

Contact details of officer completing the questionnaire

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Section 1: Applications for new B installations

Permit applications under the LAPPC regime dealt with in 2007/2008

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 = **2**

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1.1.3 Withdrawn or called in during year.....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 2007/2008

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 2007/2008

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.

Up to 4 months	<input type="text" value="7"/>	4 - 6 months	<input type="text" value="0"/>	More than 6 months	<input type="text" value="0"/>	Total	<input type="text" value="7"/>
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1.3.2 For new applications for service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (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"/>	More than 4 months	<input type="text" value="0"/>	Total	<input type="text" value="0"/>
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Aggregate Total i¢

AggregateTotal = 1.2.3(1.2.3 = 7) ✓



Section 2: Applications for substantial changes to existing B installations

Substantial changes applications under regulation 17(2) of the Pollution Prevention and Control Regulations 2000 dealt with in 2007/2008

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 2007/2008

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 2007/2008

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.

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"/>
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2.3.2 For substantial change applications for service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing (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"/>
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Aggregate Total i¢

AggregateTotal = 2.2.3 (2.2.3 = 0) ✓



3.1 Permits held on 31/03/08

3.2 Permits revoked or surrendered during 2007/2008

3.3 Permits partially surrendered or revoked during 2007/2008

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 - $T(3.2) = 7 + 85 - 4$

Totals $s^{T(3.1)} \quad 88$

T(3.2)	4
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T(3.3)

()

ec



Section 4: Notices served on B installations during 2007/2008

4.1 How many variation notices were issued during 2007/2008?

4.2 How many variation notices which involved substantial change were issued during 2007/2008?

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

☐ General ☒ LAPPC ☐ Neither

4.4 How many enforcement notices were issued during 2007/2008?

4.5 How many prohibition notices or suspension notices were issued during 2007/2008?



Section 5:

Inspection visits to B installations

Inspection visits made to B installations in 2007/2008

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 that a drive-by viewing of an installation should not constitute an inspection for this return. Refer to Additional Guidance Note AQ2(03). Further guidance on inspections is contained in the CIEH Management Guide 2004.

5.1 Does your local authority have an LAPPC inspection policy?

☒ Yes

☐ No

Inspection visits made in connection with applications

5.2 How many inspection visits did your authority make in 2007/2008 in connection with:

5.2.1

Applications for permit.....

0

5.2.2

Applications for substantial change.....

0

5.2.3

Total number of visits in connection with applications....

0

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

		Under 30 mins	30 mins To 2 hrs	Over 2 hrs	Total
Overall Total = 5.2.3 (5.2.3 = 0)		Total	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.....	77
5.4.1	Total number of routine/programmed inspections.....	77
5.4.2	Inspections in response to complaints.....	2
5.4.3	Other reasons.....	0

5.4.4 Total inspection visits made once a permit had been granted..... 79

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 2007/2008 (i.e. after 30th September 2007)

1	Vehicle Resprayer
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- b) Been unable to conduct inspection visits on any mobile plants whose permits are still current in 2007/2008

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
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- c) Revoked a permit for any installation during 2007/2008

4	Two vehicle resprayers, one di-isocyanate process and one timber process
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5.5 Please fill in the table below to provide information on the numbers of these inspection visits and the duration of the visits

inspection visits and the duration of the visits		Under 30 mins	30 mins To 2 hrs	Over 2 hrs	Total	
					3	
					16	
					21	
					20	
					3	
					9	
					2	
					1	
4						
Overall Total = 5.4.4 (5.4.4 = 79)		Total	0	71	8	79

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) 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 2007/2008? **ic ✓**
 Total 5.6.1 <= 61 since 5.6.1 <= Total(3) minus waste oil burners under 0.4 MW, service stations, dry cleaners and vehicle refinishing (figures from section 3) (61 = 92 - 3 - 16 - 4 - 8)

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 2007 and March 2008, record the original category)

High Risk **Medium Risk** **Low Risk** **TOTAL**

Total = 5.6.1 **ic ✓**

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				1
Medium Risk				4
Low Risk				42
Total	40	6	1	d) 47

Total d) <= 5.4.4 less waste oil burners under 0.4MW, service stations, dry cleaners and vehicle refinishing (figures from table 5.5) Total 5.6.3 <= 47 (= 79 - 3 - 16 - 4 - 9) **ic ✓**

Note: For an explanation of the full, check and extra inspection requirements for each risk classification please refer to chapter 27 paragraphs 27.13 to 27.24
<http://www.defra.gov.uk/environment/ppc/localauth/pubs/guidance/pdf/ggmanual-2008-parta.pdf>

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 Total number of Part B installations excluding service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing for which monitoring information was provided:

Less than half an hour over the year	<input type="text" value="0"/>	Half an hour to 2 hours over the year	<input type="text" value="0"/>	More than 2 hours over the year	<input type="text" value="2"/>	Total	<input type="text" value="2"/>
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5.7.2 Total number of service stations, dry cleaners, waste oil burners under 0.4MW and vehicle refinishing for which monitoring information was provided:

Less than half an hour over the year	<input type="text" value="0"/>	Half an hour to 2 hours over the year	<input type="text" value="0"/>	More than 2 hours over the year	<input type="text" value="6"/>	Total	<input type="text" value="6"/>
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Section 6: Charging income received from B installationsReceived in 2007/2008

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 2007/2008

£

61250.25

6.2 Cost Accounting

It is a statutory requirement to place cost accounts on the public register. As of 31st March 2008 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 do you have firm plans to introduce this form of accounting during 2008**

Yes, this authority has recently implemented cost accounting or has plans to do so during 2008



No, this authority has no fixed plans to introduce cost accounting during 2008

**6.4 If you answered No to question 6.3**

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 2007/2008

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 15(1) Pollution Prevention and Control Regulations 2000.

More frequent reviews may be necessary in individual cases for the reasons given in Regulation 15(2). Further guidance on permit reviews is contained in 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/pdf/ggmanual-2008-parta.pdf>

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 2007/2008?

7.1 < or = T(3.1) (= 88) **ic** ✓

7.2 Of these, how many were carried out during 2007/2008?

7.2 < or = 7.1 **ic** ✓

7.3 Have you carried out any inspections in 2007/2008 that were not due in that year? If so, how many?

7.4 Of the reviews in 7.3 how many were:

7.4(a) sooner than 5 years after the previous one?

7.4(b) later than 7 years from the previous one?



8.3 For each prosecution which was successful during 2007/2008, 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 in line with AQ(7)O6 and annex 7(06) <input type="radio"/> Yes <input type="radio"/> No

8.4 How many cautions were given for offences under regulation 32(1) of the Pollution Prevention and Control Regulations 2000 during 2007/2008?

Total cautions.....

8.5 For each caution which was given during 2007/2008, 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  B  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 2007/2008?

80
- 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 2007 to 31st March 2008

10.1

Number of SED installations holding a permit

10.2

Number of installations using the reduction scheme

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

ic ✓
10.3 < or = 10.1

10.4

Number of operators breaching SED requirements

ic ✓
10.4 < or = 10.1

10.5

Number of permits withdrawn

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

Contact

Telephone 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 2007/2008

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 2008/2009 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