

Part B Application Form



Application for a Permit for a Quarry Process

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 a local authority to operate a quarry process 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 3/08(12) Statutory guidance for quarry processes' [here](#).

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.

If you need help and advice

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.

For the purposes of Section G of the form, a relevant offence is any conviction for an offence relating to the environment or environmental regulation.

LAPPC application form: to be completed by the operator		
For Local Authority use		
Application reference	Officer reference	Date received

A The basics

A1 Name and address of the installation (not required for mobile plant)

Postcode:	Telephone:
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A2 Details of any existing environmental permit or consent

(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.)

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A3 Operator details

(The operator is the person who it is proposed will have control over the installation in accordance with the permit (if granted).)

Name:
Trading name, if different:
Registered office address:
Principal office address, if different:
Company registration number:

A4 Any holding company?

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 details of the ultimate holding company.

Yes No

Name:
Trading name, if different:
Registered office address:
Principal office address, if different:
Company registration number:

A5 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 and position: _____
Telephone: _____
Email: _____

B The installation

B1 Do you crush or screen minerals at a quarry?

Yes No

B2 Does the activity process more than 100,000 tonnes of material in any 12 month period?

Yes No

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

B3 Why is the application being made?

New installation

Change to existing installation means it now needs a permit

B4 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: _____

B5 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 these sites and, if so, please write on a separate sheet or enclose a relevant document explaining what the implications are for the purposes of the Conservation of Habitats and Species Regulations 2010

(see appendix 2 of Annex XVII of the [general guidance manual](#))

Document reference: _____

B6 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: _____

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) Greater than 100m³/minute but less than 300m³/minute: Yes No
- c) Under 100m³/minute: Yes No

C2 Do you have continuous monitors to show compliance with a numerical limit in Table 1 of the Model Permit? *[informs condition 2]*

Yes No

If yes, do the continuous monitors have alarms which are: *(tick all that apply)*

- 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?

C3 Do you have pneumatic transfer of materials? *[informs conditions 8]*

Yes No

C4 For materials not dealt with in Question C2, what facilities will be provided to store any dusty material and waste *(tick all that apply) [informs condition 4 & 5]*

- a) Hopper wind-protected on at least three sides
- b) Storage bay without suppression & stockpiles lower than retaining walls
- c) Storage bay with suppression
- d) Fully-enclosed stores
- e) Other e.g. silos – *please specify:* _____

C5 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, road sub base (MOT) material that has been conditioned before deposit, conditioned crusher run or blended material? *[informs condition 8]*

Yes No

C6 Do you have belt conveyors?

[informs condition 6]

 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 6]

- a) Deep trough ground-level conveyor
- b) Fully-enclosed conveyor
- c) Pneumatic handling system
- d) Bucket elevator
- e) Wind boards
- f) Other – please specify: _____

C7 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 6]

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

C8 Which of the following techniques will be used to clean belt conveyors?

(Tick all that apply) [informs condition 6]

- 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:
- _____

C9 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 7]

	Raw Materials	Finished Products	Waste
Road			
Rail			
Other			

C10 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: _____

C11 Do you have any quarry roads as part of the installation? [informs condition 8]

- Yes No

C12 Which techniques will you use to ensure that vehicles do not track material onto the highway? [informs condition 9]

- a) Body and wheel wash
- b) Wheel wash
- c) Hose and brush
- d) Sufficient distance to the site boundary on sealed road before leaving site
- e) Other – please describe: _____

C13 How do you minimise the freefall of material at crusher discharge?

C14 How do you control dust at screening plant? (tick all that apply) [informs Table 1]

- a) Working with wet materials
- b) No fine material
- c) Location
- d) Enclosure within machine
- e) Enclosure within building
- f) Other, please describe: _____

C15 Do you have environmental management procedures and policy?

[informs conditions 3, 11 & 12]

Yes No

D Anything else?

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

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 say who you want invoices to be sent to.

Name and position:

Telephone:

Email:

F **Protection of information**

F1 **Any confidential or national security information 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 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, please

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 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: I/We certify

EITHER - As evidence of my/our competence to operate this installation in accordance with the EP Regulations, no offences have been committed in the previous five years relating to the environment or environmental regulation.

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:

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 the listed 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: _____

Signature: _____ Name: _____

Position: _____ Date: _____

