CITY OF WOLVERHAMPTON COUNCIL

Application for a Part B permit

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

Introduction

When to use this form
This regime is known as and referred to as Local Authority Pollution Prevention and Control, LAPPC. Installations permitted under this regime are known as B installations. Use this form if you are sending an application for a 'Part B' permit to City of Wolverhampton Council under the Environmental Permitting (England and Wales) Regulations 2016 as amended ("the EP Regulations").

Before you start to fill in this form

You are strongly advised to read relevant parts of the Defra general guidance manual issued for LA-IPPC and LAPPC, available at:
http://www.defra.gov.uk/environment/quality/industrial/las-regulations/guidance/
This contains a list of other documents you may need to refer to when you are preparing your application, and explains some of the technical terms used. You will also need to read the Process Guidance note relevant to the particular activity. This can be found on the same web page as the guidance manual and by scrolling down to the relevant section.

The EP Regulations can be obtained from The Office of Public Sector Information, or viewed on their website at: http://www.legislation.gov.uk/uksi/2010/675/contents/made

Which parts of the form to fill in

You should fill in as much of this form as possible. The appropriate fee must be enclosed with the application to enable it to be processed further. When complete return to:

Environmental Health
Resident Services
City of Wolverhampton Council
Civic Centre
St Peter's Square
Wolverhampton WV1 1DA

Or via email: environmentalpermitting@wolverhampton.gov.uk

Other documents you may need to submit

There are a number of other documents you will need to send us with your application. Each time a request for a document is made in the application form you will need to record a document reference number for the document or documents that you are submitting in the space provided on the form for this purpose. Please also mark the document(s) clearly with this reference number and the application reference number; if you have been given one it will be at the top of the form overleaf. If you do not have either of these, please use the name of the installation.

Using continuation sheets

Please use a continuation sheet if you need extra space to answer any question and give a document reference number on this form for the continuation sheet. Please indicate clearly the reference number on the continuation sheet itself.

Copies

If you are submitting a paper application, please send the original and 2 copies of the form and all other supporting material, to assist City of Wolverhampton Council in any necessary consultation.

If you need help and advice

DEFRA have made the application form as straightforward as possible, but please get in touch with us at the email address given above if you need any advice on how to set out the information needed.

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

A1 Applicant details

A1.1 Name of the installation

A1.2 Please give the address of the site of the installation (if applying for a permit for mobile plant please go to A 1.3)

Postcode Telephone

Ordnance Survey national grid reference
8 characters, for example, SJ 123 456 (can be obtained from typing postcode into one of the on-line mapping sites e.g. multimap.co.uk, streetmap.co.uk).

A1.3 Mobile Plant
In the case of an application for a permit to operate a Part B mobile plant please provide the following details:

The address of your principal place of business:

Postcode Telephone

A1.4 Existing authorisations:
Please give details of any existing LAPPC or LA-IPPC authorisation for the installation, or any waste management licences or water discharge consents, including reference number(s) and type(s):

Please provide the information requested below about the "Operator", which means the person who it is proposed will have control over the installation in accordance with the permit (if granted)

A2.1 The Operator – Please provide the full name of company or corporate body

Trading / business name (if different)

Registered Office address

Postcode:

Principal Office address (if different)

Postcode:

Company registration number:

A2.2 Holding Companies

Is the operator a subsidiary of a holding company within the meaning of Section 1159 of the Companies Act 2006?

No ☐

Yes ☐ *name of ultimate holding company:*

Registered office address

Postcode

Principal Office address (if different)

Postcode

Company registration number:

A3.1 Who can we contact about your application?

It will help to have someone who we can contact directly with any questions about your application. The person you name should have the authority to act on behalf of the operator - this can be an agent or consultant.

Name

Position

Address

Postcode

Telephone number

Fax number

E-Mail address

B1 About the Installation

Please fill in the table below with details of all the current activities in operation at the whole installation.

In **Column 1, Box A *Activities in the stationary technical unit***
Please identify all activities listed in Schedule 1 to the EP Regulations that are, or are proposed, to be carried out in the stationary technical unit of the installation.

In **Column 1, Box B *directly associated activities***
Please identify any directly associated activities that are, or are proposed, to be carried out on the same site which:

- have a technical connection with the activities in the stationary technical unit
- could have an effect on pollution

In **Column 2, Schedule 1 references, for Boxes A and B** please quote the Chapter number, Section number, then paragraph and sub-paragraph number as shown in Part 2 of Schedule1 to the EP Regulations.

B1.1 Installation table for new permit application

COLUMN 1	COLUMN 2
Box A	
Activities in the Stationary Technical Unit	**Schedule 1 References**
e.g.1 Melting, including making alloys, of non-ferrous metals in plant with a melting capacity of 20 tonnes or less per day	*Chapter 2, Section 2.2, Part B (a)*
e.g.2 i) Manufacturing products wholly or mainly of wood involving relevant activities with a throughput of 1,000m^3 in any 12 months *ii) Burning waste [wood] in an appliance with a rated thermal input of 0.4 MW*	*Chapter 6, Section 6.6, Part B (a)(ii)* *Chapter 1, Section 1.1, Part B(c)(i).*
Box B	
Directly associated activities	**Schedule 1 References (if any)**
e.g. 1 Mould and core making / Knockout / Fettling & Grinding / Polishing	
e.g. 2 Preservative treatment / Coating / Painting	

B1.2 Why is the application being made?

☐ the installation is new

☐ a “substantial change” is proposed to the installation

☐ the installation is existing, but changes to the installation or to the EP Regulations means that an LAPPC Part B permit is now required.

B.1.3 Site Maps

Please provide: -

- A suitable map showing the location of the installation clearly defining the extent of the installations in red

Doc Reference

- A suitable plan showing the layout of activities on the site, including bulk storage of materials, waste storage areas and any external emission points to atmosphere

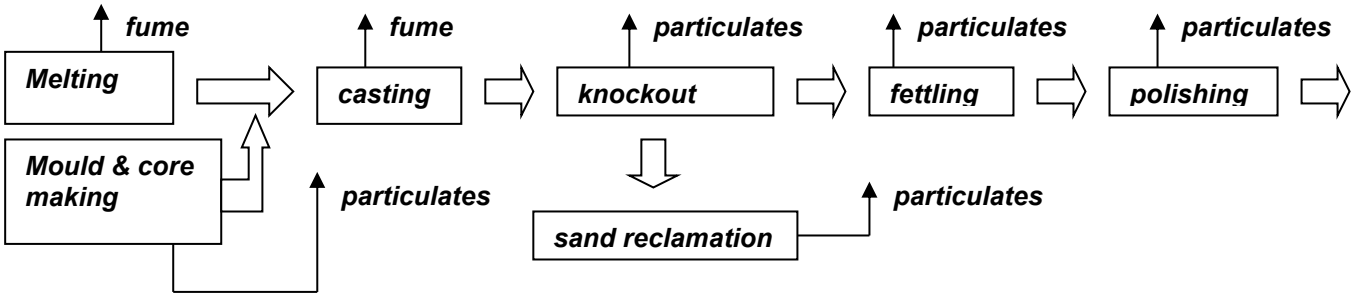
Doc Reference

B2 The Installation

Please provide written information about the aspects of your installation listed below. We need this information to determine whether you will operate the installation in a way in which all the environmental requirements of the EP Regulations are met.

B2.1 Describe the proposed installation and activities and identify the foreseeable emissions to air from each stage of the process (this will include any foreseeable emissions during start up, shut down and any breakdown / abnormal operation).

It is recommended that you use process flow diagrams of the activity to aid the description, e.g.



Doc Reference:

B2.2 Once all foreseeable emissions have been identified in the proposed installation activities, each emission should be characterised (including odour) and quantified.

Atmospheric emissions should be categorised under the following:
(i) point source, (e.g. chimney / vent, identified by a number and detailed on a plan, giving height above roof ridge and height above ground)
(ii) fugitive source (e.g. from stockpiles / storage areas).

If any monitoring has been undertaken please provide the details of emission concentrations and quantify in terms of mass emissions. If no monitoring has been undertaken please state this.
(Emission concentration = e.g. milligrams per cubic metre of air; mass emission = e.g. grams per hour, tonnes per year)

Doc Reference:

B2.3 For each emission identified from the installations' activities describe the current and proposed technology and other techniques for preventing or, where that is not practicable, reducing the emissions into the air. If no techniques are currently used and the emission goes directly to the environment without abatement or treatment this should be stated.

Doc Reference:

B2.4 Describe the proposed systems to be used in the event of unintentional releases and their consequences. This must identify, assess and minimise the environmental risks and hazards, provide a risk-based assessment of any likely unintentional releases, including the use of historical evidence. If no assessments have been carried out please state this.

Doc Reference:

B2.5 Describe the proposed measures for monitoring all identified emissions including any environmental monitoring, and the frequency, measurement method and evaluation procedure proposed. (e.g. particulate matter emissions, odour etc). Include the details of any monitoring which has been carried out which has not been requested in any other part of this application. If no monitoring is proposed for an emission please state the reason.

Doc Reference:

B2.6 Provide detailed procedures and policies of your proposed environmental management techniques, in relation to the installation activities described.

Doc Reference:

B3 Impact on the Environment

B3.1 Provide an assessment of the potential significant local environmental effects of the foreseeable emissions (e.g. is there a history of complaints and / or is the installation in an air quality management area ?)

Doc Reference:

B3.2 Are there any sites of special scientific interest (SSSIs) or European protected sites which are within either

- 2 kilometres for an installation which includes Part B combustion, incineration (but not crematoria), iron and steel, and non-ferrous metal activities, or
- 1 kilometre for Part B mineral activities and cement and lime activities, or
- ½ a kilometre for all other Part B activities?

No ☐

Yes ☐ please give names of the sites

Doc Reference:

B3.3 Provide an assessment of whether the installation is likely to have a significant effect on such sites and, if it is, provide an assessment of the implications of the installation for that site, for the purposes of the Conservation (Natural Habitats etc) Regulations 1994 (see appendix 2 of Annex XVIII of the General Guidance Manual).

Doc Reference:

B4 Environmental Statements

B4.1 Has an environmental impact assessment been carried out under The Town and Country Planning (Environmental Impact Assessment)(England & Wales) Regulations 1999/293, or for any other reason with respect to the installation?

No ☐

Yes ☐ Please supply a copy of the environmental impact assessment and details of any decision made

Doc Reference:

B5 Additional information

Please supply any additional information that you would like us to take account of in considering this application.

Doc Reference:

C1 Fees and Charges

Your application cannot be processed unless the application fee is correct and has been received by the Council. Please contact the Council to find out the current fee and how to pay
Email: environmentalpermitting@wolverhampton.gov.uk

The Secretary of State sets the fees and charges and details of the application fee can be found by accessing the relevant scheme at:

http://www.defra.gov.uk/environment/quality/industrial/las-regulations/charges-risk/

C1.2 Please give any company purchase order number or other reference you wish to be used in relation to this fee.

C2 Annual subsistence charges

If we grant you a permit, you will be required to pay an annual subsistence charge, failure to do so will result in revocation of your permit and you will not be able to operate your installation.

C2.1
Please provide details of the address you wish invoices to be sent to and details of someone we may contact about fees and charges within your finance section.

Postcode: Telephone:

C3 Commercial confidentiality

C3.1 Is there any information in the application that you wish to justify being kept from the public register on the grounds of commercial confidentiality?

☐ No

☐ Yes

Please provide full justification, considering the definition of commercial confidentiality within the EP Regulations.

Doc Reference:

C3.2 Is there any information in the application that you believe should be kept from the public register on the grounds of national security?

☐ No

☐ Yes

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

C4 Data Protection

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

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

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

It is an offence under Regulation 38 of the EP Regulations for the purpose of obtaining a permit (for yourself or anyone else) to:

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

If you make a false statement

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

C5 Declaration: previous offences (delete whichever is not applicable)

I / We certify

EITHER

No offences have been committed in the previous five years which are relevant to my / our competence to operate this installation in accordance with the EP Regulations.

OR

The following offences have been committed in the previous five years which may be relevant to my / our competence to operating this installation in accordance with the Regulations:

_____

_____

Signature _____

Name _____

Position _____

Date _____

C6 Declaration

C6.1 Signature of current operator(s)*

I / We certify that the information in this application is correct. I / We apply for a permit in respect of the particulars described in this application (including supporting documentation) I / We have supplied.

Please note that each individual operator must sign the declaration themselves, even if an agent is acting on their behalf.

For the application from:

Installation name:

Signature Date:

Name

Position

Signature Date:

Name

Position

** Where more than one person is defined as the operator, all should sign. Where a company or other body corporate – an authorised person should sign and provide evidence of authority from the board of the company or body corporate.*