



## **Registration of T3 and T7 Exempt Waste Operations**

### **Local Authority Pollution Prevention and Control**

**Pollution Prevention and Control Act, 1999**  
**Environmental Permitting (England and Wales) Regulations 2016**

#### **Introduction**

##### **When to use this form**

The Environmental Permitting (England & Wales) Regulations 2016 requires that most activities which manage waste should have a permit. However, there are some 'exemptions'. Exemptions are waste operations that do not need a permit, but do need to be registered and are subject to a lighter touch regulation.

Most waste exemptions are registered by the Environment Agency and you should only use this form to register waste exemptions T3 (treatment of waste metals and alloys by heating for the purposes of removing greases etc) or T7 (treatment of waste brick, tiles and concrete by crushing, grinding or reducing in size) which are registered by us as the Local Authority where the activity will be carried out, or as your principal place of business in the case of waste mobile plant.

You can register as many waste exemptions as you want on this form. You can register other locations for the same exemptions by attaching a sheet with the locations listed. If you want to register different exemptions at more than one location you must make separate applications.

##### **Guidance and where to find it**

The guidance on waste exemptions and related core guidance on the Environmental Permitting (England & Wales) Regulations 2016 is available on the DEFRA website at:

<http://www.defra.gov.uk/environment/quality/permitting/>

or contact us:

**Environmental Health,  
Newark & Sherwood District Council,  
Castle House,  
Great North Road,  
Newark,  
NG24 1BY.**

**Telephone:** 01636 650000 **or Email:** [environmental.health@nsdc.info](mailto:environmental.health@nsdc.info)  
(mark for attention of Pollution Team)

**How much does it cost?**

There is no charge for registering these exemptions

**How do I register?**

Step 1 Read the guidance;

Step 2 Fill in parts A and B;

Step 3 Read the information in parts C and D;

Step 4 Complete parts E and F;

Step 5 Return the form to us at the address above.

**What happens when we receive your form?**

When we receive your form we will enter the information on our system and confirm with you that your exemption is registered. We have 5 working days to register your exemption.

Registration lasts for 3 years. In this time you will need to keep detailed records of operations and make them available to the Council who will inspect operations periodically. After this time you will need to renew your exemptions. In the meantime you can make changes to your registration by contacting us as above. You should also contact us if you change any of the contact details for your exemption.

For Local Authority	Application Reference:	Officer Reference:	Date received:

**A1 Your organisation**

Please provide the information requested below about your organisation, that is whoever is applying for the exemption and will be responsible for the exempted sites or plant.

**A1.1 Individual**

Name \_\_\_\_\_

Title (Mr Mrs Ms Miss Dr) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Or

**A1.2 Company / trading / business / organisation name**

\_\_\_\_\_

Registered Office address

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Principal Office address (if different)

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Company registration number

\_\_\_\_\_

**A2 Who can we contact about exemption?**

You must provide a contact name for the registration. As we will send all correspondence to the contact, please provide full details of the postal and email addresses, phone and fax numbers.

Name \_\_\_\_\_ Title (Mr Mrs Ms Miss Dr) \_\_\_\_\_

Position \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone number \_\_\_\_\_

Fax number \_\_\_\_\_

email address \_\_\_\_\_

**B1 Exempt operations**

**B1.1 Where the operation takes place**

This is the place where the exemptions you tick below will be carried out. You should enter a postal address including postcode. If you do not have this you must provide an accurate 12 digit Ordnance Survey national grid reference. If you are registering an exemption for waste mobile plant please go to question B1.2.

If you want to register more than one location for these exemptions, please attach a separate sheet listing the same information for each extra location.

If you want to register different exemptions at more than one place, please make a separate application.

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Grid reference (if you do not have a postal address): \_\_\_\_\_

**B1.2 Are the exemptions for waste mobile plant\*?**

Yes  No

\*Waste mobile plant is defined in Regulation 2(1) of the Environmental Permitting (England & Wales) Regulations 2016 and full information can be found at:

<https://www.legislation.gov.uk/uksi/2016/1154>

You should only register an exemption with us for waste mobile plant if your principal place of business is in the Newark & Sherwood District Council area.

### **B1.3 Details of exempt waste operations**

Please tell us which waste exemption you want to register.

T3 (Treatment of waste metals and alloys by heating for the purposes of removing greases etc)

T7\* (Treatment of waste brick, tiles and concrete by crushing, grinding or reducing in size)

\* To register as a T7 exempt waste operation the activity must be determined to be trivial within the meaning of paragraph 6(3) of Part 1 of Schedule 1 of the Environmental Permitting (England & Wales) Regulations 2016 and therefore not require a Part B environmental permit. Guidance is available on the definition of triviality in the [General Guidance Manual on Policy and Procedures for A2 and B Installations](#).

The T7 activity must also not process more than 20 tonnes per hour and/or store greater than 200 tonnes of waste material. If you exceed, or are likely to exceed, these quantities then an environmental permit will be required. If Newark & Sherwood is your principal place of business then contact us as shown above so we can discuss permit requirements (a fee applies). Otherwise you will need to contact your home authority.

### **C1 Warning**

You must read this section before ticking the declaration in part F and sending your form to us. You must have the authority of the organisation that will carry out the exempt operation to send us this notice on their behalf.

Ticking the declaration confirms that you have read the guidance, understood and accepted the specific conditions and limits of the exemption and that your operation will keep to them. You will also be confirming that you will carry out your exemptions without putting human health in danger or causing harm to the environment. **If you are registering waste exemptions, this means in particular that you must operate without:**

- a) causing a risk to air, soil, plants or animals;**
- b) causing a nuisance through noise and odours; and**
- c) negatively affecting the countryside or places of special interest.**

You may need to have extra controls over and above the one shown in the exemptions to make sure this happens. If the site where you plan to carry out the operation is undeveloped, you should make sure that it will not affect any protected sites such as European Sites or Sites of Special Scientific Interest (SSSI's) or any protected species. It is less likely if your operation is based on, for example, an existing industrial site. However, you should still make some assessment.

More information on protected sites and species is available on the Natural England website at [www.naturalengland.org.uk](http://www.naturalengland.org.uk)

## **D1 Data Protection**

The information you give will be used by the Local Authority to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and or disclose any of the information you give us in order to:

- consult with the public, public bodies and other organisations,
- carry out statistical analysis, research and development on environmental issues,
- provide public register information to enquirers,
- make sure you keep to the conditions of your permit and deal with any matters relating to your permit
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- offer you documents or services relating to environmental matters,
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows)
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/ representatives who we ask to do any of these things on our behalf.

## **E1 Confidentiality**

**E1.1 Is there any information in the application that you believe should be kept from the public register on the grounds of national security ?**

Yes No

Do not write anything about this information on the form. Please provide full details on separate sheets, plus provide a copy of the application form to the Secretary of State/Welsh Ministers for a Direction on the issue of National Security.

## F1 Declaration

Your contact for the application must tick the declaration section. This must be the operator or their agent.

It is an offence under Regulation 38 of the EP Regulations to:

- make a false statement which you know to be false or misleading in a material particular,
- recklessly make a statement which is false or misleading in a material particular.

If you make a false statement

- we may prosecute you, and
- if you are convicted, you are liable to a fine or imprisonment (or both).

### F1.1 Signature of contact

I declare that the information provided on the notification form is correct

Signature \_\_\_\_\_

Name \_\_\_\_\_ Title (Mr Mrs Ms Miss Dr) \_\_\_\_\_

Position (if applicable) \_\_\_\_\_

Date \_\_\_\_\_