q1A; Form C6 – Q3B	Appendix A – Consultation Evidence with NRW	All
Form C2 – Q3D3, Q6; Form C6 – Q3B, Q4F, 6C, Q9B	Appendix B – EMS Report (1) / Tir y Berth Biodisc Investigation (2) / Report on Draining of a Proposed Vehicle Wash Tir y Berth Depot (3) / Flow and Composition Survey Report (Arcadis, 2019) (4), Site Visit Report Kingspan Environmental 2016	All
Form C2 – Q5A; Form C6 – Q3B, Q8G	Appendix C – Drawings – Site Plan, Effluent Sampling Point and Discharge Outlet (1) / Amended NCS Survey (2) / Drawing No. 002 Option 4 (Evidence of consultation with DCWW to discharge to sewer and justification statement) (3)	All
Form F2 – Q7A	Permission to sign on behalf of a relevant person – Appendix D	All
Form F2 – Q3C	CC1 Form	All
Form C2 – Q1B	Appendix E - Existing Permit	All

**7 Declaration**

**You must read this section before making the declaration and sending your form to us.**

**For transfer applications - Both you and the person receiving the permit must make the declaration.**

Section 7d must be completed by the current holder *and* Section 7e must be completed by the proposed new holder.

A relevant person should make the declaration. You must be a relevant person or have the authority of a relevant person to sign this application on their behalf. 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 can send a separate document with the relevant information if there are not enough spaces to sign, below.

Relevant people means each applicant, and in the case of a company, a director, manager, company secretary or any similar officer or employee listed on current appointments in Companies House. In the case of a Limited Liability Partnership (LLP), it includes any partner. If the permit holder is an organisation of individuals, each individual (or individual trustee) must complete the declaration.

To simplify and speed up the application process we recommend that the declaration is filled in by an officer of a company or one of the partners in a Limited Liability Partnership (LLP).

If you wish a manager, employee or consultant etc. to sign the declaration on behalf of a relevant person, we will need written confirmation from a relevant person; that is, an officer of the company, a partner in the LLP or the individual, confirming that the person has the authority to fill in the declaration.

If you are joint permit holders you should each fill in your own declaration. We have provided extra spaces for this below. Please send in a separate sheet with your application if you need more room for signatories.

Where the operator is the subject of any insolvency procedure, the declaration must be filled in by the official receiver/appointed insolvency practitioner.

#### **7a Are you signing the form on *behalf* of a relevant person?**

If you are *not* a relevant person, but want to sign the application on their behalf, you must include confirmation that you can do this.

I have included written confirmation from a relevant person to confirm I can sign on their behalf.

#### **7b Does your application include a standard facility?**

If your application includes a standard facility, you also need to confirm that you are able to meet all relevant criteria of the standard rule set/sets for which you are applying.

I confirm that my standard facility will fully meet the rules that I have applied for.

#### **7c Does your application include ecological survey information?**

If your application includes ecological survey information, please see the guidance notes on part F1 and tick the box below to confirm that you have no issue with us using information from any ecological survey you have supplied with your application.

I confirm I am happy for the ecological survey information I have supplied to be used as set out in the guidance.

#### **7d Declaration**

**If you're transferring the permit, the current holder or holders should sign this section of the declaration, and the proposed new holder or holders of the permit, should sign the declaration in section 7e.**

If you knowingly or recklessly make a statement which is false or misleading to help you get an environmental permit (for yourself or another person), you are committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

**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.**

**I understand that if I knowingly or recklessly make a false or misleading statement:**

- I may be prosecuted; and
- if convicted, I may have to pay a fine and/or go to prison.

By signing below, you are confirming that you understand and agree with the declaration above.

Title

--	--

First name

Last name

On behalf of (if relevant)

Today's date

If you knowingly or recklessly make a statement which is false or misleading to help you get an environmental permit (for yourself or another person), you are committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

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Title

First name

Last name

On behalf of (if relevant)

Today's date

**7e Declaration for the person or persons *receiving* the permit (transfers only)**

The persons 'receiving the permit' is the proposed new permit holder.

Note: If you cannot trace a person or persons holding the permit you may be able to transfer the permit without their declaration (in section 7d 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.

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