

Application for a A2 Permit

Environmental Permitting (England and Wales) Regulations 2016

Introduction

When to use this form

This environmental permitting regime is known and referred to as Local Authority Integrated Pollution Prevention and Control ('LA-IPPC'). Installations permitted under this regime are known as 'A2' installations. Use this form if you are sending an application for a 'Part A2' installation to a Local Authority under the [Environmental Permitting \(England and Wales\) Regulations 2016](#) ("the EP Regulations"), SI 2016 No.1154

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. Chapter 4 is about making an application, Chapter 6 is about how permits are decided, and Chapter 12 gives the meaning of Best Available Techniques (BAT). Other chapters introduce the Regulations and give information about various issues

You will also need to read the relevant [Sector/Process Guidance Note\(s\)](#). The EP Regulations can be obtained from The Office of Public Sector Information, or viewed on their website at: <http://www.opsi.gov.uk/stat.htm>.

Pre-application discussions

It is usually sensible to talk to one of our pollution control officers before you complete and submit the application.

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:

Sandwell MBC
Public Health
Pollution Control
PO Box 2374
Sandwell Council House
Oldbury B69 3DE

or email: pollution_control@sandwell.gov.uk

Introductory notes Continued Overleaf

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

In the case of the questions on the application form itself, please use a continuation sheet if you need extra space; but please indicate clearly on the form that you have done so by stating a document reference number for that continuation sheet. Please also mark the continuation sheet itself clearly with the information referred to above.

Copies

We request that you submit an electronic copy, aid the processing of this application. If this is not possible please send 3 paper copies of the form and all other supporting material, to assist consultation.

If you need help and advice

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

Please get in touch with us on Email: pollution_control@sandwell.gov.uk

End of Introduction

LA –IPPC A2 Application Form To be Completed by Operator

A1 The Basics

A1.1 Name of the installation

A1.2 Address of the site of the installation

Postcode

Telephone

A1.3 Existing authorisations:

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

A2.1 Operator details (the “Operator”, which means the person who it is proposed will have control over the installation in accordance with the permit (if granted).)

Name

Trading/business name (if different)

Registered Office address

Postcode

Telephone

Principal Office address (if different)

Postcode

Company registration number

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A2.2 Holding Companies

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

Yes No

Name of ultimate holding company _____

Registered office address

Postcode

Telephone

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 rather than the operator).

Name:

Position:

Email:

Telephone:

B1 About the Installation

What activities are or will be carried on at the installation? Please include “directly associated activities” – this term is explained in Annex III in Part B of the [general guidance manual](#).

In **Column 1, Box A**, 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** 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

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In **column 2, for Boxes A and B**, please quote the Chapter number, Section number, Part A(2) or B, then paragraph and sub-paragraph number as shown in Part 2 of Schedule 1 to the EP Regulations. For example, Manufacturing glass and glass fibre, unless falling within Part A(1) of that Section, where the melting capacity of the plant is more than 20 tonnes per day, would be listed as Chapter 3, Section 3.3, Part A(2)(a).

B1.1 Installation table for new permit application

COLUMN 1a	COLUMN 2
Box A Activities In The Stationary Technical Unit	Schedule 1 to the EP regulations
Box B Directly associated activities	Schedule 1 References (if any)

B1.2 Why is the application being made?

- New installation
- The installation is existing, but changes to the installation or to the EP Regulations means that an LA-IPPC A2 permit is required.

B.1.3 Site Maps

Please provide:

- A location map showing with a red line round the boundary of the installation

Doc Reference

- A site plan or plans 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

- A suitable plan showing the site drainage system and all discharge points to drainage or water courses.

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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 Environmental Permitting Regulations are met.

B2.1 Releases, techniques and monitoring?

Describe the proposed installation and its activities

Doc Reference: _____

Identify all foreseeable emissions to air, water & land from each stage of the process (this will include any foreseeable emissions during start up, shut down and any breakdown/abnormal operation or accident identified by a risk assessment).

The use of process flow diagrams may aid to simplify the operations

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)
 - (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)

- **Water emissions** should be identified at discharge points and copies of any discharge consents from either the Environment Agency or sewerage undertaker should be submitted, detailing the permitted discharge limits.

Doc Reference: _____

B2.3 For each emission identified, describe the current and proposed technology and other techniques for preventing or, where that is not practicable reducing the emissions in line with BAT. 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 Raw Materials, water etc.

Identify the raw and auxiliary materials, other substances and water that you propose to use in carrying on the activities listed in B1.1

Doc Reference: _____

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B2.5 Waste

Characterise and quantify each waste stream from the installation. What steps will be taken to comply with the revised Waste Framework Directive hierarchy (prevention, preparation for re-use, recycling, other recovery, disposal)? Please also include waste management, issues storage and handling of the waste. For each waste stream identify if an environmental appraisal has been undertaken, and provide details. If you propose any disposal of waste explain why recovery of that waste is technically and economically impracticable and describe the measures planned to minimise the production of that waste and to avoid or reduce any impact on the environment.

Doc Reference: _____

B2.6 Groundwater discharges?

Identify if there may be a discharge of any List I or List II substance and if any are identified, explain how the requirements of [The Groundwater \(England and Wales\) Regulations 2009](#) are, or will be, complied with. Also describe the current techniques used to prevent and reduce discharges to groundwater.

Doc Reference: _____

B2.7 Energy

Provide a breakdown of the proposed energy consumption and generation by source and end-use and describe the proposed measures for improvement of energy efficiency. Please list any climate change or carbon emission measure signed up to.

Doc Reference: _____

B2.8 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.

Doc Reference: _____

B2.9 Noise and vibration

- (i) What are the main sources of environmental noise and vibration from your installations' activities (including infrequent sources);
- (ii) Identify the nearest noise sensitive receptors and include any relevant environmental noise measurement surveys which have been undertaken (If no assessment has been carried out, please explain);
- (iii) What are your current and proposed technology and techniques for the control of noise and vibration in line with BAT?

If no assessment has been carried out, please explain.

Doc Reference: _____

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B2.10 Describe the proposed measures for monitoring all identified emissions including any environmental monitoring, and the frequency, measurement methodology and evaluation procedure proposed. (e.g. particulate matter emissions, noise measurements, 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: _____

B2.11 Describe the proposed measures to be taken, to avoid any pollution risk to land and return the site of the installation to a satisfactory state upon definitive cessation of activities, you may wish to refer to the site report requested at B3.1 below.

Doc Reference: _____

B2.12 Environmental Management

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

Doc Reference: _____

B3 Site Report

B.3.1 Please provide a site report in line with Chapter 18 of the [general guidance manual](#).

The site report should demonstrate the condition of the land on the site of the installation and identify any existing or potential sources of contamination, quantifying the presence of materials in, on or under the land which may constitute a pollution risk either in terms of toxic or polluting potential or the potential generation of toxic, flammable or asphyxiant gases. The report should consider, in relation to such sources the potential existence of pathways via which the contaminants travel and the proximity and nature of potentially sensitive receptors.

During consideration of the likely presence of materials and the design of any intrusive sampling strategies particular regard should be given to the locations and extent of any former or existing potentially contaminative uses and the locations, nature and likely emissions to land of processes forming part of the installation.

It is acceptable to provide site reports undertaken for other purposes, e.g. planning applications, which have been carried out up to 6 months prior to this application. Older site reports may be accepted where a further site survey and risk assessment based on the present condition of the site are submitted.

Note: As a first step you should undertake a desk study to produce the information necessary for the report. If that study suggests that there are matters which warrant more detailed investigation, then extensive site surveying work may be necessary.

Doc Reference: _____

B4 Impact on the Environment

Please provide written information about the impact the installations' emissions may have on the environment as listed below:

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B4.1 Provide an assessment of the potential significant local environmental effects of the foreseeable emissions (for example, is there a history of complaints, is the installation in an air quality management area?) (see [appendix 2 of Annex XVII of the General Guidance Manual](#)).

Doc Reference: _____

B4.2 Provide an assessment of whether the installation is likely to have a significant effect on sites of special scientific interest (SSSIs) or European Sites and, if it is, provide an assessment of the implications of the installation for that site, for the purposes of the [Conservation of Habitats and Species Regulations 2010](#).

Doc Reference: _____

B4.3 Has an environmental impact assessment been carried out under [The Town and Country Planning \(Environmental Impact Assessment\) Regulations 2011](#), or for any other reason with respect to the installation? If there has been no such assessment, have there been any screening opinions or directions

No

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

Doc Reference: _____

B5 Non-technical Summary

B5.1 Please provide a non-technical summary of all the information required above. This will enable the public to understand your installation and its environmental impact when viewing the public register.

Doc Reference: _____

B6 Statutory Consultees

We will use the information in this section to identify who we must consult about your proposals

B6.1 In which Primary Care Trust (formerly health authority)/Health Board area is the installation located?

If premises are on a boundary please give names of all relevant authorities

B6.2 Could the installation involve the release of any substance into a sewer vested in a sewerage undertaker?

No

Yes *please name the sewerage undertaker*

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B6.3 Are there any sites of special scientific interest (SSSIs) or European Sites which are within 2 kilometres of the installation?

No

Yes *please give names of the sites*

B7 Planning Status

B7.1 Where the installation may involve a specified waste management activity we cannot issue a permit unless one of the following applies, please indicate which of the following applies to the installation:

You have planning permission (*Enclose copy of decision notice*)

Doc Reference _____

You have a certificate of lawful existing use of development
(*Enclose copy of certificate*)

Doc Reference _____

You have an established use certificate (*Enclose copy of certificate*)

Doc Reference _____

[The Town and Country Planning \(General Permitted Development\) \(England\) Order 2015](#) applies. Please give details
(*Enclose copy of relevant paperwork*)

Doc Reference _____

Planning permission is not required - *please say why and enclose written confirmation from the planning authority*

Doc Reference _____

For further advice on the above planning issues, please contact the local planning authority.

B8 Additional information

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

Doc Reference _____

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C1 Fees and Charges

Your application cannot be processed unless the application fee is correct and has been received by the Council.

The fee is set by Defra and is subject to change.

Please contact the Council to find out the current fee and how to pay.

email: pollution_control@sandwell.gov.uk

C1.1 Please give any company purchase order number or other reference you wish to be used in relation to this fee.

C2 Annual 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.

Address:

Postcode:

Telephone:

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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 Environmental Permitting (England and Wales) Regulations 2016. [General guidance manual](#) chapter 8 also advises on what may be excluded.

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

Don't include any national security information in your application. Send it, plus the omitted information, to the Secretary of State who will decide what, if anything, can be made public.

C4 Data Protection

The information you give will be used by the Council 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,
- make sure you keep to the conditions of your permit and deal with any matters relating to your permit
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- offer you documents or services relating to environmental matters,
- 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.

False information

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
- intentionally to make a false entry in any record required to be kept under any environmental permit condition
- with intent to deceive, to forge or use a document issued or required for any purpose under any environmental permit condition.

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).

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C5 Signature & Declaration

These declarations should be signed by the person listed in answer to question A3. Where more than one person is identified as the operator, all should sign. Where a company or other body corporate is the operator, an authorised person should sign and provide evidence of authority from the board.

Declaration A: 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_____

Declaration B: 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 the listed 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.)*

Signature_____ Name _____

Position_____ Date_____

Signature_____ Name _____

Position_____ Date_____

End of A(2) Application Form