



Pollution Prevention and Control Act 1999
Pollution Prevention and Control (England and Wales) Regulations 2000 (as amended)

APPLICATION FOR A PART B PERMIT

THREE COPIES OF THE COMPLETE APPLICATION ARE REQUIRED. PLEASE REFER TO
ADVICE NOTES FOR APPLICANTS AS APPROPRIATE

1. Process for which authorisation is sought (see Notes 1 and 2) :

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2.a) Name, address and telephone number of applicant* (or address of applicant's principal place of business - for mobile plant) :

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2.b) Name, number and registered office of applicant company* (if applicable) :

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2.c) Address for correspondence (if different from a) or b) above) :

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* The person / company who will operate the process, not e.g. the person / consultant who is writing the application on the operator's behalf.

6.b) Identify and describe any stack, ventilator or vent from which contaminated air is emitted (Note: Include height, diameter, flow and temperature at entry or exit. For stacks, give protrusion above ridge level) :

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6.c) List of prescribed substances (and any other substances) which might cause harm if released to the air (which is involved with / or results from carrying on the process) :

	Yes	No
Oxides of sulphur and other sulphur compounds		
Oxides of nitrogen and other nitrogen compounds		
Carbon monoxide		
Volatile organic compounds (i.e. VOCs or organic solvents)		
Metals and their compounds		
Dust / Particulate matter		
Asbestos (suspended particulate matter and fibres)		
Chlorine and its compounds		
Fluorine and its compounds		
Arsenic and its compounds		
Cyanides		
Substances and preparations which have been proved to possess carcinogenic or mutagenic properties or properties which may affect reproduction via the air		
Polychlorinated dibenzodioxins and Polychlorinated dibenzofurans		
Other (specify)		

6.d) Describe techniques used to keep the emissions of prescribed substances to minimum. Attach drawings of plant and equipment where appropriate :

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6.e) Give details of the source and amount of current emissions. Attach test data if appropriate (cross reference with 6.b).

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6.f) Give an assessment of the likely environmental consequences of emissions to air. Note in many cases this may be the applicant's own assessment :

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6.g) What monitoring is, has or will be carried out of emission to air ?

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6.h) Give any other information which you would like to be taken into account by the local authority in considering your application :

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7. Name of newspaper in which it is proposed to advertise the application : (see Note 5)

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8. Fee enclosed (cheques to be made payable to Herefordshire Council) :

£

I hereby certify that all the information contained in this application is, to the best of my knowledge, correct.

.....
(signature)

.....
(name in BLOCK CAPITALS and capacity in which signing)

.....
(date)

Please return to:

Environmental Health & Trading Standards,
Herefordshire Council,
Bath Street Offices,
Bath Street,
Hereford.
HR1 2ZF

Tel. 01432 261986
Fax. 01432 261982
Email. mwillimont@herefordshire.gov.uk

ADVICE NOTES FOR APPLICANTS

- 1 It is strongly recommended that you obtain and become familiar with the Process Guidance Note(s) relevant to the process for which the authorisation is sought, and the guidance available on the web site at: www.legislation.hms.gov.uk/si/si2000/20001973.htm
- 2 Section 1 of the application should only contain the name or title of the process.
- 3 The purpose is to provide both a simple map and a plan to show the Council, Statutory Consultees and members of the public, the location and layout of the premises which the process will occupy. This should show the process boundary, the location of stacks and vents, and in simple cases may be achieved on one map.
- 4 Your attention is drawn to the Pollution Prevention and Control Regulations 2000 and the Secretary of State's Guidance "LA-IPPC & LA-PPC Policy and Procedure for Permitting Installations", which require that all applicants must include the following information:-
 - **A description of the prescribed process.** (Note: The Council will need to know the precise nature of the process subject to the authorisation and how you deal with air pollution. There should be sufficient detail to allow the Council to examine all stages of the process from the receipt of raw materials to the despatch of wastes and finished products. There should be a description with drawings, if appropriate, detailing the height and location of any stacks or vents and pollution abatement technology. This could include a description of the fuel and raw materials to be used, production capacity, arrangements for storing raw materials and waste, process maintenance, staff supervision and qualifications, and any contingency arrangements. For complex processes process diagrams and a plan of the plant would normally be required. The precise details of the source, nature and amount of emissions to the atmosphere should be given, including contained and uncontained (fugitive) emissions).
 - **A list of prescribed substances (and any other substances) which might cause harm if released into the air (which will be used in connection with, or will result from the carrying on of the prescribed processes).** (NOTE: The lists of prescribed substances for air are contained in schedule 5 of the Pollution Prevention and Control Regulations 2000). As at the 30th January 2003 they are as follows:-
 - Oxides of sulphur and other sulphur compounds
 - Oxides of nitrogen and other nitrogen compounds
 - Carbon monoxide
 - Volatile organic compounds (i.e. VOCs or organic solvents)
 - Metals and their compounds
 - Dust
 - Asbestos (suspended particulates, fibres)
 - Chlorine and its compounds
 - Fluorine and its compounds
 - Arsenic and its compounds
 - Cyanides
 - Substances and preparations which have been proved to possess carcinogenic or mutagenic properties or properties which may affect reproduction via the air
 - Polychlorinated dibenzodioxins and Polychlorinated dibenzofurans
 - **A description of the techniques to be used for preventing releases into the air of prescribed substances, for reducing such substances to a minimum and for rendering harmless any substances that are released.**

- **Details of any proposed releases of such substances into the air and an assessment of the environmental consequences.** (NOTE: The Council has a duty to minimise the environmental impact of emissions to the atmosphere from prescribed processes. Consequently an appraisal of environmental benefits and disadvantages of different approaches to controlling emissions should be included. Particular attention should be given in cases where there are several alternative means of minimising emissions to the air, where the applicant proposes to depart significantly from the relevant Process Guidance Notes, where the process is in or near a sensitive area (eg town centre or site of special scientific interest) and finally where a process is in an area with already high pollution levels. It should be borne in mind that this is not a full environmental impact assessment, but the applicant will be required to demonstrate that the process achieves the Best Available Techniques (BAT). Additionally where the processes may have an impact on a sensitive area additional measures should be specified to ensure that the emissions do not cause harm. Finally the appraisal should only address emissions to the atmosphere and not releases to water or land).
- **Proposals for monitoring any release of such substances, the environmental consequences of any such release and the use of techniques for preventing etc releases.** (NOTE: The authorisation will need to contain specific conditions relating to the type and frequency of monitoring, sampling and measurement of emissions. Consequently it is essential that these details are included in the application. The relevant Process Guidance Note is essential in this context).
- **The matters on which the applicant relies to establish that the BAT objectives will be achieved and that he will be able to comply with the conditions implied by the Pollution Prevention and Control Act and Regulations and the relevant Process Guidance Note.**

(NOTE: The matters referred to in this section will also include manufacturer's data, monitoring information, monitoring results and monitoring proposals).

The applicant may also supply any other information he wishes the Council to take into account in considering his application.

- 5 The Regulations lay down information that must be included in the advertisement to be placed by the applicant including:-
- name of applicant
 - address of premises where the process is or will be carried on
 - brief description of the nature of the processes
 - the address of the Council (at the bottom of the application form) stating that the members of the public can inspect the register free of charge
 - a statement of the effect that representations should be made in writing to Herefordshire Council within 28 days following the publication of the notice.

NB Do not place your advert until your application has been accepted by us for consideration

- 6 A person who knowingly provides false information in respect of this application is liable on summary conviction to a fine not exceeding £20,000 or on indictment to a fine or imprisonment of not more than two years or both.