

Application for an environmental permit Part C1 – Varying a standard permit – to change to, add or vary a standard permit



You will need to complete this part of the application form if you are applying to:

- change the outlet location or site boundary of your standard permit.
- change from a bespoke permit to a standard permit.
- change your current standard rule set to a different standard rule set.
- add a standard rule set or facility to an existing permit.
- remove an entire standard rule activity, but not reduce the site area.

It applies to standard rules and permits for:

- waste operations
- mining waste operations
- installations
- water discharge activities

Visit our website to check this is the latest version of the form: www.gov.uk/government/publications/application-for-an-environmental-permit-part-c1-varying-a-standard-facilities-permit

In addition to this part of the form, you will also need to complete:

- **Part A: about you** – www.gov.uk/government/publications/application-for-an-environmental-permit-part-a-about-you
- **Part F1: charges and declarations** – www.gov.uk/government/publications/application-for-an-environmental-permit-part-f1-opra-charges-declarations

You cannot change any of the rules in a standard rule set. If you want to do this, you will have to change from a standard to a bespoke permit. You will need to complete parts A, C2, the relevant parts of C2.5 to C7 and part F1 of the application form.

You only need to give us details in this application for the parts of the permit that will be affected (for example, a new site plan if your boundary has changed). 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 before completing it. We expect it will take less than 1 hour to complete if you have all the necessary information available. You do not need to answer all questions for all changes. The form provides guidance on which questions to answer depending on what you are applying for. If you are applying for more than one standard rule set, you will need to follow the guidance for each rule set.

The form can be:

1. Saved onto a computer and then filled in. We recommend you use an Adobe Acrobat product to complete the form. You may not be able to complete the form using different software, such as a PDF reader built into your internet browser.
2. Printed off and filled in by hand. Please write clearly in the answer spaces.

Contents**Section 1: About your current permit****Section 2: About your proposed changes****Section 3: Change in outlet location or site boundary****Section 4: Which standard rule set or facility are you applying to add or change to?****Section 5: Information for certain standard rule permits****Section 6: General information****Section 7: Your ability as an operator****Section 8: Removal of an entire standard rule activity****Section 9: How to contact us****Appendix 1: Low impact installation checklist****Appendix 2: Waste management plan checklist for standard permit applications for mining waste operations****Appendix 3: Date of birth information for relevant offences and/or technical ability questions only****Appendix 4: Example site plan****1 About your current permit****1a Discussions before your application**

If you have had discussions with us before your application, tell us the permit reference number or give details on a separate sheet. If you are providing a separate sheet, tell us the document reference below.

Pre-application or document reference

For further information on pre-application advice see www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit

1b Permit number

What is the permit number that this application relates to?

1c Is your current permit for a site or for mobile plant?

Site Now go to [question 1d](#)

Mobile plant Now go to [section 2](#)

1d What is the site name, address and postcode?

Site name

1 About your current permit, continued

Address

Postcode

Now go to [section 2](#)

2 About your proposed changes

2a What are your proposed changes?

Tick all boxes that apply

If you tick more than one box, provide details of the changes in a separate document.

Document reference of this separate document (where applicable).

I want to change outlet location or site boundary of my standard permit.

Now go to [section 3](#)

I want to change from a bespoke permit to a standard permit.

Now go to [section 4](#)

I want to change my current standard rule set to a different standard rule set.

Now go to [section 4](#)

I want to add a standard rule set or facility to an existing permit.

Now go to [section 4](#)

I want to add remove an entire standard rule activity but not reduce the site area.

Now go to [section 8](#)

3 Change in outlet location or site boundary

3a Provide details in the box below of any changes to:

- the outlet location of a discharge to surface water (SR2010 No 2 or SR2010 No 3). For administrative changes to the outlet location, use [Part C0.5](#) of the application form.
- the site boundary for all other activities

If you need to provide more information please give details on a separate sheet, give it a document reference and refer to that in the box below.

3 Change in outlet location or site boundary, continued

3b Provide the national grid reference for any changes to:

- the discharge point for discharges to surface water (SR2010 No 2 or SR2010 No 3)
- the centre of the site for all other activities

For example, ST 58202 72716.

There are several online resources available that can help you find the grid reference. For example, go to the Ordnance Survey website at <https://explore.osmaps.com/>, locate and right click on the relevant point.

For SR2022 No 4 and SR2022 No 5, go to **question 5h.2**

If your current permit requires you to have a fire prevention plan, go to **question 5i.2**

Otherwise go to **question 6b**

4 Which standard rule set or facility are you applying to add or change to?

We have produced sets of standard rules and risk assessments for various activities. Make sure your proposals meet the rules and fit within the risk assessment. You can find the rules and risk assessments by following the relevant links at: www.gov.uk/government/collections/standard-rules-environmental-permitting

You will need to apply for a bespoke permit if:

- your activities do not meet the rules
- your activities do not fit within the risk assessment
- the standard rules do not cover what you want to do

For bespoke permit application forms, see: www.gov.uk/government/collections/environmental-permit-application-forms-for-a-new-bespoke-permit.

4a Tick the relevant box(es) in table 1 to show which standard rule set or facility you are applying to add or change to

You can use the links or page numbering below to go to the relevant part of table 1.

<u>Anaerobic digestion including use of the resultant gas and storing digestate</u>	<u>Page 5</u>
<u>Car and vehicle dismantling</u>	<u>Page 5</u>
<u>Composting, sewage or sludge treatment, biogas</u>	<u>Page 5</u>
<u>Deposit for recovery</u>	<u>Page 6</u>
<u>Electrical insulating oil storage</u>	<u>Page 6</u>
<u>Metal recycling, scrap metal and WEEE – not cars or vehicles</u>	<u>Page 6</u>
<u>Mining, oil and gas</u>	<u>Page 6</u>
<u>Mobile plant for land-spreading or treatment</u>	<u>Page 7</u>

4 Which standard rule set or facility are you applying to add or change to? continued

<u>Storage or treatment of waste – recycling, dredging, clinical, soil, tyre shred or wood treatment</u>	Page 7
<u>Waste transfer station or amenity site with or without treatment</u>	Page 7
<u>Low impact Part A installation</u>	Page 8
<u>Discharges to surface water</u>	Page 8
<u>Research and development</u>	Page 8

Table 1		
Standard rule permit description and reference	Tick the standard rules you are applying for	Next question
Anaerobic digestion including use of the resultant gas and storing digestate		
Anaerobic digestion facility, including use of the resultant biogas – Part A installation (SR2021 No 6)		Now go to question 5a
Anaerobic digestion facility, including use of the resultant biogas – waste recovery operation (SR2021 No 7)		Now go to question 5a
On-farm anaerobic digestion facility using farm wastes only, including use of the resultant biogas – Part A installation (SR2021 No 8)		Now go to question 5a
On-farm anaerobic digestion facility, including use of the resultant biogas – waste recovery operation (SR2021 No 9)		Now go to question 5a
Capture, treatment and storage of biogas from lagoons and tanks (SR2023 No 1)		Now go to section 6
Car and vehicle dismantling		
Vehicle storage, depollution and dismantling (authorised treatment) facility (SR2015 No 13)		Now go to question 5i.1
Vehicle storage, depollution and dismantling (authorised treatment) facility (SR2015 No 17)		Now go to question 5i.1
Metal recycling, vehicle storage, depollution and dismantling (authorised treatment) facility (SR2015 No 18)		Now go to question 5i.1
Vehicle storage, depollution and dismantling (authorised treatment) facility (SR2021 No 12)		Now go to question 5b
Composting, sewage or sludge treatment, biogas		
Combustion of biogas in new Medium Combustion Plant engines at a sewage treatment works (SR2009 No 4)		Now go to section 6
Composting in open systems – Part A installation (SR2021 No 1)		Now go to section 6
Composting in open systems – waste recovery operation (SR2021 No 2)		Now go to section 6
Composting in closed systems – waste recovery operation (SR2021 No 3)		Now go to section 6

4 Which standard rule set or facility are you applying to add or change to? continued

Table 1		
Standard rule permit description and reference	Tick the standard rules you are applying for	Next question
Composting in closed systems – Part A installation (SR2021 No 4)		Now go to section 6
Composting in open and closed systems – waste recovery operation (SR2021 No 5)		Now go to section 6
Anaerobic digestion of non-hazardous sludge at a wastewater treatment works, including the use of the resultant biogas – Part A installation (SR2021 No 10)		Now go to section 6
Deposit for recovery		
Use of waste in a deposit for recovery operations (construction, reclamation, restoration or improvement of land other than by mobile plant) (SR2015 No 39)		Now go to question 5c
Electrical insulating oil storage		
Storage of electrical insulating oils (SR2012 No 15)		Now go to section 6
Metal recycling, scrap metal and WEEE – not cars or vehicles		
Storage of furnace ready scrap metal for recovery (SR2009 No 7)		Now go to section 6
Metal recycling and WEEE authorised treatment facility excluding ozone depleting substances (SR2015 No 3)		Now go to question 5i.1
Metal recycling site (SR2015 No 14)		Now go to question 5i.1
WEEE authorised treatment facility (ATF) excluding ozone-depleting substances (SR2015 No 15)		Now go to question 5i.1
Metal recycling site (SR2015 No 16)		Now go to question 5i.1
Small metal recycling facility (less than 5,000 tonnes a year) (SR2021 No 11)		Now go to question 5b
Mining, oil and gas		
Management of inert wastes and unpolluted soil resulting from the prospecting, extraction, treatment and storage of mineral resources and the working of quarries, at mines and quarries (SR2009 No 8)		Now go to question 5d
Onshore oil exploration – the management of extractive waste not including a waste facility, generated from onshore oil and gas prospecting activities including drilling, coring, fall-off testing, acid wash and decommissioning but excluding any well stimulation or hydraulic fracturing, for the production of oil or gas, (using oil and water based drilling mud) (SR2015 No 1)		Now go to question 5e
Storage and handling of crude oil arising from onshore oil and gas exploration and production activities (SR2015 No 2)		Now go to section 6

4 Which standard rule set or facility are you applying to add or change to? continued

Table 1		
Standard rule permit description and reference	Tick the standard rules you are applying for	Next question
Mobile plant for land-spreading or treatment		
Mobile plant for treatment of soils and contaminated material, substances or products (SR2008 No 27)		Now go to section 7
Mobile plant for landspreading (land treatment resulting in benefit to agriculture or ecological improvement) (SR2010 No 4)		Now go to section 7
Mobile plant for the reclamation, restoration or improvement of land (SR2010 No 5)		Now go to section 7
Mobile plant for landspreading of sewage sludge (land treatment resulting in benefit) (SR2010 No 6)		Now go to section 7
Mobile treatment of waste to produce soil, soil substitutes and aggregate (SR2022 No 2)		Now go to section 7
Storage or treatment of waste – recycling, dredging, clinical, soil, tyre shred or wood treatment		
Transfer of healthcare waste (SR2008 No 24)		Now go to section 6
Treatment of waste to produce soil, soil substitutes and aggregate (SR2022 No 1)		Now go to section 6
Treatment of Incinerator Bottom Ash (IBA) – Part A installation (SR2012 No 13)		Now go to section 6
Materials recycling facility (SR2022 No 7)		Now go to question 5i.1
Waste wood treatment (SR2022 No 8)		Now go to section 6
Use of waste to manufacture timber or construction products (SR2015 No 24)		Now go to question 5i.1
Storage of PAS 107 certified clean cut tyre shred and chip at a port (SR2020 No 1)		Now go to section 6
Storage and mechanical treatment of end-of-life tyres for recovery (SR2021 No 13)		Now go to question 5i.1
Storage and mechanical treatment of waste mattresses for recovery (SR2021 No 14)		Now go to question 5i.1
Storage and mechanical treatment of waste paper, cardboard and plastic for recovery (SR2021 No 15)		Now go to question 5i.1
Storage and treatment of dredgings for recovery (SR2010 No 18)		Now go to section 6
Waste transfer station or amenity site with or without treatment		
Asbestos waste transfer station (SR2008 No 9)		Now go to section 6

4 Which standard rule set or facility are you applying to add or change to? continued

Table 1		
Standard rule permit description and reference	Tick the standard rules you are applying for	Next question
Construction, demolition and excavation waste transfer station (SR2022 No 3)		Now go to section 6
Storage of wastes to be used in land treatment (storage of waste prior to use) (SR2010 No 17)		Now go to section 6
Non-hazardous waste recycling with asbestos, hazardous batteries, cable and WEEE storage (SR2022 No 4)		Now go to question 5h
Non-hazardous waste transfer with asbestos, hazardous batteries, cable and WEEE storage (SR2022 No 5)		Now go to question 5h
Household waste recycling centre (SR2022 No 6)		Now go to question 5i.1
Low Impact Part A Installation		
Low impact Part A installation (SR2009 No 2)		Now go to question 5g
Low impact Part A installation for the production of biodiesel (SR2009 No 3)		Now go to question 5g
Discharges to surface water		
Discharge to surface water: cooling water and heat exchangers (SR2010 No 2)		Now go to question 5f
Discharge to surface water: secondary treated domestic sewage with a maximum daily volume between 5 and 20 cubic metres per day (SR2010 No 3)		Now go to question 5f
Research and Development		
Research and development at a Part A(1) installation (SR2024 No 1)		Now go to section 6

4b Other standard rule permits not listed in table 1 (if applicable)

Only complete table 2 if the standard rule set you want to apply for is not shown in Table 1.

Table 2	
Standard rule description and reference	Tick to confirm you are applying for the standard rules

4 Which standard rule set or facility are you applying to add or change to? continued

Table 1 contains a list of standard rule permits available at the time this form was published. To apply for standard rules that have since become available, complete the details in Table 2 above. To check the current availability of rule sets see www.gov.uk/government/collections/standard-rules-environmental-permitting. Make sure the rule set is not marked as ‘unavailable for new applications’.

You can contact us for pre-application advice to check if any extra information is needed for that rule set. For example, if a fire prevention plan is required as part of the application. See www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit

Description and document reference for additional information (where applicable).

--	--

Now go to [section 6](#)

5 Information for certain standard rule permits

5a Anaerobic digestion facility, including use of the resultant gas biogas (SR2021 No 6, SR2021 No 7, SR2021 No 8 and SR2021 No 9)

Tick the box if you have included a completed ‘Appendix A: MCP plant list’.

You will need to register your combustion plant with us before it can be used on site. Use ‘Appendix A: MCP plant list’ to do this. This document can be found at www.gov.uk/government/publications/sr2021-no-6-anaerobic-digestion-facility-including-use-of-the-resultant-biogas-installations

Now go to [section 6](#)

5b Small metal recycling facility and vehicle storage, depollution and dismantling (authorised treatment) facility (SR2021 No 11 and SR2021 No 12)

Provide the three plans referenced in Schedule 2 of the relevant rule set. Tell us the document references you have given the plans below.

5b.1 Plan 1 – activities at the site

Document reference for the plan

--

5b.2 Plan 2 – drainage and pollution control

Document reference for the plan

--

5 Information for certain standard rule permits, continued

5b.3 Plan 3 – sensitive receptors near the site

Document reference for the plan

Details on what to include in your site plans can be found by following the below links:

For SR2021 No 11: www.gov.uk/government/publications/sr2021-no-11-small-metal-recycling-facility-less-than-5000-tonnes-a-year/sr2021-no-11-small-metal-recycling-facility-guidance-for-schedule-2-site-plans-and-maps

For SR2021 No 12: www.gov.uk/government/publications/sr2021-no-12-vehicle-storage-depollution-and-dismantling-authorised-treatment-facility/sr2021-no-12-vehicle-storage-depollution-and-dismantling-authorised-treatment-facility-guidance-for-schedule-2-site-plans-and-maps

These plans are in addition to the site plan(s) that need to be provided in accordance with question 6b.

Now go to [section 6](#)

5c Deposit for recovery (SR2015 No 39)

Before you apply for a standard rules SR2015 No 39 permit, you should read the guidance at www.gov.uk/government/publications/deposit-for-recovery-operators-environmental-permits/waste-recovery-plans-and-deposit-for-recovery-permits.

We assess waste recovery plans (WRPs) to decide if the operation is a recovery activity. This assessment can take place before or after your application is submitted. However, we recommend that you send your WRP for assessment before applying. To do this, email your WRP to psc@environment-agency.gov.uk and include a note stating it is for pre-application assessment.

5c.1 Send us a copy of your waste recovery plan (WRP) that complies with our guidance at www.gov.uk/government/publications/deposit-for-recovery-operators-environmental-permits/waste-recovery-plans-and-deposit-for-recovery-permits.

Document reference

5c.2 Have we pre-assessed your WRP?

Yes

No – Now go to [section 6](#)

5c.3 Have there been any (non-administrative) changes to your WRP since the pre-application assessment?

No

Yes Provide a document that explains and justifies for the changes you have made

5 Information for certain standard rule permits, continued

Document reference

There is a separate charge for the assessment of each new, varied or revised WRP. This must be submitted with the WRP at the pre-application stage as part of the application.

For details of the charge see www.gov.uk/government/publications/environmental-permitting-charges-guidance/environmental-permitting-charges-guidance#waste-recovery-plans-wrps

Now go to [section 6](#)

5d Management of inert extractive wastes at mines and quarries (SR2009 No 8)

Tick the box to confirm that you have filled in the waste management plan checklist in [Appendix 2](#) of this form.

Now go to [section 6](#)

5e Management of extractive waste, not including a waste facility, generated from onshore oil and gas prospecting activities including drilling, coring, fall-off testing, acid wash and decommissioning but excluding any well stimulation or hydraulic fracturing, for the production of oil or gas, (using oil and water based drilling mud) (SR2015 No 1)

5e.1 Tick the box to confirm that you are using Waste Management Plan SR2015 No1: Ref. WMP3 (see www.gov.uk/government/publications/sr2015-no-1-onshore-oil-exploration).

5e.2 Provide an estimate of the total quantity of extractive waste to be generated

_____ tonnes

Now go to [section 6](#)

5f Discharges to surface water (SR2010 No 2 and SR2010 No 3)

5f.1 What date do you want the permit issued? (DD/MM/YYYY)

Your annual subsistence charge will start from the date your permit is issued. We can usually delay issuing your permit for up to 12 weeks from when you apply. After 12 weeks we will look to issue any permit, meaning charges will then become due.

5f.2 Give the name of the surface watercourse that the effluent will be discharged to

5f.3 Tick the box if we have confirmed that you can meet the nature conservation risk criteria.

You can do this by requesting a nature and heritage conservation screening report. You can do this by using our pre-application service at: www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit

For standard rules SR2010 No 3 permit applications, your maximum discharge volume must be:

- greater than 5 cubic metres per day

5 Information for certain standard rule permits, continued

- no more than 20 cubic metres per day

You should calculate your maximum daily discharge volume using: ‘Flows and Loads – 4, Sizing Criteria, Treatment Capacity for Sewage Treatment Systems’.

This can be downloaded from the British Water website at: www.britishwater.co.uk/page/Publications#wastewater%20treatment%20plant%20publications

Now go to [question 7d](#)

5g Low impact installations (SR2009 No 2 and SR2009 No 3)

5g.1 Complete the low-impact installation checklist in [appendix 1](#). Tick the box to confirm it has been filled in.

5g.2 Provide a document showing how you meet the criteria for a low-impact installation.

These criteria are set out in set out in [appendix 1](#).

Document reference

5g.3 For standard rules SR2009 No 2 permit applications only, provide the following details:

- a. the activity reference and description from the Environmental Permitting Regulations. These are found at Part 2 of Schedule 1 to the regulations (see www.legislation.gov.uk/uksi/2016/1154/schedule/1/part/2/made).

For example: Section 4.2, Part A(1)(a)(i) – producing inorganic chemicals such as gases.

- b. any extra detail that would help to describe your activity

For example: production of hydrogen by electrolysis of water.

5 Information for certain standard rule permits, continued

5h Non-hazardous waste recycling and transfer with asbestos and hazardous waste WEEE, batteries and cables (SR2022 No 4 and SR2022 No 5)

5h.1 Do you intend to store and transfer asbestos waste?

No

Yes – provide evidence of your asbestos qualification or registration when you complete section 7b. This applies if you are using the CIWM/WAMITAB scheme.

5h.2 Do you intend to store, transfer or treat specified waste outside?

Outdoor storage, transfer or treatment of wastes listed in table 2.3b of the rules must be minimum distances from sensitive receptors. Details of the distances and sensitive receptors are also in the relevant rule set. See **SR2022 No 4** and **SR2022 No 5**

No Go to question 5i.1

Yes Provide a scale plan showing the location of outdoor waste activities

Document reference for the plan

Now go to **question 5i.1**

5i Fire prevention plan

5i.1 Provide a Fire Prevention Plan (FPP) if you are applying to add or change to a standard rules permit listed in Table 3.

Document reference of FPP

Now go to **section 6**

5i.2 Provide an updated FPP if all the following apply:

- you have a standard rules permit listed in Table 3
- you want to change your site boundary
- the site boundary change will increase the fire risk

Document reference of updated FPP

Now go to **section 6**

5 Information for certain standard rule permits, continued

Table 3 – List of standard rules that require an FPP as part of the variation application	
Standard rule permit description	Standard rule reference
Car and vehicle dismantling	
Vehicle storage, depollution and dismantling (authorised treatment) facility	SR2015 No 13
Vehicle storage, depollution and dismantling (authorised treatment) facility	SR2015 No 17
Metal recycling, vehicle storage, depollution and dismantling (authorised treatment) facility	SR2015 No 18
Metal recycling, scrap metal and WEEE – not cars or vehicles	
Metal recycling and WEEE authorised treatment facility excluding ozone depleting substances	SR2015 No 3
Metal recycling site	SR2015 No 14
WEEE authorised treatment facility (ATF) excluding ozone-depleting substances	SR2015 No 15
Metal recycling site	SR2015 No 16
Storage or treatment of waste – recycling, dredging, clinical, soil, tyre shred or wood treatment	
Use of waste to manufacture timber or construction products	SR2015 No 24
Storage and mechanical treatment of end-of-life tyres for recovery	SR2021 No 13
Storage and mechanical treatment of waste mattresses for recovery	SR2021 No 14
Storage and mechanical treatment of waste paper, cardboard and plastic for recovery	SR2021 No 15
Materials recycling facility	SR2022 No 7
Waste transfer station or amenity site with or without treatment	
Non-hazardous waste recycling with asbestos, hazardous batteries, cable and WEEE storage	SR2022 No 4
Non-hazardous waste transfer with asbestos, hazardous batteries, cable and WEEE storage	SR2022 No 5
Household waste recycling centre	SR2022 No 6

For guidance on fire prevention plans see: www.gov.uk/government/publications/fire-prevention-plans-environmental-permits

6 General information

This section is not applicable for mobile plant permit applications. Go to [section 7](#) instead.

6a Applying for more than one standard rule set on the same site, or on the same site as a bespoke permit

Are you applying:

- for more than one standard rule set
- to add a standard rule set to a site that already has one
- to add a standard rule set to a site that has a bespoke permit

6 General information, continued

No Go to [question 6b](#)

Yes Provide a document demonstrating how the activities meet the criteria in the guidance box below.

Document reference

Criteria for more than one standard rule set on the same site, or on the same site as a bespoke permit

The following applies to waste operation and installation standard rules.

You should not apply for more than one standard rule to split a single operation. A standard rules permit is an option where the risks from discrete activities are known. Where multiple interconnected activities take place, the risk increases. This means the generic risk assessments no longer apply. A standard rules permit is no longer appropriate in those situations.

If you want more than one standard rule set on the same site, or on the same site as a bespoke permit, the activities must:

- be discrete and self-contained
- be operated with no shared pollution prevention infrastructure including fire quarantine areas
- have no cross contamination or mixing of wastes
- have no transfer of waste between activities
- not take place on an installation where aggregated capacities are applicable

For more information on installation activities and capacity aggregation rules see: www.gov.uk/government/publications/rgn-2-understanding-the-meaning-of-regulated-facility

If you want to carry out multiple interconnected activities on the same site, you need to apply for a bespoke permit. If you already have a bespoke permit, you will need to apply to vary it.

Exceptions

The exceptions to the above are:

- standard rule sets SR2015 No1 (management of extractive waste from onshore oil and gas prospecting activities) and SR2014 No4 (NORM waste from oil and gas production) where the risks from the interconnected activities have been considered together
- adding standard rule set SR2024 No 1 to an existing Part A(1) installation to allow research and development activities

Now go to [question 6b](#)

6b Provide a revised site plan

Provide a plan that identifies all the land on which your activities will take place. See the guidance box below for what needs to be included on the plan.

Document reference or references

6 General information, continued

An example site plan is shown in [appendix 4](#).

You can send us electronic copies of your plan. Alternatively, you can send us a paper copy provided it is either A3 or A4 size. For both formats, the plan must be legible at A4 size, drawn to scale and include a scale bar. The plan should also include a date, a reference and local features.

For installations, waste and mining waste operations your site plan must also:

- identify all the land on which your activities will take place
- clearly show the outline of the site in a green colour

For water discharge activity permits your site plan must also show:

- the point where the sewage is discharged to the receiving surface water
- the sewage treatment plant
- the sample point

Where the activities are part of a larger site, the plan should show the whole site. Outline the area subject to the standard rules in green. This could be important when considering the proximity of the site to sensitive receptors.

If you are applying for more than one standard rules set, outline the area each activity takes place. Annotate the plan to make it clear which rule set will take place in which area.

Copyright

Please note that some plans and maps will be copyright. Unless you are using your own maps or plans or have paid for the copyright (for example with Ordnance Survey) you may not have the right to reproduce the map or plan.

Now go to [question 6c](#)

6c Site condition report

For Part A(1) installations, review your site condition report and update as necessary.

For site based waste standard rule facilities, we recommended you produce and maintain a site condition report. Do not submit it as part of your permit application.

You do not need a site condition report for:

- mining waste facilities (as specified in the Mining Waste Directive)
- mobile plant permits
- stand-alone water discharge activities (except standard rule SR2024 No 1)
- Standard rule permit SR2024 No 1: Research and Development at a Part A(1) Installation

The questions in this section only apply to Part A(1) installation permits.

Go to [section 7](#) for all other facility types.

6c.1 Are you proposing to make any of the following changes to your installation:

- extend the site boundary of a standard rule permit listed in [table 4](#)
- add a standard rule set or facility to your permit (except standard rule SR2024 No 1)

6 General information, continued

No Go to [section 7](#)

Yes Go to [6c.2](#)

6c.2 Tick the box to confirm you have updated your site condition report and stage 1 to 3 assessment to include the new area.

Table 4 – List of installation standard rule permits that require a site condition report and stage 1 to 3 assessment	
Standard rule description	Standard rule reference
Anaerobic digestion including use of the resultant gas and storing digestate	
Anaerobic digestion facility, including use of the resultant biogas – Part A installation	SR2021 No 6
On-farm anaerobic digestion facility using farm wastes only, including use of the resultant biogas – Part A installation	SR2021 No 8
Composting, sewage or sludge treatment, biogas	
Composting in open systems – Part A installation	SR2021 No 1
Composting in closed systems – Part A installation	SR2021 No 4
Anaerobic digestion of non-hazardous sludge at a wastewater treatment works, including the use of the resultant biogas – Part A installation	SR2021 No 10
Mining, oil and gas	
Storage and handling of crude oil arising from onshore oil and gas exploration and production activities	SR2015 No 2
Storage or treatment of waste – recycling, dredging, clinical, soil, tyre shred or wood treatment	
Treatment of Incinerator Bottom Ash (IBA) – Part A installation	SR 2012 No 13
Low Impact Part A Installation	
Low impact Part A installation	SR2009 No 2
Low impact Part A installation for the production of biodiesel	SR2009 No 3

Site condition reports

For site condition report guidance and a template see:

www.gov.uk/government/publications/environmental-permitting-h5-site-condition-report.

You must maintain your site condition report during the life of your permit. Review and update your site condition report on a regular basis and when anything changes. This will help show how you have protected land and groundwater when surrendering your permit.

Stage 1 to 3 assessments

If you do not already have a stage 1 to 3 assessment, you will need to carry one out.

For guidance on carrying out a stage 1 to 3 assessment, see ‘EC Commission Guidance concerning baseline reporting (2014/C 136/03)’ ([https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52014XC0506\(01\)&from=EN](https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52014XC0506(01)&from=EN))

We have also produced a stage 1 to 3 assessment guidance document with worked examples. To request a copy, contact our pre-application service and ask for ‘Installations basic pre-application advice.’ See: www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit

6 General information, continued

If your stage 1 to 3 assessment identifies a pollution risk to soil and groundwater, it is unlikely you will qualify for a standard rules permit. You should seek further advice under our enhanced pre-application service. See: www.gov.uk/guidance/get-advice-before-you-apply-for-an-environmental-permit

Waste exemptions

Waste exemptions are changing, meaning that exemptions registered at sites operating under a permit, or where there is a direct link, will be invalid. Defra's [consultation consultation – www.gov.uk/government/consultations/reducing-crime-at-sites-handling-waste-and-introducing-fixed-penalties-for-waste-duty-of-care/outcome/supplementary-government-response-supplementary-response-document](https://www.gov.uk/government/consultations/reducing-crime-at-sites-handling-waste-and-introducing-fixed-penalties-for-waste-duty-of-care/outcome/supplementary-government-response-supplementary-response-document) and associated [annexes – www.assets.publishing.service.gov.uk/media/65201b3c2548ca0014ddeec0/waste_exemptions_government_response_annex.pdf](https://www.assets.publishing.service.gov.uk/media/65201b3c2548ca0014ddeec0/waste_exemptions_government_response_annex.pdf) explain these changes.

Changes to waste exemptions are expected to take place during 2025, but timescales have not been finalised.

Now go to [section 7](#)

7 Your ability as an operator

If you are applying to add a waste operation standard rule or facility to a permit that has not previously had one, you will need to complete all of section 7.

For standalone water discharge activities, go to [question 7d](#).

For any other changes, fill out the questions in this section as shown in the accompanying guidance notes.

7a Relevant convictions

Complete section 7a if you are applying to add an installation, waste or mining waste operation to a permit that has not had one before. Otherwise go to [section 7b](#).

It does not apply to applications from public bodies or government departments.

For a list of relevant convictions and relevant people see: www.gov.uk/government/publications/relevant-conviction-guidance-for-permit-applications-for-waste-activities-and-installations-only

Do you, or any other relevant person, have any unspent relevant convictions?

No Go to [section 7b](#)

Yes Provide the details below

7 Your ability as an operator, continued

Name of the relevant person

Title (Mr, Mrs, Miss and so on)

First name

Last name

Position held at the time of the offence

Name of the court where the case was dealt with

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. Tell us below the reference number you have given the extra sheet.

Tick this box to confirm you have provided dates of birth for each relevant person in **appendix 3**.

Now go to **section 7b**

7b Technical ability

Complete section 7b if:

- you are adding a waste operation to a permit that has not had one before
- your changes will affect your current technical competence requirements

Otherwise go to **section 7c**

We need to be satisfied that you will have sufficient technical ability to operate your changed activities.

To demonstrate your technical ability, you must comply with one of the government approved technical competence schemes. The two schemes currently approved are:

- Chartered Institute of Wastes Management/Waste Management Industry Training and Advisory Board (CIWM/WAMITAB) scheme: ciwmquals.co.uk/competence/.

7 Your ability as an operator, continued

- Energy and Utility Skills/Environmental Services Association/ (EU skills/ESA) scheme: www.euskills.co.uk/about/our-industries/waste-management/competence-management-system/.

7b.1 Which technical competence scheme are you using?

Tick the scheme(s) you are using to demonstrate your technical competence.

CIWM/WAMITAB. Go to [question 7b.2](#)

EU skills/ESA. Go to [question 7b.3](#)

7b.2 CIWM/WAMITAB scheme

The information you provide in this section must be for the person(s) providing technical competence when the permitted activities start.

If you are applying for more than one standard rules set on the same site, you will need the relevant qualification for each of the standard rules.

Provide the following information for each technically competent manager (TCM).

Use a separate sheet to provide the information for each TCM where more than one is being provided.

Document reference for continuation sheet, (if applicable):

a. Details of the technically competent manager

Title (Mr, Mrs, Miss and so on)

First name

Last name

Phone

Email

Tick this box to confirm you have provided the date of birth for the TCM in [appendix 3](#).

Complete table 5 for any other sites where the manager provides technical competence. This includes permits held by other operators and any other sites where they are intending to provide technically competent management.

Continue on a separate sheet as required.

7 Your ability as an operator, continued

Table 5		
Permit number	Site address	Postcode

Document reference for the extra sheet (if applicable)

For information on how much time the TCM must be on site, see: www.gov.uk/guidance/legal-operator-and-competence-requirements-environmental-permits#how-much-time-your-technically-competent-manager-must-be-on-site.

b. Provide evidence of relevant technical competence

Tick the document(s) you are submitting to show evidence of technical competence. The original and continuing competence must be relevant to the rule set you are applying for.

Primary competence qualification

a copy of the primary competence qualification certificate(s)

copy of current continuing competence certificate(s). This is required when the original qualification is over 2 years old.

Deemed competence

evidence of deemed competence and current continuing competence certificate(s)

Environment Agency assessed competence

evidence of passing an Environment Agency assessment and current continuing competence certificate(s)

Transitional provisions (for previously exempt activities)

generic knowledge test certificate and current continuing competence certificate(s).

The generic knowledge test option only applies to managers nominated under the 2010 exemption transitional arrangements.

7b.3 EU skills/ESA scheme (if applicable)

Provide evidence of technical competence

Tick this box to confirm you have included a copy of your Competence Management System (CMS) certificate and any appendices.

7 Your ability as an operator, continued

Now go to [section 7c](#)

7c Finances

Complete section 7c if you are applying to change or add an installation, waste operation or mining waste operation.

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

No Now go to [section 7d](#)

Yes – Provide 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 contact a credit reference agency for a report about your business's finances.

Information on how we use your personal information to support environmental permitting can be found at: www.gov.uk/guidance/environmental-permits-privacy-notice

Now go to [section 7d](#)

7d Management systems (all applications)

This section must be completed for all applications.

You must have an effective, written management system in place that identifies and reduces the risk of pollution. You can show this by using a certified scheme or your own system. For guidance on developing a management system see: www.gov.uk/guidance/develop-a-management-system-environmental-permits

You must regularly review and update your management system, including:

- when you make changes to your site, operations or equipment that affect the activities covered by your permit
- whenever you apply to change (vary) your permit

If you have a management system covering more than one site, it must explain what happens at each site. It must identify which parts of the management system is applicable at each site.

For waste and installation activities only: your management system must also explain your resilience to climate change. See www.gov.uk/guidance/climate-change-risk-assessment-and-adaptation-planning-in-your-management-system

For small sewage treatment activities only: your management system must ensure that your sewage treatment system is maintained and run effectively.

7d.1 Tick this box to confirm that you have read the guidance and that your management system will meet our requirements.

7d.2 What management system are you using?

ISO 14001:2015

BS 8555 (Phases 1–5)

BS EN ISO 14005:2019

Green Dragon

EMAS Global

Own management system

Other

Now go to [section 9](#)

8 Removal of an entire standard rule activity

You can use this form to remove an entire standard rule activity from your permit (as a minor variation). This only applies if you are not reducing the area of land your permit covers. If you want to reduce the site area as well, you will need to surrender that part of the permit.

For further information on surrendering part of your permit see: www.gov.uk/guidance/change-transfer-or-cancel-your-environmental-permit#cancel-surrender-your-permit

Provide details in the box below and tell us which standard rule activity you want removed.

Now go to [section 9](#)

9 How to contact us

If you have difficulty using 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.gov.uk/government/organisations/environment-agency

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.

Feedback

You don't have to answer this part of the form, but it will help us improve our forms if you do.

We want to make our forms easy to fill in and easy to understand. Please use the space below to give us any comments you may have about this form.

How long did it take you to fill in this form?

Would you like a reply to your feedback?

Yes please

No thank you

Appendix 1: Low impact installation checklist

Guidance for applicants on low impact installations

The Industrial Emissions Directive (IED) requires us to permit all installations regardless of their potential for environmental harm.

Consequently, we have developed the Low Impact Installation (LII) approach. If the criteria for LII are met, then a simpler permitting approach is adopted but all other aspects of the Environmental Permitting Regulations (EPR) still apply. A LII standard rules permit can be applied for if the activities meet both the LII and relevant rules set criteria. LII sites are expected to require minimal regulatory effort by our staff.

For standard rules permits, such reduction in regulatory effort is reflected in lower permitting charges for operators. The low impact qualifying criteria are demanding, as they are not designed to circumvent the purposes of the IED Directive or the EP Regulations that implement them.

We do not consider the following waste activities under Schedule 1 of the Environmental Permitting Regulations to be eligible for the low impact approach:

- Section 5.1 – Incineration and co-incineration of waste
- Section 5.2 – Disposal of waste by landfill
- Section 5.3 – Disposal or recovery of hazardous waste, (except for standard rules SR2012 No 13 for the treatment of incinerator bottom ash)
- Section 5.4 – Disposal, recovery or a mix of disposal and recovery of non-hazardous waste (except for standard rules SR2009 No 2 for the regeneration of ion exchange resins)
- Section 5.6 – Temporary or underground storage of hazardous waste

Requirements on the operator

If you can comply with this guidance you may pay the lower subsistence charge, as set out in our charges scheme. You must first demonstrate through your permit application that your installation can only have a low impact on the environment. We will check that the application is duly made and meets the low impact criteria set out in this guidance. If we do not agree that the installation meets these criteria, we will not proceed to determine the application. Your application will be returned, and you will be advised to apply for a bespoke permit.

Your response to question 4g must show in sufficient detail that your installation meets each of the criteria set out below.

The permit that we issue to an operator of a LII will contain a rule set that meet the requirements of the Environmental Permitting Regulations. The permit will also aim to ensure that an installation is operated in such a way that all appropriate measures are taken to avoid pollution, in particular through the application of best available techniques (BAT) and achieving a high level of protection of the environment as a whole. The operator will be required to report each year that the installation is operating within the low impact criteria.

Appendix 1: Low impact installation checklist, continued

If you are applying for a standard rule that is a low impact installation, you must complete this checklist.

Low impact installation criterion (see guidance box below)	Section of supporting document that shows how your proposed activity meets the LII criterion	Do you meet LII criterion?
A – Management techniques		Yes No
B – Waste water		Yes No
C – Abatement systems/releases to air		Yes No
D – Emissions to groundwater		Yes No
E – Waste production		Yes No
F – Energy consumption		Yes No
G – Accident prevention		Yes No
H – Noise		Yes No
I – Emissions of polluting substances		Yes No
J – Odour		Yes No
K – Compliance history		Yes No

If you answered 'No' to any of the above questions, your installation does not qualify as low impact. You will need to apply for a full bespoke permit for this activity.

Appendix 1: Low impact installation checklist, continued

Determination of low impact installations

We will determine what constitutes a low impact installation according to the principles set out below. You must demonstrate to our satisfaction that such is the nature of the installation, there is no reasonable likelihood that you will fail to meet any of these criteria.

- A. **Management techniques:** All the criteria described below must be met without having to rely on significant management effort. In other words, the installation intrinsically must have only a low environmental impact, including under start up, shut down, or abnormal operating conditions.
- B. **Waste water:** The installation must not release more than 50 m³ per day of waste water from process activities conducted at the installation. No account need be taken of the volume of water exported from the installation as product. Characterise and quantify any aqueous effluents released from the installation on a daily basis and provide justification that the installation releases no more than 50 m³ per day.
- C. **Abatement systems/releases to air:** The installation must comply with the criteria in this guidance without having to rely on active abatement for releases to the environment outside of any buildings. Releases must not be dependent on continuing or correct operation of equipment, where failure of active pollution prevention systems could result in an unacceptable external release. For example, if the installation depends on active abatement in the form of scrubbers, filters or electrostatic precipitators to achieve the releases to the environment set out in this guidance, it is unlikely that it can be treated as having only a low potential for impact. However, abatement systems installed solely for the protection of workers (where abatement is not to attenuate external environmental releases) need not be included in this assessment.
- D. **Emissions to groundwater:** There must be no planned or fugitive emission from the permitted installation into the ground, or any soakaway. This does not preclude the discharge of clean rainwater run-off into soakaways.
- E. **Waste production:** The installation must not produce more than one tonne of waste or 10 kg of hazardous waste per day, averaged over a year, with no more than 20 tonnes of waste or 200 kg of hazardous waste being produced in any one day.
- F. **Energy consumption:** The installation must not consume energy at a rate greater than 3 MW or, if the installation uses a combined heat and power installation to supply any internal process heat, 10 MW. These limits apply to the sum of energy imported as electricity and produced on site through the combustion of fuels.
- G. **Accident prevention:** You must have in place satisfactory containment measures to prevent fugitive emissions to surface water, sewer or land and ensure that these are adequately maintained at all times. This requirement applies to all substances present on site and in any quantity.
- H. **Noise:** There must be only a low potential for causing offence due to noise. An installation will not be considered as a low impact installation if it may give rise to noise noticeable outside the installation boundary. This requires the exercise of judgement, taking account of any history of noise complaint arising from the installation and consideration of the likely offsite noise levels and proximity of sensitive receptors. Describe the main sources of noise from the installation; the nearest noise sensitive locations; any relevant noise measurement surveys which have been undertaken and the proposed techniques and measures for the control of noise. Provide justification that there is only a low potential for offence due to noise.

Appendix 1: Low impact installation checklist, continued

- I. **Emissions of polluting substances:** Justify that there will be no likelihood of a release to the environment of any particular substance from the whole installation at a rate greater than that determined as insignificant as set out in our guidance note (see www.gov.uk/guidance/control-and-monitor-emissions-for-your-environmental-permit).

Describe the nature, quantities and sources of foreseeable emissions from the installation.

- J. **Odour:** There must be only a low potential for giving offence due to odour. An installation will not be considered as a low impact installation if it may give rise to an offensive smell noticeable outside the installation boundary. This requires the exercise of judgement, taking account of any history of odour complaint from the installation and whether this class of activity is known by experience to give rise to smells. A significant possibility or actual history of excursions or fugitive emissions, for example from stored materials, would suggest that the installation could not be treated as having a low impact. Provide details of potential sources of odour from the installation, for example from stored materials, and justify that there is only a low potential for offence due to odour.
- K. **Compliance history:** If any of the following enforcement actions have taken place at the same installation under the same management (and where appropriate, have not been overturned on appeal), then it will not normally be considered further as a low impact installation:
- prosecution*
 - formal caution*
 - suspension notice*
 - enforcement notice relating to an actual or potential environment incident*

* (All under EPR or the equivalent under previous environmental regimes)

Appendix 2: Waste management plan checklist for standard permit applications for mining waste operations

This appendix must be completed for standard rules SR2009 No 8 – ‘the management of inert wastes and unpolluted soil resulting from the prospecting, extraction, treatment and storage of mineral resources and the working of quarries, at mines and quarries.’

Answer the questions in the appendix 2 checklist below. We may ask you for further details if you answer ‘No’ to any question.

Appendix 2 checklist	
Questions	Answer
Do you have a waste management plan that you will operate to for the minimisation, treatment, recovery and safe disposal of extractive waste?	Yes No
Is it available for inspection by the Environment Agency on request?	Yes No
If the waste will be deposited, or will accumulate in a waste facility, does your waste management plan provide justification that it is not a Category A facility?	Yes No
Does your waste management plan characterise the waste in accordance with Annex II of the Mining Waste Directive?	Yes No
Does your waste management plan confirm that the waste is inert?	Yes No
Does your waste management plan provide an estimate of the total quantity of extractive waste to be generated during the operational phase?	Yes No
Does your waste management plan describe the operation generating the waste and any subsequent treatment of the waste?	Yes No
Does your waste management plan contain a description of how the environment and human health could be adversely affected by the deposit of extractive waste and the preventive measures that you will take to minimise the environmental impact during operation and after closure, including any control and monitoring procedures? Note: the plan should include, but not be limited to, selection of the location of the facility, preventive measures to minimise dust, noise, vibration and the run-off of waste from the activities.	Yes No
Does your waste management plan contain a proposed plan for the closure of the site?	Yes No
If you operate a mining waste facility, does your waste management plan contain a survey of the condition of the land to be affected by the waste facility?	Yes No N/A

Does the mining waste operation include one or more inert mining waste facilities?

No

Yes – give the number of inert mining waste facilities

Appendix 3: Date of birth information for relevant offences and/or technical ability questions only

Date of birth information in this appendix will not be put on our Public Register.

1 Relevant Offences – date of birth information for each relevant person.

Give the following details if you have answered 'Yes' to question 6a.

Name of relevant person 1

Date of birth (DD/MM/YYYY)

Name of relevant person 2

Date of birth (DD/MM/YYYY)

Name of relevant person 3

Date of birth (DD/MM/YYYY)

Name of relevant person 4

Date of birth (DD/MM/YYYY)

2 Technical competence – date of birth information for each technically competent manager

Give the following details (relevant waste operations only)

Name of technically competent manager 1

Date of birth (DD/MM/YYYY)

Name of technically competent manager 2

Date of birth (DD/MM/YYYY)

Appendix 3: Date of birth information for relevant offences and/or technical ability questions only, continued

Name of technically competent manager 3

Date of birth (DD/MM/YYYY)

Name of technically competent manager 4

Date of birth (DD/MM/YYYY)

Appendix 4: Example site plan

