

Application for a Part B permit

Environmental Permitting (England and Wales) Regulations 2016

Introduction

When to use this form

If you are sending an application to a Local Authority under the Environmental Permitting (England and Wales) Regulations 2016 and the installation requires an air pollution control permit (known as “Part B” installations).

Before you fill in this form

Do please read relevant parts of the Defra [general guidance manual](#). Chapter 4 is about making an application, Chapter 7 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 also need to read the relevant [process guidance note](#) to see what standards and requirements are likely to be expected of your installation.

Pre-application discussions

It is usually sensible to talk to one of our pollution control officers before you complete and submit the application. Contact is Mrs S Gamble, sarah.gamble@west-lindsey.gov.uk

Which parts of the form to fill in

Please fill in as much of it as possible and enclose the appropriate fee. Then send it to:

***West Lindsey District Council, Guildhall, Marshall's Yard,
Gainsborough, Lincolnshire DN21 2NA***

Other documents you may need to submit

You will need to send us various other documents. The application form tells you which ones. It will be simplest for all concerned if you give a reference number for each document and record it on both this form and on the document itself. Please use any existing documents where you can and they are suitable.

Using continuation sheets

Feel free to use a continuation sheet, but you need to clearly identify where you have done so.

Copies - not relevant for e-applications

If you are submitting a paper application, please send the original and two copies of the form and all other supporting material, for consultation purposes.

Principal office address, if different

Company registration number

A4 Any holding company?

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006? If "yes" please fill in details of the ultimate holding company.

No

Yes

Name

Trading name, if different

Registered office address

Principal office address, if different

Company registration number

A5 Who can we contact about your application?

Name + position Deborah Balsdon – Crematorium Manager

Tel

Email

D Anything else?

Please tell us anything else you would like us to take account of.

Doc Reference _____

E Application fee

You must enclose the relevant fee with your application. This is currently £1650. If your application is successful you will also have to pay an annual subsistence charge, so please say who you want invoices to be sent to.

F Protection of information

G1 Any confidential or national security info in your application?

If there is any information in your application you think should be kept off the public register for confidentiality or national security reasons, please say what and why. General guidance manual chapter 8 advises on what may be excluded. *(Don't include any national security information in your application. Send it, plus the omitted information, to the Secretary of State or Welsh Ministers who will decide what, if anything, can be made public.)*

Doc Reference None

G2 Please note: 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.

G3 Please note: it is an offence to provide false etc 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).

H Declarations A and B for signing, please

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 KAREN WHITFIELD

COMMUNITY + COMMERCIAL

Position PROGRAMME MANAGER Date 20.5.19

Declaration B: ~~¶~~We certify that the information in this application is correct. ~~¶~~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 KAREN WHITFIELD

COMMUNITY + COMMERCIAL

Position PROGRAMME MANAGER Date 20.5.19

Signature  Name Deborah Balsdon

Position ~~Programme~~ Crematorium Manager Date 20/5/19