



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

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 blending, packing, loading, unloading and use of bulk cement installation as defined in Schedule 1 to the Environmental Permitting Regulations. **Internet search “PG 3/1 cement” for specific guidance.**

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.

Applications should be emailed to:

ecp@dacorum.gov.uk and should be marked for the attention of David Carr, Lead Scientific Officer.
Payment details and arrangements will be communicated by reply.

Postal correspondence address:

*David Carr
Lead Scientific Officer
Environmental Health
Environmental and Community Protection
Dacorum Borough Council
The Forum, Marlowes
Hemel Hempstead
HP1 1DN*

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 declaration A in Section 'I' of this form, a relevant offence is any conviction for an offence relating to the environment or environmental regulation.

Other documents you may need to submit

There are a number of other documents, or extension pages to enable you to answer the following questions, which you may 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.

LAPPC Application Form: to be completed by the operator		
For Local Authority use		
Application Reference:	Officer Reference:	Date received:

A1 About the Operator

A1.1 Name of the installation (business name)

A1.2 Please give the address of the site of the installation

Postcode

Telephone

Ordnance Survey national grid
reference 8 characters

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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):

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

A2.1 The Operator – Please provide the full name of each partner, sole trader, company or corporate body (the legal entity of the business)

Trading/business name (if different)

Registered Office address

Postcode:

Principal Office address (if different)

Postcode:

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

Postcode

Principal Office address (if different)

Postcode

Company registration number: _____

A3.1 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 _____

Fax number _____

E. Mail address _____

B The installation

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

No Yes

B2 Are you a cement or cement clinker importer?

No Yes

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 (includes volumetric mixers)?

No Yes

B4 Do you cast products or make blocks?

No Yes

B5 Site maps – please provide:

- A location map with a red line round the boundary of the installation. Please ensure that the map includes an orientation and shows the installation in relation to at least one named road/street that it is neighbouring.

Location map 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.

Site plan reference: _____

B6 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

No Yes

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

No Yes

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: _____

B7 Will emissions from the activity potentially have significant environmental effects, such as dust (including nuisance)?

No Yes

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

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.

C Cement delivery, storage and use

C1 How do you store cement (*Tick all that apply*)

- a) silo(s)? Yes No
- c) in bags / sacks? Yes No
- c) other Yes No

if you use bags/sacks of cement, describe how and where you store them, if you have ticked 'other' please describe how you store your cement:

C2 Provide full details for all cement silos used:

	Silo 1	Silo2
Date of manufacture:		
Make:		
Model:		
Serial number:		
Capacity (tonnes):		
PRV type:		
Filter type:		
High level alarm fitted?		
Over pressure alarm fitted?		
Maximum delivery pressure:		

C3 Please supply the manufacturers filter specification [you must get this information]:

Document reference: _____

C4 Does an alarm sound for any of the following:

a) over-filling

Yes No

b) over-pressurisation

Yes No

C5 Does an automatic shut-off operate for any of the following during a delivery:

a) over-filling?

Yes No

b) over-pressurisation?

Yes No

C6 Please supply a documented cement delivery procedure, including: how the tanker connects to your silo, the checks performed to ensure that silo protection systems are working, how the delivery procedure and maximum blowing pressure are communicated to the tanker driver, and the actions to take in the event of a problem during the delivery:

Procedure reference: _____

C7 Please supply a documented procedure, stating how you minimise cement dust emissions when transferring cement to the mixer truck or volumetric truck:

Procedure reference: _____

D Aggregates, sand and waste

D1 How will aggregates and sand be delivered to site, and how will waste material be removed?
(tick all that apply)

a) rail wagons

b) sheeted trucks

c) bagged

d) other - please specify _____

D2 Do you have belt conveyors:

No

Yes

D3 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)

a) enclosed

b) enclosed and ducted to arrestment equipment

c) fitted with a chute

d) other - please specify _____

D4 Which of the following techniques will be used to clean belt conveyors (tick all that apply)

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*

D5 How do you store aggregates, sand and any waste materials? (tick all that apply)

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 dust suppression

d) fully-enclosed or indoor stores

e) other - please specify

E Housekeeping

E1 Which techniques will you use to ensure that vehicles do not track material onto the highway?

a) body and wheel wash Yes No

b) wheel wash Yes No

c) hose and brush Yes No

d) other - please specify _____

E2 describe how you will keep your yard clean and how you plan to prevent dusty emissions leaving your site. A fully concreted yard area will help you to keep your site clean.

F Management, maintenance and training

F1 Describe how often, and how you will record checks and maintenance undertaken on your silo, including:

Silo filter: _____

Silo alarm: _____

Silo PRV: _____

Service: _____

F2 Describe how you will keep records of emissions every day and during cement deliveries, providing an example of the recording system you plan to use:

Document reference: _____

F3 Provide a list of persons trained / instructed / authorised to receive a cement delivery and / or to operate the silo

Document reference: _____

G Application fee

We will send you an invoice for the application fee. Please supply a billing address. Please note that your application will not be determined 'duly made' until the invoice has been paid. If you are already operating your installation or activity without a permit. You may be liable for prosecution for operating without a permit if your application is not duly made.

Address

Postcode:

H Protection of information

H1 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: _____

H2 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.

H3 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).

I Declarations A and B for signing, please

These declarations should be signed by the person listed in answer to question A2.1 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: 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: _____

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: _____