



APPLICATION FORM FOR A PART B PERMIT FOR CRUSHING AND SCREENING BRICK TILE AND CONCRETE IN MOBILE PLANT

LOCAL AUTHORITY POLLUTION PREVENTION AND CONTROL

Pollution Prevention and Control Act, 1999
Environmental Permitting (England and Wales) Regulations 2016

INTRODUCTION

WHEN TO USE THIS FORM

This regime is known as Local Authority Pollution Prevention and Control (LAPPC). Installations permitted under this regime are known as B installations. Use this form if you are applying to a Local Authority for a permit to operate mobile plant crushing and screening brick tile and concrete as defined in Environmental Permitting Regulations (England and Wales) Regulations 2016 ("the EP Regulations").

BEFORE YOU START TO FILL IN THIS FORM

Please read the DEFRA general guidance manual issued for LA-IPPC and LAPPC. This contains a list of other documents you may need to refer to when you are preparing your application, and explains some of the technical terms used. You will also need to read the relevant sector guidance note, BREF note or Process Guidance note as relevant. The Environmental Permitting (England and Wales) Regulations 2016 can be obtained from the Stationary Office, or viewed on their website at:
http://www.legislation.gov.uk/ukxi/2016/1154/pdfs/ukxi_20161154_en.pdf

WHICH PARTS OF THE FORM TO FILL IN

You should fill in as much of this form as possible. The appropriate fee must be enclosed with the application to enable it to be processed further. When complete please send the original form and all other supporting material to:

Chelmsford City Council
Public Health & Protection Services
Civic Centre
Duke Street,
Chelmsford,
Essex
CM1 1JE

Tel: 01245 606800
Email: envpermits@chelmsford.gov.uk

INTRODUCTION

OTHER DOCUMENTS YOU MAY NEED TO SUBMIT

There are number of other documents you may need to send us with your application. Each time a request for a document is made in the application form you will need to record a document reference number for the document or documents that you are submitting in the space provided on the form for this purpose. Please also mark the document(s) clearly with this reference number and the application reference number, if you have been given one, which will be at the top of the form overleaf. If you do not have either of these, please use the name of the installation.

USING CONTINUATION SHEETS

In the case of the questions on the application form itself, please use a continuation sheet if you need extra space; but please indicate clearly on the form that you have done so by stating a document reference number for that continuation sheet. Please also mark the continuation sheet itself clearly with the information referred to above.

IF YOU NEED HELP AND ADVICE

We have made the application form as straightforward as possible, but please get in touch with us at the local authority address given above if you need any advice on how to set out the information we need.

For Local Authority Use		
Application Reference:	Officer Reference:	Date Received:

A1 EXISTING PERMITS

Please give details of any existing Environmental Permits for the installation, including reference number(s). *(For waste operations, include planning permission for the site, plus established use certificates, a certificate of lawful existing use, or evidence why the General Permitted Development Order applies)*

Reference Number	Issuing Regulator	Type of Permit

A2 THE OPERATOR

Please provide the information requested below about the "Operator", which means the person who it is proposed will have control over the installation in accordance with the permit (if granted).

Please provide the full name of Company or Corporate Body

Trading/business name (if different)

Registered office address:

_____ Postcode: _____

Principal office address (if different):

_____ Postcode: _____

Company registration number:

A3 HOLDING COMPANIES

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006? If yes, please fill in the details of the ultimate holding company.

Yes No

Name of the ultimate holding company:

Registered office address:

_____ Postcode: _____

Principal office address (if different):

_____ Postcode: _____

Company registration number:

A4 WHO CAN WE CONTACT ABOUT YOUR APPLICATION?

It will help to have someone who we can contact directly with any questions about your application. The person you name should have the authority to act on behalf of the operator. This could be an agent or consultant rather than the operator.

Name: _____

Position: _____

Address: _____

_____ Postcode: _____

Telephone Number: _____

Email Address: _____

B THE MOBILE PLANT

B1 What activities are, or will be, carried on in the mobile plant? Please include "directly associated activities" (this term is explained in Annex III in Part B of The general guidance manual).

Crush brick tile & concrete

Screen brick tile and concrete

B2 Why is the application being made?

New plant

B3 Will you either:

a) List the crushers and screens applied for and give their serial numbers in this application form?

Yes

No

Or

b) Submit a list of plant with serial numbers and notify the authority in writing with a revised list before any different equipment is used?

Yes

No

C THE DETAILS

Note: "dusty material" should be taken to be any material which can be wind-entrained. It excludes, for example, >3mm material and scalpings

C1 Is the crusher? (Tick all that apply)

[informs condition 9]

a) Fitted with water sprays at the feed and the conveyor discharge

b) Conveyor fully enclosed

c) Other – please specify: _____

C2 Will you wet material before it is crushed?

Yes

No

If yes, how will you do that?

C3 Which of the following methods will be used to minimise emissions at belt conveyor transfer points, including free fall of material? (*tick all that apply*)
[informs condition 9]

- a) Enclosed
- b) Enclosed and ducted to arrestment equipment
- c) Fitted with a chute
- d) Other – please specify _____

C4 Do you have environmental management procedures and policy?
[informs condition 14]

Yes No

Is the environmental system certified, (including EMAS, ISO 14001 or BS8555)

Yes No

D ANYTHING ELSE

Please tell us anything else you would like us to take account of:

Document Reference Number: _____

E FEES AND CHARGES

E1 For details of how to calculate the application fee, please consult the appropriate charging scheme via the Defra website. Your application cannot be processed unless the application fee is correct and enclosed.

Please state the amount enclosed as an application fee for the installation:

£ _____

Cheques should be made payable to Chelmsford City Council

We will confirm receipt of this fee when we write to you acknowledging your application.

Please give any company purchase order numbers or other reference you wish to be used in relation to this fee:

E2 ANNUAL SUBSISTENCE CHARGES

If we grant you a permit, you will be required to pay an annual subsistence charge, failure to do so will result in revocation of your permit and you will not be able to operate your installation.

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: _____

F COMMERCIAL CONFIDENTIALITY

F1 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 yes, please provide full justification, considering the definition of commercial confidentiality within the EP regulation.

Document Reference: _____

When providing information you should ensure that any information which you consider is commercially confidential is readily identifiable. It may assist the Council if any information you wish to be excluded from publication is submitted in a way which will allow it to be easily removed should your claim be granted. For example on separate pages marked "claimed confidential".

F2 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

Document Reference: _____

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.

G 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,
- Make sure that you keep to the conditions of your permit and deal with any matters relating to your permit,
- Investigate possible breaches of environmental law and take any resulting action,
- Prevent breaches of environmental law,
- Offer you documents or services relating to environmental matters
- Respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows),
- 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 38 of the EP 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).

H DECLARATION A & B FOR SIGNING

These declarations should be signed by the person listed in answer to question A3. Where more than one person is identified as the operator, all should sign. Where a company or other body corporate is the operator, an authorised person should sign and provide evidence of authority from the board.

Declaration A: Previous Offences (delete whichever is not applicable)

I/We certify

EITHER

No offences have been committed in the previous five years which are relevant to my/our competence to operate this installation in accordance with the EP Regulations.

OR

The following offences have been committed in the previous five years which may be relevant to my/our competence to operating this installation in accordance with the Regulations:

Signature: _____

Name: _____

Position: _____

Date: _____

Declaration B: 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.

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.*