Form PPC1 Part F: Application for a permit, variation, transfer or surrender

For SEPA Use Only	Name Assigned	Application Reference

The fee charged for your application depends on a number of factors including the type of application and the size, type and potential environmental impact of your proposal. The fees are revised annually and are set out in this years ***"Pollution Prevention and Control (Parts A and B) Fees and Charges (Scotland) Scheme"*** which is available from SEPA office or our website www.sepa.org.uk.

F1 Type of Application made

Indicate by inserting a tick in the appropriate box, and then follow the instructions for that part.

Application for a new permit		Go to F2
Application to vary the conditions of your permit where that proposed change would constitute a "substantial change" (please consult with SEPA)	✓	Go to F3
Application to vary the conditions of your permit		Go to F4
Application for a transfer of part / all of a permit		Go to F5
Application for surrender of part / all of a permit		Go to F6

F2 Application for a new permit

Complete this section if you are applying for a new permit

What type of permit are you applying for?

Indicate by inserting a tick in the appropriate box, and then follow the instructions for that part.

to operate a "general" Part A Installation		Go to F7.2
to operate a Low Impact Installation		Go to F7.1
to operate an Inert Waste Landfill		
to operate a Landfill serving an isolated settlement and/or islands		

F3 Application for a substantial change variation to the conditions of a permit

Complete this section if you are applying to vary the conditions of your permit and the proposed change would constitute a "substantial change" (please consult with SEPA)

What type of permit do you wish to vary?

Indicate by inserting a tick in the appropriate box, and follow the instructions for that part.

A "general" Part A Installation Permit	✓	Go to F7.2
A Low Impact Installation Permit		Go to F7.1
Inert Waste Landfill Permit		
Landfill serving an isolated settlement and/or islands Permit		

F4 Application to vary the conditions of a permit

Complete this section if you are applying to vary the conditions of your permit, unless the change would involve a "substantial change" in which case go to section F3 above.

F4.1 What type of permit do you wish to vary?

Indicate by inserting a tick in the appropriate box, and follow the instructions for that part.

A general Part A Installation permit		Go to F4.2
A Low Impact Installation Permit		Go to F7.1
Inert Waste Landfill Permit		
Landfill serving an isolated settlement and/or islands Permit		

F4.2 What is the nature of the proposed variation?

Indicate by inserting a tick in the appropriate box, and following the instructions for that part.

A variation of the conditions of a permit which will not result in any change to the emissions OR is made solely for the purpose of implementing a change required as a result of compliance with a condition of the permit		Go to F7.1
All other variations		Go to 7.2

F5 Application for a transfer of part / all of a permit

Complete this section if you are applying to transfer all or part of your permit.

F5.1 Are you applying to transfer the whole Permit or just part of it?

Indicate by inserting a tick in the appropriate box.

Transfer the whole Permit	
Transfer part of the permit	

F5.2 What type of Permit do you wish to transfer (in whole or in part)?

Indicate by inserting a tick in the appropriate box, and following the instructions for that part.

a general Part A Installation permit		Go to F7.1
a Part A Specified Waste Management installation		
a Low Impact Installation Permit		
an Inert Waste Landfill Permit		
a Landfill serving an isolated settlement and/or islands Permit		

F6 Application for surrender of part of a permit or all of a permit

Please complete this section if you are applying to surrender all or part of your permit.

What type of permit are you applying to surrender (in whole or in part)?

Indicate by inserting a tick in the appropriate box, and follow the instructions for that part.

Landfill serving an isolated settlement and/or islands Permit		Go to F7.1
Inert waste landfill Permit		
Any other landfill		
A Low Impact Installation Permit		
A general Part A Installation permit		

F7 Determination of application fee

F7.1 Applications with set application fees

There is a set fee for your application see Table 1 of the charging scheme. Please record the fee payable in the box and ensure you include this payment with your application.

Fee to be presented with your application £19,856.90

If applying for a new permit or a permit transfer (in whole or in part) go to F8 for all other applications go to F9.

F7.2 Applications for which the fee must be calculated

The fee for your application needs to be calculated using the formula given in table 1 of the charging scheme. Populate the boxes below to show your working and ensure that you include this payment with your application.

£	X	(	Application Charge Units	+	2)	=	Total Fee £

If applying for a new permit or a permit transfer (in whole or in part) go to F8 for all other applications go to F9.

Please note that payment of application fees may be made by cheque, BACS, credit card, debit card or by cash. Please see the charging scheme for details.

N.B. If you are paying by BACS or direct transfer you MUST submit a Remittance Advice/Proof of Payment with your application form. If this is not received the application will be returned to you as invalid and a request will be made for the Remittance Advice. SEPA cannot process your application until proof of payment and the application form is received.

F8 Invoice Details

Provide an invoice address for subsistence fees - If we grant you a permit, or you have a permit transferred into your name you will be charged an annual subsistence fee. Please provide details of the address to which you wish invoices to be sent and details of someone we may contact about fees and charges.

It is not possible to pay for your application fees by invoice

Name:	Moira Coutts		
Position:	Finance Assistant		
Address:	Baldovie EfW CHP Facility, Forties Road Dundee		
Postcode:	DD4 0NS	E-Mail	moira.coutts@mvvuk.co.uk
Telephone No:	01382 483600	Fax	

F9 Commercial Confidentiality and National Security

F9.1 Is there any information in your application that you believe should be kept from the public register on the grounds of commercial confidentiality?

No	✓
Yes	

If yes please provide full details and justification

Where have you provided the information requested?	

F9.2 Is there is any information in the application that you believe should be kept from the public register on the grounds of national security?

If yes please give:

- Full information on separate sheets;
- Notify the Scottish Ministers to advise them of your concern.

Do not write anything about national security on this form, nor give reference numbers to the relevant information/documents submitted.

F10 Data Protection Notice

The information you give will be used by the Scottish Environment Protection Agency to process your application. It will be placed on the relevant public register(s), and used to monitor compliance with licence/permit conditions, or to process renewal applications. We may also use and/or disclose any of the information you give us in order to:

- Offer/provide you with our literature/services relating to environmental matters;
- Consult with the public, public bodies and other organisations (for example Health and Safety Executive, local authorities, emergency services, Food Standards Agency);
- Carry out statistical analysis, research and development on environmental issues;
- Provide public register information to enquirers;
- Investigate possible breaches of environmental law and take any resulting action;
- Prevent breaches of environmental law;
- Access 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.

Individuals have a right to see the information we hold about them. We will correct if it is inaccurate.

Individuals, groups of individuals or Partnerships - All individuals mentioned in this application need to sign below, please use a separate sheet if you need to.

I have read the data protection notice and understand the implications of the Data Protection Act 1998.

Individual or partners signature	
Name (Block Capitals)	Paul Carey
Date dd/mm/yyyy	

Individual or partners signature	
Name (Block Capitals)	Moira Coutts
Date dd/mm/yyyy	

Individual or partners signature	
Name (Block Capitals)	Debbie Harper
Date dd/mm/yyyy	

Individual or partners signature	
Name (Block Capitals)	Andrew Swaine
Date dd/mm/yyyy	

Individual or partners signature	
Name (Block Capitals)	Gregor McGhee
Date dd/mm/yyyy	

F11 Non-technical summary

Please provide a non-technical summary of your application.

Where have you provided the information requested?	Non-technical summary provided within the supporting information

F12 Any Other Information

Is there any other information you wish to submit in support of your application?

No	✓
Yes	

If yes please provide full details

Where have you provided the information requested?	

F13 Signatures and Declaration

It is an offence under Regulation 67 of the Pollution Prevention and Control (Scotland) Regulations 2012 to:

- Make a 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,

for the purposes of obtaining a permit (for yourself or anyone else), seeking a variation, transfer or surrender of a permit.

If you make a false statement:

- We may prepare a report to the Procurator Fiscal who may prosecute you, and
- If you are convicted, you are liable to a fine or imprisonment, or both.

Declaration * (Delete as appropriate)

* I/we certify that the information in this application is correct.
* I/we apply: *for a permit/ *for a transfer of an existing permit (current operator(s) and proposed transferee(s) must sign below)/ *to vary an existing permit in respect of the particulars described in this application (including supporting documentation *I/we have supplied)/ to surrender the existing permit to the extent specified in this application.

Signature(s) of current operators

Please note that each individual operator must sign the declaration themselves, even if an agent is acting on their behalf. For applications from:

- More than one person – all persons should sign below,
- A company or other corporate body – an authorised person should sign below and provide evidence of authority from the Board of the company or body corporate.

Name	Paul Carey
Signature	
Position	Managing Director
Date	

Name	Michael Turner
Signature	
Position	Managing Director
Date	

Name	

Signature	
Position	
Date	

Signature(s) of proposed transferee (if applicable)

Name	
Signature	
Position	
Date	

Name	
Signature	
Position	
Date	

Now please return this form, and the appropriate number of copies, together with all supporting information and correct payment to the address of your local SEPA registry (see front page of your application).