Pollution prevention and control (LAPPC) permits

Permit applications should:

- provide a detailed outline of the industrial activity
- name the emissions released into the air during each stage of the activity
- describe the technology that will be used to prevent and minimise emissions - these should be the best available techniques
- describe the impact the installation will have on the environment.

The level of detail required will be much less for petrol stations, dry cleaners and businesses operating waste oil burners.

Make sure to read the relevant PPC Process Guidance Note specific to your business before you begin, and have the following documents ready:

- plan of the entire premises
- floor plan of any equipment that could release emissions.

Any techniques described to control emissions into the air must comply with the best available techniques and, if they don't, you must justify why and give evidence of their suitability.

You should refer to the guidance notes for your specific activity to identify the BAT requirements for minimising air pollution.

Additional information

If you have any technical information regarding the pollution abatement equipment installed on your premises, this should be included with your application. We recommend that you supply any data that indicates the efficiency or performance of the chosen abatement plant.

Monitoring information

Ideally, you should provide any emissions monitoring data that you may have regarding your plant and quantify the mass emission rate associated with the substances released to air. This will show whether your activity complies with certain pollutant emission limit values.

You will be asked how you intend to monitor emissions from your installation, as well as for a site plan identifying the different parts of the activity and the positioning of exhaust stack(s).

Exhaust stacks

The exhaust stack(s) at your installation must be appropriately designed to ensure the premises is of an adequate height above nearby buildings. This will allow dilution and dispersion emissions to such an extent that their impact is insignificant by the time they reach nearby receptors.

You must indicate the height and location of all emission points to air. Ideally, you should provide a calculation demonstrating the adequacy of exhaust stack heights. The calculation detailed in the **HMIP Technical Guidance Note D1 Guidelines on Discharging Stack Heights for Polluting Emissions**.

You will also be asked how you intend to monitor emissions from your installation. Stack or isokenetic emissions testing is commonly carried out once a year by specialist consultants who can extract samples of air from your main exhaust stack and analyse these for certain pollutant emission concentrations.

Emissions concentrations can also be monitored and recorded continuously using equipment installed on the exhaust stack(s).

Depending on the type of activity you operate, this more complicated type of emissions

monitoring may not be required - instead, you will only be asked to carry out a daily visual assessment of emissions from your exhaust stack to guarantee there are no visible emissions.

Equipment maintenance

It is essential that all the equipment used at your premises, especially items related to pollution control, are well maintained and serviced regularly.

Staff training

Training your staff to operate equipment correctly and educating them about how to reduce emissions during their day-to-day work activities is an integral part of environmental management.

The procedures and policies of your proposed environmental management techniques should be explained in your application. These should refer to equipment inspection and maintenance, record-keeping, staff training, equipment operating procedures and the process for dealing with abnormal or unintentional releases, for example, during equipment breakdowns or the start-up of the installation.

Application forms - what you need?

All applications

- A suitable map showing the location of the installation and clearly defining the extent of the installations in red
- A suitable plan showing the layout of activities (including all plant and equipment) on the site, including bulk storage of materials, waste storage areas and any external emission points to the atmosphere
- A process flow diagram to describe and simplify the operation process

Environmental Impact Assessment (points to be included)

- An assessment of the potential significant local environmental effects of the foreseeable emissions (for example, is there a history of complaints or is the installation in an air quality management area?)
- Information regarding any areas of special scientific interest (ASSIs) or European sites which are within two kilometres of the installation.
- An assessment of whether the installation is likely to have a significant effect on such sites and, if so, provide an assessment of the implications of the installation for that site, for the purposes of the Conservation (Natural Habitats etc) Regulations (Northern Ireland) 1995
- An environmental impact assessment that has been carried out under Council Directive 85/337/EEC, or for any other reason with respect to the installation

- Please give details of the supervision, training and qualifications of operating staff

- Please supply any additional information which you would like us to take account of in considering your application

Specific to petrol stations

- Please attach process diagrams and plans of vapour collection equipment (including height and location of tank vent pipes). This should include equipment for recovery of

vapours during filling of underground storage tanks and for installations that are required to have a Stage II vapour recovery system in place for the filling of vehicle petrol tanks.

- Please provide detailed instructions of the unloading procedure.

- Please give details of supervision, training and qualifications of operating staff (details should be specific to on-site staff and include general statements concerning delivery drivers).

- Please provide information on the schedule of maintenance of the vapour collection control system (including the system for vapour recovery during the filling of vehicle petrol tanks for installations that are required to have a Stage II vapour recovery system in place).

- Please give details of the schedule of examination and testing for vapour collection controls (including the system for vapour recovery during the filling of vehicle petrol tanks for installations that are required to have a Stage II vapour recovery system in place).

- Please give details of all procedures and contingency measures in place in the event of vapour containment equipment failure (including the system for vapour recovery during filling of vehicle petrol tanks for installations that are required to have a Stage II vapour recovery system in place).

- A certificate to confirm conformity with approval for use under the regulatory regimes of at least one European Union or European Free Trade Association country and to confirm that the hydrocarbon capture efficiency of the equipment is not less than 85%.