

Part B Surrender form

Notification for the surrender 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 Integrated 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 2010 ("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 2010 and available at www.defra.gov.uk/environmente/ppc. This contains a list of other documents you may need to refer to when you are preparing your application for surrender of your permit, and explains some of the technical terms used. You will also need to read the relevant Process Guidance Note. The EP Regulations can be obtained from The Office of Public Sector Information, or viewed on their website at: http://www.opsi.gov.uk/si/si2010/ukxi_2010_3538_en_1

Which parts of the form to fill in

You should fill in as much of this form as possible. Please remember to sign the application, forms without signatures cannot be accepted. When complete return to: Borough Council of King's Lynn and West Norfolk, King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX.

Other documents you may need to submit

There are a number of other documents you may need to send us with your application for surrender. 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 your permit reference number and 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

You do not need to send multiple copies of this form, consultation is not required to surrender a permit.

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.