



Part B Permit Surrender Notification Notification for the Surrender of a Permit

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

Introduction

When to use this form

This environmental permitting regime is known as and referred to as Local Authority Pollution Prevention and Control ('LAPPC'). Installations permitted under this regime are known as Part 'B' installations. Use this form if you already have a permit and have ceased to operate, or intend to cease to operate your installation and wish to surrender the permit. You may apply to surrender the whole or part of your permit under the Environmental Permitting (England and Wales) Regulations 2016 ("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, republished in May 2011. 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 EP Regulations can be obtained from www.legislation.gov.uk website.

Which parts of the form to fill in

You should fill in all of this form. When complete return to:

Applications should be emailed to:

ecp@dacorum.gov.uk and should be marked for the attention of David Carr, Lead Scientific Officer.

Payment details and arrangements will be communicated by reply.

Postal correspondence address:

*David Carr
Lead Scientific Officer
Environmental Health
Environmental and Community Protection
Dacorum Borough Council
The Forum, Marlowes
Hemel Hempstead, HP1 1DN*

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.

LAPPC Surrender Notification Form		
For Local Authority use only:		
Application Reference:	Officer Reference:	Date received:

A1.2 Name of the installation

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

Postcode: _____ Telephone: _____

A1.3 Permit reference number

A2.1 The Operator

Please provide the full name of company or corporate body:

Trading/business name (if different):

Registered Office address:

Postcode: _____ Telephone: _____

Principal Office address (if different):

Postcode: _____ Telephone: _____

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 could be an agent or consultant rather than the operator.

Name: _____

Position: _____

Address: _____

Postcode: _____ Telephone: _____

Email: _____

B1 The installation

B1.1 The date on which the activity's operation will cease (or ceased)

_____ / _____ / _____

B1.2 Why is the activity ceasing?

C3 Commercial confidentiality

C3.1 Is there any information in this application to surrender, or partially surrender your permit, 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.

Document ref: _____

C3.2 Is there any information in the application to surrender, or partially surrender your permit, 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.

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,
- 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. 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).

C4. Declaration

C4.1. Signature of 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 applicant must sign the declaration themselves, even if an agent is acting on their behalf.

Signature: _____

Name: _____

Position: _____

Date: _____

Signature: _____

Name: _____

Position: _____

Date: _____

Where more than one person is defined as the applicant, 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.