



Surrendering a Water Discharge Permit

Discharges to Water and Groundwater

On the occasions where we require a permit to discharge surface water from our site we will ultimately reach a stage where the discharge/permit is no longer required.

Failure to cancel the permit will result in ongoing annual subsistence fees. The guidance below outlines the process, and details how the forms should be completed, ready for submission to the Environment Agency.

Cancel a water discharge or groundwater activity permit

Complete the following documents and send them to PSC-WaterQuality@environment-agency.gov.uk. The forms can be downloaded via the two links below.

- [part A: about you](#)
- [part E1: notification of surrender](#)

There is no charge for cancelling this type of permit.

Part A1 - Guidance

Complete Section 1

1 About you

Are you applying as an individual, an organisation of individuals (for example, a partnership), a company (this includes Limited Liability Partnerships) or a public body?

An individual

☐ Now go to section 2 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

An organisation of individuals (for example, a partnership)

☐ Now go to section 3 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

Tick relevant box

A public body

☐ Now go to section 4

A registered company or other corporate body

☒ Now go to section 5 and if you are applying for a new permit or transferring a permit for an installation or waste activity please also fill in Appendix 1

Go to Section 5 (and complete)

5 Applications from companies or corporate bodies

5a Name of the company

Persimmon Homes Ltd

5b Company registration number

04108747

Date of registration (DD/MM/YYYY)

16/10/2000

If you are applying as a corporate organisation that is not a limited company, please provide evidence of your status and the reference you have given the document containing this evidence.

Document reference

Enter company name. Use correct company information e.g. Persimmon Homes (Region) Ltd if permit was applied for under regional business name.



5 Applications from companies or corporate bodies, continued

5c Please give details of the directors

If relevant, provide details of other directors and company secretary, if there is one, on a separate sheet and tell us the reference you have given this sheet.

Document reference

Details of company secretary (if relevant) and director/s

Title (Mr, Mrs, Miss and so on)

First name

Last name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Now go to section 6

Mr

DIRECTOR NAME

DIRECTOR NAME

Insert relevant
Director details

Go to Section 6 (and complete)

6 Your address

6a Your main (registered office) address

For companies this is the address on record at Companies House.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

Mr

NAME

NAME

Persimmon House

Fulford

York

YO19 4FE

(01904) 642 199

Insert office
address. Note if
you haven't used
Persimmon Head
Office address use
relevant Regional
details

For an organisation of individuals every partner needs to give us their details, including their title Mr, Mrs and so on. So, if necessary, continue on a separate sheet and tell us below the reference you have given the sheet.

Document reference



Go to Section 7 (and complete)

7 Contact details

7a Who can we contact about your application?

It will help us if there is someone we can contact if we have any questions about your application. The person you name should have the authority to act on your behalf.

Please add a second contact on a separate sheet if this person is not always available.

Document reference of this separate sheet

This can be someone acting as a consultant or an 'agent' for you.

Contact name

Title (Mr, Mrs, Miss and so on)

First name

Last name

Address

Postcode

Contact numbers, including the area code

Phone

Fax

Mobile

Email

Mr

NAME

NAME

LOCAL OFFICE ADDRESS

Insert details of
who is submitting
form

Go to 7c

7 Contact details, continued

7c Who can we contact about your billing or invoice?

Note: Please provide the name and address that all invoices should be sent to for your subsistence fees.

As in question 7a



As in question 7b



Please give details below if different from question 7a or 7b.

Tick relevant box. Usually
same as 7a.



Part E1 - Guidance

Complete Section 1

1 About your permit

1a Permit number

What is the permit number that this notification relates to?

NE/EPRZB3999NC

Example permit no.

Put your permit number
in here. Each site has a
different permit no.

1b What is the name of the operator or operators who hold this permit?

Name of the public body or company (if applicable)

Persimmon Homes Ltd

Title (Mr, Mrs, Miss and so on)

Enter company name. Use
correct company information
e.g. Persimmon Homes
(Region) Ltd if permit was
applied for under regional
business name

1c Site details

What is the name, address and postcode of this site?

Site name

Address

Insert site address where permit was issued

Full address of site
where permit issued

Postcode

Go to Section 2 + 3 (complete as below)

2 About your notification of surrender

Note: If you are leaving the premises or moving house you do not have to surrender the permit. You can transfer it to the new occupier using part D1.

Tick below to show whether you are notifying us of the surrender of all or part of your permit.

All of permit

☒ Now go to section 3

Part of permit

☐ Now go to section 4

Tick both boxes to
surrender whole permit

3 Surrendering your whole environmental permit

3a I want to surrender the whole environmental permit numbered in question 1a

☒



Go to Section 5 (complete as below)

5 Date on which you want to surrender the whole permit or parts of the permit

5a Tell us the date that you want to surrender the permit to be effective (DD/MM/YYYY)

30/03/2022

This date must be at least 20 working days from the date we receive this form. Now go to section 6.

Date you want permit to end,
note must be at least 20 days
from when form submitted

Go to Section 7 (complete as below)

7 Declaration

If you knowingly or carelessly make a statement that is false or misleading in relation to this environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

A relevant person should make the declaration (see guidance notes on part E1). An agent acting on behalf of an applicant is NOT a relevant person.

If there are joint permit holders each must complete their own declaration.

I declare that the information in this notification is true to the best of my knowledge and belief.

If you deliberately make a statement that is false or misleading you may be prosecuted.

Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)



Insert name of relevant / regional
Director and date. Tick both
boxes

Name

Title (Mr, Mrs, Miss and so on)

First name

Last name

On behalf of (if relevant; for example, a company or organisation)

Today's date (DD/MM/YYYY)

Mr

NAME OF DIRECTOR

NAME OF DIRECTOR

Persimmon Homes Ltd

31/01/2022

If you knowingly or carelessly make a statement that is false or misleading to help you get an environmental permit (for yourself or anyone else), you may be committing an offence under the Environmental Permitting (England and Wales) Regulations 2016.

A relevant person should make the declaration (see guidance notes on part E1). An agent acting on behalf of an applicant is NOT a relevant person.

I declare that the information in this notification is true to the best of my knowledge and belief.

Tick this box to confirm that you understand and agree with the declaration above, then fill in the details below (you do not have to provide a signature as well)



This form can be emailed to PSC-WaterQuality@environment-agency.gov.uk by any member of the Persimmon team.

The surrender process usually takes less than 4 weeks.

Authorised by: HS&E Director	Version date: 12.05.22	Version: 1	STD: Pollution Prevention Guidance: Surrendering a Water Discharge Permit
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