

**Application for a permit for a small waste oil burner <0.4MW**  
**Application for a permit**

Local Authority Pollution Prevention and Control  
**Pollution Prevention and Control Act, 1999**  
**Environmental Permitting (England and Wales) Regulations 2010**

**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 are applying for a permit to a Local Authority to operate a small waste oil burner <0.4MW as defined in Schedule 1 to the Environmental Permitting Regulations 2010 ("the EP Regulations").

**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 *Public Protection, Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND*

**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 above if you need any advice on how to set out the information we need.

**Telephone:** 0845 6789000      or **Email:** [specialist@shropshire.gov.uk](mailto:specialist@shropshire.gov.uk)

LAPPC application form: to be completed by the operator		
For Local Authority use		
Application reference	Officer reference	Date received



**A1.1. Name of the premises**

.....

**A1.2. Please give the address of the premises**

.....  
.....  
.....

Postcode

.....Telephone.....

**A1.3. Do you have an existing permit for a waste oil burner installation?**

.....

**A2.1. The Applicant** - Please provide the full name of company or corporate body or the name of the sole trader or the names of the partners

.....

Trading/business name (if different)

.....

Registered Office address

.....  
.....  
.....

Postcode .....Telephone.....

**A2.2. Holding Companies**

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

No?

Yes? Name of ultimate holding company .....

Ultimate holding company registered office address



.....  
.....  
.....

Postcode .....Telephone.....

**A3 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.*

Name .....

Position .....

Address .....

.....

.....

.....

Postcode .....Telephone.....

Fax number ..... email address .....

**B. About the installation**

B 1.1 A plan showing the location of the premises where the burner will be installed must be attached.

B1.2 Make and model name/number of the burner(s) to be installed?

.....

B1.3 What is the rated thermal input of the burner(s)?

.....

B1.4 Is the appliance a vapourising or an atomising burner?

vapourising

atomising

B1.5 If the appliance is an atomising burner, does it comply with OFTEC Standards AFS103 except for paragraphs 13.1.1 and 13.2.1?

yes

no

B1.6 What fuel will be burned on the appliance?

waste oil .....

other fuel (say which).....

B 1.7 What is the source of the waste or recovered oil? Is it

Only 'own arisings', ie only from the same premises as the small waste oil burner	
Some waste oil brought in from off-site	

B1.8 What is the height and location of the proposed chimney(flue) serving the burner(s)?

Is it 6metres above ground level?	
Is it 1 metre above any roof within 20metres?	
Is it 3 metres above any opening windows within 20 metres?	
Is it 3m above any area within 20 metres to which there is general access?	

B1.9 Who checked, or who will check that the burner and flue were installed correctly?

.....

B1.10 Where will the fuel storage tank be situated?

.....

## C1. Fees and Charges

Your application cannot be processed unless the application fee is correct and enclosed  
The fee is set by Defra and is subject to change. Please contact the Council to find out the current fee:



**Telephone:** 0845 6789000 or **Email:** specialist@shropshire.gov.uk

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

£ \_\_\_\_\_

Cheques should be made payable to: **Shropshire Council**

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

C1.2. 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. If you don't pay, your permit can be revoked 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.

.....  
.....  
.....

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 or industrial confidentiality?

If **Yes**, please provide full justification, considering the definition of commercial confidentiality within the PPC regulations (See the general guidance manual).

**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).

C5 Declaration: previous offences (delete whichever is inapplicable)

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 .....

6 Declaration

**C6.1 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 the application from:

Premises 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.*