



Frequently Asked Questions on Permit Applications

1. What is a permitted activity?

- a. A permitted activity is an industrial activity which the owner / company must apply for a licence called a permit to allow them to operate that business. The types of business that required a permit are detailed in Environmental Permitting Regulations 2010 as amended (EPR 2010). Activities like waste oil burners, petrol stations & dry cleaners, crematoria, animal feed mills, concrete batching plants, foundries all require permits to operate. Large sites such as chemical manufacturing plants and power stations are regulated by Environment Agency and referred to as Part A activities. Part A2 and Part B are regulated by the local authority.

2. What is a permit?

- a. A permit is a type of licence issued up by the local authority. The permit will last for as long as the activity is carried out. Therefore it is not issued for any specific time period and lasts indefinitely.

3. What is the purpose of a permit?

- a. The permit and the conditions attached to it are designed to control emissions to air from the activity which are likely to cause a nuisance to near by local residents and to ensure human health is protected.

4. What is not covered by the permit?

- a. Noise and traffic issues are not covered by a Part B prescribed activity permit. These matters are generally considered at the planning stage.

5. Why has this application been received?

- a. There are a number of reasons as to why we have received an application. It could be for a completely new installation or because an existing installation has reached the threshold for the prescribed activity and are now required to apply.

6. Why have I been contacted?

- a. As part of the application process the local authority will contact all local residents living within 500 metres of the application site. This then allows those residents who wish, to make comment on, or object to the application and we will take those comments into account when drawing up the permit conditions. It is similar to the planning application process. The local authority will also contact national consultees such as Natural England or Health & Safety Executive for their comments and views on the application.

7. Where can I view the application?

- a. A copy of the application is held at the Council offices in Kings Lynn and can be viewed between the hours of 8.45 – 17.15 Monday, Tuesday and Thursday; 9.30 – 5.15 on Wednesdays and 8.45 – 16.45 on Fridays. It is advisable to phone ahead and make an appointment as it is a public document and an appropriate officer needs to be in attendance while the register is being consulted.

8. How can I object?

- a. If you wish to object or make representations on the application it must be in writing to the local authority within 20 working days of them writing to you.

9. Will I be identified – can I remain anonymous?

- a. Yes you can, but you need to let us know in any representations you make that you wish to remain anonymous. An entry will be made in the public register to the effect that a representation has been made but not as to who has made it.

10. What happens next?

- a. Once the consultation period is over the Local Authority will consider any objections and determine if the operator can control emissions from the site. If so, a Permit will be issued with the necessary conditions to ensure that the activity remains compliant. If the Local Authority does not believe the operator can or will comply with permit conditions, then the application will be refused and the operator notified.

Glossary of terms

Enforcing authority	Local Council or Environmental Agency
Permit	the legal document required to operate an activity under EPR 2010
New activity	Not an existing activity
Prescribed activity	Manufacturing process involving possible pollutants
Existing – permitted activity	an activity either already permitted – or requiring permit due to exceeding threshold for activity

Produced by the Environmental Quality Team, Environmental Health & Housing Department, Borough Council of King's Lynn & West Norfolk, King's Court, Chapel Street, King's Lynn Norfolk PE30 1EX

Telephone: 01553 616200

Fax 01553 775142

Email: environmentalquality@west-norfolk.gov.uk

Website: <http://www.west-norfolk.gov.uk/Default.aspx?page=21719>.