



LAPPC - Part B
Application for a permit
Waste Oil Burner <0.4 MW

Local Authority Pollution Prevention and Control

Pollution Prevention and Control Act, 1999

Pollution Prevention and Control (England and Wales) Regulations 2000 (as amended)

When to use this form

This regime is known 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 for a waste oil burner which operates at less than 0.4 MW, to Stevenage Borough Council under the Pollution Prevention and Control (England and Wales) Regulations 2000 (as amended) ("the PPC Regulations").

Before you start to fill in this form

Please read the DEFRA Guidance issued for LA-IPPC and LAPPC. 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 relevant sector guidance note, BREF note or Process Guidance note. The Pollution Prevention and Control (England and Wales) Regulations 2000 can be obtained from The Stationary Office, or viewed on their website at: www.legislation.hmso.gov.uk/si/si2000/20001973.htm

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:

**Stevenage Borough Council
Environmental Health and Licensing
Daneshill House
Danestrete
Stevenage
Herts
SG1 1HN**

Other documents you may need to submit

You should not need to send us any additional documentation. However if you would like to include product specification details for your burner please ensure they are marked with your details.

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

Please send 2 copies of the form and all other supporting material, to assist public register entry.

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 local authority address given on this page if you need any advice on how to set out the information we need.

Current Application Fees:

The application fees for 2005/6 are detailed below. Please make cheques payable to Mid Beds District Council. If you would like to make a BACS payment please contact us beforehand to arrange this.

Type of charge	Type of process	Fee for 2003/4
Application Fee	Standard process	£1,409
	Service Stations	£132
	Waste oil burners <0.4 MW	£132
	Mobile screening and crushing plant	£1,409
	For the third to seventh applications	£843
	For the eight and subsequent applications	£426

Stevenage Borough Council
Environmental Health and Licensing Services
Daneshill House
Danestrete
Stevenage
Herts
SG1 1HN

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

A1.1 Name of the installation

A1.2 Please give the address of the site of the installation

Postcode Telephone

Ordnance Survey national grid reference *8 characters*,
for example, SJ 123 456

A1.3 Existing authorisations

Please give details of any existing LAPC or IPC authorisation for the installation, including reference number(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)

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

Postcode:

Company registration number

A2.2 Holding Companies

Is the operator a subsidiary of a holding company within the meaning of Section 736 of the Companies Act 1985 (please tick) ?

No ☐

Yes ☐

name of ultimate holding company

Registered office address

Postcode

Principal Office address (if different)

Postcode

Company registration number: _____

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

B1 About the Installation

B 1.1 Make model name / number of the appliance to be installed ?

B1.2 What is the net rated thermal input of the appliance ?

B1.3 What fuel will be burned on the appliance ?

B 1.4 What is the source of the fuel ?

B1.5 What is the height and location of the proposed chimney serving the appliance(s)?

B1.6 Where will the fuel storage tank vents be situated ?

B1.7 Why is the application being made (please tick) ?

the installation is new ☐

this is a replacement device ☐

B.1.8 Site Maps

Please provide a suitable map showing the location of the installation clearly defining the chimney location and oil storage tank.

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

C1 Fees and Charges

The enclosed charging scheme leaflet gives details of how to calculate the application fee. Your application cannot be processed unless the application fee is correct and enclosed.

C1.1 Please state the amount enclosed as an application fee for this installation.

£ _____ . Cheques should be made payable to Mid Beds District Council

We will confirm receipt of this fee when we write to you acknowledging your application.

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.

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 PPC regulations.

Doc Reference _____

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

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,
- 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 30 of the PPC 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

C5.1 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 Local Authority use only:		
Application Reference:	Officer Reference:	Date received:

For the application from:

Installation name: _____

Signature

Name

Position _____

Date _____

Signature _____

Name _____

Position _____

Date _____

** 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.*