

Sheffield City Council

Application for a permit for a roadstone coating installation

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 roadstone coating installation 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:

Sheffield City Council
Environmental Protection Service
Howden House
5th Floor (North)
1 Union Street
Sheffield S1 2SH

Tel: 0114 2734651 Email: epsadmin@sheffield.gov.uk

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.

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

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’ = 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.

No Yes

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: _____

B5 Will emissions from the activity potentially have significant environmental effects (including nuisance)?

Yes No

If 'yes': list the potential significant local environmental effects (including nuisance) of the foreseeable emissions

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) 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: *[informs condition 2]*
(*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?%

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 2]*

Yes No

If yes please describe it

[informs condition 2]

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

C4 Which of the following will the fillers and binders be stored in :

(tick all that apply)

[informs condition 5]

	fillers	binders
silo		
bulk storage tank		
within a building		
in fully-enclosed containers/packaging		
other - please specify		

C5 Do you have pneumatic transfer of materials?

[informs condition 6-9]

Yes No

If yes, will displaced air from pneumatic loading and unloading of fillers be:

(tick all that apply)

[informs condition 9]

a) vented to arrestment plant

b) back-vented to the delivery tanker

c) other - please specify

C6 Do you have alarms to warn of overfilling of fillers and bitumen?

Yes No

[informs condition 7]

C7 Will displaced air from pumping bitumen from tankers be: (tick all that apply)

[informs condition 7]

a) vented to arrestment plant

b) other - please specify

C8 Do deliveries of fillers and bitumen automatically stop for:

[informs condition 6]

	Fillers	binders
over-filling		
over-pressurisation		

If yes, does the displaced air pass through abatement plant prior to emission to air? *[informs condition 9]*

a) fillers Yes No

b) binders Yes No

C9 For aggregates and recycled asphalt: *[informs condition 4]*

Is the plant in a quarry? Yes No

If no, does most stone arrive by road? Yes No

C10 Do you have any quarry roads as part of the installation?

Yes No *[informs condition 13]*

C11 For materials not dealt with in condition 4-7, what facilities will be provided to store any dusty material and waste? *[informs condition 10]*
(tick all that apply)

a) hopper wind-protected on at least 3 sides

b) storage bay without suppression & stockpiles lower than retaining walls

c) storage bay with suppression

d) fully-enclosed stores

e) other - please specify: _____

C12 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 10]*

Yes No

C13 Do you have belt conveyors: *[informs condition 11]*

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 11]*

a) deep trough ground-level conveyor

b) fully-enclosed conveyor

c) pneumatic handling system

d) bucket elevator

e) wind boards

f) other – please specify: _____

C14 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 11]

- a) enclosed
- b) enclosed and ducted to arrestment equipment
- c) fitted with a chute
- d) other - please specify _____

C15 Which of the following techniques will be used to clean belt conveyors *(tick all that apply)* *[informs condition 11]*

- 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:*

C16 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 12]

	Raw Materials	Finished Products	Waste
Road			
Rail			
Other			

C17 How will potentially dusty materials, (including any raw material, finished products and waste) be transported within the site

(tick all relevant)

[informs condition 14]

- 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: _____

C18 Which techniques will you use to ensure that vehicles do not track material onto the highway? *[informs condition 12]*

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

C19 Are any of your mixing buildings semi-enclosed? *[informs condition 15]*

- a) all are enclosed Yes No
- b) at least one is semi-enclosed Yes No

C20 Do you use any of the following fuels? (tick all that apply) *[informs stack height]*

- a) heavy fuel oil
- b) gas oil
- c) gas
- d) processed fuel oil that complies with the quality protocol
- e) other waste derived fuel
- f) other (give details): _____

What is the rated thermal input of dryers? Please specify:

C20 Do you have environmental management procedures and policy?

[informs condition 3, 16, 17]

- 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 pay the [relevant fee](#) with your application. We do not accept cheques. Please call us on Tel 273 4651 to check the current fees and to pay by card over the phone.

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 within your finance section.

Name.....

Position.....

Address.....

.....

Telephone.....Fax.....

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).

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: _____

Appendix 3 - Model Permit

This appendix contains a model permit for roadstone coating installations – see paragraph 1.6 of this note and paragraph 3.6 of the [General Guidance Manual on Policy and Procedures](#).

Notes:

- text in the model permit written in *italics* is advice to regulators.
- text in the model permit in square brackets offers choice to regulators or indicates where information needs to be inserted from the application.
- text bracketed with asterisks (eg *Alarms shall be tested at least once a week*.) may be omitted by a regulator where the past performance of the plant gives the local authority sufficient reassurance about operator compliance – “earned recognition”.
- the model permit has been drafted for local authorities in England and Wales. Regulators in Scotland and Northern Ireland will need to amend the legal heading and, where appropriate, references to ‘Council’
- references to ‘installation’ will need to be substituted with ‘mobile plant’ in relevant cases, and other amendments made accordingly
- the purpose of the activity description is to set down the main characteristics of the activity, including any directly associated activities, so it is clear to all concerned what is being authorised by the permit and therefore what changes would need further approval. Regulators are advised to include a description of any key items of arrestment and monitoring equipment the operator intends to use or is using.
- it should normally be sufficient for records relating to simplified permits to be kept for no more than 18 months. Where, however, as a result of a ‘low risk’ rating, inspections are undertaken less often, regulators may want to specify a period which ensures the records are available at the next inspection.

[] COUNCIL
POLLUTION PREVENTION AND CONTROL ACT 1999
Environmental Permitting (England and Wales) Regulations 2016

Permit ref. no:

Name and address of person (A) authorised to operate the installation ('the operator')

Registered number and office of company (if appropriate)

Address of permitted installation (B)

The installation boundary and key items of equipment mentioned in permit conditions are shown in the plan attached to this permit.

Activity description

The operator (A) is authorised to operate the activity¹ at the installation (B) subject to the following conditions.

Conditions

Emissions and monitoring

1. No visible particulate matter shall be emitted beyond the installation boundary.
2. The emission requirements and methods and frequency of monitoring set out in Table 1 shall be complied with. Sampling shall be representative

Any monitoring display required for compliance with the permit shall be visible to operating staff at all times. Corrective action shall be taken immediately if any periodic monitoring result exceeds a limit in Table 1, or if there is a malfunction or breakdown of any equipment which might increase emissions. Monitoring shall be undertaken or repeated as soon as possible thereafter and a brief record shall be kept of the main actions taken.

*Where continuous monitors are fitted to show compliance with a numerical limit in Table 1: All continuous monitors fitted to show compliance with the permit shall be fitted with a [visible] [audible] alarm warning of arrestment failure or malfunction. They shall [activate when emissions reach [75%] of the relevant emission limit in Table 1 and] record automatically each activation. *Alarms shall be tested at least once a week.**

Where odour arrestment equipment is installed: The odour arrestment equipment shall be inspected not less than once a day for at least the following: a) leaks or blockages in air

¹ listed in [] in Part 2 of Schedule 1 to the Environmental Permitting Regulations
PG3/15 Publication version

handing equipment, ductwork and arrestment equipment; b) continuous monitors for arrestment equipment; and c) surface cracking, voids, leaks, compaction, moisture content, and plant/weed growth on biofilters.

3. All plant and equipment capable of causing, or preventing, emissions and all monitoring devices shall be calibrated and maintained in accordance with the manufacturer's instructions.
Records shall be kept of such maintenance.

Recycled asphalt containing coal tar

4. Recycled asphalt pavement containing coal tar shall be:
 - Identified, and stored separately from other recycled asphalt
 - Processed only using cold methods

Silos where used

5. Fillers and bitumen shall only be stored within the filler and bitumen silos.
6. Dust emissions from loading or unloading road tankers shall be minimised by [venting to specify type arrestment plant] [backventing to a delivery tanker fitted with an on-board, truck-mounted relief valve and filtration system] and by connecting transfer lines first to the delivery inlet point and then to the tanker discharge point, and by ensuring delivery is at a rate which does not pressurise the silo.
7. Silos shall not be overfilled and there shall be an overfilling alarm.
8. *(for silos new since Jun 2004)* When loading filler silos, deliveries must stop automatically where over-pressurisation or over-filling is identified
9. Displaced air from pneumatic transfer shall pass through abatement plant prior to emission to air.

Aggregates delivery and storage

10. Dusty materials (including dusty wastes) shall only be stored in [specify storage location] as detailed on the plan attached to this permit and shall be subject to suppression and management techniques to minimise dust emissions.

Belt conveying

11. All dusty materials, including wastes, shall be conveyed using [specify conveyor, level of enclosure and enclosure type]. All transfer points shall be fitted with [specify dust control technique].

Loading, unloading and transport

12. No potentially dusty materials (including wastes) or finished products shall arrive on or leave the site other than by use of [specify transport type and dust control technique].

Roadways and transportation

13. All areas where there is regular movement of vehicles shall have a consolidated surface capable of being cleaned, and these surfaces shall be kept clean and in good repair. Quarry haul roads are excluded from this provision.
14. Vehicles shall not track material from the site onto the highway.

Techniques to control fugitive emissions

15. *select according to visible dust potential of each process building* The fabric of [process buildings] shall be [maintained dust tight and doors shall be kept closed when not in use] [maintained so as to minimise visible dust emissions].[Semis-enclosed mixing buildings] shall have visible dust emissions minimised.

Records and training

16. Written or computer records of all tests and monitoring shall be kept by the operator for at least [] months. They [and a copy of all manufacturer's instructions referred to in this permit] shall be made available for examination by the Council. *Records shall be kept of operator inspections, including those for visible and odorous emissions.*
17. Staff at all levels shall receive the necessary training and instruction to enable them to comply with the conditions of this permit. Records shall be kept of relevant training undertaken.

The following two conditions are not needed for PPC permits which transferred automatically into the environmental permitting regime by virtue of regulation 69(6) of the 2007 Regulations and regulation 108(4) of the 2010 Regulations. Where permits are issued on or after 6 April 2008 the next two conditions will not automatically apply and need specific inclusion in the permit where required.

Best available techniques

18. The best available techniques shall be used to prevent or, where that is not practicable, reduce emissions from the installation in relation to any aspect of the operation of the installation which is not regulated by any other condition of this permit.
19. If the operator proposes to make a change in operation of the installation, he must, at least 14 days before making the change, notify the regulator in writing. The notification must contain a description of the proposed change in operation. It is not necessary to make such a notification if an application to vary this permit has been made and the application contains a description of the proposed change. In this condition 'change in operation' means a change in the nature or functioning, or an extension, of the installation, which may have consequences for the environment.

Table 1 - Emission limits, monitoring and other provisions

Row	Substance	Source	Emission limits / provisions	Type of monitoring	Monitoring frequency
Whole site and all authorised emission points					
1	Visible emissions	Site	No visible emissions to cross site boundary	Operator observations	Once a day
2	Visible emission	All authorised emission points	No abnormal emission	Operator observations	
3	Droplets, persistent mist, fume and smoke	All emissions to air (except steam and condensed water vapour)	No droplets, no persistent mist, no persistent fume, No visible smoke except during start up of coating plant and then no darker than Ringelmann 1	Visual observations	On start-up and on at least two more occasions during the working day
Roadstone coating plant					
4	Particulate matter	Roadstone coating plant existing at 1 July 2004, except where new or replacement arrestment equipment is fitted	Where currently achieved: 50 mg/m ³	EITHER: Periodic, quantitative, 6 monthly OR: Periodic, quantitative, annual monitoring; plus continuously recorded filter leak monitoring	
			Where 50 mg/m ³ currently achieved, but only inconsistently: 100 mg/m ³ PLUS efforts should be made to improve consistency.		
			Where 50 mg/m ³ currently not achieved: 100 mg/m ³		
5	Particulate matter	Since 1 July 2004: new roadstone coating plant, and roadstone coating plant with new or replacement arrestment equipment	50 mg/m ³		
6	Sulphur dioxide	All activities using heavy fuel oil or other residual type/comparable Quality Protocol Processed Fuel Oil	1% wt/wt sulphur in fuel	Sulphur content of fuel is regulated under the Sulphur Content of Liquid Fuels Regulations	

7	Sulphur dioxide	All activities using gas oil/ comparable Quality Protocol Processed Fuel Oil	0.1% wt/wt sulphur in fuel	Sulphur content of fuel is regulated under the Sulphur Content of Liquid Fuels Regulations	
<p>Activities burning bio-fuels should have a limit set for sulphur in fuel</p> <p>Activities burning waste oil not covered by the quality protocol processed fuel oil must comply with the Waste Incineration Directive (WID).</p>					
Silos					
8	Particulate matter	Silo inlets and outlets	Designed to emit less than 10mg/m ³ No visible emission	Operator/driver observations Record start and finish times	Every delivery
Arrestment plant not serving silos or roadstone coating plant					
9	Particulate matter	Arrestment equipment with exhaust flow >300 m ³ /min: (see note a)	Designed to achieve 50 mg/m ³	Recorded filter leak monitoring	Continuous
10	Particulate matter	Arrestment equipment with exhaust flow >100 m ³ /min: (see note a)	Designed to achieve 50 mg/m ³	Filter leak monitoring to demonstrate that the arrestment equipment is functioning correctly	Continuous
11	Particulate matter	Arrestment equipment with exhaust flow =/<100 m ³ /min (see note a)	No visible emission	Operator observations OR Filter leak monitoring to show that the equipment is functioning correctly	At least daily Continuous
<p>Notes</p> <p>*All periodic monitoring results shall be checked by the operator on receipt and sent to the Council within 8 weeks of the monitoring being undertaken.*</p> <p>(a) - Where the plant is discharging to the external atmosphere.</p> <p>(b) The reference conditions for limits in Table 1 are: 273.1K, 101.3kPa, without correction for water vapour content.</p> <p>(c) All periodic monitoring shall be representative, and shall use standard methods.</p> <p>(d) The emission limits do not apply during start-up and shut down. All emissions shall be kept to a minimum during these periods.</p>					

Right to Appeal

You have the right of appeal against this permit within 6 months of the date of the decision. The Council can tell you how to appeal [*or supply details with the permit*]. You will normally be expected to pay your own expenses during an appeal.

You will be liable for prosecution if you fail to comply with the conditions of this permit. If found guilty, the maximum penalty for each offence if prosecuted in a Magistrates Court is £50,000 and/or 6 months imprisonment. In a Crown Court it is an unlimited fine and/or 5 years imprisonment. Our enforcement of your permit will be in accordance with the [Regulators' Compliance Code](#)