

**P-WAS-A3**

**The Environmental Authorisations (Scotland) Regulations 2018 (EASR)**

**Waste Permit Activity:**

**Recovery of waste by application to land for the purpose of soil improvement**

Version 1.0, June 2025

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If you would like this document in an accessible format, such as large print, audio recording or braille, please contact SEPA by emailing [equalities@sepa.org.uk](mailto:equalities@sepa.org.uk).

## How to use this activity form

Use this form to apply for:

* A **new permit** to carry on the waste activity: ‘Recovery of waste by application to land for the purpose of soil improvement’.
* A **variation of an existing permit** to add the waste activity: ‘Recovery of waste by application to land for the purpose of soil improvement’.

## Before you apply

* Check the activity web page to ensure you are using the correct application form.
* Read the guidance for the waste activity you are applying for on the relevant activity specific page on our website.
* Where you see the term ‘document reference’, enter the document reference(s) for the information you have provided. These must be submitted along with the completed form.
* For applications made with insufficient or inadequate information; we will return these to the applicant with an explanation of what additional information is required and may retain part of the application fee in accordance with our published charging scheme.

## How to apply

**Digital application service available from 1 November 2025:**

From 1 November 2025, the quickest and easiest way to apply is via our digital application service on our website.

You will need to upload:

1. Completed activity form(s)
2. Any required supporting information

**Email/Post application:**

If you cannot apply using our digital application service, you can complete and submit an application via email or by post.

* For **a new permit**, your application must include:

1. A completed APP-GEN1 form
2. Completed activity form(s)
3. Any required supporting information

* For **a variation of a permit to add a new activity**, your application must include:

1. A completed APP-GEN1 form
2. Completed variation form(s)
3. Completed activity form(s)
4. Any required supporting information

Email and postal addresses for submitting your application are included in the APP-GEN1 form.

You can download APP-GEN1, activity forms and variation forms on our website.

## Section 1 - Location of the activity

For each location where the activity will take place (e.g. each farm or other land holding), provide the required details as outlined in Appendix 1.

## Section 2 - About your proposed activities

### 2.1 Non-technical summary

Please provide a non-technical summary of your application, including:

* A brief overview of the proposed activities.
* A description of the processes that will be carried on.
* The measures you will implement to control the main environmental emissions from the proposed activity.

This summary may be published on our website as part of the public consultation process.

Ensure it is written in simple and plain language so that all members of the public can clearly understand the details of your application.

| **Document reference** |
| --- |
|  |

### 2.2 Written management system

To apply for a new permit or a variation of an existing permit, you must provide a written management system. This can comprise one or multiple documents.

SEPA will assess the scope and measures included in the written management system in principle only. It will remain the responsibility of the authorised person to ensure that the details of any measures adopted including the design, operation and maintenance is suitable and sufficient to comply with the requirements of the authorisation and to prevent harm to human health or the environment. SEPA will not formally approve the written management system.

The written management system must provide details of the processes that will be undertaken to ensure that the activity results in soil improvement and does not negatively impact the environment. It does not need to include specific sampling details.

The written management system must provide details of:

* Pre-acceptance checks, including sampling frequency and methodology for soils and waste streams.
* Waste acceptance process.
* Waste storage, including durations.
* Waste application methods and the factors that could affect their implementation in particular locations or circumstances.
* Proposed management structure, including details of technical competence arrangements.
* Key plant and general infrastructure requirements.
* Measures considered to control emissions and pollution, including risk assessment. framework and identification of potentially impacted locations.
* Any monitoring carried out.
* Routine maintenance and checks.
* Audits and review process.
* Record keeping procedures.

Before starting your application, please read the following guidance documents thoroughly:

* WAS-G-EASR-10 – Recovery of waste on land for the purpose of soil improvement – This provides specific guidance on the use of waste on land for the purpose of soil improvement.
* WAS-G-EASR-03 – Waste storage and treatment – This provides general guidance outlining the requirements for a written management system and its content.

Your written management system must include all relevant information required by SEPA’s guidance. If there is any divergence between the two guidance documents, the activity specific guidance (WAS-G-EASR-10 – Recovery of waste on land for the purpose of soil improvement) takes precedence.

| **Document reference** |
| --- |
|  |

## Section 3 - Fit and proper person

When determining an application to grant a permit we must be satisfied that the applicant is a fit and proper person to be in control of the regulated activity.

Please read our guidance on Who can hold an authorisation to understand our criteria for assessing if you are a ‘fit and proper person’ to hold or continue to hold an authorisation.

### 3.1 Technical competence

The regulated activities must be carried on by someone who is technically competent.

Before completing this section, please review our guidance on Provision and assessment of technically competent management at waste management facility.

Please select the relevant box to indicate how you will demonstrate that the proposed authorised place will have technically competent management.

**Formal qualification**

(e.g. FACTS accreditation, WAMITAB Certificate, vocational certificates SVQ and NVQ)

Proceed to Section 3.1.1

**Competency Management Scheme (CMS)**  Proceed to Section 3.1.2

#### 3.1.1 Formal qualification

Please provide details of the person(s) providing technically competent management of the regulated activities, along with copies of the relevant certificates. Add more entries, if required.

**Table 1(a): Technically competent person 1 details**

| **Question** | **Answer** |
| --- | --- |
| **Name** |  |
| **Date of birth** |  |
| **Position** |  |
| **Business name and address** |  |
| **Certification scheme name** |  |
| **Level of qualification obtained** |  |
| **Copy of certificate** (Document reference) |  |

**Table 1(b): Technically competent person 2 details**

| **Question** | **Answer** |
| --- | --- |
| **Name** |  |
| **Date of birth** |  |
| **Position** |  |
| **Business name and address** |  |
| **Certification scheme name** |  |
| **Level of qualification obtained** |  |
| **Copy of certificate** (Document reference) |  |

If the proposed technically competent person(s) also provides technically competent management at other authorised places, please provide a separate document explaining how they will manage all authorised places effectively and meet the attendance requirements. Additionally, complete Table 2 below with the necessary details.

| **Document reference** |
| --- |
|  |

**Table 2: Management of other authorised places**

|  |  |  |
| --- | --- | --- |
| **Technically competent person name** | **SEPA Authorisation reference** | **Authorised place name and address** |
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#### 3.1.2 Competency Management Scheme (CMS)

We recognise the Competency Management Scheme (CMS) as evidence of technical competence. If you are using a CMS, it is not necessary to identify an individual technically competent person to manage regulated activities. However, a responsible person must be appointed to ensure that the CMS is established, implemented and maintained.

**Table 3: Competency Management Scheme (CMS) details**

| **Question** | **Answer** |
| --- | --- |
| **CMS provider** |  |
| **Responsible person** |  |
| **Position** |  |
| **Business name and address** |  |
| **Certification Body name** |  |
| **Proof of certification**  (Document reference) |  |

### 3.2 Financial provision

Financial provision must be sufficient to meet all obligations of the authorised person and adequately cover the costs of closure and environmental liability risks.

For details on how we assess financial provision, please review our guidance on Financial provision for Non-Landfill Waste Management Activities.

#### 3.2.1 Other SEPA authorisations subject to financial provision

Please note that we will assess the applicant’s financial suitability considering the financial provision cumulative value for all the authorisations held by the applicant.

If the applicant already holds other SEPA authorisations subject to financial provision, please provide details below.

**Table 4: SEPA authorisations subject to financial provision**



|  |  |
| --- | --- |
| **SEPA authorisation reference** | **Authorised place name and address** |
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## Appendix 1: Locations for the activity

### Section A1-1 - Location details

For each location where the activity will take place (e.g. each farm or other land holding), provide the following details in Table A1:

* Location name (e.g. farm name).
* Postcode.
* Total area of land receiving waste (in hectares).
* National Grid References (NGR) for a key point of the waste-receiving location (e.g. farm steading, site office, main access gate). You can use our [SEPA NGR Tool](https://map.sepa.org.uk/ngrtool/) to find the NGR. The NGR should be in one of these formats:
* 2 letters followed by 10 digits (e.g. AB 12345 67890)
* 2 letters followed by 8 digits (e.g. AB 1234 6789)

**Table A1: Location details**

| **Location name**  (e.g. farm name) | **Postcode** | **National Grid Reference** (NGR) | **Total area of land receiving waste** (ha) |
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### Section A1-2 - Site of Special Scientific Interest (SSSI), Special Area of Conservation (SAC), Special Protection Area (SPA) and RAMSAR sites

If any location listed in Table A1 could impact an SSSI, SAC, SPA, or a RAMSAR site, you should contact NatureScot to obtain the necessary consents and address any concerns before submitting your application.

A1-2.1 Potential impact on SSSIs, SACs, SPAs and RAMSAR sites

Use the [NatureScot website map](https://sitelink.nature.scot/map) to check if any location listed in Table A1 could impact an SSSI, SAC, SPA, or a RAMSAR site.

If so, please provide details in the table below and then complete Section A1-2.2.

**Table A2: Designated sites details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Location name**  (e.g. farm name) | **Designated**  **site name** | **Designation**  (e.g. SSSI, SAC, SPA) | **Distance to designated site** (km) |
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A1-2.2 Consultation with NatureScot

If any location listed in Table A2 could impact a designated site, have you discussed it with NatureScot?

Yes

No

For each location identified in Table A2, please provide a document that details your discussions with NatureScot and if required any mitigation actions you intend to implement to address areas of concern.

| **Document reference** |
| --- |
|  |

### Section A1-3 - Existing authorisations to be superseded

If any location listed in Table A1 currently holds an existing authorisation to carry on the activity under one of the following:

* Registration level activity for the use of waste on land for the purpose of soil improvement (single location or farm) under EASR;
* Paragraph 7 – The treatment of land for agricultural benefit or ecological improvement under The Waste Management Licensing (WML) Regulations 2011
* Paragraph 8 – The storage and spreading of sludge under The Waste Management Licensing (WML) Regulations 2011

and the activity will be superseded if the authorisation is granted as a result of this application, provide details in Table A3.

**Table A3: Existing authorisations to be superseded**

| **Location name** | **Authorisation reference**  (e.g. EAS/R/1234, WML/XC/1234) |
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