|  |  |
| --- | --- |
|  | competent authority logo |

«${currentDate?date?string('dd MMMM yyyy'»

«${(account.legalEntityName)!}»

«${params.toRecipient}»

FAO: «${(account.serviceContact)!}»

Dear Sir / Madam

**THE GREENHOUSE GAS EMISSIONS TRADING SCHEME REGULATIONS 2012 (SI 2012, No.3038) (the Regulations)**

**Permit reference:** «${(permitId)!}»

which relates to the operation of the Installation at

«${(account.siteName)!}»

The «${competentAuthority.name}» has revoked the above permit as shown in the attached Revocation Notice. The notice sets out the reason for the revocation and the date that it will take effect.

The notice has been served because your installation will be an ultra-small emitter under the UK Emissions Trading Scheme or an Article 27a installation under the carbon emissions tax for the period 2021-2025.  You are therefore not required to hold a permit authorising the carrying out of regulated activities from 1 January 2021.

«[#if account.emitterType == 'GHGE']»

The notice also sets out a number of requirements with which you must comply. You should note that from the date the notice takes effect, your permit will cease to authorise the carrying out of all regulated activities at the Installation. However, the conditions of your permit will continue to apply in so far as they are not superseded by the requirements set out in the notice, until the «${competentAuthority.name}» certifies that you have surrendered all necessary allowances.

It is in your interests to be aware of the consequences of failing to comply with the requirements set out in the notice:

If you fail to submit an emissions report in accordance with and by the date set out in the notice, you may be liable to a civil penalty. The Regulator also has powers to determine your reportable emissions and to recover the costs of making this determination.

Failure to surrender sufficient allowances as stated in and by the date specified in the notice will lead to imposition of a civil penalty of €100 per tonne of carbon dioxide equivalent emitted in addition to the outstanding requirement to surrender allowances. Please note that **even if you have submitted your verified emissions report**, you will still be liable for this penalty if you have not surrendered sufficient allowances to cover these emissions by the date specified.

«[/#if]»

«[#if account.emitterType == 'HSE']»

The notice also sets out a number of requirements with which you must comply. You should note that from the date the notice takes effect, your permit will cease to authorise the carrying out of all regulated activities at the Installation. However, the conditions of your permit will continue to apply in so far as they are not superseded by the requirements set out in the notice.

You should note that, if you fail to submit an emissions report in accordance with and by the date set out in the notice, you may be liable to a civil penalty. The Regulator also has powers to determine your reportable emissions and to recover the costs of making this determination from you.

«[/#if]»

«[#if params.feeCharged]»

Where a revocation notice is served pursuant to Regulation 14, the Operator is required to pay a fee of £«${params.feeAmount}» to the «${competentAuthority.name}» in respect of this Revocation. The requirement is specified in the Revocation Notice and your remittance should be sent by the date specified. Payment details are given in the attached Schedule.

«[/#if]»

If you should require any clarification of the above, please do not hesitate to contact a member of the Emissions Trading Team either directly or by e-mail to «${competentAuthority.email}».

Yours faithfully

signature

«${signatory.fullName}»

CC: «[#list params.ccRecipients as cc]»«${cc}[#sep], [/#sep]»«[/#list]»

«[#if params.feeCharged]»

**Schedule:**

**Payment details**

**Payment by Credit/Debit card**

You can pay by Credit/Debit by emailing [ethelp@environment-agency.gov.uk](mailto:ethelp@environment-agency.gov.uk) and an officer will call you back, or by completing the payment task in the ‘Manage your UK ETS reporting’ service.

We can accept payments using the following card types: Visa, Visa Debit, MasterCard, Maestro/Switch (UK) and American Express. Payments using American Express can only be made online in the UK ETS reporting service.

We’re not currently able to accept payment using the following card types: Solo, Visa Electron

**Payment by Cheque**

Cheques should be made payable to “the Environment Agency” and sent to:

The Environment Agency,

Emissions Trading Team

Richard Fairclough House

Knutsford Road

Warrington,

WA4 1HG

Please quote your operator name, installation name and permit reference to allow us to track receipt.

**Payment by BACS**

All payments by BACS transfers must be made to the following account, using the reference code generated below

**Bank Address:** Royal Bank of Scotland PLC, London Corporate Service Centre, CPB Services 2nd Floor, 280 Bishopsgate, London, EC2M 4RB

**Account Name:** EA Receipts

**IBAN:** GB23 NWBK 607080 10014411

**SWIFTBIC:** NWBKGB2L

**Account Number:** 10014411

**Sort Code:** 60-70-80

**Your unique reference code to be used in your BACS transfer is:** «${(workflow.requestId)!}»

*Please cite this code in your BACS transfer. This will help us to ensure that we have received your payment.*

«[/#if]»

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| Revocation of Permit | competent authority logo |

The Greenhouse Gas Emissions Trading Scheme Regulations 2012 (SI 2012, No.3038) (the Regulations)

Regulation 14

# Revocation Notice

**Permit reference:** «${(permitId)!}»

To: «${(account.legalEntityName)!}» (the Operator),

whose (Registered) office address is

in relation to the operation of (part of) the Installation(s) at

«${(account.siteName)!}»

«${(account.location)!}»

In exercise of its powers under Regulation 14 of the Regulations, the «${competentAuthority.name}» hereby gives notice of the revocation of the above permit and sets out requirements with which you must comply in the schedule to this notice.

This notice has been served because: «${(params.reason)!}»

«[#if account.emitterType == 'GHGE']»

Unless you appeal against this notice, this notice shall take effect on «${params.effectiveDate?date?string('dd/M» (“the effective date”). From the effective date, your permit will cease to have effect to authorise the carrying out of regulated activities at the installation. However, the conditions of your permit shall continue to have effect in so far as they are not superseded by the requirements set out in the schedule to this notice until the «${competentAuthority.name}» certifies that either:

(a) you have complied with the requirements set out in the schedule to this notice

(b) there is no reasonable prospect of further allowances being surrendered in respect of the Installation.

«[/#if]»

«[#if account.emitterType == 'HSE']»

Unless you appeal against this notice, this notice shall take effect on «${params.effectiveDate?date?string('dd/M» (“the effective date”). From the effective date, your permit will cease to have effect to authorise the carrying out of regulated activities at the installation. However, the conditions of your permit shall continue to have effect in so far as they are not superseded by the requirements set out in the schedule to this notice until the «${competentAuthority.name}» certifies that you have complied with the requirements of this notice.

«[/#if]»

«[#if params.feeCharged]»

A fee of £«${params.feeAmount}» is payable in respect of this Revocation Notice, as prescribed by the «${competentAuthority.name}»’s Charging Scheme. Payment should be received by us no later than «[#if (params.feeDate)??]»«${params.feeDate?date?string('dd MMMM yy»«[#else]»N/A«[/#if]». Please refer to the payment details given in the covering letter.

«[/#if]»

|  |  |
| --- | --- |
| Signed | Date |
| signature | «${currentDate?date?string('dd MMMM yyyy'» |

«${signatory.fullName}»

Authorised to sign on behalf of the «${competentAuthority.name}»

**About this notice**

«[#if account.emitterType == 'GHGE']»

The Schedule to this notice requires you to submit a report to the «${competentAuthority.name}» specifying your reportable emissions from the beginning of the scheme year in which this notice was served until the date this notice takes effect. It also sets out the requirements for surrendering allowances. You need to surrender all necessary allowances before we will certify that your obligations in this notice and in your permit have been complied with.

«[/#if]»

«[#if account.emitterType == 'HSE']»

The Schedule to this notice requires you to submit a report to the «${competentAuthority.name}» specifying your reportable emissions from the beginning of the scheme year in which this notice takes effect until the date on which this notice takes effect.

«[/#if]»

You have the right to appeal against the provisions of this notice under regulation 73 of the Regulations to the First-tier Tribunal. Written notice of the appeal must be submitted to the First-tier Tribunal at the address provided below no later than 28 calendar days after the service of this notice. The Tribunal Procedure (First-tier Tribunal) (General Regulatory Chamber) Rules 2009 sets out the procedural rules relating to these appeals.

Hard copy: General Regulatory Chamber, HMCTS, PO Box 9300, Leicester, LE1 8DJ

or email: GRC@hmcts.gsi.gov.uk

The notice of appeal must include:

* the name and address of the appellant;
* the name and address of the appellant’s representative (if any);
* an address where documents for the appellant may be sent or delivered;
* the name and address of any respondent;
* details of the decision to which the appeals relates;
* the result the appellant is seeking;
* the grounds on which the appellant relies; and
* a copy of any written record of that decision, and any statement of reasons for that decision that the appellant has or can reasonably obtain.

You may withdraw an appeal by notifying the First-tier Tribunal at the above address.

You may also ask the Environment Agency to make an independent internal review of our decision to issue this notice. Any request should normally be made within 14 days of receiving this notice by contacting ethelp@environment-agency.gov.uk. Asking us to review our decision does not suspend the effect of the notice and, in particular, will not affect the time limits within which a statutory appeal must be made.

«[#if account.emitterType == 'GHGE']»

**Schedule**

In this Schedule, the following words and phrases have the following meanings:

“annual reportable emissions” has the same meaning as in the permit associated with this notice;

“annual reportable emissions report” means a report submitted in accordance with permit condition 2 contained in the permit associated with this notice;

“Monitoring and Reporting Regulation” means Commission Regulation (EU) No 601/2012 of 21 June 2012 on the monitoring and reporting of greenhouse gas emissions pursuant to Directive 2003/87/EC of the European Parliament and of the Council, as amended from time to time;

“the Regulations” means the Greenhouse Gas Emissions Trading Scheme Regulations 2012;

“relevant year” means the year in which this notice takes effect;

“the Renewable Energy Directive” means Directive 2009/28/EC of the European Parliament and of the Council on the promotion of the use of energy from renewable sources and amending and subsequently repealing Directives 2001/77/EC, as amended from time to time;

“reportable emissions” has the same meaning as in the permit associated with this notice;

“surrender requirements of the permit” means the condition in the permit associated with this notice obliging the operator, by 30 April each year, to surrender a number of allowances equal to the annual reportable emissions of the installation made in the previous year; and

“the Verification Regulation” means Commission Implementing Regulation (EU) 2018/2067 of 19 December 2018 on the verification of data and on the accreditation of verifiers pursuant to Directive 2003/87/EC of the European Parliament and of the Council, as amended from time to time.

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|  | **Requirements** | **Date by which action must be completed** |
| 1 | The Operator shall submit to the «${competentAuthority.name}» by the date stated opposite a written report (the revocation report) specifying the reportable emissions from the beginning of the relevant year until the date on which this notice takes effect. | «[#if (params.annualEmissionsReportDate)?»«${params.annualEmissionsReportDate?date?»«[#else]»N/A«[/#if]» |
| 2 | The operator must ensure that the surrender report is prepared and verified in accordance with the Monitoring and Reporting Regulation and the Verification Regulation. |  |
| 3 | The operator must satisfy the «${competentAuthority.name}», if an emission factor of zero has been reported in respect of the use of bioliquids, that the sustainability criteria set out in Article 17(2) to (5) of the Renewable Energy Directive have been fulfilled in accordance with Article 18(1) of that Directive. |  |
| 4 | Allowances must be surrendered by the date stated opposite. The Operator shall surrender allowances equal to:  (a) the reportable emissions specified in the revocation report;  (b) where an Operator has failed to comply with the surrender requirements of the permit in respect of the last scheme year for which the date for surrendering allowances in accordance with those requirements has passed, the annual reportable emissions in respect of which the operator failed to comply with that requirement in that year;  (c) where this notice has been served in a scheme year in which an error in an annual reportable emissions report submitted by an operator in relation to an earlier scheme year has been discovered, the annual reportable emissions in respect of which, as a result of that error, the operator failed to comply with the surrender requirements of the permit in respect of the scheme year to which the error relates; and  (d) where an operator has failed to apply to surrender the permit within the time limit set out in regulation 13(2) of the Regulations, the total number of allowances which by the date on which this notice is served have been issued in respect of the installation which would not have been issued if the operator had made its application on time. | «[#if (params.surrenderDate)??]»«${params.surrenderDate?date?string('dd M»«[#else]»N/A«[/#if]» |

«[/#if]»

«[#if account.emitterType == 'HSE']»

**Schedule**

In this Schedule, the following words and phrases have the following meanings:

“Monitoring and Reporting Regulation” means Commission Regulation (EU) No 601/2012 of 21 June 2012 on the monitoring and reporting of greenhouse gas emissions pursuant to Directive 2003/87/EC of the European Parliament and of the Council, as amended from time to time;

“the Regulations” means the Greenhouse Gas Emissions Trading Scheme Regulations 2012;

“relevant provisions of the Monitoring and Reporting Regulation” has the same meaning as in the permit associated with this notice;

“relevant year” means the year in which this notice takes effect;

“the Renewable Energy Directive” means Directive 2009/28/EC of the European Parliament and of the Council on the promotion of the use of energy from renewable sources and amending and subsequently repealing Directives 2001/77/EC, as amended from time to time;

“reportable emissions” has the same meaning as in the permit associated with this notice;

“the Verification Regulation” means Commission Implementing Regulation (EU) 2018/2067 of 19 December 2018 on the verification of data and on the accreditation of verifiers pursuant to Directive 2003/87/EC of the European Parliament and of the Council, as amended from time to time.

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| --- | --- |
| **Requirements** | **Date by which action must be completed** |
| 1. The operator must submit to the «${competentAuthority.name}» by the date stated opposite a written report (the surrender report) specifying the reportable emissions from the beginning of the relevant year until the date on which this notice takes effect. | «[#if (params.annualEmissionsReportDate)?»«${params.annualEmissionsReportDate?date?»«[#else]»N/A«[/#if]» |
| 2. The operator must ensure that the surrender report is prepared in accordance with the relevant provisions of the Monitoring and Reporting Regulation and is either:   1. verified in accordance with the Verification Regulation, or 2. accompanied by a notice declaring that: 3. in preparing the report, the operator has complied with the relevant provisions of the Monitoring and Reporting Regulation; 4. the operator has complied with the monitoring plan; and 5. the report is free from material misstatements. |  |
| 3. The operator must satisfy the «${competentAuthority.name}», if an emission factor of zero has been reported in respect of the use of bioliquids, that the sustainability criteria set out in Article 17(2) to (5) of the Renewable Energy Directive have been fulfilled in accordance with Article 18(1) of that Directive. |  |

«[/#if]»