

# LONDON BOROUGH OF MERTON

## Application For a Permit For Waste Oil Burners With a Rating of Less Than 0.4MW

### Local Authority Pollution Prevention and Control

Pollution Prevention and Control Act, 1999

Pollution Prevention and Control (England and Wales) Regulations 2000 (as amended)

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#### When to use this form

Use this form if you are applying for a permit to a Local Authority to operate a waste oil burner with a rated thermal input of **less than 0.4MW**, and burning **only** your own arisings of oil.

The appropriate fee must be enclosed with the application to enable it to be processed further. When complete send the form and fee and any additional information to:

Environmental Health 14<sup>th</sup> floor Merton Civic Centre, London Road, Morden Surrey

Email: ehealth@ merton.gov.uk

A1.1 Name of the premises

.....

A1.2 Please give the address of the premises

.....  
.....  
.....

Postcode .....Telephone.....

Ordnance Survey national grid reference 8 characters,  
(for example, SJ 123 456).....

A1.3 Do you have an existing authorisation/permit for a waste oil burner or another activity such as vehicle respraying?

.....

**A2.1 The Operator** - Please provide the full name of company or corporate body or the name of the sole trader or the names of the partners Trading/business name (if different) Registered Office address

Postcode

**A2.2 Holding Companies**

Is the operator a subsidiary of a holding company within the meaning of section 736 of the Companies Act 1985? (If No Move to section B)

No

Yes


name of ultimate holding company.....

Ultimate holding company Registered office address

Postcode

**B About the installation**

B1.2 A plan showing the location of the premises where the burner will be installed and storage facility for waste oil .



B1.4. What is the rated thermal input of the burner(s)?

.....

B1.5. is the appliance a vapourising or an atomising burner (Please Circle?)

Vapourising/Atomising

B1.6. If the appliance is an atomising burner; does it comply with OFTEC Standards AFS103 except for paragraphs 13.1.1 and 13.2.1?

Yes / No

B1.7. What will be burned on the appliance?

Waste oil.....

Other fuel (say which) .....

B1.8. What is the source of the waste or recovered oil?

Only 'own arisings', i.e. only from the same premises as the small waste oil burner

Some waste oil brought in from off-site

Other (please specify)

.....  
.....

B1.9. What is the height and location of the proposed stack (flue) serving the burner(s)? (Please refer to 6.6 (page 9) (Process Guidance note 1/1 (04) Secretary of State's Guidance for Waste Oil and Recovered Oil Burners Less than 0.4MW)

Is it 6 metres above ground level?.Yes/no .....

Is it 1 metre above any roof (including you own) within 20 metres?.....

Is it 3 metres above any opening windows within 20 metres?.....

Is it 3m above any area within 20 metres to which there is general access?.....

B1.10. Who checked, or who will check that the burner and flue were installed correctly?

B1.11. Where will the fuel storage tank be situated?

.....

B1.12. Details of venting of storage area?

.....  
.....  
.....

**C1 Fees and Charges**

The charging scheme can be downloaded on our website at the following link (<http://www.merton.gov.uk/living/environment/pollution/air/industrialprocesses.htm>) Should you want help with the calculation of your fee please contact this office on 0208 545 3025.

Your application cannot be processed unless the application fee is correct and enclosed.

C1.1 Please state the amount enclosed as an application fee for this installation.

£.....

Cheques should be made payable to: The London Borough of Merton we will confirm receipt of this fee when we write to you acknowledging your application.

C1.2 Please give any company purchase order number or other reference you wish to be used in relation to this fee.

## **C2 Annual charges**

If we grant you a permit, you will be required to pay an annual subsistence charge. If you don't pay, your permit can be revoked and you will not be able to operate your installation.

C2.1 Please provide details of the address you wish invoices to be sent to and details of someone we may contact about fees and charges.

Postcode:.....

Telephone:.....

## **C3 Commercial confidentiality**

C3.1 Is there any information in the application that you wish to justify being kept from the public register on the grounds of commercial confidentiality ?

No.....Yes

If you say please provide full justification, considering the definition of commercial confidentiality within the PPC regulations (See the general guidance manual).

C3.2 Is there any information in the application that you believe should be kept from the public register on the grounds of national security ?

No.....Yes

If you say yes, then do not write anything about this information on the form. Please provide full details on separate sheets, plus provide a copy of the application form to the Secretary of State for a Direction on the issue of National Security.

## C4 Data Protection

The information you give will be used by the Local Authority to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and or disclose any of the information you give us in order to:

- consult with the public, public bodies and other organisations,
- 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,
- assess 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.

It is an offence under Regulation 32 of the PPC regulations, for the purpose of obtaining a permit (for yourself or anyone else) to:

- make a false 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. If you make a false statement
- we may prosecute you, and
- if you are convicted, you are liable to a fine or imprisonment (or both).

## C5 Declaration

### C5.1 Signature of current operator(s)\*

I / We certify that the information in this application is correct. I / We apply for a permit in respect of the particulars described in this application (including supporting documentation) I / We have supplied.

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

For the application from:

Premises name:

.....  
.....  
.....

Signature

.....

Name

.....  
Position

.....  
Date

.....  
Signature\*

.....  
Name\*

.....  
Position\*

.....  
Date\*

.....  
\* Where more than one person is defined as the operator, all should sign. Where a company or other body corporate - an authorised person should sign and provide evidence of authority from the board of the company or body corporate.

### **Personal Information Policy**

The Council will use your details, the information about your dealings with the Council and the information about you available to the Council ("your information") to:

- ◆ deal with your requests and administer its departmental functions in the processing of your application;
- ◆ meet its statutory obligations;
- ◆ prevent and detect fraud;
- ◆ conduct surveys and research.

The Council may share your information (but only the minimum amount of information necessary to do the above and only where it is lawful to do so) with other Departments within the Council (including the elected members), central government Departments, law enforcement agencies, statutory and judicial bodies, community services providers and contractors that process data on its behalf.