

Change of Address - Impact to permits, licences and consents (PLC's)

Issued to: **All Network Rail line managers, safety professionals, Environment and Sustainability distribution list and accredited contractors**

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Contact: Technical Authority Environment & Sustainability



Overview

As of Friday 31st March 2023, Network Rail Infrastructure Limited's (NRIL) primary address changed from :

**1 Eversholt Street
London
NW1 2DN**

to:

**Waterloo General Office
London
SE1 8SW**

Environmental permits, licences, and consents (PLCs) held (directly) by NRIL require its registered address to be provided.

What do you need to do?

If you are accountable for an existing environmental PLC that is currently registered to NRIL at the Eversholt Street address you must apply to the relevant regulator to make a change to our registered address.

The Company Secretary has provided a [standard letter](#) that may be used for the purpose of update (**N.B.** for amendments to PLCs you must still use the templates mandated by each regulator).

Discussion points

What do you need to know?

The information provided in the application of any environmental PLC forms part of legally binding documentation.

As such, all details must be accurate and up to date.

PLCs from statutory authorities such as the Environment Agency (EA), Natural Resources Wales (NRW), Scottish Environmental Protection Agency (SEPA), Natural England (NE), Nature Scot and Marine Management Organisation (MMO) each have their own processes for updating information within their PLCs.

Prior to changing details of a PLC its important to note which organisation holds the PLC. For many Capital Delivery projects, PLCs are held by the Principal Contractor, not Network Rail. A PLC in the name of the Principal Contractor is likely to be unaffected by this change.

Failing to update a PLC when required, even for an administrative change, may mean the licensee is non-compliant with the licence i.e. there may be conditions requiring that information to be kept up to date. There are a wide range of legal implications for failing to comply with a PLC. Practically, the statutory authority granting a PLC needs the correct information to contact NRIL about matters for that PLC.

Where can I find more info?

Below is information relating to how to make changes to PLC's from relevant UK regulators. This list is not exhaustive.

Please contact your regional/functional environmental/sustainability professional or consents manager for assistance where required.

Environment Agency

[part A](#): about you

[part C0.5](#): administrative variation of standard or bespoke permit

Natural Resources Wales

For permits: part [C0.5](#) only for admin changes

For protected species licences: [amendment request form](#)

Scottish Environment Protection Agency

[Changes to permits](#)

Natural England

Modification request form varies by species.

Example, [bat licence](#).

Nature Scot

[Licence amendments](#)

Marine Management Organisation

[Variations to a licence](#)