

Part B Application Form



Application for a Permit for a Blending, Packing, Loading, Unloading, Storage and Use of Bulk Cement Activity

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

Use this form if you are applying for a permit to operate to operate a blending, packing, loading, unloading and use of bulk cement installation as defined in Schedule 1 to the Environmental Permitting Regulations.

Before you start to fill in this form

You are strongly advised to read relevant parts of the Defra general guidance manual available at: <https://www.gov.uk/government/publications/local-authority-pollution-control-general-guidance-manual> Please also read the relevant sector guidance note to see what standards and requirements are likely to be expected of your installation. You can access Process Guidance Note 'PG 3/1 [here](#).

We have made this application form as straightforward as possible but please contact our pollution control officers if you wish to discuss any aspect of your application before you complete and submit this form.

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, send the form and the fee and any additional information to:

Environmental Protection Team
Hartlepool Borough Council
Civic Centre
Victoria Road
Hartlepool

TS24 8AY

Email: environmental.protection@hartlepool.gov.uk

Telephone: 01429 284024.

Other documents you may need to submit

There are number of other documents you will need to send us with your application. Please label these clearly and refer to them in the application. Existing information can be submitted as part of the application provided that it is relevant.

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.

LAPPC application form: to be completed by the operator

For Local Authority use		
Application reference	Officer reference	Date received

A The Basics

A1.1 Name of the premises

.....

A1.2 Address of the premises

.....

PostcodeTelephone.....

A1.3 Existing authorisations: Please give details of any existing LAPPC or LA-IPPC authorisation for the installation, or any waste management licences or water discharge consents, including reference number(s) and type(s):

.....

A2.1 The Operator (The 'operator' = 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 each partner, sole trader and company or corporate body.

.....

Trading/business name (if different)

.....

Registered Office address

.....

PostcodeTelephone.....

Principal Office address (if different)

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

PostcodeTelephone.....

Company registration number:.....

A2.2 Holding Companies

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006?

No

Yes Name of ultimate holding company

Registered office address

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

PostcodeTelephone.....

Principal Office address (if different)

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

PostcodeTelephone.....

Company registration number:.....

A3 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 can be an agent or consultant.

Name

Position

Address

.....

.....

.....

PostcodeTelephone.....

Fax number email address

B. The Installation

B1 Does the installation have any silos with capacity more than 500 tonnes?

Yes No

B2 Are you a cement or cement clinker importer?

Yes No

If you have answered 'yes' to either B1 or B2 the installation is not suitable for a simple permit.

B3 Are you a concrete batcher?

Yes No

B4 Do you cast products?

Yes No

B5 Why is the application being made?

new installation

change to existing installation means it now needs a permit

B6 Site maps – please provide:

- **A location map with a red line round the boundary of the installation**

Document reference:

- **A site plan or plans showing where all the relevant activities are on site:**

- a) where the processing plant will be installed
- b) the areas and buildings/structures designated for materials and waste storage and the type of storage
- c) the conveyors and transfer points
- d) any directly associated activities or waste operations.

To save applying for permit variations, you can also show where on site you might want to use for storage etc in the future.

Document reference:

B7 Are there any sites of special scientific interest (SSSIs) or European protected sites nearer than any of the following distances to the proposed installation?

- 1km - where the installation involves mineral or cement and lime activities

Yes No

If yes, is the installation likely to have a significant effect on the special scientific interest or European protected sites?

Yes No

If yes, please write on a separate sheet or enclose a relevant document explaining what the implications are for the purposes of the Conservation (Natural Habitats etc) Regulations 1994 (see appendix 2 of Annex XVII of the [general guidance manual](#))

Document Reference:

B8 Will emissions from the activity potentially have significant environmental effects (including nuisance)?

Yes No

If yes, please list the potential significant local environmental effects (including nuisance) of the foreseeable emissions on a separate document.

Document Reference:

If yes, please enclose a copy of any environmental impact assessment which has been carried out for the installation under planning legislation or for any other purpose.

Document Reference:.....

C The Details

C1 Does your installation have arrestment equipment, with external discharge points, not serving silos or dryers with an airflow of: (Tick all that apply)

a) over 300m³/minute: Yes No

b) under 300m³/minute and over 100m³/minute: Yes No

c) under 100 m³/minute: Yes No

C2 Do you have continuous monitors to show compliance with a numerical limit in Table 1 of the simple permit? (informs condition 2)

Yes No

If yes, do the continuous monitors have alarms which are: (tick all that apply) [informs condition 2]

a) visible? Yes No

b) audible? Yes No

c) alarm activation recorded automatically? Yes No

d) is a trigger level set? Yes No

At what percentage of the emission limit is the value set?%

Have you undertaken isokinetic sampling at least once to demonstrate compliance with the numerical limit in Table 1?

Yes No

C3 Is odour arrestment equipment installed? [informs condition 3]

Yes No

C4 Do you have pneumatic transfer of materials? [informs condition 8]

Yes No

C5 Which of the following will the bulk cement be stored in: (tick all that apply) [informs condition 4]

a) silo? Yes No

b) bulk storage tank? Yes No

c) within a building? Yes No

d) in fully-enclosed containers/packaging? Yes No

e) other - please specify _____

C6 Will displaced air from pneumatic loading and unloading be: (tick all that apply) informs condition 8]

a) vented to arrestment plant Yes No

b) back-vented to the delivery tanker Yes No

c) other - please specify _____

C7 Do deliveries automatically stop for: [informs condition 6]

a) over-filling Yes No

b) over-pressurisation Yes No

C8 Does pneumatic transfer automatically stop for [informs condition 5]

a) over-filling Yes No

b) over-pressurisation Yes No

If no, are any silos new since Jun 2004? [informs condition 7]

Yes No

C9 Do you have alarms to warn of overfilling? [informs condition 6]

Yes No

C10 For materials not dealt with in C4, what facilities will be provided to store any dusty material and waste? (tick all that apply) [informs condition 9]

a) hopper wind-protected on at least 3 sides

b) storage bay without suppression and stockpiles

kept lower than the retaining walls

c) storage bay with suppression

d) fully-enclosed stores

e) other - please specify

C11 Will any material be stored in the open (unenclosed) other than material wholly comprised of one or more of the following: >3mm material, sand, scalpings, sub base (MOT) material that has been conditioned before deposit, conditioned crusher-run or blended material? [informs condition 9]

Yes No

C12 Do you have belt conveyors: [informs condition 10]

Yes No

If yes, which of the following facilities will be provided to convey any dusty material and waste (tick all that apply) [informs condition 10]

a) deep trough ground-level conveyor

b) fully-enclosed conveyor

c) pneumatic handling system

d) bucket elevator

e) wind boards

f) other – please specify _____

C13 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 10]

a) enclosed

b) enclosed and ducted to arrestment equipment

c) fitted with a chute

d) other - please specify _____

C14 Which of the following techniques will be used to clean belt conveyors (tick all that apply) [informs condition 10]

a) belt scrapers

b) catch plates

c) other techniques for keeping the return belt clean and collecting the material removed by

the cleaning – please specify _____

C15 How will potentially dusty materials (including any raw materials, finished products and waste), arrive at or leave the site? (tick all that apply) [informs Condition 11]

	Raw Materials	Finished Products	Waste
Road			
Rail			
Other			

C16 How will potentially dusty materials, (including any raw material, finished products and waste) be transported within the site (tick all that apply) [informs BAT]

- a) tanker
- b) fully-enclosed transport
- c) 'canopied' rail wagons
- d) sheeted transport
- e) water suppression applied to the transported material
- f) aqueous polymer suppression applied to the transported material
- g) bagged
- h) other – please specify: _____

C17 Do you have any quarry roads as part of the installation? [informs condition 12]

- Yes No

C18 Which techniques will you use to ensure that vehicles do not track material onto the highway? [informs condition 13]

- a) body and wheel wash Yes No
- b) wheel wash Yes No
- c) hose and brush Yes No
- d) sufficient distant to the site boundary on sealed road before leaving site
- Yes No
- e) Other, please describe: _____

C19 Do you have environmental management procedures and policy? [informs condition 3, 15 & 16]

Yes No

D Anything else?

Please supply any additional information, which you would like us to take account of in considering this application.

Document Reference:

E Application Fee

You must enclose the relevant fee with your application. If your application is successful you will also have to pay an annual subsistence charge, so please confirm to whom the invoices should be sent:

Name and position:
Telephone:
Email:

F Protection of information

F1 Any confidential or national security info in your application?

If there is any information in your application you think should be kept off the public register for confidentiality or national security reasons, please say what and why. [General guidance manual](#) chapter 8 advises on what may be excluded. *(Do not include any national security information in your application. Send it, plus the omitted information, to the Secretary of State or Welsh Ministers who will decide what, if anything, can be made public.)*

Document Reference:.....

F2 Please note: data protection

The information you give will be used by the Council 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 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.

F3 Please note: it is an offence to provide false etc. information

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
- intentionally to make a false entry in any record required to be kept under any environmental permit condition
- with intent to deceive, to forge or use a document issued or required for any purpose under any environmental permit condition.

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).

G. Declarations A and B for signing.

These declarations should be signed by the person listed in answer to question A2.1 (The Operator). Where more than one person is identified as the operator, all parties 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 inapplicable)

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

Signature

Name

Position.....

Date

DECLARATION B:

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