Application for a Permit for Crushing and Screening Brick Tile and Concrete in Mobile Plant

Privacy Notice

Who we are and what we do

Elmbridge Borough Council is the ‘Controller’ of any personal data that you provide to us. For further information please see our corporate privacy policy.

What we need

We require you to provide contact details. We may also require you to provide information about any criminal offences.

Why we need it

We need this data in order to process your application. If you do not provide this information the application cannot be processed.

What we do with it

The information that you provide will be placed on the relevant public register. We will use your data to enable us to perform our inspection and enforcement responsibilities. We may also use or disclose your data in order to:

- consult with the public, public bodies and other organisations,
- conduct statistical analysis and research on environmental issues,
- provide public register information to enquirers,
- protect public funds and prevent and detect fraud,
- 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
- 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.

How long we keep it

Your personal data will be removed from our database in line with our retention policy. This is 6 years after the permit has expired, if we grant it. If we do not grant it, the period is 6 years from the date of the final decision on your application.

What are your rights?

The law gives you a number of rights to control what personal and sensitive information is used by us and how it is used by us. Please refer to our corporate privacy notice.
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Local Authority Pollution Prevention and Control
Pollution Prevention and Control Act, 1999
Environmental Permitting (England and Wales) Regulations 2010

Introduction

When to use this form
Use this form if you are applying for a permit to a Local Authority to operate mobile plant crushing and screening brick tile and concrete as defined in Schedule 1 to the Environmental Permitting Regulations.

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

<table>
<thead>
<tr>
<th>LAPPC application form: to be completed by the operator</th>
</tr>
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<tbody>
<tr>
<td>For Local Authority use</td>
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<tr>
<td>Application reference</td>
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A The basics

A1 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.

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

A2 Operator details (The ‘operator’ = 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: ___________________________________________

A3 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, overleaf.

☐ Yes  ☐ No

Name: ____________________________________________ __________________
Trading name, if different: ______________________ _________________________
Registered office address: ______________________________________________
____________________________________________________________________
____________________________________________________________________
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 can be an agent or consultant.

Name and position: __________________________________________________________

Telephone: ______________________________________________________________

Email: ________________________________________________________________

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 and 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) Is the 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: ________________________________________________

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.

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________
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: 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).
H 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 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:  ________________