

Contact details of officer completing the questionnaire

Authority Name	North West Leicestershire		
Authority Code	G2435		
First Name	Tony		
Surname	Cawthorne		
Position	Environment Team Leader		
Telephone	01530 454775		
Address	Environmental Health Department Council Offices North West Leicestershire District Council Whitwick Road Coalville Leicestershire		
Postcode	LE67 3FJ		
E-mail Address	tony.cawthorne	@	nwleicestershire.go
Contact details of Head of service	gareth.crossley	@	nwleicestershire.gov.

Section 1: Applications for new B installations

Permit applications under the LAPPC regime dealt with in 2008/2009

You should not include any installations that have been the subject of a duly made A2 application - these are captured in the Part A2 sub-survey - LA-IPPC.

1.1 Number of duly made applications for a permit

1.1.1 On hand at beginning of year..... **ec** ✓

1.1.1 = 1.1.4 from last year's survey = **0**

1.1.2 Received during year.....

1.1.3 Withdrawn or called in during year.....

1.1.4 On hand at end of year..... **ic** ✓

1.1.4 = 1.1.1 + 1.1.2 - 1.1.3 - 1.2.3

1.2 Decisions made on applications for new B installations during 2008/2009

How many decisions were for applications being:

1.2.1 Permitted

1.2.2 Refused.....

1.2.3 Total number of decisions.....

1.3 Times taken for decisions on applications for new B installations during 2008/2009

Please fill in the boxes below to provide information on the number of decisions made and the time taken from receipt of applications to a decision being made:

1.3.1 For new applications for Part B installations, excluding service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (PG6/34b only)

Up to 4 months

4 - 6 months

More than 6 months

Total

1.3.2 For new applications for service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (PG6/34b) (Note the times below are different to those in the above table)

Up to 2 months

2 - 4 months

More than 4 months

Total

Aggregate Total i¢

AggregateTotal = 1.2.3(1.2.3 = 0) ✓



Section 2: Applications for substantial changes to existing B installations

Substantial changes applications by operators under Regulation 20(1) of EPR 2007 dealt with in 2008/2009

You should not include any installations that have been the subject of a duly made A2 application - these are captured in the Part A2 sub-survey - LA-IPPC.

2.1 Number of duly made substantial change applications

2.1.1

On hand at beginning of year.....

0

ec ✓

2.1.1 = 2.1.4 from last year's survey = 0

2.1.2

Received during year.....

0

2.1.3

Withdrawn or called in during year.....

0

2.1.4

On hand at end of year.....

0

ic ✓

2.1.4 = 2.1.1 + 2.1.2 - 2.1.3 - 2.2.3

2.2 Decisions made on applications for substantial change during 2008/2009

How many of these decisions were for applications being:

2.2.1

Permitted

0

2.2.2

Refused.....

0

2.2.3

Total number of decisions.....

0

2.3 Times taken for decisions on applications for substantial change to B installations during 2008/2009

Please fill in the boxes below to provide information on the number of decisions made and the time taken from receipt of applications to a decision being made:

2.3.1 For substantial change applications for Part B installations, excluding service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (PG6/34b only).

Up to 4 months	<input type="text" value="0"/>	4 - 6 months	<input type="text" value="0"/>	More than 6 months	<input type="text" value="0"/>	Total	<input type="text" value="0"/>
----------------	--------------------------------	--------------	--------------------------------	--------------------	--------------------------------	-------	--------------------------------

2.3.2 For substantial change applications for service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (PG6/34b only). (Note the times below are different to those in the above table)

Up to 2 months	<input type="text" value="0"/>	2 - 4 months	<input type="text" value="0"/>	Over 4 months	<input type="text" value="0"/>	Total	<input type="text" value="0"/>
----------------	--------------------------------	--------------	--------------------------------	---------------	--------------------------------	-------	--------------------------------

Aggregate Total i¢

AggregateTotal = 2.2.3 (2.2.3 = 0) ✓



Section 3: Number of part B permits held, revoked or surrendered during 2008/09				
3.1	Permits held on 31/03/09	3.2Permits revoked or surrendered during 2008/2009		
3.3	Permits partially surrendered or revoked during 2008/2009	3.1	3.2	3.3
T(3.1) = 88 since T(3.1) = 1.2.1 + T(3.1) from last year's survey - T(3.2) = 0 + 88 - 0		Totals	88	0

ec



Section 4: Notices served on B installations during 2008/2009

4.1 How many variation notices were issued during 2008/2009?

4.2 How many variation notices which involved substantial change were issued during 2008/2009?

4.3 Does your local authority have a general enforcement policy or one specifically for PPC?

☐ General ☒ PPC ☐ Neither

4.4 How many enforcement notices were issued during 2008/2009?

4.5 How many suspension notices were issued during 2008/2009?

Section 5:

Inspection visits to B installations

Inspection visits made to B installations in 2008/2009

In this section each inspection visit should be recorded only once under the main reason for that visit. Only on-site visits should be recorded as inspection visits. Please note the visit includes reasonable travel time, having regard to efficiency benefits of batching visits by geographical area

Please note that a drive-by viewing of an installation should not constitute an inspection for this return. Refer to General Guidance Manual, Chapter 27, paras 13 et seq. Further guidance on inspections is contained in the CIEH Management Guide 2004

5.1 Question 5.1 has been removed. Please continue to question 5.2.

Inspection visits made in connection with applications

5.2 How many inspection visits did your authority make in 2008/2009 in connection with:

5.2.1	Applications for permit.....	<div>0</div>
5.2.2	Applications for substantial change.....	<div>0</div>
5.2.3	Total number of visits in connection with applications....	<div>0</div>

5.3 Please fill in the table below to provide information on the types of installations visited in connection with applications and the duration of the visits

types of installations visited in connection with applications and the duration of the visits		< 30 mins	30min to 2hrs	Over 2 hrs	Total						
					Overall Total = 5.2.3 (5.2.3 = 0)		Total	0	0	0	0

ic ✓

Inspection visits made once a permit has been granted

5.4 Inspection visits made by your authority not in connection with applications for permits or applications for substantial change

How many inspections were

5.4.1(a)	to check upgrading had been undertaken.....	0
5.4.1(b)	for general compliance checking.....	88
5.4.1	Total number of routine/programmed inspections.....	88
5.4.2	Inspections in response to complaints.....	6
5.4.3	Other reasons.....	0

5.4.4	Total inspection visits made once a permit had been granted.....	94
-------	--	----

5.4.5 Please enter the number of installations affected (in the small box) and provide details (specifically including details regarding the installations involved) if you have:

a) Granted a permit for any installations within the last 6 months of 2008/2009 (i.e. after 30th September 2008)

0	
---	--

b) Been unable to conduct inspection visits on any mobile plants whose permits are still current in 2008/2009

9	Mobile plant had been mothballed on a temporary basis i.e. for 12 months and the operators wished to maintain the Permits for future
---	--

c) Revoked a permit for any installation during 2008/2009

0	
---	--

5.5 Please fill in the table below to provide information on the numbers of these inspection visits and the duration of the visits

	< 30 mins	30min to 2hrs	Over 2 hrs	Total
				3
				16
				24
				32
				5
				4
				2
				2
				1
				1
				4
Total	18	71	5	94

Overall Total = 5.4.4 (5.4.4 = 94)

ic✓

5.6 Revised guidance on LAPPC risk based regulation and inspection frequency issued in February 2003 requires that regulated installations (excluding service stations, waste oil burners under 0.4 MW, dry cleaners and vehicle refinishing (PG6/34b only)) be categorised as either "high", "medium" or "low" risk.

5.6.1 Excluding the 4 categories mentioned above, how many of the permitted installations which are eligible for risk assessment detailed in Section 3.1 have been risk-assessed in 2008/2009?

59 i¢ ✓ Total 5.6.1 <= 59 since 5.6.1 <= Total(3) less waste oil burners under 0.4 MW, service stations, dry cleaners and vehicle refinishing (figures from section 3) (59 = 88 - 3 - 16 - 4 - 6)

5.6.2 Of this total, how many were classified as "high", "medium" or "low" risk? The risk category should be the one assigned at the beginning of the year (i.e. if the category has changed between April 2008 and March 2009, record the original category)

High Risk 0 Medium Risk 3 Low Risk 56 TOTAL 59 Total = 5.6.1 i¢ ✓

5.6.3 In table 5.5 you were asked how many inspection visits had been conducted at all installations. Some or all of those inspections will have been carried out at installations which have been risk assessed. Please break down these inspections by type of inspection and risk category of installation in the table below.

	Full inspections	Check inspections	Extra inspections	Total
High Risk				
Medium Risk				14
Low Risk				57
Total	63	8	0	d) 71

i¢ ✓

Total d) = 5.4.4 less combined total of 0.4MW waste oil burners, dry cleaners, service stations and vehicle refinishing(PG6/34b) (figures from table 5.5) Total 5.6.3 =71 (= 94 - 3 - 16 - 4 - 0)

Minimum Inspection Requirements

The minimum annual inspection levels expected by Defra/WAG for the three risk categories are as follows: High: two full and one check; Medium: one full and one check; Low: one full

There may however, be reasons why you have not carried out the numbers of inspections implied by your answer to question 5.6.2.

Please note any such instances in the box below:

5.7 Where it is a condition of a permit that the operator provides you with monitoring information, please fill in the boxes below regarding the numbers of installations for which you receive such information and the time spent in examining that information during the year

5.7.1 In how many Part B installations excluding service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (PG6/34b only) has a condition been included requiring monitoring information to be sent to council offices:

5.7.1<= Total(3) less <0.4 MW waste oil burners, service stations, dry cleaners and vehicle refinishing (figures from section 3)

iç ✓

<= 59 (88 - 3 - 16 - 4 - 6)

Time spent examining information:				
	Less than half an hour over the year	Half an hour to 2 hours over the year	More than 2 hours over the year	Total
Number of Installations	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	d) 0

Total 5.7.1d = 5.71

iç ✓

5.7.2 In how many service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (PG6/34b only) installations has a condition been included requiring monitoring information to be sent to council offices:

5.7.2 <= waste oil burners under 0.4MW+ service stations+ dry cleaners +vehicle refinishing (figures from Section 3)

iç ✓

<= 29 (3 + 16 + 4 + 6)

Time spent examining information:				
	Less than half an hour over the year	Half an hour to 2 hours over the year	More than 2 hours over the year	Total
Number of Installations	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	d) 0

Total 5.7.2d = 5.72

iç ✓

Section 6:

Charging income received from B installations

Received in 2008/2009

6.1 Charging

Total amount received in fees in respect of applications for permits and for variation involving a substantial change and annual subsistence charges in respect of permitted installations

Amount received in 2008/2009

£

6.2 Cost Accounting

It is a statutory requirement to place cost accounts on the public register. As of 31st March 2009 did you account separately for the costs and income associated with your role as regulator under the LAPPC system?

☒ Yes

☐ No

6.3 If you answered No to question 6.2

a) Please give your reasons

b) Please state whether senior managers in your department are aware

☒ Yes

☐ No

Section 7:

Periodic reviews of permitted B installations

Reviews of installations having held a permit for six or more years in 2008/2009

Under LAPPC the legislation requires permits to be reviewed periodically but does not specify a frequency. It is considered for this sector that a frequency of once every six years ought normally to be sufficient for the purposes of Regulation 34(1) of the EPR 2007.

More frequent reviews may be necessary in individual cases and regulation 34(2) requires 'appropriate' periodic inspections. Further guidance on permit reviews is contained in Chapter 26 of the "General Guidance Manual on Policy and Procedures for A2 and B Installations" available from <http://www.defra.gov.uk/environment/ppc/localauth/pubs/guidance/manuals.htm>

Whether or not a periodic review is due should be calculated by taking the date of the last review and determining whether the 6 years was up during the period covered by this survey.

7.1 How many installations were due a periodic review in 2008/2009?

3

ic ✓

7.1 < or = T(3.1) (= 88)

7.2 Because it is not always appropriate to undertake reviews exactly on a six year frequency, please give the number of reviews undertaken

Years from date of last review	Number of Reviews
Up to 5 Years	58
Between 5 and 7 Years	30
Over 7 Years	0
Total	88

7.2 < or = 3.1

ic ✓

Section 8: Prosecutions of B and A2 installations

Details of prosecutions in progress during 2008/2009

8.1 How many prosecutions for offences under Regulation 38 of EPR 2007 were in progress during 2008/2009?

Include those which were withdrawn, pending and unsuccessful as well as those which were successful

Total number of prosecutions..... 0

8.2 For each individual prosecution in progress during 2008/2009, please provide the information requested in the table below.

	A	B	C	D	E	F
ID	Was the prosecution: <input type="radio"/> Initiated but not concluded before 2008/2009 <input type="radio"/> Initiated during 2008/2009	Which Paragraph(s) (1-3) does the prosecution fall under? <div style="background-color: #f0e68c; height: 20px; width: 100%;"></div>	What is/was the status of the prosecution? <input type="radio"/> Pending at 31/03/09 <input type="radio"/> Withdrawn <input type="radio"/> Unsuccessful <input type="radio"/> Successful	Amount of fine (£), if applicable <div style="background-color: #fff9c4; height: 20px; width: 100%;"></div> Term of imprisonment (months), if applicable <div style="background-color: #fff9c4; height: 20px; width: 100%;"></div>	Order under Reg 57? <input checked="" type="checkbox"/>	Type B A2 <input type="radio"/>

8.3 For each prosecution which was successful during 2008/2009, please provide the additional information requested in the table.

		Date of Prosecution	Name of firm(s) involved	Brief description of the circumstances and offences	Have you given publicity as suggested in paragraph 28.36 of the General Guidance Manual <input type="radio"/> Yes <input type="radio"/> No

8.4 How many cautions were given for offences under Regulation 38 of EPR 2007 2008/2009?

Total cautions.....

0

8.5 For each caution which was given during 2008/2009, please provide the additional information requested in the table.

	Date of Caution	Name of firm(s)	Brief description of the circumstances of the caution	Type
				<input type="radio"/> B
				<input type="radio"/> A2

Section 9: Minimum inspection criteria (Part B and Part A2 Installations)

EU Recommendation on Minimum Inspection Criteria

- 9.1

What is your overview of the extent to which the installations you regulate are complying with the legislation?

☐ Completely

☒ Substantially

☐ Inadequately

☐ Poorly
- 9.2

How many visits did you plan to make to your installations in 2008/2009?

84
- 9.3

Was an inspection plan drawn up at the beginning of the reporting year?

☒ Yes

☐ No
- 9.4

Are inspection visits coordinated with other agencies such as EA, HSE?

☐ Yes

☒ No
- 9.5

How are inspection reports communicated to the site operator?

☐ Written

☐ Verbally

☒ Both

☐ Neither
- 9.6

Are inspection reports available to the public either via the public register or on request?

☒ Yes

☐ No

Section 10: Solvent Emissions Directive (SED)

Review of installations holding a permit under SED
1st April 2008 to 31st March 2009

10.1

Number of SED installations holding a permit

10

10.2

Number of installations using the reduction scheme

7

ic

✓

10.2 < or = 10.1

10.3

Number of installations that did not submit to the regulator a solvent management plan for assessing compliance

3

ic

✓

10.3 < or = 10.1

10.4

Number of operators breaching SED requirements

0

ic

✓

10.4 < or = 10.1

10.5

Number of permits withdrawn

0

ic

✓

10.5 < or = 10.1

10.6

Dealing with derogations under Article 5.3 of the SED

10.6.1 Have you given any derogations under Article 5.3 of the SED? ☐ Yes ☒ No

10.6.2 If your answer to 10.6.1 was "Yes" please supply additional information concerning the action taken, and a name and contact telephone number of the individual whom Defra can contact to obtain further details.

Action Taken

ContactTelephone No

Section 11: Costs of running the service

You may need to consult your senior manager when completing this section.

11.1 Direct and indirect costs

Costs received in 2008/2009

How much are your direct costs of regulation under PPC (Costs of directly delivering the service: salaries, monitoring equipment related to contact time, visits, drafting permit conditions, maintaining the register, enforcement etc - see Annex X of the revised General Guidance Manual.)

26985

How much are your indirect costs related to regulation under PPC (premises and transport, supplies and services, any capital charges, an appropriate share of all services and overheads etc)

7230

11.2 Efficiency Savings Targets

a) All council services

b) Environmental Services*

c) The PPC Function

11.2.1 Does your council have an efficiency savings target for 2009/2010 for these services? (Yes/No)

☒ Yes
☐ No

☒ Yes
☐ No

☐ Yes
☒ No

11.2.2 If you answered yes to 11.2.1, can you please give the percentage target

2

1

0

11.2.3 If you answered yes to 11.2.1, can you state (if known) whether the savings were:

% cashable

☐ <25%
☐ 25-50%
☐ 50-75%
☐ >75%
☒ Not Known

%cashable







☐ <25%
☐ 25-50%
☐ 50-75%
☐ >75%
☒ Not Known

% cashable

☐ <25%
☐ 25-50%
☐ 50-75%
☐ >75%
☐ Not Known

* i.e. the service within which the PPC function is found

Please fill in the table to show for each of the guidance notes (PG notes) used the number of installations holding a current permit at 31st March 2009 for which the note was used.

PG1/1 to PG2/6	PG2/7 to PG3/16	PG4/1 to PG6/13	PG6/14 to PG6/23(vii)	PG6/24a to PG6/40	PG6/42 to PG6/46
					

Topic of Note	Note	used	used
Totals		88	0

Total Column A = T(3.1) (T(3.1) = 88)



Permitted B Installations By PG Notes Used

Please fill in the table to show for each of the guidance notes (PG notes) used the number of installations holding a current permit at 31st March 2009 for which the note was used.

Please select the appropriate sub-section of the table

						A	B
Please select the appropriate sub-section of the table						No. of permits where this was main PG note used	No. of permits where this was 2nd PG note used
PG1/1 to PG2/6	PG2/7 to PG3/16	PG4/1 to PG6/13	PG6/14 to PG6/23(vii)	PG6/24a to PG6/40	PG6/42 to PG6/46		
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
Topic of Note						Note	
Totals						88	0

Total Column A = T(3.1) (T(3.1) = 88) ic ✓

Permitted B Installations By PG Notes Used

Please fill in the table to show for each of the guidance notes (PG notes) used the number of installations holding a current permit at 31st March 2009 for which the note was used.

Please select the appropriate sub-section of the table

PG1/1 to PG2/6	PG2/7 to PG3/16	PG4/1 to PG6/13	PG6/14 to PG6/23(vii)	PG6/24a to PG6/40	PG6/42 to PG6/46
-------------------	--------------------	--------------------	--------------------------	----------------------	---------------------

A	B
No. of permits where this was main PG note used	No. of permits where this was 2nd PG note used

Topic of Note	Note	used	used
Totals		88	0

Totals







88

0

Total Column A = T(3.1) (T(3.1) = 88)



Please fill in the table to show for each of the guidance notes (PG notes) used the number of installations holding a current permit at 31st March 2009 for which the note was used.

PG1/1 to PG2/6	PG2/7 to PG3/16	PG4/1 to PG6/13	PG6/14 to PG6/23(vii)	PG6/24a to PG6/40	PG6/42 to PG6/46
					

Total Column A = T(3.1) (T(3.1) = 88)



Permitted B Installations By PG Notes Used

Please fill in the table to show for each of the guidance notes (PG notes) used the number of installations holding a current permit at 31st March 2009 for which the note was used.

Please select the appropriate sub-section of the table

						A	B
						No. of permits where this was main PG note used	No. of permits where this was 2nd PG note used
PG1/1 to PG2/6	PG2/7 to PG3/16	PG4/1 to PG6/13	PG6/14 to PG6/23(vii)	PG6/24a to PG6/40	PG6/42 to PG6/46	<input type="radio"/>	<input type="radio"/>
Topic of Note						Note	
Totals						88	0
Total Column A = T(3.1 (T(3.1) = 88)						ic ✓	

Please fill in the table to show for each of the guidance notes (PG notes) used the number of installations holding a current permit at 31st March 2009 for which the note was used.

PG1/1 to PG2/6	PG2/7 to PG3/16	PG4/1 to PG6/13	PG6/14 to PG6/23(vii)	PG6/24a to PG6/40	PG6/42 to PG6/46
-------------------	--------------------	--------------------	--------------------------	----------------------	---------------------

		main PG	2nd PG
Topic of Note	Note	note used	note used
Totals		88	0

Totals

88	0
----	---

Total Column A = T(3.1 (T(3.1) = 88) **ic** ✓

