



HAZARDOUS SUBSTANCES CONSENT

The Planning (Hazardous Substances) (Scotland) Act 1997 - Section 5(1)

The Town and Country Planning (Hazardous Substances) (Scotland) Regulations 2015 (Regulation 6)

1 **Applicant**

Address	
Post code	
Telephone number	

Agent acting on behalf of the applicant

Address	
Post code	
Telephone number	

Correspondence (including any Notice) **to be sent to the agent** instead of the applicant? **Yes or No?**

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If the applicant is not the person in control of the land to which the application relates, provide details of the **person in control of the land**.

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2 **Address or other location details of application site**

Post code	
OS grid ref	

3 **Hazardous substance(s) covered by the application**

(a) List named substances falling within Part 2 of Schedule 1 to the Regulations first, then list any substances falling within the categories in Part 1 of that Schedule; finally list substances falling within the description in Part 3.

(b) Substances falling within Parts 1 or 3 of Schedule 1 to the Regulations may be listed under the relevant category or description or named specifically. Where a substance falls within Part 1 and 2 list under Part 2 only; where a substance falls within more than one category in Part 1 list under the category which has the lowest controlled quantity. Where a substance falling within Part 1 or 2 also falls within Part 3 list under the Part which has the lowest controlled quantity. The “controlled quantity” means the quantity specified for that substance in column 2 of Parts 1, 2 or 3 of Schedule 1 to the Regulations.

Table A

<i>Name, or relevant category or description of substance</i>	<i>Part number in Schedule 1 to the Regulations, and entry number if Part 2, category if Part 1, identity if Part 3</i>	<i>Do you have a current PHS consent* in respect of this substance? (Yes/No)</i>	<i>If “yes”, state quantity for which consent granted</i>	<i>Maximum quantity proposed to be present in tonnes</i>

*a hazardous substances consent

4 Manner in which substance(s) are to be kept and used

For each substance, category or description of substance, covered by the application, provide the following information, referring to the substance location plan where appropriate.

“vessel” means any container designed or adapted to contain hazardous substances which is affixed to the land, and includes a container which forms part of plant or machinery which is affixed to the land but does not include a pipeline.

“Buried” or “Mounded” vessel includes a vessel which is only partially buried or partially mounded.

“moveable container” means any container designed or adapted to contain hazardous substances other than a vessel.

(a) Tick one box below to show whether the substance(s) will be present for storage only **or** will be stored and involved in a manufacturing, treatment or other industrial process:

Table B

<i>Substance including Part no. in Sch. 1 to the Regs, and entry no. if Part 2, category if Part 1, identity if Part 3</i>	<i>Storage only</i>	<i>Stored and involved in an industrial process</i>

(b) For each vessel to be used for **storing** the substance(s) give the following information:

Table C (i)

Vessel No*	Substance including Part no. in Sch. 1 to the Regs, and entry no. if Part 2, category if Part 1, identity if Part 3	Installed above ground† (Yes/No)	Buried (Yes/No)	Mounded (Yes/No)	Maximum capacity (cubic metres)	Highest vessel design temperature °C	Highest vessel design pressure (bar absolute)

* identify by reference to substance location plan

† if "Yes", specify whether or not it will be provided with full secondary containment

(c) For each substance, category or description of substance, state the largest size (capacity in cubic metres) of any **moveable** container(s) to be used for that substance, category or description of substances:

Table C (ii)

Substance including Part no. in Sch. 1 to the Regs, and entry no. if Part 2, category if Part 1, identity if Part 3	Storage area on site*	Maximum capacity (cubic metres) of individual moveable containers

* identify by reference to substance location plan

(d) Where a substance, category or description of substance is to be used in a **manufacturing, treatment or other industrial process(es)**, give a general description of the process(es), describe the major items of plant which will contain the substance(s); and state the maximum quantity (in tonnes) which is liable to be present in the major items of the plant, and the maximum temperature (°C) and pressure (bar absolute) at which the substance, category or description of substance is liable to be present:

Table D

Substance including Part no. in Schedule 1 to the Regs, and entry no. if Part 2, category if Part 1, identity if Part 3	Description of process(es)	Major items of plant*	Max. quantity (tonnes)	Max. temp. (°C)	Max. pressure (bar absolute)

* identify by reference to substance location plan

5 Additional Information

- (a) If you have an existing PHS consent(s) as referred to in Table A, **attach a copy of each consent** to this application.
- (b) **List the maps or plans** or any explanatory scale drawings of plant/buildings submitted with this application (**as a minimum submit a site map and a substance location plan** – see **Notes** below).

Enter list of maps and plans here

- (c) Provide a brief overview description of the **main activities** carried out or proposed to be carried out on, over or under the land to which the application relates.

- (d) Provide details of how each relevant substance is proposed to be transported to and from the land to which the application relates, for example the size and frequency of vehicle deliveries, the size or maximum flow rate of pipeline imports/exports.

<i>Substance including Part number in Schedule 1 to the Regulations, and entry number if Part 2, category if Part 1, identity if Part 3</i>	<i>How, and other details such as frequency and quantity, transported to and from the land to which the application relates</i>	
	<i>Transported to site</i>	<i>Transported from site</i>

- (e) Provide details of the vicinity of the land to which the application relates, where such details are relevant to the risks or consequences of a major accident (relevant details include numbers of people in neighbouring developments that could be affected by a major accident).

- (f) Provide a brief overview of the measures taken or proposed to be taken to limit the consequences of a major accident.

- (g) Where applicable, provide a statement that the proposal is a project or part of a project, that is subject to a national or transboundary environmental impact assessment or to consultations between Member States of the European Union in accordance with Article 14(3) of European Directive 2012/18/EU on the control of major-accident hazards involving dangerous substances.

- (h) Give any further information which you consider to be relevant to the determination of this application.

I/We hereby apply for hazardous substances consent in accordance with the proposals described in the application

Signed

on behalf of
(insert name of person in control of the land if different to applicant)

Date

To be accompanied by the certificate completed in accordance with regulation 5(2) of the Regulations (notice to owner by applicant), and the fee payable under regulation 55 of the Regulations.

Notes

“Site map” is a map, reproduced from, or based on, an Ordnance Survey map with a scale of not less than 1:10,000, which identifies the land to which the application relates and shows National Grid lines and reference numbers.

“Substance location plan” is a plan of the land to which the application relates, drawn to a scale of not less than 1:2,500, which identifies-

- (a) any area of land intended to be used for the storage of the substance;
- (b) where the substance is to be used in a manufacturing, treatment or other industrial process, the location of the major items of plant involved in that process in which the substance will be present;
and
- (c) access points to and from the land.

Development and Regeneration Services Privacy Statement for Planning and Building Standards Statutory Functions under the Town and Country Planning (Scotland) Act 1997, Building (Scotland) Act 2003, Licensing (Scotland) Act 2005, Civic Government (Scotland) Act 1982 and related legislation.

Who we are?

Glasgow City Council is a local authority established under the Local Government etc. (Scotland) Act 1994. Its head office is located at City Chambers, George Square, Glasgow G2 1DU, United Kingdom. You can contact our Data Protection Officer by post at this address, by email at: dataprotection@glasgow.gov.uk, and by phone on 0141 287 1055.

Why do we need your personal information and what do we do with it?

You are giving us your personal information to allow us to allow us to carry out our statutory functions under the Town and Country Planning (Scotland) Act 1997, Building (Scotland) Act 2003, Licensing (Scotland) Act 2005, Civic Government (Scotland) Act 1982 and related legislation. We also use your information to verify your identity where required, contact you by post, email or telephone and to maintain our records.

Legal basis for using your information:

We provide these services to you as part of our statutory function as your local authority. You can find more details of our role on our website at www.glasgow.gov.uk/privacy. Processing your personal information is necessary for the performance of a task carried out in the public interest by the council and necessary for compliance with a legal obligation to which the council is subject.

If you do not provide us with the information we have asked for then we will not be able to provide this service to you.

We also in some cases need to process more sensitive personal information about you for reasons of substantial public interest as set out in the Data Protection Act 2018. It is necessary for us to process it to carry out key functions as set out in law.

Who do we share your information with?

We are legally obliged to safeguard public funds so we are required to verify and check your details internally for fraud prevention. We may share this information with other public bodies (and also receive information from these other bodies) for fraud checking purposes.

We are also legally obliged to share certain data with other public bodies, such as HMRC and will do so where the law requires this. We will also generally comply with requests for specific information from other regulatory and law enforcement bodies where this is necessary and appropriate. Your information is also analysed internally to help us improve our services.

This data sharing is in accordance with our Information Use and Privacy Policy and covered in our full privacy statement on our website. It also forms part of our requirements in line with our Records Management Plan approved in terms of the Public Records (Scotland) Act 2011.

Personal data you have provided will also be made available online as required to allow us to carry out our statutory functions under the Town and Country Planning (Scotland) Act 1997, Building (Scotland) Act 2003, Licensing (Scotland) Act 2005, Civic Government (Scotland) Act 1982 and related legislation. We may also share your personal data which you have provided with other statutory bodies and consultees.

How long do we keep your information for?

We only keep your personal information for the minimum period amount of time necessary. Sometimes this time period is set out in the law, but in most cases it is based on the business need. We maintain a records retention and disposal schedule which sets out how long we hold different types of information for.

You can view this on our website at www.glasgow.gov.uk/rrds or you can request a hard copy from the contact address stated above.

Your rights under data protection law:

- **Access to your information** – you have the right to request a copy of the personal information that we hold about you.
- **Correcting your information** – we want to make sure that your personal information is accurate, complete and up to date. Therefore you may ask us to correct any personal information about you that you believe does not meet these standards.
- **Deletion of your information** – you have the right to ask us to delete personal information about you where:
 - you think that we no longer need to hold the information for the purposes for which it was originally obtained
 - you have a genuine objection to our use of your personal information – see *Objecting to how we may use your information* below
 - our use of your personal information is contrary to law or our other legal obligations.
- **Objecting to how we may use your information** – You have the right at any time to tell us to stop using your personal information for direct marketing purposes.
- **Restricting how we may use your information** – in some cases, you may ask us to restrict how we use your personal information. This right might apply, for example, where we are checking the accuracy of personal information that we hold about you or we are assessing the objection you have made to our use of your information.

This right might also apply if we no longer have a basis for using your personal information but you don't want us to delete the data. Where this right is realistically applied will mean that we may only use the relevant personal information with your consent, for legal claims or where there are other public interest grounds to do so.

Please contact us as stated above if you wish to exercise any of these rights.

Information you have given us about other people:

If you have provided anyone else's details on this form, please make sure that you have told them that you have given their information to Glasgow City Council. We will only use this information to contact them in relation to the application you have made or in carrying out the related planning or building standards function. If they want any more information on how we will use their information they can visit our web site at www.glasgow.gov.uk/privacy or email dataprotection@glasgow.gov.uk.

Complaints

We aim to directly resolve all complaints about how we handle personal information. If your complaint is about how we have handled your personal information, you can contact the Council's Data Protection Officer by email at dataprotection@glasgow.gov.uk or by phone on 0141 287 1055.

However, you also have the right to lodge a complaint with the Information Commissioner's Office, who can be contacted by post at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. By phone on 0303 123 1113 (local rate) or 01625 545 745 or Visit their website for more information at <https://ico.org.uk/concerns>.

Please note if your complaint is not about a data protection matter or concerns the handling of personal information please contact us using the complaints procedures in place at <https://www.glasgow.gov.uk/complaints>.

More information

For more details on how we process your personal information visit www.glasgow.gov.uk/privacy

If you do not have access to the internet you can contact us via telephone to request hard copies of our documents.

