

Application for an environmental permit

Part B12 – bespoke permit online



**ENVIRONMENT
AGENCY**

Fill in this form only if you are applying online for a bespoke permit.
Please check that this is the latest version of the form available from our website.

Please guidance notes for B12 as you fill in the form.

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. You should then scan the completed forms to create a file on your computer.

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

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1 About the permit

1a Discussions before your application

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

Permit or document reference _____

1b Is the permit for a site or for mobile plant?

Site ☐ **Now go to section 2.**

Mobile plant ☐ **Now go to question 1d.**

Note: the term mobile plant does not include mobile sheep dipping units

Mobile plant

1d Have we told you during pre-application discussions that we believe that a mobile permit is suitable for your activity?

No ☐
Yes ☐

1e Have there been any changes to your proposal since this discussion?

No ☐ **Now go to section 3**
Yes ☐ You should send us a description of the activity you want to carry out, highlighting the changes you have made since our pre-application discussions.

Document reference _____

Now go to section 3

2 About the site (but not mobile plant)

2a What is the site name, address, postcode and national grid reference?

Site name

Address

Postcode

National grid reference for the site

(for example, ST 12345 67890.)

2b What is the type of regulated facility type for the site you are applying for (if only one)?

Note: if you are applying for more than one regulated facility then go to 2c.

Installation

☐

Waste operation

☐

Mining waste operation

☐

Water discharge activity

☐

Groundwater activity (point source)

☐

Groundwater activity (discharge onto land)

☐

What is the national grid reference for the regulated facility (if only one)? (see the guidance notes on part B2.)

As in 2a above

☐

Different from that in 2a

☐ Please fill in the national grid reference below

National grid reference for the regulated facility

Now go to question 2d

c If you are applying for more than one regulated facility on your site, what are their types and their grid references?

See the guidance notes on Part B2.

Regulated facility 1

National grid reference

What is the regulated facility? type

Installation

☐

Waste operation

☐

Mining waste operation

☐

Water discharge activity

☐

Groundwater activity (point source)

☐

Groundwater activity(discharge onto land)

☐

Regulated facility 2

National grid reference

What is the regulated facility? type

Installation

☐

Waste operation

☐

Mining waste operation

☐

Water discharge activity

☐

Groundwater activity (point source)

☐

Groundwater activity(discharge onto land)

☐

Use several copies of this page or separate sheets if you have a long list of regulated facilities. Send them to us with your application form.

Tell us below the reference number you have given these extra sheets.

Document reference for the extra sheets _____

Now go to question 2d

2d Low-impact installations (installations only)

Are any of the regulated facilities low-impact installations?

No ☐

Yes ☐ If yes, tell us how you meet the conditions for a low-impact installation. (See the guidance notes on form B2 - Appendix 1.)

Document reference number _____

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

☐

2e Treating batteries

Are you planning to treat batteries? (See the guidance notes on Part B2.)

No ☐

Yes ☐ Tell us how you will do this, send us a copy of your explanation and tell us below the reference number you have given this explanation.

Document reference number for the explanation _____

2f Ship recycling

Is your activity covered by the Ship Recycling Regulations 2015? (See the guidance notes on Part B2)

No ☐

Yes ☐ Tell us how you will do this, send us a copy of your explanation and Facility Recycling plan and tell us below the reference number you have given this explanation and the Facility Recycling Plan.

Document reference numbers for the explanation and Facility Recycling Plan _____

2g Multi operator installation

If the site is a multi operator site (that is there is more than one operator of the installation) then fill in the table below the application reference for each of the other permits.

Table 1 – Other permit application references

3 Your ability as an operator

3b Technical ability (for specified waste-management activities and waste operations only - see the guidance notes on part B2)

Please indicate which of the two schemes you are using to demonstrate you are technically competent to operate your facility and the evidence you have enclosed to demonstrate this.

ESA/EU skills

Please select one of the following:

I have enclosed a copy of the current Competence Management System certificate ☐

or
We will have a certified Competence Management System within 12 months and have enclosed evidence of the contract with an accredited certification body ☐

Now go to question 5c

CIWM/WAMITAB scheme

Please select **one** of the following:

- I have enclosed a copy of:
 - the relevant qualification certificate/s ☐
 - or
 - evidence of deemed competence ☐
 - or
 - Environment Agency assessment ☐
 - or
 - evidence of nominated manager status under the transitional provisions for previously exempt activities ☐

and, if deemed competent or Agency-assessed, or if there is evidence of a nominated manager, or if the original qualification is over two years old:

I have enclosed a copy of the relevant current continuing competence certificate/s ☐

• I will complete my qualification within four weeks of starting the permitted activities and have enclosed evidence of my registration with WAMITAB or my EPOC booking as appropriate ☐

• **For medium- and high-risk tier activities other than landfill** I will complete the qualification within 12 months and have enclosed evidence of registration with WAMITAB and, where relevant, EPOC booking. I understand I must complete either four specified units of the relevant qualification or an EPOC within four weeks of the permitted activities commencing ☐

For each technically competent manager please give the following information. If necessary, use a separate sheet to give us these details and tell us below the document reference you have given the extra sheet:

Title (Mr, Mrs, Miss and so on) _____

First name _____

Last name _____

Date of birth (DD/MM/YY) _____

Phone _____

Mobile _____

Email _____

Please provide the environmental permit number/s and site address for **all** other waste activities that the proposed technically competent manager provides technical competence for, including permits held by other operators. Continue on a separate sheet as required.

Permit number	Site address	Postcode

Document reference of the extra sheet _____

Now go to question 3c.

3c Finances (for installations, waste operations and mining waste operations only)

Please note that 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.

Do you or any relevant person or a company in which you were a relevant person have current or past bankruptcy or insolvency proceedings against you?

No ☐

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 | <input type="checkbox"/> |
| Escrow account | <input type="checkbox"/> |
| Trust fund | <input type="checkbox"/> |
| Lump sum | <input type="checkbox"/> |
| Other | <input type="checkbox"/> |

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

Document plan reference number _____

Now go to question 3d.

3d Management systems (All)

You must have an effective, written management system in place that identifies and reduces the risk of pollution. You may show this by using a certified scheme or your own system.

Your permit requires you (as the operator) to ensure that you manage and operate your activities in accordance with a written management system.

You can find guidance on management systems on our website at www.gov.uk/government/organisations/environment-agency

Tick this box to confirm that you have read the guidance and that your management system will meet our requirements ☐

What management system will you provide for your regulated facility?

- | | |
|---|--------------------------|
| EC Eco-Management and Audit Scheme (EMAS) | <input type="checkbox"/> |
| EMAS Easy | <input type="checkbox"/> |
| ISO 14001 | <input type="checkbox"/> |
| BS 8555 (Phases 1-5) | <input type="checkbox"/> |

Acorn	<input type="checkbox"/>
Green Dragon	<input type="checkbox"/>
Own Management system	<input type="checkbox"/>

Please make sure you send us a summary of your management system with your application.

Document reference (or references) _____

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 Direct 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 ☐

4d2 a policy document for preventing major accidents is needed under regulation 5 of the Control of Major Accident Hazards Regulations 2015, or a safety report is needed under regulation 7 of those Regulations?

No ☐
Yes ☐

5 Supporting information

5a Provide a plan or plans for the site (but not any mobile plant)

Clearly mark the site boundary or discharge point, or both – see the guidance notes on part B2.

Document reference or references of the plans _____

5b Provide the relevant sections of a site condition/baseline report if this applies (see the guidance notes on Part B2 for what needs to be marked on the plan)

Document reference of the report _____

If you are applying for an installation,
tick the box to confirm that you have sent in a baseline report. ☐

5c Provide a non-technical summary of your application (see the guidance notes on part B2).

Document reference of the summary _____

5d Are you applying for an activity that includes the storage of combustible wastes?

This applies to all activities excluding standalone water and groundwater discharges

Yes ☐ Provide a fire prevention plan (see the guidance notes on part B2). You need to highlight any changes you have made since pre-application discussions.

Document reference of the plan _____

6 Environmental risk assessment

Provide an assessment of the risks each of your proposed regulated facilities poses to the environment. The risk assessment must follow the methodology set out in “Risk assessments for your environmental permit” at <https://www.gov.uk/guidance/risk-assessments-for-your-environmental-permit> or an equivalent method.

Document reference for the assessment _____

B4-1 What waste operations are you applying for?

Fill in table 1a below with details of what you are applying for.

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

Document reference number for the extra sheet _____

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

Name of the waste operation	Description of the waste operation	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.	Use the description from the guidance. Include any extra detail that you think would help to accurately describe what you want to do.		
For all waste operations	Total storage capacity (See note 2 below.)		
	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.

B4-1c Deposit for recovery purposes (see guidance notes on part B4)

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

No ☐

Yes ☐

Have we advised you during pre-application discussions that we believe the activity is waste recovery?

No ☐

Yes ☐

Have there been any changes to your proposal since this discussion?

No ☐

Yes ☐

Please send us a copy of your waste recovery plan that complies with our guidance at <https://www.gov.uk/guidance/waste-recovery-plans-and-permits>. You need to highlight any changes you have made since your pre-application discussions. Also give us the reference number of the document with your justification

Document reference _____

Please note that there is an additional charge for the assessment of a waste recovery plan that must be submitted as part of this application. For the charge see Environmental Permitting: Charges scheme on www.gov.uk

B4-2 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 operation.

Table 2 – Emissions

Name of the waste operation				
Point-source emissions to air				
Emission-point reference and location	Source	Parameter	Quantity	Unit
Point-source emissions to water (other than sewers)				
Emission-point reference and location	Source	Parameter	Quantity	Unit
Point-source emissions to sewers, effluent treatment plants or other transfers off the site				
Emission-point reference and location	Source	Parameter	Quantity	Unit

B4-2 Emissions to air, water and land (continued) (only necessary if page break here)

Table 2 – Emissions (continued)

Point-source emissions to land				
Emission-point reference and location	Source	Parameter	Quantity	Unit

Supporting information

B4-3 Operating techniques

B4-3a Technical standards

Fill in table 3a for each operation you refer 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 technical guidance note, 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 part B2 (General Bespoke Permit) of the application form.

The documents in table 3a should summarise the main measures you use to control the main issues identified in your risk assessment (search for Risk assessment for your environmental permit on www.gov.uk/environment-agency) or technical guidance. For each of the activities listed in table 3, 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.)

Name of waste operation		
Description of waste operation	Relevant technical guidance note	Document reference (if appropriate)

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 for the description.

Document reference number for the description _____

B4-3b General requirements

Fill in a separate table 3b for each waste operation.

Table 3b – General requirements

Name of waste operation	
If the technical guidance note (TGN) or your risk assessment shows that fugitive releases are an important issue, send us your fugitive releases management plan.	Document reference or references:
If the TGN or your risk assessment shows that odours are an important issue, send us your odour-management plan.	Document reference or references:
If the TGN or your risk assessment shows that noise or vibration are important issues, send us your noise- or vibration-management plan (or both).	Document reference or references:

(Search for Risk assessment for your environmental permit on www.gov.uk/environment-agency)

B4-3c 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 below, 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.
The 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

B4-4 Monitoring

B4-4a 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 number for this information _____

B4-4b Point-source emissions to air only

Provide an assessment of the sampling locations you have used to measure point-source emissions to air. The assessment must use M1 (Search for M1 sampling requirements for stack emission monitoring on www.gov.uk/environment-agency)

Document reference number for the assessment _____

Plain English Campaign's Crystal Mark does not apply to appendices 1 to 3.

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

Note: If your procedures are fully in line with the standards set out in EPR5.07 Technical guidance for managing clinical waste then you should tick the 'yes' box and provide the procedure reference from EPR 5.07. There is no need for you to supply a copy of the procedure.

1 Are pre-acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.2 of EPR 5.07 and which are used to assess a waste enquiry before it is accepted at the installation or waste facility?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference number _____

Yes ☐ EPR 5.07 procedure reference number _____

2 Are waste acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.2 of EPR 5.07, and which are used to cover issues such as loads arriving and being inspected, sampling waste, rejecting waste, and keeping records to track waste?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference number _____

Yes ☐ EPR 5.07 procedure reference number _____

3 Are waste storage, handling and dispatch procedures, and infrastructure in place that are fully in line with the appropriate measures set out in section 3.2 of EPR 5.07?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference number _____

Yes ☐ EPR 5.07 procedure reference number _____

4 Are monitoring procedures in place that are fully in line with the appropriate measures set out in section 3.3 of EPR 5.07?

No ☐ Provide justification for departure from EPR 5.07 and submit a copy of your procedures

Document reference number _____

Yes ☐ EPR 5.07 procedure reference number _____

5 Are you proposing to either:

- accept an additional waste not included in table 2.1 of section 2.1 of EPR 5.07? or
- apply a permitted activity to a waste other than that identified for that waste in table 2.1?

No ☐

Yes ☐ Provide justification

Document reference number _____

6 Please provide a summary description of the treatment activities undertaken on the waste facility. This should cover the general principles set out in Section 2.1.4 of EPR S5.07

Document reference number for summary _____

7 Please provide layout plans detailing the location of each treatment plant and main plant items and process flow diagrams for the treatment plant

Document reference number _____

Appendix 2 – Specific questions for waste facilities that accept hazardous and non-hazardous waste

Note: If your procedures are fully in line with the standards set out in SGN 5.06 Recovery and disposal of hazardous and non-hazardous waste then you should tick the 'yes' box and provide the procedure reference from SGN 5.06. There is no need for you to supply a copy of the procedure

1 Are pre-acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.1.1 of SGN 5.06, and which are used to assess a waste enquiry before it is accepted at the waste facility?

No ☐ Provide justification for departure from EPR 5.06 and submit a copy of your procedures

Document reference number _____

Yes ☐ SGN 5.06 procedure Document reference number _____

2 Are waste acceptance procedures in place that are fully in line with the appropriate measures set out in section 2.1.2 of SGN 5.06, and which are used to cover issues such as loads arriving and being inspected, sampling waste, rejecting waste, and keeping records to track waste?

No ☐ Provide justification for departure from EPR 5.06 and submit a copy of your procedures

Document reference number _____

Yes ☐ SGN 5.06 procedure Document reference number _____

3 Are waste storage procedures and infrastructure in place that are fully in line with the appropriate measures set out in section 2.1.3 of SGN 5.06?

No ☐ Provide justification for departure from EPR 5.06 and submit a copy of your procedures

Document reference number _____

Yes ☐ SGN 5.06 procedure Document reference number _____

4 Provide a layout plan giving details of where the waste facility is based, the infrastructure in place (including areas and structures for separately storing types of waste which may be dangerous to store together) and capacity of waste storage areas and structures

Document reference number _____

5 Provide a summary of the treatment activities carried out on the waste facility. This should cover the general principles set out in section 2.1.4 of SGN 5.06.

Document reference number for summary _____

6 Provide layout plans giving details of where each treatment plant is based, the main items at each plant, and process flow diagrams for the treatment plant

Document reference number(s) _____

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

1. Provide an accurate and reliable characterisation of your CLO. This should be based on sampling and analysis of the CLO produced by the treatment process over a 12 month period and in accordance with section 2 of the TGN 6.15

Document reference _____

2. Provide an agricultural benefit assessment for the use of your CLO. This should be based on section 2 of TGN 6.15 and should be signed and dated by an appropriate technical expert.

Document reference _____

3. Provide a site specific risk assessment of risks to soil and food chain receptors. This should be based on Schedule 2 of TGN 6.15 and include a map with a green outline showing the boundary of the area being treated and include:

- locations where the waste will be stored and spread.
- any spring, well or borehole used to supply water for domestic or food production purposes that is within 250 m of the area being treated.
- any spring, well or borehole not being used for domestic or food production purposes that is within 50 m of the area being treated.
- any European designated sites (candidate or Special Area of Conservation, proposed or Special Protections Area in England and Wales or Ramsar Site) or Sites of Special Scientific Interest (SSSI) which are within 500 m of place where waste is to be stored or spread.
- the location of public rights of way.
- any Groundwater Source Protection Zones
- surface watercourses.
- any buildings or houses within 250 metres of the area being treated.
- land drains within the boundary

Document reference _____

4) Are the technical standards and measures fully in line with those set out in Section 3 of TGN 6.15.?

Yes ☐

No ☐ **Provide justification for departure from TGN 6.15 and a copy of the proposed technical standards, measures or procedures.**

Document reference _____

Appendix 4 – Specific questions for inert landfills

1. Provide your Environmental Setting and Installation Design (ESID) report.

Document reference _____

Note: You should use the Environment Agency template to help you develop an environmental setting and site design (ESSD) report.

2 Provide your Waste Acceptance Procedures (including Waste Acceptance Criteria)

Document reference _____

3 Have you provided a hydrogeological risk assessment (HRA) for the site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

4 Have you completed an outline engineering plan for the site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

5 Have you provided a stability risk assessment (SRA) for your site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

☐

6 Have you completed a monitoring plan for the site?

Yes ☐

No ☐ If no, please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

☐

7 Have you completed a plan for closing the site and procedures for looking after the site once it has closed?

Yes ☐ For inert waste landfill you must provide a closure plan

No ☐ If no for deposit for recovery activities please refer to the section of your ESSD that explains why this is unnecessary for your site

Document reference _____

Spreading waste to support plant growth

8a Does the activity involve the deposit of waste to create or treat a growing medium (R10 for land treatment)?

Yes ☐

No ☐

Note: If you are not depositing waste to create or treat a growing medium, you do not need to answer questions 8b and 8c.

8b If you answered 'yes' to question 8a, can you meet both of the following criteria?

- waste types to be used for the R10 activity are top soils (EWC 17 05 04 or 20 02 02), peat (EWC 17 05 04 or 20 02 02) and/or soil from cleaning and washing beet (EWC 02 04 01) only, and

- The depth of deposit for the R10 activity will not exceed the final 50cm

Yes ☐

No ☐

8c If you have answered 'No' to 8b above, have you completed a benefit statement?

Yes ☐

No ☐ If no, please explain why

Document reference

Note: Refer to our guidance when completing your statement (including EPR 8.01, section 6)