

## Part B Application form

### Application to vary a permit for a Part B service station to add PVR Stage II

Local Authority Pollution Prevention and Control  
Pollution Prevention and Control Act, 1999  
Environmental Permitting (England and Wales) Regulations 2007

#### Introduction

#### When to use this form

Use this form if you are applying for a variation to an existing service station permit in order to extend it to cover the operation of PVR Stage II.

A fee is only required to be enclosed if the variation involves a 'substantial change'. A substantial change is defined as "a change in operation which, in the opinion of the competent authority [the regulator] may have significant **negative** effects on human beings or the environment". (Closure of an existing service station and the building of a new replacement station at another location is likely to require a full fresh application, ie not constitute a variation.)

When complete, send the form and the fee and any additional information to:

Environmental Services  
Cambridge City Council  
PO Box 700  
Cambridge  
CB1 0JH

#### 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.

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**

...**St Ives S/Stn**.....

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

...**Needingworth Road**.....

...**St Ives**.....

...**Huntingdon, Cambs**.....

Postcode .....**PE27 5WN**.....Telephone..... **01480 468060**.....

**A1.3. Reference number of existing PVR Stage I permit for the installation**

.....**P23/98**.....

**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

.....**Pace Petroleum Ltd**.....

**Trading/business name (if different)**

.....

**Registered Office address**

.....**Vincent House**.....

.....**4 Grove Lane**.....

.....**Epping, Essex**.....

Postcode ....**CM16 4LH**.....Telephone....**01992 571 937**.....

**A2.2. Holding companies**

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006?

☐

No

☒

Yes

If yes? Name of ultimate holding company .....**MRH (GB) Ltd**.....

Ultimate holding company registered office address

.....**Vincent House**.....

.....**4 Grove Lane**.....

.....**Epping, Essex**.....

Postcode ..... **CM16 4LH**.....Telephone...**01992 571 937**.....

### 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 .....**Joanne Richards**.....

Position **Operations Services Supervisor**.....

Address

.....**Vincent House**.....

.....**4 Grove Lane**.....

.....**Epping, Essex**.....

Postcode .... **CM16 4LH**.....Telephone.....**01992 571 937**.....

Fax number ...**01992 571 950**. email address ...**joanne.richards@malthurst.co.uk**

### B. About the installation

B1.1 Is PVR Stage II equipment already fitted:

☐

No

☒

Yes

B1.2 If the answer to B1.1 is "no",

a) when do you intend to fit it .....

b) what arrangements are in place (eg contract with installers) to fit it

.....

B2.1 What systems have been installed or is it intended to install to comply with PVR Stage II?

**Installation of new Tokheim Quantum 510T pumps incorporating Tokheim ECVR automatic Vapour Recovery Stage 2 unit.**

.....

.....

Doc Reference .....

B2.2 What is or will be the vapour/petrol ratio?

..... **between 85% and 102% of vapours will be collected.....**

B2.3 Please attach process diagrams and plans of VPR Stage II system, including pipework layout.

Doc Reference ...**Previously submitted**.....

B2.4 What arrangements will be/have been made for preventative maintenance of the PVR Stage II equipment.

**The PVR2 equipment is under warranty for 2 years with Tokheim.**

**Should an “error” be detected by the equipment (an error being the electronics not picking up the amount of vapours it expects to) then it will log that incident (internally). Should the next 10 transactions show the same error then the system will automatically go into shutdown mode and after 7days the pump automatically shuts down.**

**When the first “error” is picked up the Site staff are notified by a control box in the console area (Mini Master unit) which sounds. The site staff should then log a call with through our help desk to Tokheim for them to attend to correct any problem.**

**The VR2 lines back to the tank are also subject to yearly testing by E&S.**

Doc Reference .....

B2.5 What arrangements will be/have been made to ensure relevant staff are adequately familiar with/trained in the use of the PVR Stage II equipment.

**Site staff are trained by Tokheim commissioning engineers. A simple VR2 checklist sheet is also left on site for the operator.**

**We have opted for the automatic system so that the level of knowledge the site operator requires is minimised. Site operator is only required to carry out daily checks on the LED system in the pump head to pick up if there are any issues with the VR2 unit. In which case they simply place a call via our maintenance help desk.**

.....

Doc Reference .....

B2.6 Please attach procedures and contingency measures in the event of vapour containment equipment failure (including the system for vapour recovery during filling of vehicle petrol tanks).

**In the event of a vapour containment failure during a tanker delivery, the Pressure Relief Valve would allow the vapours to escape to atmosphere. The site operator would place a call to our maintenance help desk, which would place a call with our nominated contractor to attend site to fix.**

**The Oil Company would not carry out any further deliveries to the site until the problem had been fixed.**

**In the event of a failure of the VR Stage 2 equipment fitted to the pump, we have fitted the Tokheim automatic monitoring system, which after a series of “faults” would automatically shut down the pump. The Site Operator would then place a call to our help desk who would arrange the appropriate maintenance visit.**

**Our staff is required to check the pumps each day to ensure that the VR2 led signal not is illuminated. This is an indication that an error has occurred with the VR2 equipment. This early indicator allows the fault to be reported, and so fixed, prior to the total shutdown of the pump.**

Doc Reference .....

B2.7 Please provide a certificate to confirm conformity of the PVR Stage II equipment with approval for use under the regulatory regimes of at least one European Union or European Free Trade Association country and to confirm that the hydrocarbon capture efficiency of the equipment is not less than 85% (ie that at least 85% of the displaced vapours are recovered, according to the relevant ‘type approval’ test (see Section 5.16 of PG1/14(06)), expressed as the ratio of the volume of hydrocarbon vapours displaced to the volume of petrol discharged.

Doc Reference ...**Previously supplied**.....

B2.8 What arrangements will be put in place to test delivery systems and vapour recovery systems, including the testing of the vapour/petrol ratio? Please provide details of testing of the vapour containment integrity in accordance with the manufacturer's specifications (to be undertaken prior to commissioning and periodically at least once every 3 years thereafter and always following substantial changes or significant events that lead to the removal or replacement of any of the components required to ensure the integrity of the containment system).

**Tokheim will carry out all testing to the VR2 unit. As an automatic unit it will not be subject to a test until year 3. Should an error occur to the system prior to this then Tokheim would attend to repair and retest the system.**

Doc Reference .....

B2.9 Is an "automatic monitoring system" installed, or will it be installed, to automatically detect faults in the proper functioning of the petrol vapour recovery system including the automatic monitoring system; to indicate faults to the operator; and to automatically cut off the flow of fuel on the faulty delivery system if the fault is not rectified within 1 week?

☐

No

☒

Yes

### B3 Additional Information

Please supply any additional information, which you would like us to take account of in considering this application.

Doc Reference: .....

### C1. Fees and Charges

C1.1. Please enclose the relevant sum if this variation involves a substantial change, and state the amount enclosed.

£.....

Cheques should be made payable to:

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.If different to details provided in relation to your current PVR Stage I permit, 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?

**No.**

If **Yes**, please provide full justification, considering the definition of commercial confidentiality within the EP 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

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.

.....  
.....

Signature .....**See previous**.....

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 ....**St Ives S/Stn**.....



Signature .....**See previous submission**.....

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.*

76692



## Part B Application form

### Application for a permit

Local Authority Pollution Prevention and Control  
Pollution Prevention and Control Act, 1999  
Environmental Permitting (England and Wales) Regulations 2007

#### 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 sending an application for a 'Part B' permit to a Local Authority under the Environmental Permitting (England and Wales) Regulations 2007 ("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 2008 and available at <http://www.defra.gov.uk/environment/ppc/localauth/pubs/guidance/manuals.htm>.

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 Process Guidance note as relevant The EP Regulations can be obtained from The Office of Public Sector Information, or viewed on their website at: <http://www.opsi.gov.uk/stat.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:

Environmental Services  
Cambridge City Council  
PO Box 700  
Cambridge  
CB1 0JH

##### **Other documents you may need to submit**

There are number of other documents you will need to send us with your application. Each time a request for a document is made in the application form you will need to record a document reference number for the document or documents that you are submitting in the space provided on the form for this purpose. Please also mark the document(s) clearly with this reference number and the application reference number, if you have been given one, which will be at the

top of the form overleaf. If you do not have either of these, please use the name of the installation.

**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 the original and 1 copy of the form and all other supporting material, to assist the Authority in conducting any necessary consultation process.

**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.

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

**A1 Applicant details**

**A1.1 Name of the installation**

St Ives S/stn

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

Needingworth Rd,

St Ives, Huntingdon, Cambs

Postcode PE27 5JN

Telephone 01480 468060

The Ordnance Survey national grid reference 8 characters,  
for example, SJ 123 456 (can be obtained from typing postcode into one of the on-  
line mapping sites).

TL320721

**A1.3 Existing permits:**

Please give details of any existing LAPPC or LA-IPPC authorisation for the  
installation, or any waste management licences or water discharge consents,  
including reference number(s) and type(s):

P23/98 variation PPC 14/09

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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, partnership or  
corporate body**

Pace Petroleum Ltd

### B1.1 Installation table for new permit application

COLUMN 1	COLUMN 2
<b>Box A</b> Activities in the stationary technical unit	Section in Schedule 1 to the EP Regulations
Motor Vehicle Refuelling	Ch. 1, section 1.2
	Part B(e)
<b>Box B</b> Directly-associated activities	Schedule 1 references (if any)
customers filling vehicles	as above

### B1.2 Why is the application being made?

- ☐ The installation is new
- ☒ The installation is existing, but changes to the installation or to the EP Regulations means that an LAPPC Part B permit is now required.

### B1.3 Site Maps

Please provide:-

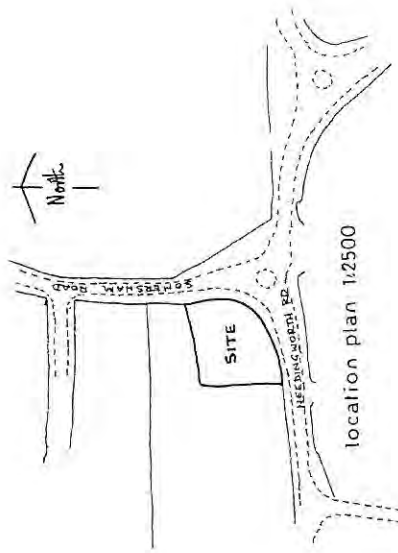
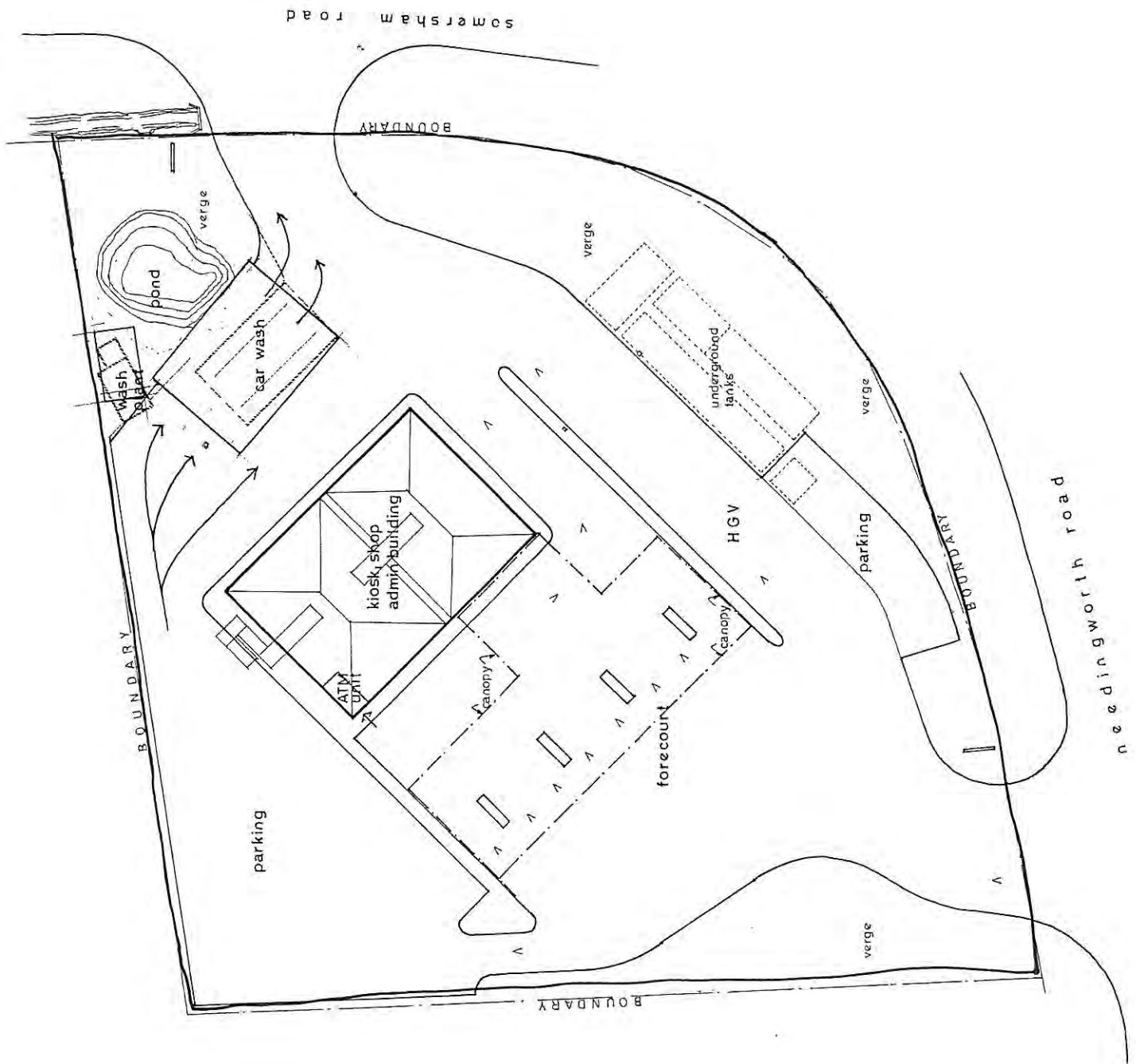
\* A suitable map showing the location of the installation clearly defining extent of the installations in red

Doc Reference \_\_\_\_\_

\* A suitable plan showing the layout of activities on the site, including bulk storage of materials, waste storage areas and any external emission points to atmosphere

Doc Reference \_\_\_\_\_

### B2 The Installation



Rev 19: 20/6/90 ATM UNIT ADDED  
Rev 18: 14/5/90. ARCHITECTURAL DRAWINGS AMENDED.

project **BRAMLEY SERVICE AREA,  
ST. IVES, CAMBS.**

client **KUWAIT PETROLEUM (GB) LTD**  
drawing title **SITE LAYOUT PLAN AS EXISTING**

**Knight + Associates**  
Architectural Building Design Consultants

11, Royston Way, St. Neots, Cambs., PE19 3AE  
TEL: 0535 671418

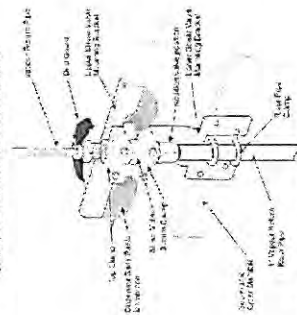
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1979	JUNE 94	1AK	MD/1979/1	B



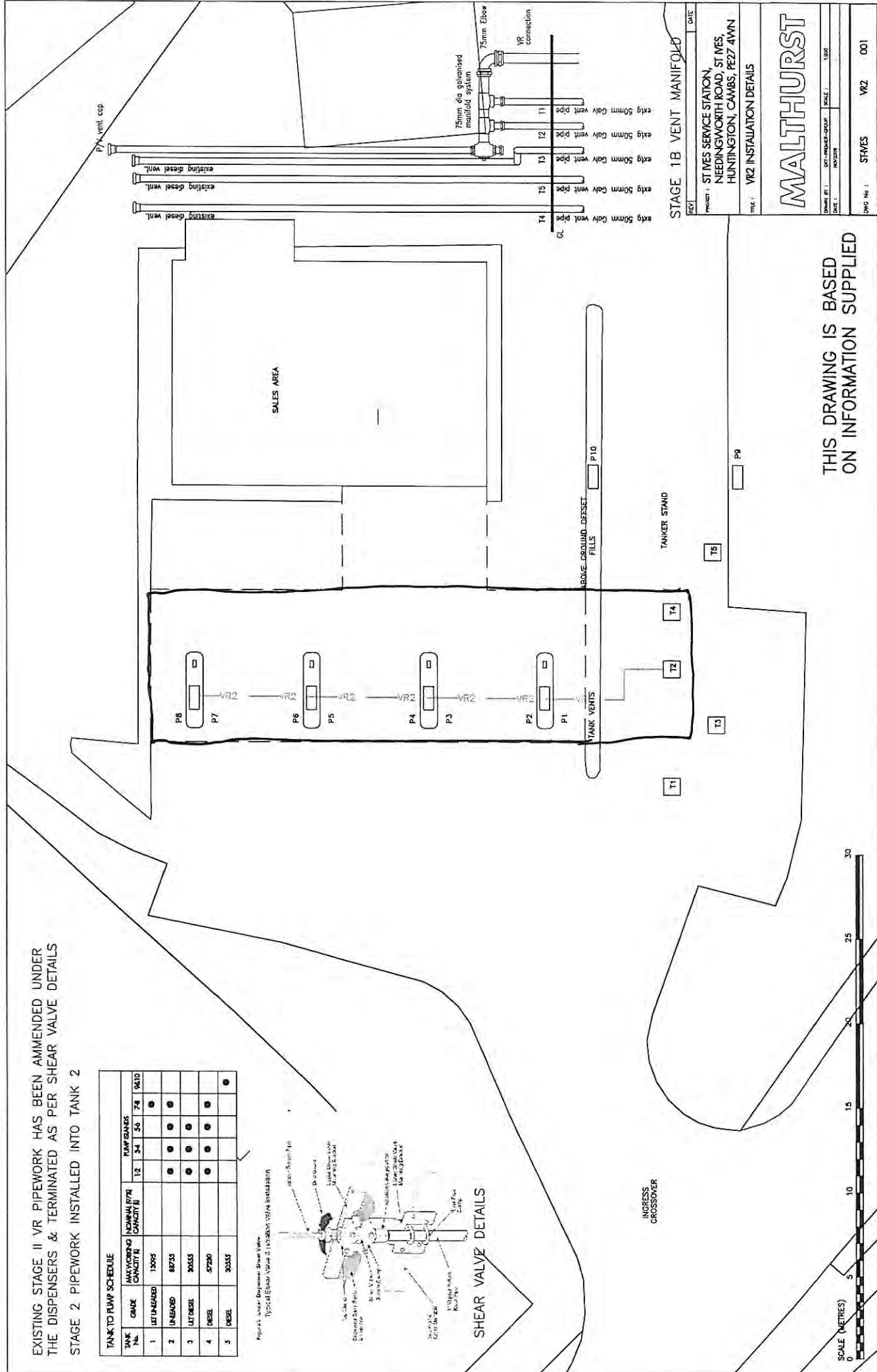
EXISTING STAGE II VR PIPEWORK HAS BEEN AMENDED UNDER THE DISPENSERS & TERMINATED AS PER SHEAR VALVE DETAILS  
STAGE 2 PIPEWORK INSTALLED INTO TANK 2

TANK TO PUMP SCHEDULE									
TANK NO.	GRADE	MAXIMUM CAPACITY	NO. OF DISPENSERS	NO. OF PUMPS	NO. OF PUMPS	NO. OF PUMPS	NO. OF PUMPS	NO. OF PUMPS	NO. OF PUMPS
1	UNLEADED	13095							
2	UNLEADED	88735							
3	UNLEADED	30555							
4	DIESEL	57290							
5	DIESEL	30555							

Figure 1: Shear Valve Detail  
Type 44 Shear Valve 2: 100mm 100/100



SHEAR VALVE DETAILS



INGRESS CROSSOVER

TANKER STAND

ABOVE GROUND, DESSET FILLS

P10

P9

T5

T3

T4

T2

T1

T6

T7

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*Please provide written information about the aspects of your installation listed below. We need this information to determine whether you will operate the installation in a way in which all the environmental requirements of the EP Regulations are met.*

**B2.1** Describe the proposed installation and activities and identify the foreseeable emissions to air from each stage of the process (this will include any foreseeable emissions during start up, shut down and any breakdown/abnormal operation)

*The use of process flow diagrams may aid to simplify the operations*

Doc Reference: \_\_\_\_\_

## **St Ives Service Station**

### **B2.1**

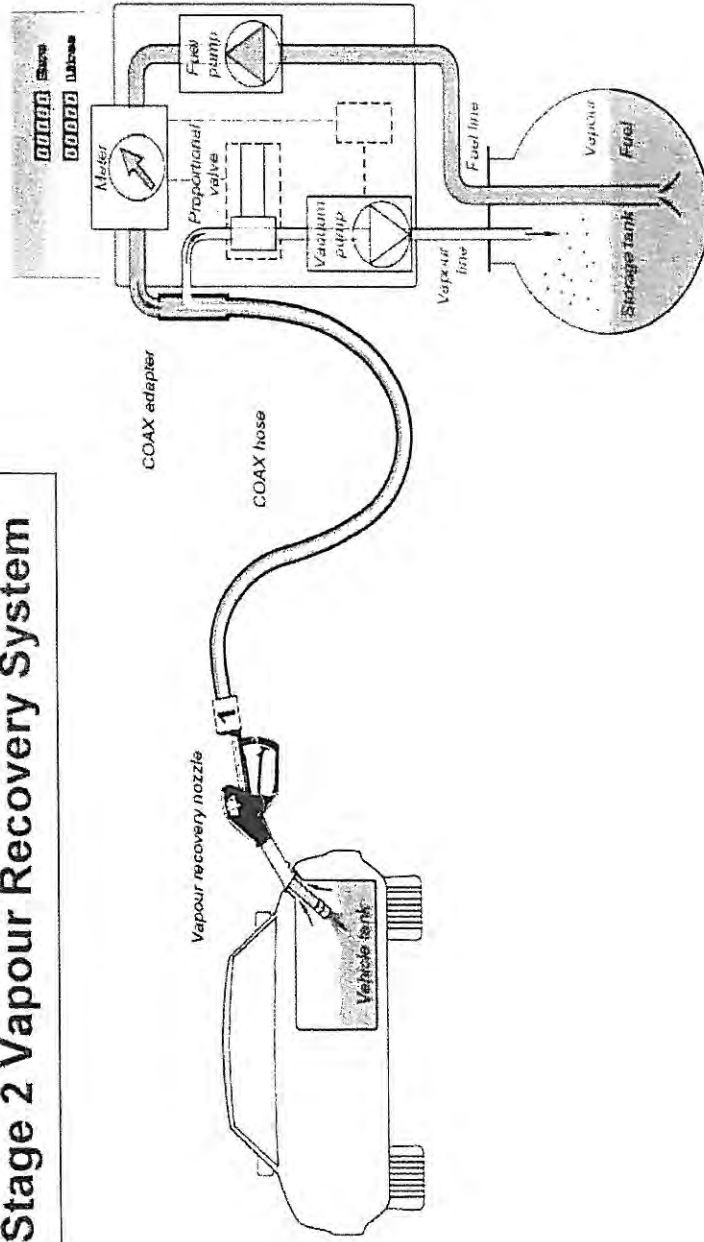
Installation of new Tokheim Quantum 510T pumps incorporating Tokheims ECVR automatic Vapour Recovery unit.

Current car filling activities means that all petrol vapours are released to atmosphere via the filling process.

The incorporation of Stage 2 Vapour Recovery pumps means that between 85% and 103% of petrol vapours are returned to the underground storage tank (for onward collection via the Stage 1B process). These figures are from Tokheim.

There is still the possibility that some vapours will be lost to atmosphere, should customers not insert the fuelling nozzle into their cars fully.

## Stage 2 Vapour Recovery System



## Products

### THE ZVA 200 GR VAPOUR RECOVERY NOZZLE STAGE II BS 7117

The ZVA 200 GR vapour recovery nozzle is in use on forecourts in the UK and throughout Europe and beyond. It is in use in all those European countries who have now made Stage II law.

Recovery of petrol vapours playing an important part in achieving a cleaner and safer atmosphere. The ZVA 200 GR Vapour Recovery makes a significant contribution to this requirement maintaining high flow rates.

The ZVA 200GR has an integrated vapour channel. The vapour spout through which the vapours are recovered is clear of the fuel "upper suction". The handling is the same as with the standard ZVA nozzle. No special operating instructions are required for the customer. The vapours are sucked back from the spout area during refuelling by a vapour pump inside the dispenser through the integrated vapour channel in the nozzle, through the vapour line in the Elaflex Coax 21 hose, through the dispenser pipe work, and back to the UST

There are three types add on valves available for the nozzle to regulate petrol/vapour balance:-

GRV: with 'ON/OFF valve GR 2" | GRV3: with integrated valve GV 3 for full electronic control systems| GRVP: for vapour/volume GVP on the nozzle.

As part of the system and for maximum performance fit Elaflex Slimline 21 Coax hose, and CSB21 nozzle safety break coupling, and ZAF splitter valve. Existing dispenser can be upgraded or retrofitted. Please contact us for more information.

See our hose page for vapour recovery hoses.



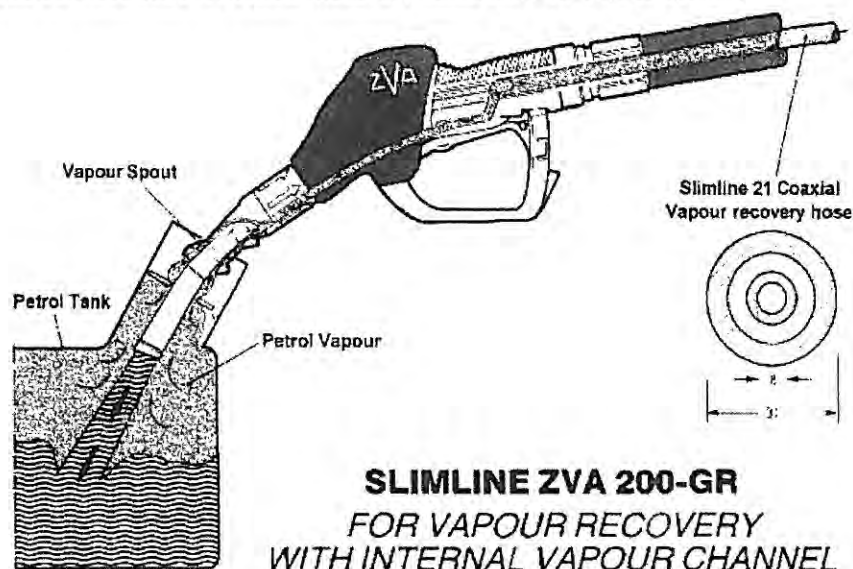
click below to download our latest Vapour recovery leaflet

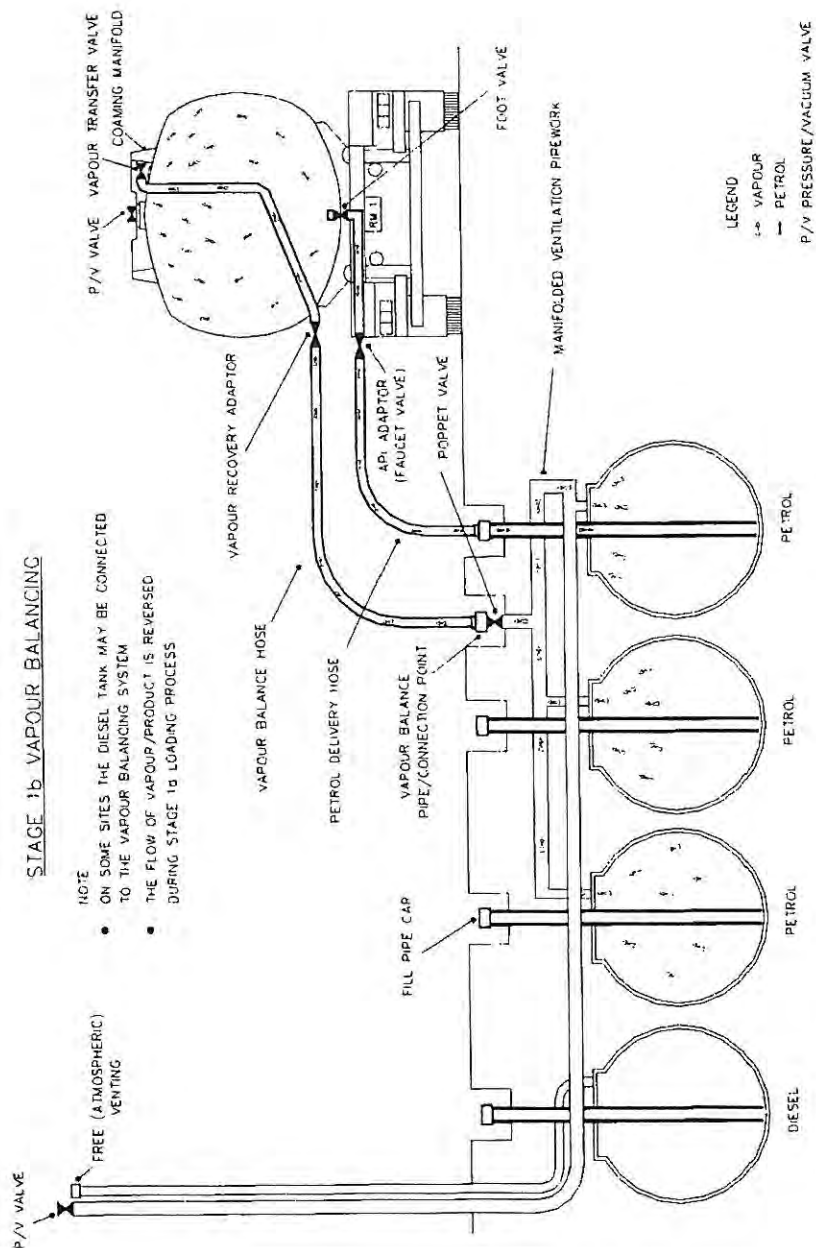
[\*\*>>VAPOUR RECOVERY LEAFLET<<\*\*](#)

click here for Vapour Recovery "CODE OF PRACTICE

[\*\*>>VAPOUR RECOVERY CODE OF PRACTICE<<\*\*](#)

See our hose page for Vapour Recovery hoses and ZAF vapour splitter.





**Figure 1 - Stage 1b vapour balancing**  
*Courtesy of West Yorkshire Fire Service*

**B2.2** Once all foreseeable emissions have been identified in the proposed installation activities, each emission should be characterised (including odour) and quantified.

**Atmospheric emissions** should be categorised under the following

- i. point source, (e.g. chimney / vent, identified by a number and detailed on a plan)
- ii. fugitive source (e.g. from stockpiles / storage areas).

If any monitoring has been undertaken please provide the details of emission concentrations and quantify in terms of mass emissions. If no monitoring has been undertaken please state this.

*(Emission concentration = e.g. milligrams per cubic metre of air; mass emission = e.g. grams per hour, tonnes per year)*

**B2.3** For each emission identified from the installations' activities describe the current and proposed technology and other techniques for preventing or, where that is not practicable, reducing the emissions into the air. If no techniques are currently used and the emission goes directly to the environment, without abatement or treatment then this should be stated

Doc Reference: \_\_\_\_\_

**B2.4** Describe the proposed systems to be used in the event of unintentional releases and their consequences. This must identify, assess and minimise the environmental risks and hazards, provide a risk based assessment of any likely unintentional releases, including the use of historical evidence. If no assessments have been carried out please state.

Doc Reference: \_\_\_\_\_

**B2.5** Describe the proposed measures for monitoring all identified emissions including any environmental monitoring, and the frequency, measurement methodology and evaluation procedure proposed (e.g. particulate matter emissions, odour etc). Include the details of any monitoring which has been carried out which has not been requested in any other part of this application. If no monitoring is proposed for an emission please state the reason.

Doc Reference: \_\_\_\_\_

**B2.6** Provide detailed procedures and policies of your proposed environmental management techniques, in relation to the installation activities described.

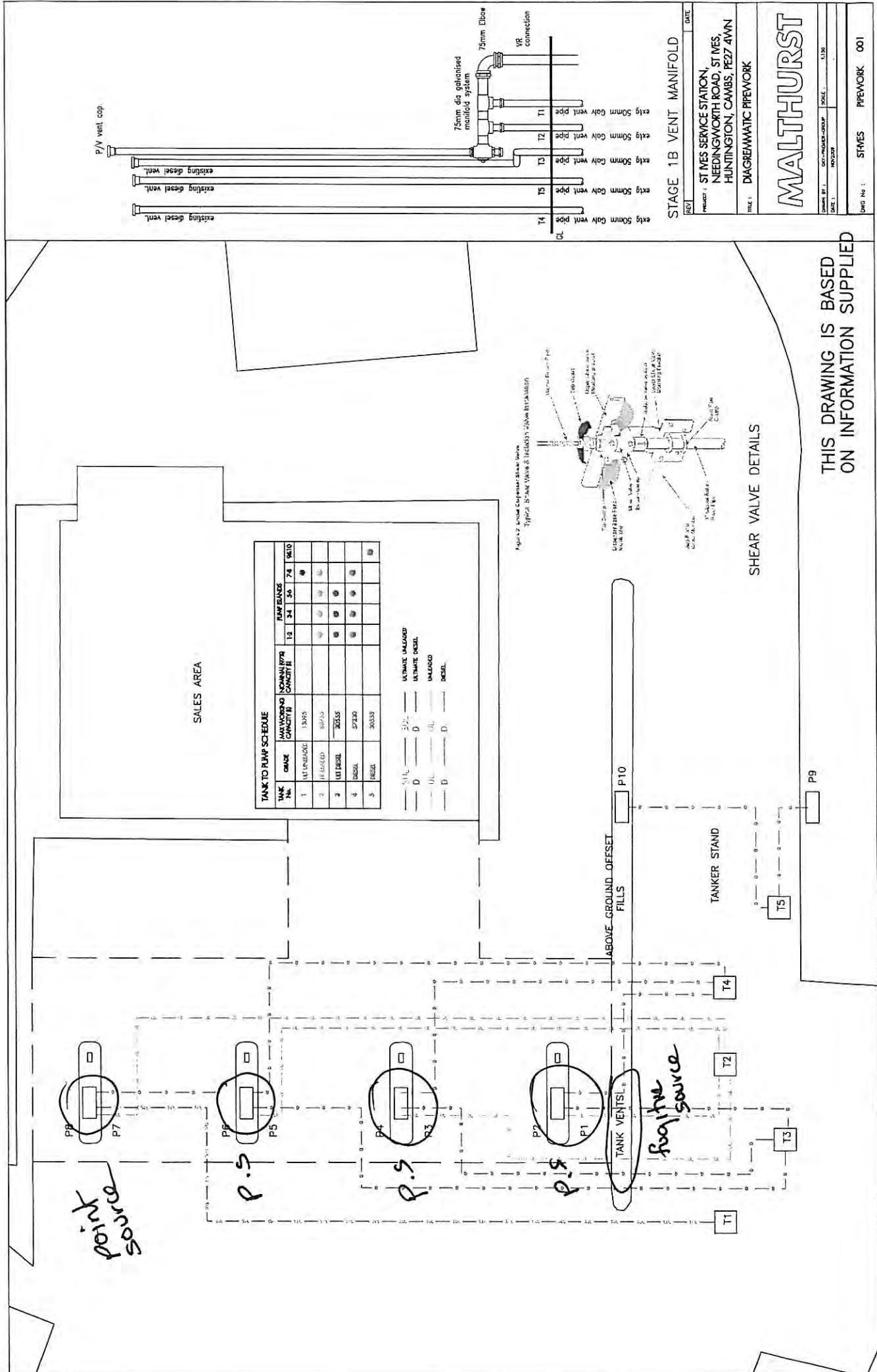
Doc Reference: \_\_\_\_\_

### **B3 Impact on the Environment**

**B3.1** Provide an assessment of the potential significant local environmental effects of the foreseeable emissions (e.g. is there a history of complaints and/or is the installation in an air quality management area ?)

Doc Reference: \_\_\_\_\_

B 2.2



THIS DRAWING IS BASED  
ON INFORMATION SUPPLIED

**STAGE 1B VENT MANIFOLD**

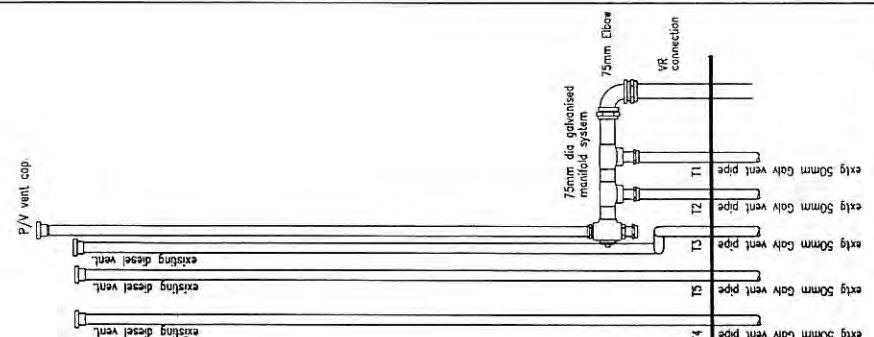
PROJECT: ST MES SERVICE STATION, NEEDINGWORTH ROAD, ST MES, HUNTINGTON, CAMBS, PE27 4WN

TITLE: DIAGRAMMATIC PIPEWORK

**MALTHURST**

DATE: 11/02/2009  
 SCALE: 1:100  
 DRAWN BY: J. JONES  
 CHECKED BY: J. JONES

DWG No: STMES PIPEWORK 001



## **St Ives Service Station**

### **B2.2**

No monitoring has been done.



## **St Ives Service Station**

### **B2.3**

Currently there is no method of capturing Petroleum vapours whilst fuelling of cars is taking place. All vapours escape to atmosphere.

The installation of VR2 pumps is the method by which Vapours will be captured and returned to underground storage tank for subsequent collection by VR Stage 1b system (currently in place).

## **St Ives Service Station**

### **B2.4**

There are no systems in place should there be an unintentional release of vapours. Currently vapours are released to atmosphere during the filling of customers vehicles, these vapours dissipate in the atmosphere very quickly. There have been no assessments made of current or historical unintentional releases, since vapour release was the “norm” during filling operations.

## **St Ives Service Station**

### **B2.5**

There are no plans to introduce measures to monitor intentional releases of petrol vapour since the system being introduced is designed to capture vapours.

## **St Ives Service Station**

### **B2.6**

During installation of the VR2 system the pumps in question were totally shut off and product drained back to the tank. This negated the possible loss of vapours (plus of product) to atmosphere.

## **St Ives Service Station**

### **B3.1**

We are not aware of any historical complaints over and above what may normally occur at a petrol filling station.

The VR2 system is designed to capture vapour emissions, however, should the system fail or fail to capture all vapours then amounts (not quantifiable) would escape to atmosphere as currently occurs. There would be no significant environment effects that don't/didn't occur prior to the system being installed.

**B3.2** Are there any sites of special scientific interest (SSSIs) or European protected sites which are within either

- 2 kilometres for an installation which includes Part B combustion, incineration (but not crematoria), iron and steel, and non-ferrous metal activities, or
- 1 kilometre for Part B mineral activities and cement and lime activities, or
- ½ a kilometre for all other Part B activities 2 kilometres of the installation?

No ☐

Yes ☒ *please give names of the sites*

Houghton Meadows 2.4 km

**B3.3** Provide an assessment of whether the installation is likely to have a significant effect on such sites and, if it is, provide an assessment of the implications of the installation for that site, for the purposes of the Conservation (Natural Habitats etc) Regulations 1994 (see appendix 2 of Annex XVIII of the General Guidance Manual).

Doc Reference: \_\_\_\_\_

#### **B4 Environmental Statements**

**B4.1** Has an environmental impact assessment been carried out under The Town and Country Planning (Environmental Impact Assessment)(England & Wales) Regulations 1999/293, or for any other reason with respect to the installation?

☒ No

Yes ☐ *Please supply a copy of the environmental impact assessment and details of any decision made*

Doc Reference: \_\_\_\_\_

#### **B5 Additional information**

Please supply any additional information which you would like us to take account of in considering this application.

Doc Reference \_\_\_\_\_

#### **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.

## **St Ives Service Station**

### **B 3.3**

We do not believe there would be any significant effect on the SSSI.

£ (Cheques should be made payable to Cambridge City 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 subsistence 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.

Joanne Richards  
Vincent House, 4 Grove Lane  
Epping, Essex  
Postcode: CM16 4LH Telephone: 01992 571937

## **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 ?

No

☒

Yes

☐

Please provide full justification, considering the definition of commercial confidentiality within the EP regulations.

Doc Reference \_\_\_\_\_

**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/Welsh Ministers 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,
- 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

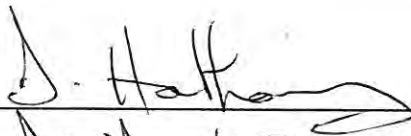
*step* ~~No offences have been committed in the previous five years which are relevant to my/our competence to operate this installation in accordance with the EP Regulations.~~

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

DAVID HATHAWAY

Position

COMPANY SECRETARY

Date

8/12/2009

**C6 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:

Installation name: St Ives S/Stn

Signature D. Hathaway

Name DAVID HATHAWAY

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.*