



<b>For official use only</b>
Date Received
Appeal Ref

The Environmental Permitting (England and Wales) Regulations 2016

Environmental Permitting Appeal Form

If you need this document in large print, on audio tape, in Braille or in another language please call 0303 444 5584.

**WARNING:** The appeal must reach the Inspectorate with the statutory appeal deadlines as laid out in Schedule 6 of the above mentioned regulations.

PLEASE PRINT CLEARLY IN CAPITALS USING BLACK INK

A. APPELLANT DETAILS

Name

Organisation Name (if applicable)

Contact reference Number

Address

Postcode

Daytime Tel  Fax

Email

I prefer to be contacted by: Email  Post

B. AGENT DETAILS (if applicable)

Name

Organisation Name (if applicable)

Contact reference Number

Address

Postcode

Daytime Tel  Fax

Email

I prefer to be contacted by: Email  Post





## G. CHOICE OF PROCEDURE

Please choose option 1 , 2 or 3 by **ticking one box only**

Please note that we must also take the Environment Agency's/Local Authority's preference into account when we decide how the appeal will proceed.

### 1. Written Representations

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This procedure involves an exchange of the parties' written statements, followed by a visit to the appeal site by the Inspector who is responsible for determining the appeal.

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You and a representative of the Environment Agency/Local Authority will be given an opportunity to accompany the Inspector during the site visit.

### 2. Hearing

A hearing is a discussion, held under the direction of the Inspector. It lets parties exchange their views in a less formal atmosphere than at a public inquiry. Hearings are open to the public, and third parties may be heard at the discretion of the Inspector.

Hearings are not usually suitable for appeals that:

- are complicated or controversial and have created a lot of local interest
- require cross-examination of witnesses.

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Although you may prefer a hearing, the Inspectorate will also consider whether your appeal would be best dealt with at a more formal inquiry or on the basis of written representations.

### 3. Inquiry

This is the most formal procedure and is usually the best way to deal with a case that involves complex legal issues and or where many third parties have expressed an interest in the case. Expert evidence is often presented at an inquiry and witnesses may be cross-examined. An inquiry will normally take longer than a hearing, and in some cases could continue for several days. It is not a court of law but proceedings may appear to be quite similar. Inquiries are open to the public and third parties may be heard at the discretion of the Inspector.

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An inquiry will be held if you or the regulator decide that you do not want to use the written representations procedure and we decide that a hearing is unsuitable.

Sometimes even if both parties have opted for the written representations procedure or an informal hearing we may decide to hold an inquiry. If we do, we will tell you why.

**If you want us to hold an inquiry please set out you reasons.**

*"I wish to be heard by an Inspector at an inquiry because..."*

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## H. ESSENTIAL SUPPORTING DOCUMENTS

The documents listed below, **must** be sent with your appeal form. If we do not receive all your appeal documents within the statutory appeal period we may not be able to accept it.

Please tick the boxes to show the documents you are enclosing.

- |  |                             |
|--|-----------------------------|
| 1. Copy of relevant application (if applicable);                                   | 1. <input type="checkbox"/> |
| 2. Copy of relevant Environmental Permit (if applicable);                          | 2. <input type="checkbox"/> |
| 3. Copy of the Decision or Notice (the subject of the appeal);                     | 3. <input type="checkbox"/> |
| 4. Copies of any relevant correspondence, plans etc between you and the regulator. | 4. <input type="checkbox"/> |

## I. CONFIRMATION

### DECLARATION

I understand that:

- The Planning Inspectorate may use the information I have given for official purposes in connection with the processing of my appeal;
- Details from this form, including my name, the site description and my grounds of appeal may appear on the Planning Portal.

By signing this form I am agreeing to the above use of the information I have provided.

I have completed all sections of the appeal form and confirm that the details are correct to the best of my knowledge. (Please Note: signature is not necessary for electronic submissions)

Signature

Date (DDMMYY)

Name (in capitals)

On behalf of (if applicable)

**For more information about how we process your personal information please see "Environmental Permitting (England and Wales) Regulations 2016 – The appeal procedure guidance."**

**Please now send this form and all the necessary supporting documents to:**

*Environment Team, The Planning Inspectorate, 3A Eagle Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN*

Or e-mail it to: [ETC@planninginspectorate.gov.uk](mailto:ETC@planninginspectorate.gov.uk)

You also need to send a copy of it to the regulator that issued the Notice.

When we receive your appeal form, we will:

- Check that the appeal is valid and everything is in order;
- If everything is in order, we will give you an appeal timetable and **start date**;
- Inform the regulator of the start date of the appeal (if applicable).

If you submit information or representations late we may be unable to consider them, the Inspector may not see them, and they may be returned to you.

At the end of the appeal process you will receive the Inspector's decision, in writing (including details of the Inspector's reasoning).



