**Checklist 1 – Permit Application**

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| **Permit Application** | **Included****Yes / No\*** |
| **Section 1.0 Site Details**  |
| Site Condition Report reference and date | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report (over-arching document C2.5b – SCBR – Site Condition – baseline report). Variation Application submitted July 2021. (Original permit KP3733AN issued June 2015). |
| Name of individual, partnership, company (this includes Limited Liability Partnerships) or public body | Cranswick Convenience Foods Limited |
| Site address and NGR  | Cranswick Convenience Foods71-72 Helsinki Road, Sutton Fields Industrial Estate, Hull HU7 0YWNGR TA 09649 32335 |
| Site area in hectares | 3.2 Hectares |
| Site Plans, to scale, with a north including* Site location plan
* Plan showing activity layout
* Site drainage plan
* Plan showing pollution prevention measures in place (including impermeable surfacing, interceptors and sumps)
* Plan showing location of sensitive receptors including protected areas or sensitive habitats or species within 1km of the site
 | Refer to application supporting document folder C2.5a, Site Plans for location, layout, drainage etc. detailsRefer to application supporting document folder C2.6 Environmental Risk Assessment for sensitive receptor details. |
| **Section 2.0 Condition of land and groundwater at permit issue** |
| **Environmental setting**  |
| Made ground, superficial deposits and solid geology | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| Hydrogeology including* Groundwater vulnerability (High, medium or low)
* Aquifer designation status (Principal or Secondary) including all abstraction usesa and Source Protection Zones within 1km of the site
* Hydraulic gradient of relevant groundwater bodies

*aInformation on private drinking water abstractions must be obtained from the relevant Local Authority* | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| Hydrology including* Surface water features on site
* Surface water receptors and abstractions within 1km of the site including details of any culverting
* Direction of flow, quality / classification of relevant surface water bodies
 | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| Protected areas or sensitive habitats or species within 1km of the site | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| Description of topography of site | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |

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| **Permit Application (cont/d)** | **Included****Yes / No\*** |
| Site Reconnaissance to assess:b* Damage to existing pollution prevention measures including:
	+ A compliance assessment of existing primary, secondary, tertiary and other pollution prevention measures against [CIRIA guidance C736](http://www.ciria.org/News/CIRIA_news2/Containment_systems.aspx) ‘Containment systems for the prevention of pollution’; and
	+ Impermeable surfacing, storage tanks and associated pipework, surface water and foul drainage system (including CCTV surveys)
* Other potential migration pathways such as drains, service corridors and outfalls.
* Evidence of visual / olfactory contamination including disturbed land, discoloured soil and/or water, distressed vegetation or absence where it might be expected, subsidence and above ground deposits
* Presence and condition of surface water features on site
* Ponding of surface water on site
* Land uses in the vicinity of the site

bYou may also wish to include site photographs and a plan detailing where the photographs were taken. | Refer to permit variation application supporting document folder reference C2.6 Environmental Risk Assessment. |
| **Pollution History***Sources of information are detailed with section 3.29 above.* |
| Historical land uses and associated contaminants | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| Location, nature and extent of accidents, incidents, or direct discharges that may have affected the soil or groundwater  | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| Historical investigation/ assessment / remediation / verification reports | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| **Conceptual Site Model***Your conceptual site model should set out both the existing levels of pollution and possible pollution sources and identify any relevant pathways and receptors.**Multiple conceptual models will be required for more complex sites.* |
| Conceptual Site Model  | Refer to Appendix 3 in supporting document folder reference C2.5b Site Condition / Baseline Report. |
| **Baseline Reference Data**  |
| **IED installations using, storing or releasing Relevant Hazardous Substances (RHS)***Soil and groundwater measurements must be provided if your risk assessment (referred to as Stages 1- 3 within the EC Commission guidance) identified RHS on site pose a potential pollution risk. See sections 3.16 – 3.40 for further information.* |
| Soil and groundwater measurements for RHS; ORAssessment showing RHS on site do not represent a potential pollution risk. | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |

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| **Permit Application (cont/d)** | **Included****Yes / No\*** |
| **Activities that are not IED installations and IED installations without Relevant Hazardous Substances (RHS)***We recommend soil and groundwater measurements are provided if there is evidence of existing contamination and your H1 ERA identified your operations could give rise to emissions from the same contaminants and there is a possible pathway by which contaminants can be released to soil and/or groundwater. See sections 3.47 – 3.52 for further information.*  |
| Soil and groundwater measurements for ‘other potentially polluting substances’. | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report.  |
| **Section 3.0 Permitted Activities** |
| Description of permitted activities | EPR Schedule 1 listed activities undertaken at the site include activity reference 6.8 Pt A(1)(d)(iii), along with related directly associated activities including storage and handling of waste materials, refrigeration plant, product packaging, storage and handling of chemicals and steam/ hot water / electrical power supplies (refer to overarching document C2.2b Changes or Additions to Existing Activities and C3.1 Activities to be Varied) |
| Description of non-permitted activities undertaken at the site | None |
| Document reference of ‘H1 Environmental Risk Assessment’ | Refer to permit variation application supporting document folder reference C2.6 Environmental Risk Assessment. |

\*You should provide supporting information to support your decision not to include the relevant information.

**Checklist 2 – Operational Phase**

Land and groundwater should be protected at all times throughout the life of your permit.

You should collect and record the information set out within ‘Checklist 2 – Operational phase’ below and update sections 4.0 – 7.0 of your site condition report on an annual basis. By retaining relevant records and information during the life of the permit this will enable you to demonstrate at surrender that your site does not pose a pollution risk and the land is in a satisfactory state to be surrendered.

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| **Operational Phase****Annual Review** **Year: 2020** | **Site condition report updated****Yes / No\*** |
| **Section 4.0 Changes to the activity** |
| Plan showing any changes to the original site boundary | Refer to permit variation application supporting document folder reference C2.5a Site Plans  |
| Description of any changes to the permitted activities | Refer to permit variation application supporting document folder references C2.2b Changes or Additions to Existing Activities and C3.1 Activities to be Varied) |
| Revised list of any ‘Relevant Hazardous Substances’ or ‘Other potentially polluting substances’ not identified within your original ‘Site Condition Report’ being used, produced or released as result of the permitted activities.  | Refer to permit variation application supporting document folder references C3.3c Raw Materials and C2.5b Site Condition / Baseline Report |
| **Section 5.0 Measures taken to protect land** *We expect pollution prevention measures to be monitored and maintained in line with relevant guidance such as* [*CIRIA guidance C736*](http://www.ciria.org/News/CIRIA_news2/Containment_systems.aspx) *(Containment systems for the prevention of pollution)*  |
| Reference to inspection records and summary of findings of inspection for all pollution prevention measures | Refer to permit variation application supporting document folder reference C2.5b Site Condition / Baseline Report. |
| Reference to records of construction / quality assurance, maintenance, repair and replacement of pollution prevention measures | Refer to permit variation application supporting document folder reference C3.1 Activities to be Varied) |
| **Section 6.0 Pollution Incidents that may have impacted soil and groundwater** *Information on investigating pollution incidents and their remediation / and full verification is available on our* [*Land Contamination - Technical Guidance*](https://www.gov.uk/government/collections/land-contamination-technical-guidance) *webpage.* |
| Reference to pollution incidents that may have impacted the soil and/or groundwater and relevant reports (site investigation, remediation and verification reports) showing that soil and groundwater have been returned to their former state. | None during the lifetime of the existing permit. |
| **Section 7.0 Soil, Gas and Groundwater Monitoring (where undertaken)***We expect any monitoring to be completed and reported in line with sections 4.7 – 4.18.* |
| Reference to periodic monitoring of soil and groundwater for RHS  | No periodic monitoring required by existing permit and none undertaken during lifetime of permit. |
| Reference to soil, gas and groundwater monitoring for any other potentially polluting substances  | None undertaken |

\*You should provide supporting information to support your decision not to include the relevant information.

**Checklist 3 – Permit Surrender**

We expect you to produce a surrender SCR and include the information documented within ‘Checklist 3 – Permit Surrender’. This will enable you to demonstrate that all pollution risks have been removed from site and your site is in a satisfactory state to be surrendered. If you cannot demonstrate this we may refuse your surrender application and could vary your permit conditions requiring you to undertake appropriate remediation works. Sections 5.8 – 5.10 of the H5 guidance provide further guidance on a ‘satisfactory state’.

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| **Permit Surrender** | **Included** **Yes / No\*** |
| **Section 8.0 Decommissioning and removal of pollution risk***You should make reference to the relevant information recorded during the operational phase (sections 4.0 – 7.0) and decommissioning of your site to demonstrate decommissioning activities are complete and all sources of pollution risk have been removed*.  |
| Where relevant we expect you to make reference to the following information: * **Infrastructure monitoring records.** You should summarise your records relating to the inspection, maintenance and monitoring of pollution prevention measures and include any information on gaps within your records and action taken to address any deficiencies identified during the life of your permit.
* **Pollution Incidents**. You should list in date order any pollution incidents that had an impact on the condition of the soil and/or groundwater and describe the outcome of any investigation and remediation activities and include copies of relevant reports.
* **Environmental Monitoring Data**. You should produce an interpretative report of any environmental monitoring carried out including relevant graphs or contour plots and any potential implications this may have on the collection of surrender reference data.
* **Site Closure operations**. You should describe the steps taken to remove pollution risks during site closure and make reference to your site closure plan, where relevant.
* **Decommissioning activities**. You should summarise the decommissioning activities completed on site such as the:
	+ Removal of waste materials off site, emptying / cleaning of process plant, tanks and sumps, integrity assessment of drains (including CCTV survey);
	+ Steps taken to determine the quality of the site, for example in process areas formerly under hard-standing or under bunds and any potential implications this may have on the collection of surrender reference data.

 You should include copies of any relevant paperwork and photographs.  |  |
| **Permit Surrender** | **Included** **Yes / No\*** |
| **Section 9.0 Surrender reference data and remediation (where relevant)** |
| **IED installations using, storing or releasing Relevant Hazardous Substances (RHS)***If you produced a baseline report you must collect new soil and groundwater measurements to enable a quantified comparison to be made between the baseline state and the state of the site at surrender to comply with Article 22 of the IED and determine whether remedial works are required.* |
| Soil and groundwater measurements for RHS and an interpretative report including a quantified comparison between the baseline state and the state of the site at surrender |  |
| **Activities that are not IED installations and IED installations without Relevant Hazardous Substances (RHS)***You should refer to Table 1 within section 5.5 to determine whether you need to collect new soil and groundwater measurements for other polluting substances and determine whether remedial works are required.*  |
| Soil and groundwater measurements for other polluting substances and an interpretative report including a quantified comparison between the baseline state and the state of the site at surrender |  |
| **Section 10.0 Statement of site condition***Regulatory Guidance Note:* [*RGN 9: Surrender*](https://www.gov.uk/government/publications/rgn-9-surrender) *and DEFRA’s* [*Core Guidance*](https://www.gov.uk/government/publications/environmental-permitting-guidance-core-guidance--2) *on Environmental Permitting provides further guidance on a ‘satisfactory state’.* |
| Using the information you recorded during the operational phase (Checklist 2 - sections 4.0 – 7.0) and gathered in support of your surrender application (Checklist 3 - sections 8.0 – 9.0) include a statement to demonstrate:* The permitted activities have ceased;
* Decommissioning is completed and all pollution risks have been removed from your site; and
* The site is in a satisfactory state. For IED installations you must also demonstrate that your baseline at surrender does not pose a significant risk to human health or the environment if your activities (taken to be from the date of issue of your PPC permit) resulted in a deterioration of the soil and groundwater prior to your original baseline being established.
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\*You should provide supporting information to support your decision not to include the relevant information.