



**Cyfoeth  
Naturiol**  
Cymru  
**Natural  
Resources**  
Wales

# **Environmental Permitting Charging Guide**

## **2022/23**

**Effective from 1 April 2022**

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# 1. Introduction

This guide helps explain how and why we charge for obtaining and maintaining permits made under the Environmental Permitting Regulations as well as other regulatory fees and charges.

The guide should be read in conjunction with the Environmental Permitting Charging Scheme which contains relevant charging tables and legal definitions.

The Environmental Permitting Charging Scheme covers the following activities:

- Installations
- Waste Operations
- Mining waste
- Mobile plant
- Groundwater activities
- Water discharge activities and groundwater activities (point source)
- Flood risk activities
- Radioactive substances activities
- Medium Combustion Plant and Specified Generator activities

Other fees and charges include:

- Waste carriers, brokers, and dealers
- Exempt waste operations
- International waste shipments
- Producer responsibility
- Trans frontier Shipment of Radioactive Waste and Spent Fuel Regulations 2008

If you are or intend to carry out activities permitted by Natural Resources Wales not covered by this scheme you should check relevant schemes available on our website to see what charges may be applicable.

# Part A

## 2. Our Charges

This section helps you gain a broader understanding of our charging framework and work through the principles before applying them to a specific case. We explain our approaches to proportionate regulation, our charging scheme, Operational Risk Appraisal (OPRA) and our risk-based approach to charging; providing an overview of the different tiers of regulation we use and how these combine to generate the charges payable.

It is important that our regulation and charging proportionate to the environmental risk posed by the activity. The types of permit and our charges reflect the effort required for us to permit and monitor compliance based on activity risk. Location, complexity, activity type and operator performance all influence the risk posed. Through our charging scheme, we want to encourage good environmental performance and ensure our charges reflect the level of regulatory effort required.

### 2.1 Basis for charging

We raise charges under a range of legal instruments to recover the costs of our regulatory activity. Some of this is directly listed in the legislation we are applying, such as the Environmental Permitting Regulations 2016; or in other cases, it is levied under our general powers in the Natural Resources Body for Wales (Establishment) Order 2012 to charge for services provided.

### 2.2 Getting and changing permits

Throughout this guide we use specific terms to define activities for which we may charge.

To get a new permit you need to make an **application**.

If you have a permit, every time you want to change something in the permit you need to apply for a **variation**. This may include making significant changes to what you do, where you do it or the types of activity. When changes happen, we need to assess what that may do to the local environment to ensure it is safe.

If you want to change who is doing the activity, you need to apply for a **transfer**. When this happens, we need to ensure that the new person has all the fit and proper resources to do the job well. The only time this isn't needed is where it is the same company with the same registered company number.

Finally, the time may come when you want to permanently stop the activities in your permit. We need to check that the environment is left in as good or better state than when the operation started. To do this you need to apply for a **surrender**.

Permit application forms can be obtained from our website or as a hard copy by phoning 0300 065 3000.

## 2.3 Types of permit

The permits we issue under the Environmental Permitting Regulations fall into three broad categories.

**Exemptions** are those operations that need some form of registration but do not have a specific permit. This continues as long as what is being done meets the requirements of the exemption and any required fee is paid.

**Standard Rules permits** are higher risk operations than exemptions needing more controls to prevent the environment being harmed. These permits are made up of standard rule sets and can be issued when our published criteria are met. To get a standard rules permit you must apply to us, supplying the information published on our website. You have to pay to get a standard rules permit as well as when you want to vary, transfer, or surrender it.

**Bespoke permits** are required where we have to go through a site-specific risk assessment of what you're proposing to do. We do this to make sure the right level of controls are in place so that health and the environment are not harmed. Typically, they will deal with the higher risk activities or more hazardous materials in any sector, although in certain cases lower risk facilities may still need a bespoke permit.

## 2.4 Operational Risk Appraisal (OPRA) Scheme

To make sure that we look after the environment we need to be able to put more of our effort into the higher-risk activities and poor performers. Operational risk appraisal (OPRA) is a way of assessing risk that helps us do this. We use it to:

- help us plan how to use our resources;
- report on how the activities we regulate are performing; and
- work out charges.

The OPRA scheme uses the five 'attributes' of Complexity, Emissions and inputs, Location, Operator performance and Compliance rating which gives your OPRA band rating. A higher banding means you need more regulatory effort because of the increased environmental risk of your activities and to help you keep to the conditions in your permit. Regulatory effort means the work we do during the permitting stage and to assess how well you meet these conditions. This can include visits to your site to give advice or to assess how you are doing, checking information against your permit, or auditing your management system.

## 2.5 Charging structure and Unified Charging Framework (UCF)

Our charging structure reflects risk posed by registered and permitted activities to the environment. We divide the level of risk and required regulation into three 'Tiers'.

We have developed the UCF as a common charging structure, built on the same three permitting tiers used in OPRA and used in the structure of this document. Charges within this charging scheme fit within this generic UCF.

**Tier 1-** Low risk activities which require registration but do not attract a charge fall into Tier 1.

**Tier 2-** The level of risk of Tier 2 activities is generally higher than for registrations. Tier 2 also includes some registrations where they attract a charge.

The activities fall into one of a number of bands, based on the principles of OPRA. The charge assigned under the UCF reflects the level of regulatory effort needed and may be subject to an adjustment based upon the compliance rating. Tier 2 charges generally apply to permits subject to standard conditions and a specific group of lower risk bespoke permits; for example:

- registrations (where we need to decide whether to accept the registration)
- standard rule permits
- fixed condition licences (bespoke conditions, no new applications)
- some lower risk waste operations and installations (bespoke conditions)
- some mining waste operations (bespoke conditions)
- some mobile plant operations and radioactive substances activities
- the majority of groundwater activities for land spreading discharges
- medium combustion plant and specified generator activities (bespoke conditions)

**Tier 3-** Tier 3 covers facilities requiring more detailed and individually tailored bespoke permits where the charges are generally calculated using the full OPRA profile for that permit type (or in the case of radioactive substance activities charged on a time and materials basis). The actual charge is calculated using the relevant charge multiplier and the OPRA score. Some fixed charges may also apply for minor technical variation or low risk surrender work.

Examples of bespoke permits can include:

- some installations
- some waste operations
- some mining waste operations
- some mobile plant operations
- radioactive substances facilities that have nuclear activities or are permitted to receive low level radioactive waste for disposal into land at the permitted facility.

## 2.6 Charges falling outside of the UCF

The Environmental Permitting Charging Scheme contains some charges that do not wholly reflect UCF charging arrangements, these include:

- International waste shipments, waste electrical and electronic equipment, waste batteries and accumulators, and charges under Transfrontier Shipment of Radioactive Waste and Spent Fuel Regulations 2008 are all fixed charges unrelated to permits.
- Subsistence<sup>1</sup> charges for tier 3 bespoke waste operation and mining waste operations – this charging scheme continues to use the tables of waste charges from earlier waste management licensing schemes. These fixed charges are modified by the relevant compliance rating.
- Charges for tier 3 radioactive substance activities on nuclear licensed sites and all radioactive substances facilities permitted to receive low level radioactive waste for disposal into land at the facility – charges are on a time and materials basis.

## 2.7 Invoicing

In most cases, we will send your invoice during April; our charging year being the financial year running from April to March each year. There are some exceptions to this set out in the individual regime sections. Permits issued during the year are invoiced pro rata to cover the remaining part of that financial year, **and** in subsequent years, we then follow our normal invoicing cycle.

If you surrender, transfer, or change your permit after the date the annual compliance monitoring charge<sup>1</sup> is due, or we revoke the permit, the charge due is adjusted so that your fees end or alter on the day the change takes effect. If you have paid in full and the change puts your account into credit, we will refund you.

## 2.8 Scheme surpluses and deficits

We have an obligation under the Natural Resources Body for Wales (Establishment) Order 2012 to ensure that our charges are cost reflective. We do this by calculating the charges we consider we will need to raise in the forthcoming financial year. There is no certainty over how many operators might stop operating specific sites or how many new operations might start and so at the end of each financial year there may be a surplus or deficit in relation to each sector. The Environment Act 1995 requires Welsh ministers to make sure that in relation to all our charging schemes, our charges are cost reflective taking one year with another. We have a legal obligation to make good any surplus or deficit in relation to that particular scheme in subsequent years by adjusting the charges due under that scheme accordingly. We aim to adjust the charging scheme in a reasonable time in order to achieve this.

## 3. What we charge for

This section outlines the charges we raise and why we charge, including how multiple charging regimes are handled. This part of the Guide should be read alongside the Environmental Permitting Charging Scheme which contains relevant charging tables.

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<sup>1</sup> Where subsistence charges are also known as 'Annual Compliance Monitoring charges'

## 3.1 Permitting

Permitting work is split into four main areas; applications for: a new permit, variation of an existing permit, transfer to another person and permit surrender.

Anyone applying to undertake a permissible activity in Tier 2 or 3 will be liable to pay a charge to cover the cost of our work in determining that application. After applying you can amend the type of application you are applying for but doing so may incur a charge if it changes tiers, needs additional technical assessment or further public consultation. Charges may also be payable for changing a permit to use new processes, wastes, land, etc. Any change to an existing permit is called a variation in this scheme.

Where the permit you are applying for covers more than one type of regulated facility the application charge will be the sum of all the charges for each relevant facility type.

We charge for the work we undertake to transfer a permit from one person to another as well as for assessing if the requirements are met to surrender a permit. Surrender covers both the work to reduce the land used for permissible activities, stop some activities on site as well as permanently stopping the permitted activities.

## 3.2 Compliance monitoring

We use a risk-based approach to focus our compliance monitoring on those activities with the highest risk, poorest performance and where our work can best deliver the environmental outcomes sought. Our work is split between work at the permitted site and off-site work.

Site based work comprises both announced and unannounced inspections and audits ensuring all aspects of the permit are checked on a regular basis. It includes the time taken to plan and prepare for the visit, the travel incurred and providing written feedback to the permit holder. The written records are then placed on a public register unless national security or commercial confidentiality claims apply. We may also use our own monitoring to check emissions are as reported or deal with compliance problems on site.

Off-site work uses the data and information submitted to us by the operator to assess compliance and identify issues arising from the operation. Reports submitted to meet permit conditions are reviewed and compliance issues arising discussed with the permit holder. This work informs the inspection and audit plan ensuring we respond swiftly to developing issues and mitigate potential impacts. We also have a duty to provide and maintain a public register, so we are transparent in our activity and actions.

All our compliance monitoring costs are recovered through an annual compliance monitoring charge made each financial year. This charge is sometimes referred to as a subsistence charge. The costs are built up from the relevant work packages that make up our approach to regulation set out above.

## 3.3. Compliance Assessment Recording System (CARS)

We know that as permit compliance decreases the regulatory effort needed to return a site to compliance increases. Each time we monitor compliance with permit conditions we generate a record on CARS. Non-compliances generate a score that adds up over a calendar year to generate a compliance band used in the OPRA calculation. The band also determines how your annual fee is adjusted for the forthcoming financial year to

reflect the increased compliance monitoring needed. We calculate the compliance band each year after we first issue your permit, and you can find the detail of this in our guidance on the compliance classification system.

We may also take into account relevant civil sanctions that we issue as enforcement responses. If you receive a civil sanction, this may influence the Operator Performance attribute of your OPRA profile.

Some types of permit are not subject to a compliance adjustment and the individual charging regime sections will state whether this adjustment applies.

### 3.4 Converting compliance scores into an OPRA band

We categorise permit breaches using a points system where breaches that are more serious score more points, reflecting the additional compliance monitoring needed. We then add the points from each event to give an annual total of non-compliance. Enforcement costs are not included as we recover these through subsequent legal action, for example costs following prosecution. We take all of this into account when we calculate the CCS points per breach score:

- Category 1 – 60
- Category 2 – 31
- Category 3 – 4
- Category 4 - 0.1

We total the points for each non-compliance over a calendar year and convert the annual total into an OPRA band.

<b>CCS points</b>	<b>0</b>	<b>0 - 10</b>	<b>10.1 – 30</b>	<b>30.1 - 60</b>	<b>60.1 – 149.9</b>	<b>150 plus</b>
<b>OPRA band</b>	A	B	C	D	E	F

### 3.5 OPRA Compliance Bands D-F

Bands D-F indicate situations where operators have poorer levels of compliance. Waste Operations and Installations that have over 30 non-compliance points or more in a calendar year will see their base annual compliance monitoring charge adjusted as shown in the Compliance adjustment table in in section B of the Charging Scheme.

We want all those operators with poorer compliance ratings to improve their performance. To aid this we will carry out a review of Band D-F performers in the first six months to monitor progress. If compliance performance has improved to the extent that the mid-term score is less than shown below, we may adjust the second half-year charge to bring it in line as shown.

<b>OPRA Compliance Band</b>	<b>D</b>	<b>E</b>	<b>F</b>
<b>OPRA Score in first six months</b>	<10	<20	<60
<b>OPRA Compliance Band for last six</b>	C	D	E

### 3.6 OPRA – Further information

Please note that we continue to use the OPRA scheme developed by the Environment Agency. Further information about the scheme is available on our website.

### 3.7 Our hourly rate

Where we do additional work, we charge out our time at £125 per hour unless otherwise specified. This rate reflects cost recovery for work including the overheads associated with our environmental regulation.

Cells marked with \* please see regime specific charge sections

<b>Section</b>	<b>Installations</b>	<b>Waste Operations</b>	<b>Mining Waste</b>	<b>Mobile Plant</b>	<b>Groundwater (Land Spreading)</b>	<b>WDA and Groundwater point</b>	<b>Radioactive Substances Tier 2</b>	<b>Radioactive Substances Tier 3</b>	<b>Flood Risk activities</b>	<b>Medium Combustion Plant</b>
<b>Pre-application advice</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>Application for a new permit</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	*	Yes	Yes
<b>Charge for advertising permit application</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes
<b>Annual compliance monitoring charge</b>	Yes	Yes	Yes	*	Yes	Yes	Yes	*	Yes	Yes
<b>Compliance adjustment</b>	Yes	Yes	Yes	Yes	No	No	No	No	No	No
<b>Variation charge</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	*	No	Yes
<b>Transfer charge</b>	Yes	Yes	Yes	Yes	No	No	Yes	*	No	Yes
<b>Surrender charge</b>	Yes	Yes	Yes	No	No	No	*	*	No	Yes
<b>Permits with multiple regulated facilities</b>	Yes	Yes	Yes	No	No	No	No	No	Yes	Yes
<b>Change to financial provision</b>	Yes	Yes	Yes	Yes	No	No	No	No	No	Yes
<b>Closing a landfill\ Re-opening of a closed inert landfill</b>	Yes	Yes	No	No	No	No	No	No	No	No
<b>Consolidation of permits</b>	Yes	Yes	Yes	No	No	Yes	*	No	No	No
<b>Annual compliance monitoring\surrender Charge where construction</b>	*	Yes	Yes	No	No	*	No	No	No	No

<b>or operation has not yet started</b>										
<b>Mobile Plant deployment charge</b>	No	No	No	*	No	No	No	No	No	No
<b>Monitoring and emergency response charges</b>	Yes	Yes	Yes	No	No	No	No	No	No	Yes

## 4. Application charges

### 4.1 Pre-application advice

We provide a wide range of free advice and guidance on our website which we encourage you to read before applying for a permit. We can also provide additional, one to one advice for those who need extra help.

For waste operations, installations, water discharge activities and groundwater activities we can provide up to 2 hours of free basic advice to help you understand what type of permit is required, how to apply, clarify guidance, sign post best practice and industry standards, and identify environmental sensitivities in the area. If you require more detailed pre-application advice you can use our pre-application discretionary advice service which is charged for at our standard hourly rate plus VAT.

### 4.2 Application charge for a new permit

This section covers general application charge information and does not apply to Tier 3 radioactive substances activities.

You must pay an application fee when applying for a new permit. The payment must be submitted with the application although you can submit your application and pay by credit card if you wish. We will contact you to get your credit card details before starting to process your application if you chose to do this.

If the permit you are applying for covers more than one type of regulated facility, including flood risk activities, the charge you have to pay is the sum of all the individual application charges for each facility covered.

### 4.3 Application amendments

*Not applicable to flood risk activities*

If you want to amend your application before it has been determined, you may need to pay an additional fee. If your permit fee is OPRA based we will calculate the difference and charge the outstanding sum, or, if the change requires further public consultation then you will have to pay £1,976.

### 4.4 Staged procedure

*Not applicable to flood risk activities*

We may agree to you submitting pre-application information in a number of stages in certain circumstances, such as:

- a major facility where development and commissioning may be spread over a number of phases or over a reasonable period of time
- where the facility is particularly complex
- where you wish to reduce possible business risks by detailed consultation with us and the public.

In such cases we invoice for the costs of our time and materials for each stage of information submitted using our normal hourly rate stated above. Please contact us to discuss arrangements.

## **5. Subsistence charges**

Subsistence charges are the costs we recover for compliance monitoring each year. When a permit is in force subsistence charges are payable, this will include where activities, allowed by the permit, have been suspended. Subsistence charges for facilities will always be in the same Tier of charges as the application charges.

Mobile plant permits are charged differently where a deployment charge applies (except for mobile medium combustion plant and specified generator activities where there is no deployment charge and only a notification to NRW is required) and Tier 3 Radioactive Substance activities are charged on a time and materials basis. Flood risk activities are subject to a single compliance charge which is included in the application fee.

### **5.1 Compliance adjustment**

Some charges are adjusted each year based on the compliance performance of the facility. Performance is assessed using the records from our CARS system which scores non-compliances over a calendar year. Being in the best compliance band can reduce your annual compliance monitoring charge whilst the worst performers pay proportionately more. This reflects the regulatory effort we need to put in to help you improve your compliance.

Permits covering more than one activity are adjusted if any one of the activities on site would normally be subject to compliance adjustment. The exceptions to this are stand-alone permits covering accredited farming installations, groundwater activities, water discharge and radioactive substances activities.

Our charges are adjusted as set out in section B of the Charging Scheme

### **5.2 Subsistence charge where construction has not started**

Subsistence charges can be capped for the first two years at sites where no works or construction of any kind have started. In these cases, the subsistence charge shall be the lower of £3,267 or the annual compliance monitoring charge which would otherwise be payable. Additional information specific to a particular charging regime and subsistence charge rates is contained in the regime sections.

### **5.3 Monitoring and emergency response charges**

Except in relation to a specified water activity, the cost of monitoring, site surveys and investigations carried out by contractors acting on behalf of Natural Resources Wales will be recovered where appropriate, by means of a direct charge per permit to be notified to the operator.

Where Natural Resources Wales responds to an emergency air quality incident resulting from the operation of a facility authorised by a permit, the relevant time, and materials costs of that response, including the costs of any contractors used, will be recovered where appropriate by means of a direct charge per permit to be notified to the operator.

In cases where a charge is payable under this section, but the permit is revoked, the person previously operating the regulated facility shall continue to be liable for the charge in so far as it relates to any expenditure incurred or liabilities accrued by Natural Resources Wales in the year of revocation or in prior years.

## 6. Variation charges

*Not applicable to Tier 3 radioactive substance activities.*

You can apply to change (vary) your permit. Doing this means you may need to pay a charge unless:

- the change is administrative only
- we decide to vary a permit which relates to a specified water activity

Changes to permits range in scope depending on the permit type you have, and you can apply for:

- an administrative change
- a minor technical change
- a normal variation
- a substantial variation (applies to installations or mining waste operations)
- conversion of a bespoke permit to become a standard permit

Your application can include any combination of the above variation categories and you will be charged accordingly. If your permit covers more than one regulated facility and you want to vary the permit, the charge is the sum of the individual variation charges for the facilities being varied. For permits with an OPRA-based charge an OPRA profile will need to be submitted with the application.

Where there is more than one permit holder for an installation and one of them applies for, or is issued with a variation, the other permit holders will only incur a charge if their permits have to be varied as a result.

### 6.1 Administrative change

Variations that are administrative only such as to change a name and address where there has been no change in legal entity, carry no fee. A variation that requires any technical assessment or consultation, is not an administrative only variation, and is therefore chargeable.

### 6.2 Minor technical change

Minor technical changes involve some technical input from us but considerably less than for a normal variation. Minor technical variations cost £1,311, or £1,280 for medium combustion plant and specified generator activities unless the normal variation charge is lower in the case of:

- for Tier 2 or 3 installations and waste operations,

- for Tier 2 radioactive substances activities and medium combustion plant and specified generator activities.

In the following circumstances a minor technical change is not appropriate, and the normal variation charge applies:

- for sites of high public interest or contentious industrial sectors e.g., power station trials, new waste-derived fuels in cement kilns and incinerators, etc.
- where emissions or techniques are complex or novel, or where complex modelling is required
- if they are at sites with sensitive receiving environments

We have explained this here to help you assess if your variation is likely to meet the criteria for a minor technical change. However, if you have any doubt you should discuss the matter with us.

	<b>Minor Technical variation examples</b>
<b>1</b>	Adding an emission point where we do not have to carry out a technical assessment or removing an emission point as the result of the removal of an item of plant providing the removal of the plant does not require technical assessment.
<b>2</b>	Changes solely to the list of wastes the facility is permitted to accept, provided the change would not alter the nature of the facility's operation or increase the environmental risk posed.  We will accept up to 15 waste type changes in one variation application, except for permanent deposit of waste to land for recovery, which is limited to a maximum of three waste types.
<b>3</b>	Introduction of a new product, trial or non-exempt research and development activity except where the emissions or techniques are complex or novel or where complex modelling is required.
<b>4</b>	Revising an improvement condition following an improvement condition response.
<b>5</b>	Changing or setting limits following improvement conditions or other information that was not technically assessed during permit determination.
<b>6</b>	Changing reporting requirements.
<b>7</b>	Increases to annual throughput only or storage capacities only or previously authorised materials only.
<b>9</b>	An increase of no more than 10 per cent in any disposal or accumulation activity, time, or volume limit in a radioactive substances activity permit.
<b>10</b>	Any increase in holdings of unsealed sources that does not result in an increase of more than 10 per cent in any disposal or accumulation activity, time, or volume limit in a permit.
<b>11</b>	The addition of sealed sources to a type D (HASS) permit where each additional source is not a high activity source.
<b>12</b>	The consolidation of an RSA93 open source registration and a RSA93 authorisation other than for the purposes of its transfer to another operator.
<b>13</b>	Change to start date of a water discharge activity permit or limit coming in to effect if the delay has already been approved with our water quality planners (AMP scheme) or permitting service (all other cases).
<b>14</b>	Changes to an outlet or sample point location as long as the change is within 10m of the existing location or to a different water body.

<b>15</b>	Increasing the permitted area of a standard facility which involves a change to the plan provided by the applicant or an application to vary a standard permit to a different standard permit where the new permit covers the same activities but on a smaller scale and the operator meets the requirements of the new standard rules.
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## 6.3 Normal variation

Variations that are not an administrative change, a minor technical change or a substantial variation are a normal variation. Conversion to a different type of permit may also be charged at the normal variation rate.

## 6.4 Tier 2 variation charges

Normal variations for Tier 2 permits incur a fixed charge set out in the relevant permit sections. If you have a standard facility you cannot apply for a normal variation and would need to apply to vary your permit into a bespoke permit if an administrative or minor technical change is not appropriate.

## 6.5 Tier 3 OPRA based variation charges

If you want to make a normal variation to a permit incurring Tier 3 OPRA based charges, then your charge is your existing OPRA score multiplied by the charge multiplier listed in the relevant table in the Charging Scheme. OPRA based variation charges apply to waste and mining waste where OPRA based annual compliance monitoring do not apply.

Where we review your permit, following publication of a relevant BAT (Best Available Techniques) conclusions document in the Official Journal of the European Union, we charge you for a normal variation (unless you apply for a derogation<sup>2</sup> to one or more BAT conclusions where we charge for a substantial variation). This charge is payable at the time you respond to the Regulation 60 notice requiring submission of the information we need to carry out the BAT assessment. This charge covers the cost of our work to assess the information submitted and to vary the permit accordingly. If you pay for a normal variation and we subsequently identify that a derogation is needed, we will charge you the difference between what you have already paid us and the substantial variation charge.

## 6.6 Closing a landfill

To close a landfill operation a normal variation charge applies.

## 6.7 Substantial variation

### Tier 3 OPRA based charges

A substantial variation is one where there is either:

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<sup>2</sup> Article 15(4) of Directive 2010/75/EU provides for derogations from the requirement laid down in Article 15(3) only where the costs associated with the achievement of the emission levels associated with the BAT disproportionately outweigh the environmental benefits due to the geographical location, the local environmental conditions or the technical characteristics of the installation concerned.

- a change having the potential to result in significant negative effects on the environment relating to an installation or mining waste operation; or,
- where we decide that public consultation is required; or,
- a derogation is required under the Industrial Emissions Directive.

Our advice document [Regulatory Guidance Series, No RGN 8](#) explains how we define substantial changes and decide whether public consultation is required. An example would be an increase in capacity such that the emissions to air, calculated using the H1 risk assessment methodology, result in a significant negative effect to the environment.

Permits incurring Tier 3 OPRA-based charges would pay the existing OPRA score for the whole permit multiplied by the charge multiplier listed. This includes where only one regulated facility is being changed and a single permit covers more than one regulated facility.

### **Permits with multiple regulated facilities**

The charge to vary a permit covering more than one regulated facility is the sum of the individual variation charges for the facilities being varied; except in the case of substantial variations as detailed above. If the variation affects the different regulated facilities to different degrees, then the total charge could be a combination of all the different types of variation charges. It could also be a combination of fixed charges and OPRA based charges.

### **Variation to add or remove a facility**

Adding a facility to an existing permit

Adding a Tier 2 facility costs the same as applying for a new Tier 2 permit. Adding another Tier 3 activity of the same type is calculated using the variation charge multiplier and the OPRA score for the new facility. If you want to add a different category of facility, then the application multiplier is used instead. Installations, waste, mining waste and medium combustion plant and specified generator activities, are separate categories.

### **Removing a regulated facility (with no associated land) from an existing permit**

Tier 3 facilities pay a fee equivalent to the surrender of that part of the facility and calculated using the surrender multiplier, partial surrender (where listed) or the full surrender fee for that facility. For a Tier 2 facility it is the relevant surrender charge or the highest applicable surrender charge for a permit authorising more than one standard facility.

In the Regulations, references to an installation also include references to part of an installation. Removing part of an installation (e.g., removing one of a number of the same A1 activities) without associated land is charged as if for a partial surrender.

The removal of a regulated facility with associated land requires a surrender application.

### **Change to financial provision**

Any changes that affect the financial provision or the way you make it, incur variation charges in the same way as any other change. The charge will be one of the variation charges for either Tier 2 or Tier 3 depending on the activity the change relates to.

## **Reopening of a closed inert landfill**

Applying for a variation to reopen a closed landfill to allow the deposit of waste for disposal, a charge equivalent to the application as new will be required.

## **Consolidating two or more permits**

When we consolidate permits, we create one permit of modern conditions to replace the former permits. An operator may ask us to consolidate two or more permits on a site into one.

If the permits being consolidated are not modern permits, we will map the existing conditions across to modern ones. If you ask us to consolidate you are agreeing to have a modern permit.

We calculate the charge for this variation to the permits as follows:

- Where the request is to consolidate, and no application to vary, the type of variation charge will depend on the level of work involved to create a modern permit.
- Where there is an application for variation along with a request to consolidate, the charge is at the Charging Scheme rate for variation for each permit. In addition, for those permits being altered purely to allow consolidation there will be a minor technical variation charge.

## **Consolidating a single permit**

You may ask us, or we may decide, to produce a consolidated permit as a result of a variation application and/or as a Natural Resources Wales initiated variation. If the consolidation involves nothing beyond the consolidation of the results of any current variation application and all previous variations into a new consolidated permit, there would be no charge beyond the applicable charge for the variation application. However, if the consolidation also involves, for example, modernisation of the permit, there would be an additional charge for that variation which would depend on the level of work involved.

## **Varying a Tier 2 permit to one that incurs Tier 3 charges**

If you apply for a variation that will result in your permit changing from one that incurs Tier 2 charges to one that incurs Tier 3 charges, you will need to submit an OPRA profile with your application. The variation charge you will have to pay will be based on this OPRA profile multiplied by the appropriate variation charge multiplier.

## **Variation to become a standard facility**

If you want to change from an existing permit to a standard facility, the charge will be the relevant new application charge for the standard permit.

If you are applying for a variation to a standard facility and would also like to extend the area of the site, you can extend the area without having to pay an additional charge.

## **Variation of a standard facility to become subject to different standard rules**

The sum payable is the applicable permit application charge relating to the new standard rules.

### **Variation to become a bespoke Tier 2 facility**

If the variation is to a facility that is or will be when changed as proposed, a Tier 2 facility other than one subject to standard rules the charge will be the relevant variation charge for the Tier 2 bespoke permit.

Where an existing Tier 2 facility is being changed to a different type of Tier 2 facility other than one subject to standard rules, the application variation charge is that relating to the Tier 2 facility when changed as proposed.

### **Variation of an existing Tier 3 to a different Tier 3**

The normal variation charge is based on the existing OPRA profile and relevant charge multiplier. The annual compliance monitoring charge for the remainder of the financial year will be based

upon:

- for an installation (when varied) – the new installation OPRA profile of the varied permit and calculated on a pro rata basis
- for a waste facility (when varied) – the appropriate table of waste charges, modified by the compliance rating and calculated on a pro rata basis.

	<b>To Tier 2 Waste standard facility</b>	<b>To Tier 2 Installation standard facility</b>	<b>To Tier 2 Installation (bespoke)</b>	<b>To Tier 2 Waste operation (bespoke)</b>	<b>To Tier 3 Installation</b>	<b>To Tier 3 Waste operation</b>
<b>From Tier 2 Waste standard facility</b>	Standard facility application charge (1)(2)(4)	Standard facility application charge (1)(2)(4)	N/A	Variation charge for relevant Waste operation (bespoke)	New OPRA profile x Installation variation multiplier	New OPRA profile x normal variation Waste multiplier
<b>From Tier 2 Installation standard facility</b>	Standard facility application charge (1)(2)(4)	Standard facility application charge (1)(2)(4)	Variation charge for installation (bespoke) (3)	N/A	New OPRA profile x installation variation multiplier	N/A
<b>From Tier 2 Installation (bespoke)</b>	N/A	Standard facility application charge (1)(2)	N/A	N/A	New OPRA profile x installation variation multiplier	N/A
<b>From Tier 2 Waste operation (bespoke)</b>	Standard facility application charge (1)(2)	N/A	N/A	N/A	New OPRA profile x installation multiplier	New OPRA profile x normal variation Waste multiplier
<b>From Tier 3 Installation</b>	Standard facility application charge (1)(2)	Standard facility application charge (1)(2)	Variation charge for installation (bespoke) (3)	Variation charge for relevant Waste operation (bespoke)	N/A	Existing OPRA profile x Installation normal variation multiplier
<b>From Tier 3 Waste operation</b>	Standard facility application	N/A	N/A	Variation charge for relevant Waste	Existing OPRA profile x Installation	N/A

	To Tier 2 Waste standard facility	To Tier 2 Installation standard facility	To Tier 2 Installation (bespoke)	To Tier 2 Waste operation (bespoke)	To Tier 3 Installation	To Tier 3 Waste operation
	n charge (1)(2)			operation (bespoke)	normal multiplier	

- (1). Variation dependent on being able to meet standard rules
- (2). if you would like to extend the area of site when applying to vary a standard facility, you can do so free of charge
- (3). variation dependent on being able to meet medium risk criteria
- (4). applies to the variation of a standard facility to a different standard facility

## 7. Transfer charges

This section covers general transfer charge information. Additional information specific to a particular charging regime and application charge rates is contained in the regime sections. This section does not apply to Tier 3 radioactive substances activities, flood risk activities, water discharge activities or groundwater activities.

If you want to transfer your permit you have to pay a transfer charge. You can apply to transfer either all or part (except for mobile plant) of a permit.

You will not have to pay a transfer charge if:

- your permit used to be a waste management licence and you were, on 6 April 2008, the operator by reason of Regulation 69(2) of the Environmental Permitting (England and Wales) Regulations 2007. The holder of a waste management licence which became an environmental permit under those Regulations was to be treated as the operator); and
- we have agreed the transfer is desirable for regulatory reasons.

### Transferring to more than one facility as part of a single permit

In this case you will only have to pay one transfer charge equivalent to the charge for transferring a single facility. You will not have to pay a charge for each separate facility.

The charge payable will be the highest of the individual charges. If your application covers two facilities that fall within Tier 3 for example, you will pay the higher of the two charges. If your application covers different facilities that fall within Tier 2 and Tier 3 you will pay the higher of those individual charges.

If you are transferring all the facilities under the permit, then you have to pay the highest of the individual full transfer charges.

## **Transferring a permit where the management is the same**

If you would like to transfer your permit and you can demonstrate that the management of the operator you are transferring it to is substantially the same, you will have to pay whichever is the lowest of either:

- a fixed charge of £2,047 (waste, mining waste and mobile plant permit holders should note that this charge is equivalent to the Tier 3 full transfer rate)
- the appropriate Tier 2 or 3 charge

“Management” includes the people who are responsible for the management of the company and regulated facility, the management techniques employed, the compliance record and financial standing (and financial provision if appropriate) of the company and its managers.

## **Transfer of permits and compliance rating**

When you transfer your permit (either part, full or within the same management) the compliance rating for the permit will also transfer across to the new operator. For example, if the Installations permit you transfer has a compliance rating of a band D, then the pro-rata subsistence charge applied to the new permit will be increased by a 1.25 multiplier. Further advice on the transfer of permits and your compliance rating are available in the individual annexes of the OPRA scheme.

## **8. Surrender charges**

*Not applicable to mobile plant, flood risk activities, water discharges or groundwater activities.*

Whenever you want to stop a permitted activity, or reduce the area covered by a permit, you must pay for a full or partial surrender application. Surrender charges apply to permits regulating installations, waste, mining waste operations and medium combustion plant and specified generator activities. Radioactive substances activities are also subject to a surrender charge, but special rules apply; the relevant charging regime section has the details.

This section covers general surrender charge information. Additional information specific to a particular charging regime and surrender charge rates is contained in the relevant charging regime sections.

### **Removing a regulated facility (with associated land) from an existing permit**

Where there is more than one facility under a permit, and you wish to surrender one or more of them you will have to pay the sum of the surrender charges for the facilities being surrendered.

### **Tier 2 standard facility surrender**

The individual surrender charge, or where the permit authorises, and the surrender relates to, more than one standard facility, the highest applicable of those standard facility charges applies.

### **Non-standard facilities**

If you are surrendering a whole permit you will have to pay the full surrender charge for each facility being surrendered. If you are only surrendering some of the facilities covered by the permit you have to pay a partial surrender charge, where listed, for the full surrender charge for each facility being surrendered.

### **Non-standard Tier 2 facilities**

The individual surrender charge at the full surrender rate or partial surrender rate, where applicable.

### **Tier 3 facilities**

The sum equal to the relevant OPRA charging score multiplied by the relevant surrender charge multiplier at the full rate, or part surrender rate where applicable. The removal of a regulated facility with no associated land requires a variation application.

### **Reducing the area of land**

To reduce the area of land a surrender charge applies.

### **Surrender charge where operations have not started**

If you want to apply to surrender the whole of a permit where operations have not started you will have to pay a surrender charge of £788, regardless of whether your facility normally incurs Tier 2 or Tier 3 charges.

Where there are several facilities on one site under a single permit and some have started, and others have not, the surrender charge for the whole permit is the sum of all the separate surrender charges for the different facilities. Each facility where the operation has started is liable for the full surrender charge. Each facility where the operation has not started pays the reduced surrender charge of £788.

### **Surrendering a permit for a low risk site**

If you want to apply for low risk or basic surrender of a permit authorising permanent deposit of waste, you must ask us to confirm whether or not you may do this, in line with our advice document "How to surrender your environmental permit - [Additional guidance for: Landfill \(5.02\)](#)" version 3 published in September 2014.

If you want to apply for low risk surrender of any other Tier 2 or Tier 3 facility, we must confirm that an intrusive investigation is not needed, in line with the criteria in box 1 of "Site condition report – guidance and templates" (H5) version 3, published in April 2013.

If we agree you may have basic or low risk surrender the charge will be £2,593 for low risk surrender, £556 for a basic surrender, or the full surrender charge specified in the scheme if lower than these amounts.

## **9. Other charges**

### **9.1 Groundwater assessment – landfill facilities**

We are required to periodically review certain Environmental Permits to check the quality of groundwater. When we do this for a landfill and intend to charge, we will contact you by

serving a notice on you. We will carry out an initial review (currently £1,060 and if necessary, a more detailed review at an additional charge of £3,849.

## 9.2 Independent monitoring charges

In some cases, and where prior notice is given, we may recover the cost of monitoring, site surveys or investigations carried out by contractors acting on our behalf by means of a direct charge. We will invoice you for the costs incurred after we have received invoices from the contractors for the work done.

Where a charge for monitoring is payable but the permit is revoked, the person previously operating the regulated facility shall continue to be liable for the monitoring charge in so far as it relates to any expenditure incurred or liabilities accrued by Natural Resources Wales in the year of revocation or in prior years.

## 9.3 Advertising charges

Where we need to advertise your application in accordance with our public participation statement ([see our website](#)) in a newspaper, we will need to recover our costs of placing the advert and will levy an advertising charge of £500 for each advertisement.

## 10. Installations

Advice in this section covers charges for installations. It is important that you are familiar with the general aspects of permits and charging as explained above before reading this section.

Charges for permits for installations are either Tier 2:

- standard rules installation
- low impact bespoke installation
- local authority installation (Part A (2) or Part B bespoke installation, or a small waste incineration plant)
- farming installation
- directly associated activity installation, i.e., one that does not include a schedule 1 permitted activity
- paragraph 17 installation, i.e., one that is an installation only by virtue of regulation 104 of the Environmental Permitting Regulations

Or Tier 3:

- all other bespoke installations

When waste operations, water discharge activities and/or groundwater activities are included in the same permit as an installation but are not part of it, they are standalone regulated facilities. Standalone regulated facilities in this case are required to pay the appropriate separate charge.

Where more than one installation is carried on by the same operator at one site and under one permit, the Charging Scheme refers to this as an installation group. Each installation group will require an OPRA banded profile under the OPRA Scheme and will attract a single Tier 3 charge under the Charging Scheme.

## **10.1 Directly Associated Activity (DAA)**

Under the Environmental Permitting Regulations all parts of an installation require a permit and in some cases a permit may include more than one installation. A DAA is part of the installation that does not include the carrying on of any activity listed in any part of Schedule 1 of the Regulations but has a technical connection to the listed activity (and is not a low impact installation). In such situations there is no separate charge for the DAA, but their emissions will be included in the installation OPRA profile and thus included in the total installation permit charge. Waste operations, water discharge activities and/or groundwater activities are included in the types of activity that may meet the definition of a DAA and be part of an installation.

An installation group will usually have a single operator. However, in some situations parts of installations may be operated by different operators. Each different operator must have their own permit. Where a permit includes only a DAA and no Schedule 1 activity, none of the other installation charges in the scheme apply. As there is work associated with such permits and we are required to cover our costs we apply a charge for a DAA in such circumstances. This is a Tier 2 charge, see the relevant table in the Charging Scheme.

## **10.2 Accredited farming installations**

Annual compliance monitoring charges for Tier 2 accredited farming installations will not be adjusted by a compliance rating, annual compliance monitoring for non-accredited farming installations is subject to a compliance adjustment.

Where a farming installation becomes an accredited farming installation after the date on which the annual compliance monitoring charge is payable in any year, the charge shall be adjusted pro rata from the date on which this occurs.

## **10.3 Multi-product protocol (MPP)**

A small number of installations are identified as being subject to the MPP approach, rule 5 in the OPRA scheme annex for installations. For these, the decision on whether an operational change requires a variation is specified in the advice document about MPP entitled "Guidance on the use of a multi-product protocol (MPP) at chemical production installations".

New standard permits will be placed in the most appropriate existing charge band. We will identify the charge for each new proposed standard permit when we consult on the permit and confirm our response.

## **10.4 Charge Method – Installations**

The table below shows how charges are worked out using figures from the tables in the charging scheme.

### **Installations – Tier 3 charges**

Charge type	Charge method
<b>Application charge</b>	OPRA score from the OPRA weighting table multiplied by the relevant OPRA multiplier
<b>Annual compliance monitoring charge</b>	OPRA score from the OPRA weighting table multiplied by the relevant OPRA multiplier, adjusted for compliance
<b>Variation charge (see also administrative and minor technical variations)</b>	OPRA score from the OPRA weighting table multiplied by the relevant OPRA multiplier
<b>Transfer charge</b>	Part transfer £7,631 Full transfer £5,090
<b>Surrender charge</b>	OPRA score from the OPRA weighting table multiplied by the relevant OPRA multiplier
<b>Groundwater assessment</b>	Initial review £1,029 Further review (if required) £3,737
<b>Independent monitoring charges</b>	Cost recovery charging

## 11. Waste operations

This section covers charges for Waste Operations, but you may wish to read this in conjunction with other sections of this document such as section 2 and 3, covering the general aspects of permits and charging before reading this section.

Charges for permits for Waste Operations are either Tier 2:

- standard rules Waste Operations
- some bespoke Waste Operations

Or Tier 3 (all other bespoke Waste Operations).

The Charging Scheme uses the term waste facility as shorthand for one, or a group of, waste operations that are not part of an installation, but are carried on by the same operator on one site as one overall operation and under one permit (for example a transfer station).

Each waste facility is liable for a separate charge.

In some cases, a water discharge activity or groundwater activity may be part of the waste operation; although they are no longer standalone regulated facilities, they are still liable for the appropriate separate charge. Full details of charges for groundwater activities (land spreading) can be found in section 14, and for water discharge activities and groundwater activities (point source) in section 15.

The facilities listed in section D10 of the Charging Scheme are all those that incur waste Tier 2 charges. A waste facility that is not on this list will be subject to Tier 3 charges.

The list of standard facilities covers common waste management activities, but this does not mean your current permit for the same activity is automatically a standard permit. To become a standard facility, you need to apply and demonstrate that you meet the standard rules criteria.

Charges, to make changes to Tier 2 permits are fixed Tier 2 charges unless you are applying to vary your permit so that it no longer meets the Tier 2 criteria, in which case Tier 3 charges will apply (see section 6, Variation charges for more information).

## 11.1 Landfill sites regulated as waste operations

Landfills for the disposal of inert waste and sites that closed under the Landfill Directive transitional arrangements are waste operations. Therefore, landfills regulated as waste operations will be either operational or closed landfills taking only inert waste or sites that are closed or closing having never operated under a permit compliant with the Landfill Directive requirements.

The applicable annual compliance monitoring charge will be a combination of charges in transitional waste summarised in the table below:

For the following table: Permitted means that there is a specific condition in the permit covering the management of landfill gas using an engine, or the activity is covered by the 'working plan' that is specifically incorporated into the permit.

Type of landfill site	Transitional waste table 3A charge	Transitional waste table 4 charge	Transitional waste table 6 charge	Transitional waste table 7 charge
<b>Operational inert landfill</b>	Y	X	If permitted	N/A
<b>Non-operational but not closed</b>	Y	X	If permitted	If permitted <sup>1</sup>
<b>Closed sites in the aftercare phase</b>	X	Y	If permitted	If permitted <sup>1</sup>

Landfill sites with a Landfill Directive permit (those that were re-permitted in the 2000s) that cease accepting waste for disposal are required to apply to vary their permit and submit a closure report. The variation charge covers our costs of assessing the closure report and varying the permit to the appropriate aftercare conditions.

For landfill sites that should have started the closure process by July 2009, the variation charge for assessment of the closure report will be the minor technical variation charge. If subsequently additional or varied conditions are required for specific pollution prevention reasons, a further variation application charge will be required. This will be at the appropriate rate, either minor technical or normal variation.

## 11.2 Burning of biogas

The Tier 2 option is for landfill gas engines at a facility not being charged in conjunction with a Transitional Waste Table 3 or 4 bespoke waste permit. The Tier 3 option (Transitional Waste Table 7 part A) is for landfill gas engines that are currently being charged in conjunction with Transitional Waste Table 3 or 4 bespoke waste permit. Transitional Waste Table 7 part B covers non-landfill facilities regulated for the burning of biogas.

## 11.3 Tier 3 Waste operations – annual compliance monitoring rules for permits covering more than one facility

As a general rule if a permit covers more than one regulated facility, the charge you have to pay is the sum of all the individual annual compliance monitoring charges for facilities covered.

An exception to this is if your permit covers more than one waste facility and they fall into more than one part of the same Transitional Waste Table. In this situation you have to pay the highest of the individual charges, not the total.

Where a permit authorises both the treatment and keeping of waste the charge is the higher of the sums from the Transitional Waste Tables 1 and 2 (or Table 7 part B where burning biogas other than from a landfill also applies).

## 11.4 Registered as exempt after annual compliance monitoring charge is due

If a regulated facility is registered as exempt from environment permitting after the date the annual compliance monitoring charge is due, we will adjust the charge pro rata, so it ends on the day the exemption takes effect. If you have paid in full and the exemption puts your account into credit, we will refund the balance.

## 11.5 Waste - adjacent sites

This option is no longer available to new applicants.

Land specified in one of the permits shall be treated as adjoining land specified in another of the permits notwithstanding that the areas of land are separated by a highway.

Conditions	Charge
<b>An agreed adjacent site arrangement was already in place prior to 1 April 2009</b>	One sum is payable in respect of the relevant permits. Whichever is the lower of:  the equivalent to the sum which would be payable if all the waste to which those permits relate had been the subject of a single permit, or the total of the sums calculated for each permit separately.

Waste landfill adjoining an installation landfill	Charge
<b>Conditions</b>	
<b>Permit is determined in accordance with transitional waste table 3 or 4 (either alone or in conjunction with other tables) and the land specified in the permit adjoins* an installation which is a landfill operated by the same permit holder.</b>	Sum due reduced by 10%

\* Land specified in one of the permits shall be treated as adjoining land specified in another of the permits notwithstanding that the areas of land are separated by a highway.

## 11.6 Waste recovery plan assessment

If your application is for the permanent deposit of waste on land as a recovery activity you must provide a waste recovery plan. Your waste recovery plan demonstrates that you are carrying out a waste recovery activity. You can submit your waste recovery plan either at the pre-application stage or as part of your application.

Natural Resources Wales will make a charge to assess each new, varied, or revised waste recovery plan you submit.

If you want to amend your waste recovery plan after we have assessed the plan and approved your recovery activity, you will need to pay another assessment charge. This is to cover the cost of reassessing your revised plan. You will not be charged for an administrative change.

This could happen if Natural Resources Wales has assessed your waste recovery plan during the pre-application stage, but you then submit an amended waste recovery plan with your application. If your changes mean that Natural Resources Wales has to reassess your waste recovery plan, you will need to pay another assessment charge. For example, if you have;

- increased the volume of waste
- changed the type of waste

For existing permits for the permanent deposit of waste on land for recovery, you may need to vary your permit as a result of the changes made to your waste recovery plan.

## 11.7 Default charges specific to Waste operations

*For standard permits introduced after 1 April 2017.*

New standard permits will be placed into the most appropriate existing charge band. We will identify the charge for each new proposed standard permit when we consult on the permit and confirm our response.

## 11.8 Charge Method – Waste

The table below shows how charges are worked out.

### Tier 3 Waste charges

Charge type	Charge method
Application charge	OPRA score from the OPRA weighting table multiplied by relevant OPRA multiplier
Annual compliance monitoring charge	Fixed as from Transitional waste tables 1 to 4, 6 and 7, adjusted for compliance

Charge type	Charge method
<b>Variation charge (see administrative and minor technical variations)</b>	OPRA score from the OPRA weighting table multiplied by relevant OPRA multiplier
<b>Transfer charge</b>	Part transfer £3,065 Full transfer £1,999
<b>Surrender charge</b>	OPRA score from the OPRA weighting table multiplied by relevant OPRA multiplier
<b>Groundwater assessment</b>	Initial review £1,029 Further review if required £3,737

## 11.9 Waste – Tier 3 Transitional Waste charge bands

Descriptions of permit bands and charge rates are given in Schedule 3 of the Charging Scheme.

### 11.10 Materials facilities monitoring charge

The charge relates to some operators who sort 1,000 tonnes per year or more of mixed dry household or household-like waste material, to produce glass, metal, paper or plastic recyclate. Operators are required to sample, record and report on a quarterly basis to Natural Resources Wales who, as regulator, will conduct inspections, assess compliance and if appropriate take enforcement action.

Operators of materials facilities must assess whether they qualify (using the questions below) and, if they do, must notify us at [enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk).

If you can answer yes to all of the following questions you meet the criteria for these regulations and therefore you need to notify us. By notifying us you will attract an additional subsistence charge;

- Do you have an environmental permit allowing you to take in mixed household or similar waste in order to separate it into dry recyclables?
- Is any of the mixed dry household (or similar waste) you take in made up of at least 50% by weight, of 2 or more of: glass, metal, paper, or plastic?
- Is your annual intake at least 1000t of this material?
- Do you sort into the following target recyclates: glass, metal, paper, or plastic?
- Is any of the specified output material going for sale or transfer to other facilities/persons to enable it to be recycled by them?

There is an annual charge which covers additional regulatory costs specific to the regulations and is in addition to the annual subsistence charge for the permit.

Charges will be raised in April of each year, covering those permit holders that have notified for any reporting period during the previous calendar year.

This will be based on reports taken at the end of each quarterly reporting period.

The charge will be raised annually in arrears on a calendar year basis. If the regulation applies to you in 2020 the charge will be levied in April 2021.

You may withdraw notifications at any time if you consider that your facility is no longer likely to qualify for the regulation and charge. Where a notification is withdrawn, charges will terminate from the start of the reporting period immediately following the date of receipt of the withdrawal notice. No refunds will be made for notified periods.

For example, if you notify us on the 1 January 2021 and subsequently withdraw the notification on 20 August 2021 the notification would cover three of the reporting periods for the year, so the charge levied in April 2022 would be  $\frac{3}{4}$  x the annual charge.

## 12. Mining Waste

This section covers charges for Waste Operations, but you may wish to read this in conjunction with other sections of this document such as section 2 and 3, covering the general aspects of permits and charging before reading this section.

You may also need a groundwater activity or water discharge activity as part of your mining waste operation permit. Full details of charges for groundwater activities (land spreading) can be found in section 14, and for water discharge activities and groundwater activities (point source) in section.

Charges for permits for mining waste operations are either Tier 2:

- a mining waste operation that does not include a category A mining waste facility or a mining waste facility involving management of hazardous extractive waste
- standard rules (management of inert extractive wastes)
- bespoke mining waste operation (inert)
- bespoke mining waste operation (not inert, non-hazardous)

Or Tier 3:

- a bespoke mining waste operation which includes a category A mining waste facility, or
- a mining waste operation involving the management of hazardous waste

Note: the charge for a mining waste operation is the same regardless of how many mining Waste Operations are included in the operation. References to facility throughout the Charging Scheme and guide only refer to mining waste facility where explicitly stated.

Charges for a Tier 3 mining waste operation application, variation or surrender are linked to the mining waste OPRA profile. All other charges are fixed.

A mining waste operation may be included in the same permit as another regulated facility at the same site. This will frequently be a water discharge or groundwater activity but could also be an installation or waste operation.

In all cases a separate charge is applicable for the mining waste operation as well as the other regulated facility.

Where new mining waste operation permit applications are made as applications to vary an existing environmental permit, for example an existing water discharge permit, the charge will be equivalent to the relevant application charge for a new mining waste operation. When adding a new regulated facility to a permit, the variation charge reflects the activity being added not the pre-existing activity.

The annual compliance monitoring charge for the new permit will be the sum of the pre-existing annual compliance monitoring charge plus the annual compliance monitoring charge for the mining waste operation.

For a mining waste operation where there is an existing water discharge consent in place and the operation would meet all the requirements of the published standard rules, apart from the condition about no integral point source discharge, we will allow the application process and charges to be the same as though the standard rules were being applied for.

## **12.1 Default facility charges – Mining Waste**

For standard permits introduced after 1 April 2017.

New standard permits will be placed into the most appropriate existing charge band. We will identify the charge for each new proposed standard permit when we consult on the permit and confirm our response.

## **12.2 Charge Method – Mining Waste**

The table below shows how charges are worked out.

### Tier 3 Mining Waste charges

Charge type	Charge method
Application charge	OPRA score from the OPRA weighting table multiplied by relevant OPRA multiplier
Annual compliance monitoring charge	£4,030, adjusted for compliance
Variation charge (see administrative and minor technical variations)	OPRA score from the OPRA weighting table multiplied by relevant OPRA multiplier
Transfer charge	Part transfer £3,065 Full transfer £1,999
Surrender charge	OPRA score from the OPRA weighting table multiplied by relevant OPRA multiplier

## 13. Mobile Plant

This section covers charges for Waste Operations, Medium Combustion Plant and Specified Generators, however you may wish to read this in conjunction with other sections of this document such as section 2 and 3, covering the general aspects of permits and charging before reading this section.

Charges for permits for mobile plant are either: Tier 2

- standard rules permit for the treatment of waste soils and contaminated materials, substances, and products
- standard rules permit for land spreading (for agricultural or ecological benefit)
- standard rules permit for reclamation, restoration, or improvement of land
- standard rules permit for spreading of sewage sludge
- standard rules permit for the treatment of waste to produce soil, soil substitutes and aggregate
- standard rules permit for mobile specified generators
- simple bespoke permit for mobile medium combustion plant and specified generators
- complex bespoke permit for mobile medium combustion plant and specified generators

Or Tier 3

- any other waste operation permitted as mobile plant defined as
  - land remediation
  - waste treatment, or
  - spreading of waste to land for recovery

Mobile plant are different to site-based permits in that they have a simpler permit application process and surrender is simply by notification. Before a mobile waste operation plant is deployed, a deployment form must be submitted and approved. We then need to monitor compliance. Some deployment charges are based on risk levels. There is no deployment charge for medium combustion plant and specified generators.

### **13.1 Mobile plant deployment charges**

With site-based permits we recover all the costs we incur in the ongoing regulation of a facility through annual compliance monitoring charges that may be adjusted by the compliance performance of the respective facility. For mobile plant permits there is no ongoing annual compliance monitoring. Instead, a charge is applicable for each deployment application submitted. This is payable when the application is made.

The income generated will ensure we recover the costs of properly assessing all types of deployments and also undertake a level of monitoring of compliance that is proportionate to the environmental risk. Compliance monitoring is especially important for mobile plant permits as the surrender requirements are so minimal.

Compliance of deployments made during 2020 will be scored in the usual way and an operator's deployment charge will be adjusted in accordance with performance, where applicable, from April 2021.

Each land remediation deployment covers a period of up to 12 months from first deployment. The deployment charge for all other types of mobile plant covers a period of up to 12 months from when it is agreed, i.e., the charge is per deployment or per annum if the deployment lasts longer than 12 months.

### **13.2 Waste Operations default charges**

For standard permits introduced after 1 April 2021.

New standard permits will be placed into the most appropriate existing charge band. We will identify the charge for each new proposed standard permit when we consult on the permit and confirm our response.

## **14. Groundwater Activities (land spreading)**

*Not applicable to land spreading of waste under deployments*

This covers charges for groundwater activities relating to the discharge of used sheep dip, wash-waters produced during animal disease outbreaks, solids or other waste

substances. These may be standalone permits for groundwater activities or part of another permit, for example mining waste operation. Charges for environmental permits for other groundwater activities, such as the point source discharge of treated sewage effluent to ground are covered in the next section.

It is important that you are familiar with sections 1-3 covering the general aspects of permits and charging before reading this section.

Groundwater charges are from Tier 2 of the UCF and are fixed charges.

Under our risk-based Charging Scheme charges are modified by how well or how poorly an operator complies with their permit. However, for 2022/23 we do not propose to introduce any adjustment to our charges based upon compliance.

When your application is issued it will contain an effective date and annual compliance monitoring charges will be applied from that date.

## 15. Water Discharge Activities and Groundwater Activities (point source)

Water discharge activities and groundwater activities (point source) are one of the regimes that are incorporated under the Environmental Permitting (England and Wales) Regulations 2016

You may wish to read other sections of this document such as section 2 and 3, covering the general aspects of permits and charging before reading this section.

Charges for permits for water discharge activities and groundwater activities (point source) are for either:

- standard rules permit for discharges to surface water from cooling water and heat exchangers
  - SR2010no2
- standard rules permit for discharge to surface water of secondary treated domestic sewage with a maximum daily volume between 5 and 20 cubic metres per day – SR2010no3, or
- bespoke permits for any other discharge to surface water or groundwater

These permits will continue to be charged for annual compliance monitoring using the established formulaic method of:

- volume factor
- content factor
- receiving water factor
- charge multiplier

Further guidance on the application can be found on our website.

The standard application charge is payable except when the reduced application charge is payable.

If you want to amend an application before it has been determined in a way that will require further public consultation, for example if there is a change to the proposed operator, then you have to pay another application charge.

If a permit is issued during the financial year it is chargeable from the effective date. A bespoke permit can only be charged from a later date if the discharge has not yet started, and the permit specifies a future start date or requires prior notice to be given. This does not apply to standard rules permits so these should not be applied for until they are required.

Changes not classed as administrative variations will be charged for at the appropriate standard or reduced variation charge rates as listed.

## 15.1 Water discharge activities and groundwater activities (point source) default charges

For standard permits introduced after 1 April 2018.

New standard permits will be placed into the most appropriate existing charge band. We will identify the charge for each new proposed standard permit when we consult on the permit and confirm our response.

## 16. Radioactive substances activities

You may also wish to read this section in conjunction with other sections of this document such as section 2 and 3, covering the general aspects of permits and charging before reading this section and the section on Transfrontier Shipments in section 18.7 under Part B.

Permits for radioactive substances activities are either Tier 2 or 3 as set out below.

### 16.1 Tier 2 Radioactive Substances Permits

- standard facilities
- bespoke permits for medium risk activities

Charges in Tier 2 are fixed. The allocation of these fixed charges has been based upon the RSR Tier 2 OPRA scheme referenced on our website.

Radioactive substances facilities listed in the table below are those that incur Tier 2 charges. A facility that is not on this list will be subject to Tier 3 charges. The standard facility covers the holding of category 5 sealed sources, but this does not mean your current fixed condition registration for the same activity is automatically a standard permit. To become a standard permit, you need to apply and demonstrate that you meet the standard rules criteria.

### 16.2 Mobile radioactive apparatus

These permits incur Tier 2 charges. Our charges for sealed source permits are calculated on a single site or premises basis. This means that for mobile radioactive apparatus in the form of sealed sources you will need a separate permit for each site or premises where mobile radioactive apparatus is normally kept when not in use.

<b>Radioactive substances activities – Tier 2 permit types</b>	<b>Permit Type</b>
<b>Radioactive substances activities covered</b>	
<b>Standard facility for source category 5</b>	A

<b>Radioactive substances activities – Tier 2 permit types</b>	<b>Permit Type</b>
<b>Radioactive substances activities covered</b>	
<b>Keeping and use of one or more sealed sources where each source, and all sources taken together, fall within source category 5 and/or accumulation and/or disposal of waste sealed sources</b>	B
<b>Keeping and use of one or more similar sources and/or accumulation and/or disposal of waste sealed sources</b>	C
<b>Keeping and use of one or more high activity sources and/or accumulation and/or disposal</b>	D
<b>Keeping and use of open radioactive sources only</b>	E
<b>Keeping and use of open radioactive sources and/or accumulation and/or disposal or radioactive waste – low quantity</b>	F
<b>Keeping and use of open radioactive sources and/or accumulation and/or disposal of radioactive waste – not being low quantity or high complexity</b>	G
<b>Keeping and use of open radioactive sources and/or accumulation and/or disposal or radioactive waste – high complexity</b>	H

In the above table “high complexity” means the site is used for the production of gaseous tritium light devices (GTLD) or gaseous tritium light sources (GTLS), or discharges or disposals are above a threshold of 30,000 as calculated using the method in the RSR Tier 2 OPRA scheme referenced on our [website](#). “low quantity” means the total holdings of open source radioactive materials does not exceed 10GBq of technetium-99m or 20MBq of other radionuclides. Radioactive waste treatment and/or disposal activities where the operator does not keep and use open sources are not “low quantity”.

The regulation of radiological detection systems operated by the Secretary of State for Home Affairs (UK Border Agency) requires a non-standard approach to permitting. Some current permits separately cover the keeping and use of sources and the disposal of radioactive waste. For charging purposes these are considered to be equivalent of permit types C and F respectively. In the future we will issue combined permits for holding and disposing of sealed and open sources and applications for new, varied or transferred permits will be treated as permit type G for charging purposes.

The regulation of the holding and disposal of some radioactive materials at museums also requires a non-standard approach. Museums keeping and using small quantities of radium-226 (less than 400MBq) will be issued with a single permit covering both open and

sealed sources. These will be treated as permit type E for charging purposes. Museums with larger holdings will be separately permitted for open and sealed sources.

## 16.3 Tier 3 Radioactive Substances Permits

Tier 3 covers more complex and high-risk facilities that require more details and individually tailored permits. Radioactive substances facilities that are not in Tier 2 are in Tier 3. This includes all radioactive substances facilities on nuclear licensed sites and all radioactive substances facilities permitted to receive low level radioactive waste for disposal into land at the facility.

Tier 3 does not include permits which:

- authorise the disposal of low level radioactive waste by transfer to landfill sites at a premises which is different from the operator's
- authorise the disposal of low level radioactive waste by transfer to dedicated land disposal facilities for radioactive waste at a premises which is different from the operator's
- authorise the disposal of low level radioactive waste by direct disposal into landfill sites at premises which is different from the operator's. This category was previously known as special

precautions burial or controlled burial.

The Charging Scheme uses the term 'specified radioactive substances activities' to define these more complex and high risk radioactive substances facilities rather than term 'Tier 3'. This is because charges for 'specified radioactive substances activities' are assessed on a different basis from the other Tier 3 Environmental Permitting Regulations permits, being based on actual time spent and costs incurred. We use the term Tier 3 in the guidance because it properly reflects the permit type.

## 16.4 Tier 3 Radioactive substances charges

Charges for Tier 3 radioactive substances facilities are calculated and billed to operators on the basis of actual time spent and costs incurred in relation to applications, variations, transfers, surrenders and the annual compliance monitoring of permits relating to each individual site by Natural Resources Wales and by the Foods Standards Agency, where appropriate. We will write to operators giving an indicative estimate of Natural Resources Wales and Food Standards Agency costs for each site.

In order to keep charging arrangements simple, selected front line specialist nuclear regulation staff time is recorded and used to calculate our tariff for key technical work. The hourly rate of £213 includes an allowance for support staff as well as those involved in policy support, provision of legal advice and some other technical support whose time is not recorded for charging purposes. The rate also allows for other relevant costs and includes but is not limited to, accommodation, ICT support systems, health and safety, production of guidance, financial services, and other support costs.

There is a lower rate of £125 per hour for support technical work undertaken by selected technical staff who are not specialist nuclear regulators, including policy support where significant additional effort is required, such as for nuclear new build developments.

We recover from operators our costs associated with meeting our international reporting obligations relating to the disposal of radioactive waste into the environment from Tier 3 radioactive substances facilities. This includes Euratom Articles 35 and 36 monitoring and reporting and our work in support of Oslo and Paris Commission reporting obligations. We may also recover the costs of contracted-in specialist technical support where required to support our regulation of RSR Tier 3 sites.

**The following information on applications is specific to radioactive substances activities:**

If the facility you are applying for is subject to Tier 3 charges you will be invoiced for the costs of our time and materials in determining the application quarterly in arrears. The hourly rate is either £213 or £125 as above.

## **16.5 Subsistence - annual compliance monitoring**

For Tier 3 permits you will be invoiced for annual compliance monitoring charges based upon the costs of our time and materials quarterly in arrears. The hourly rate is either £213 or £125 as above.

## **16.6 Variations**

Operators wishing to change the address of premises where mobile radioactive apparatus is kept when not in use may do this by applying for a normal variation.

The only variation it is possible to make to a standard facility is administrative. If you want to make a more significant change to your facility you would have to apply for a variation to a bespoke permit. The charge for such a change is the appropriate Tier 2 variation charge.

If you have several permits for one or more radioactive substances facilities on a single site you may be able to have some or all of them consolidated into a single permit, subject to our approval. Please contact your local RSR Regulatory Officer to discuss. Where the consolidation is in respect of Tier 2 permits and is solely for the purposes of the transfer of a consolidated permit to another operator there is no charge for the variation. Where the consolidation is in respect of an RSA93 open source registration and a Tier 2 RSA93 authorisation other than for the purposes of its transfer to another operator it is a minor technical change. In all other cases for Tier 2 permits the variation charge will be the charge listed for the resulting permit. For Tier 3 permits you will be invoiced for variation charges based upon the costs of our time and materials quarterly in arrears. The hourly rate is either £213 or £125.

## **16.7 Transfers**

For Tier 3 permits you will be invoiced for transfer charges based upon the costs of our time and materials quarterly in arrears. The hourly rate is either £213 or £125.

## **16.8 Surrenders – Tier 2 Radioactive substances**

The charge for a partial surrender is the same as the charges for a full surrender.

If you apply for a partial surrender the charge you pay is that which relates to the permit type before the partial surrender takes place.

If you apply to surrender a permit that has previously had its permit category reduced by administrative variation, then the surrender charge payable is that relating to the permit category before that or any other such administrative variation.

If you apply to surrender an RSA 93 open source registration and an RSA93 radioactive waste authorisation at the same time, you only need to pay one surrender charge, the charge that would be payable if the permits had been consolidated.

If you apply to surrender an RSA93 sealed source registration and an RSA93 mobile sealed source registration at the same time, you only need to pay one surrender charge, the charge that would be payable if the permits had been consolidated.

Where you hold a Tier 2 permit for the 'keeping and use of open radioactive sources and/or accumulation and/or disposal of radioactive waste – high complexity' or 'keeping and use of open radioactive sources and/or accumulation and/or disposal of radioactive waste – not being low quantity or high complexity' and you are able to demonstrate that environmental contamination cannot have resulted from the radioactive substances activity, then the surrender charge is a fixed charge of £530. That demonstration may be that radioactive substances activities never started or that only short half-life radionuclides were ever used. If we need to advise on or consider environmental monitoring reports the full charge applies.

If you want to surrender all of a Tier 2 permit where operations have not started, then you will have to pay a charge.

## 16.9 Surrenders – Tier 3 Radioactive substances

Applications to surrender all or part of a Tier 3 permit where operations have not started will be charged on a time and materials basis. The hourly rate is £213 or £125.

## 16.10 Default charges

For standard permits introduced after 1 April 2021.

New standard permits will be placed into the most appropriate existing charge band. We will identify the charge for each new proposed standard permit when we consult on the permit and confirm our response.

## 17. Flood Risk Activities

Flood risk activities are one of the regimes that are incorporated under the Environmental Permitting (England and Wales) Regulations 2016. All extant flood defence consents, which did not become exempt registrations, automatically migrated to bespoke flood risk activity permits on 6 April 2016. This section covers charges for flood risk activity permits.

### 17.1 Application charge

The standard application charge is payable for all bespoke flood risk activity permit applications except when the reduced application charge is payable due to meeting the requirements for a multi flood risk activity permit.

Part F3 – Charging for flood risk activities and associated guidance notes provide information and guidance on which charging band is applicable to which flood risk activity. The charge depends upon the complexity of the activity itself and the location of the flood risk activity from a flood risk and environmental protection perspective.

Since 1 April 2017, the compliance fee for flood risk activity permits has been incorporated within the application fee. This does not change the charge but simplifies the charging process for flood risk activity permit applications.

The fee for compliance checking for flood risk activity permits or multi flood risk activity permits is included in the application charge. No other charges are made for annual compliance monitoring to assess compliance with the flood risk activity permit conditions.

There will be a zero-rate charge for flood risk activity permit variation and surrender.

### 17.2 Multi flood risk activity permit application

You may be eligible for a cost reduction if you apply for a permit that covers multiple flood risk activity structures. This will be applicable if the following conditions are met:

- same applicant
- same activity
- applications received at the same time
- same site/vicinity

- same site characteristics

If the above conditions are met, we will charge the full application charge for the first flood risk activity. For each subsequent flood risk activity that requires a permit and meets the conditions set out above, we will offer a 70% reduction in cost.

Please contact us for further advice if you consider your permit meets the requirements for a cost reduction from a multi flood risk activity permit.

## **18. Medium Combustion Plant (MCP) and Specified Generator (SG) activities**

This section covers charges for Medium Combustion Plant and Specified Generator activities, but you may wish to read this in conjunction with other sections of this document such as section 2 and 3, covering the general aspects of permits and charging.

Charges for Medium Combustion Plant and Specified Generators permits are Tier 2 and are either:

- standard rules Medium Combustion Plant and Specified Generator activities
- simple bespoke Medium Combustion Plant and Specified Generator activities
- complex bespoke Medium Combustion Plant and Specified Generator activities
- EPR Schedule 1.1 or 5.1 Part B if your Medium Combustion Plant and Specified Generator is equal to or greater than 20MWth

If your Medium Combustion Plant and/or Specified Generator is equal to or greater than 50MWth, Tier 3 charges apply.

### **18.1 Standard rules**

Application, surrender, transfer, and subsistence charges are fixed and based on the number of MCPs and/or generators you have. Some environmental permits which use standard rules conditions applicable to multiple MCPs may be varied to include additional MCPs up to the number of MCPs to which the standard rules conditions apply. This is NOT a variation or revision to the standard rules conditions, which can only be undertaken as set out in Chapter 4 of The Environmental Permitting (England & Wales) Regulations 2016.

### **18.3 Simple and complex bespoke**

Charges for changes to the permit (variation), transfer and surrender are fixed charges. Subsistence charges are based on the number of MCPs and/or generators you have.

Medium Combustion Plant and Specified Generator facilities are liable for their own separate charges.

If your MCP and/or Specified Generator is part of a new or existing Local Authority installation (Part A2 or Part B), please contact us for specific charging advice.

# Part B

## 19. Registrations and environmental permitting miscellaneous charges

These are charges that do not relate to environmental permits. Charges tables are set out in the charging scheme schedule 1.

This part covers:

- Waste carriers, brokers, and dealers
- Exempt waste operations (renewals of the scrap metal exemption paragraph 45 and renewals of notifiable exemptions)
- International waste shipments
- Producer responsibility – waste electrical and electronic equipment
- Producer responsibility – waste batteries and accumulators
- Trans frontier Shipment of Radioactive Waste and Spent Fuel Regulations 2008

For details of payment arrangements see Part C Payments of Charges.

Note: there is no charge for registration of small sewage discharges to surface water and groundwater. Specific advice for these can be found on our website.

### 19.1 Waste carriers, brokers, and dealers

If you are a carrier, broker, or dealer of controlled waste you need to register with us.

### 19.2 Exempt waste operations

The only exempt waste operation for which we charge is T11; a registrable exemption for waste electrical and electronic equipment that costs £840 every three years. You can no longer apply for a new paragraph 45 scrap metal exemption.

### 19.3 International waste shipments

The Trans frontier Shipment of Waste Regulations require a company to pay a charge at the same time as providing a notification for the proposed international shipment of waste. The charge depends on:

- whether the waste is being imported to or exported from the UK
- whether the shipment is for recovery or disposal
- the band the number of shipments falls within

## 19.4 Waste electrical and electronic equipment

The Waste Electrical and Electronic Equipment Regulations require companies wishing to operate a compliance scheme apply to the appropriate environmental regulator. If your company's registered office or principal place of business is within Wales, then your application will be to Natural Resources Wales. Applications cost £12,150.

The annual charge for operating a compliance scheme is the sum of the charges for each member in each charge band.

*Example:* for a compliance scheme with 4 companies in band A, 5 in band B and 10 in band C the charge is calculated as follows:

<b>Band</b>	<b>Number of companies</b>	<b>Charge per company</b>	<b>Total for each element</b>
<b>A</b>	4	£445	£1780
<b>B</b>	5	£210	£1050
<b>C</b>	10	£30	£300
<b>D</b>	0	£30	£0
<b>Total Charge</b>			<b>£3130</b>

## 19.5 Waste batteries and accumulators

The Waste Batteries and Accumulators Regulations require producers of portable batteries to either register directly with Natural Resources Wales (small producers) or join a Battery Compliance Scheme (large producers). Small producers deal with less than one tonne of portable batteries a year and registration costs £30.

Large producers (those placing more than 1 tonne of portable batteries per year on the UK market) do not pay a fee directly to Natural Resources Wales. Instead, they may be charged an annual membership fee by the Battery Compliance Scheme they join. The Battery Compliance Scheme must then pay Natural Resources Wales £600 for each member they have.

## 19.6 Battery compliance scheme operators

If your company's registered office or principal place of business is within Wales, then you'll need to apply through Natural Resources Wales. This assessment costs £17,000.

The annual charge for operating a Battery Compliance Scheme is the sum of the annual compliance monitoring charge plus the sum of the charges for each member of the scheme.

A small battery treatment operator or exporter is an operator who has undertaken to issue no more than 15 tonnes of waste portable battery evidence notes and to accept no more

than 150 tonnes of waste automotive and industrial batteries in the year in which the relevant charge is payable. Additional charges apply where this undertaking is exceeded.

## **19.7 Transfrontier shipment of Radioactive Waste and Spent Fuel Regulations 2008**

Natural Resources Wales is the competent authority in Wales for the transfrontier shipment of radioactive waste or spent fuel and are responsible for determining applications for authorisation of a shipment.

In some cases, we are asked by another member state of the European Union to consent to a shipment.

The Environment Act 1995 as amended by the Natural Resources Body for Wales (Functions) Order 2013, allows us to recover our costs in carrying out our functions under these Regulations. Our charges are based on actual time spent and costs incurred for work relating to authorisations and consents under the Regulations.

The hourly rate is £125. This includes an allowance for staff whose time is not recorded for charging purposes; these include support staff as well as those involved in policy support, provision of legal advice and other technical support. The rate also allows for other relevant costs including accommodation, IT support systems, health and safety, production of advice, financial services, and other support costs.

We will invoice applicants/intended recipients of authorisations and consents for the appropriate charge.

# Part C

## 20. Payment of charges

### 20.1 Method and terms of payment

You must submit payments for applications for new permits, variations, surrenders, transfers, deployments, registrations, waste recovery plan assessments and renewals with the application paperwork. We cannot start working on your application until payment is made.

Send relevant forms and payment to:

Permit Receipt Centre Natural Resources Wales Cambria House

29 Newport Road Cardiff

CF24 0TP

Tel: 0300 065 3000

You can pay by cheque, credit, or debit card by filling in the associated form. If you wish to pay by credit or debit card over the phone, we will contact you when we receive your application.

### 20.2 Other payments

This applies to payments for annual compliance monitoring charges, time and materials charges and charges made under our non-scheme charging powers such as pre-application advice or advertisements.

For these types of charges, we will send an invoice to the contact and address as advised by you. You can pay by cheque, credit or debit card, electronic transfer (BACS or CHAPS), bank giro credit or in the case of annual compliance monitoring charges, by direct debit. Full details on how to make your payment can be found on the back of your invoice.

### 20.3 Value Added Tax

All charges quoted in the scheme and guide are exempt from VAT apart from more detailed pre-application advice provided through our Discretionary Advice Service.

### 20.4 Withdrawn applications

If you withdraw an application, we reserve the right to retain the application charge in full and make no refund. We will not normally make a refund if the application is withdrawn more than 56 calendar days after it has been duly made. This is because a detailed assessment of the application will have started by this stage of the determination.

Where an application is submitted for a facility which is subsequently deemed to be exempt from regulation by reason of amendment to the Environmental Permitting Regulations, provided no permit has been issued we will make a full refund of the application charge. Refunds of application charges will not normally be made after permits have been issued.

## 20.5 Non-payment of charges

An application which is not accompanied by the appropriate charge is not deemed to be 'duly made' and so cannot be determined. If the charge submitted is insufficient you will be advised accordingly and asked to pay the balance. We will be unable to determine the application and will not issue a new or revised permit if any part of an application charge is outstanding. If an annual compliance monitoring charge is not paid when due, we may revoke or suspend the permit and take action to recover the debt.

## 20.6 Abatement of charges

Natural Resources Wales has the provision to waive or reduce any charge specified in the scheme it considers to be significantly disproportionate in a particular case, with regard to the actual costs and expenses incurred, or to be incurred, by Natural Resources Wales.

Natural Resources Wales considers charges in the following categories to be applicable:

- charges it considers to be significantly disproportionate with regard to the costs and expenses incurred, or to be incurred, by Natural Resources Wales
- annual compliance monitoring charges for mothballed sites, subject to a maximum of two financial years
- OPRA band F adjustments it considered to be significantly disproportionate with regard to the costs and expenses incurred, or to be incurred, by Natural Resources Wales.

Facilities falling within band F will be assessed on an individual basis to establish whether the determined charge is representative of the cost to Natural Resources Wales to regulate the site. Where the band F determined annual compliance monitoring charge is greater than that required to achieve cost recovery, a cap will be placed on the levied charge and will be displayed on the bill.

## 20.7 When charges are due

- Application and renewal charges are due on the date that the application is made
- Notification charges are payable on notification. This includes waste batteries and accumulators small producer charge required to accompany the submission of information required by the Waste Batteries and Accumulators Regulations.

Permit Type	Payment Due
<b>New Permit, Variation, Transfer, Surrender application.</b>	Date application made

Permit Type	Payment Due
<b>Regulator-Initiated Variation</b>	Payable on invoice served
<b>Annual compliance monitoring - Subsistence</b>	1 April each year. Payable on demand in the first year a permit is granted, or when a pro-rata invoice is issued.
<b>Deployment application</b>	Payable on notification of each deployment
<b>Radioactive substances activities – time and materials</b>	Invoiced quarterly in arrears
<b>Transfrontier shipment of radioactive waste and spent fuel regulations 2008</b>	Invoiced quarterly in arrears
<b>All other charges</b>	On demand

## 20.8 Sources of further information

- [The Environmental Permitting \(England and Wales\) Regulations 2016](#)
- [The DEFRA/Welsh Government Environmental Permitting Core Guidance](#)
- Further information on OPRA can be found on our website including waste, mining waste and installations.
- Charges section on our website
- Permitting section on our website

## 20.9 Contact us

For billing enquiries please refer to the email addresses on the front of your invoice.

If you have any queries regarding the interpretation of charges, please contact the Charges Team:

[enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk)

Charges Team

Finance & Corporate Services Natural Resources Wales

Ty Cambria

29 Newport Road Cardiff

CF24 0TP

We welcome views from our users, stakeholders, and the public, including comments about the content and presentation of this scheme. If you are happy with our service please tell us about it, it helps us to identify good practice and rewards our staff. If you are unhappy with our service, please let us know how we can improve it.

For copies of Natural Resources Wales publications please contact enquiries on 0300 065 3000 or by email [enquiries@naturalresourceswales.gov.uk](mailto:enquiries@naturalresourceswales.gov.uk)



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