

**STANDARD MINERALS APPLICATION FORM**

**Application to Carry Out Mineral Working and  
Associated Development**

TOWN AND COUNTRY PLANNING ACT 1990



When you have completed this form please return it to:-

Diane Tilley  
Director of Planning, Economy & Performance  
County Hall  
Spetchley Road  
Worcester  
WR5 2NP

If you have any queries about completing this form please contact Mr. P. Durrans (01905 766710) at Worcestershire County Council who will be able to help you.

# STANDARD MINERALS APPLICATION FORM

## Application to Carry Out Mineral Working and Associated Development

TOWN AND COUNTRY PLANNING ACT 1990

FOR OFFICIAL USE ONLY	
Application No.	
Fee	
Date Received	
Date Valid	
Grid Ref	
Supporting Statement	
Environmental Statement	

APPLICANTS SHOULD READ ACCOMPANYING GUIDANCE NOTES BEFORE COMPLETING THE MINERALS APPLICATION FORM AND ANNEXES.

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-9 ON THIS FORM AS FULLY AS POSSIBLE.

### 1 Applicant

Name  
Address

Tel no  
Fax no  
Name of Contact

### Agent

Name  
Address

Tel no  
Fax no  
Name of Contact

### 2 The Application Site

(i) Location and address of the site

Grid Ref at site access  
and/or centre of site  
(delete as appropriate)

(ii) Present use(s) of the site

(iii) Last previous use of the site as far as known (if different from ii) above)

(iv) Total application area (as outlined in red on your site plans) .....ha.

(v) What is the applicant's interest in the site?

(vi) What is the applicant's interest in the adjoining land (as outlined in blue on your site plans)?

### 3 Nature of Minerals Application

(Answer as many  
as necessary)

- (i) Is the application for:
- |     |   |        |
|-----|---|--------|
| (a) | New mineral extraction?   | YES/NO |
| (b) | Extension to an existing site?                                      | YES/NO |
|     | If yes, give date and reference number of existing permission ..... |        |
| (c) | Associated operations?  | YES/NO |
| (d) | Other (please give details)?  | YES/NO |
|     | .....   |        |
|     | .....   |        |

- (ii) Previous permissions for mineral operations on the site (if known).
- MPAs Ref No(s) ..... Date(s) of Decision(s).....

**4 Type of Development**

- (i) Does this application include:
- |                                       |        |                             |        |
|---------------------------------------|--------|-----------------------------|--------|
| Surface mineral extraction?           | YES/NO | Proposals involving major   |        |
| Mineral processing?                   | YES/NO | surface disposal of mine or |        |
| Mineral exploration?                  | YES/NO | quarry wastes?              | YES/NO |
| Underground mining?                   | YES/NO | Oil or gas operations?      | YES/NO |
| Other buildings, plant or structures  |        |                             |        |
| associated with minerals development? | YES/NO |                             |        |

**SEE GUIDANCE NOTE FOR SUPPLEMENTARY INFORMATION REQUIRED.**

- (ii) Please give a brief description of development

**5 Plans and Drawings**

List here the plans and drawings submitted with the application. Please refer to guidance notes for drawings which are required or would be advisable to accompany your application.

Reference Number	Title
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....
.....	.....

**6 Supporting Material**

(i) Is an Environmental Statement submitted with this application? YES/NO

(ii) Is the applicant willing to make additional copies of the application documents, including the Environmental Statement available for public inspection at locations other than the offices of the MPA? YES/NO  
If yes, please provide the address where information can be inspected.

Address

Please specify the price of the Environmental Statement and address where this can be obtained for purchase.

Address Document Title £

(iii) Is a Supporting Statement submitted with this application? YES/NO

**7 Certification**

TOWN AND COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1988. CERTIFICATES UNDER ARTICLE 12A

(i) Surface landowner(s) Name Address  
ii) Mineral owner(s) if different from (i) Name Address

(iii) Certification under Article 12A of the General Development Order 1988. Please specify certificates completed.

Please tick

Certificate A	
Certificate B	
Certificate C	
Certificate D	
Agricultural Holdings Certificate	

**Applicants should note that the Mineral Planning Authority cannot entertain an application unless it is accompanied by the appropriate certificates.**

**8 Fees**

(i) What fee accompanies this application? £

**Applicants should note that the Mineral Planning Authority cannot entertain an application unless it is accompanied by the appropriate fee.**

**9 Declaration**

(Delete as appropriate)

I/We hereby apply for permission to carry out the development described in this application and declare that, to the best of my/our knowledge, the information is correct; or

In the case of agents, that I am/we are fully authorised to submit this application on behalf of the applicant(s).

Signed

Dated

On behalf of (insert applicant's name if signed by an agent)

## THE FORM

If the mineral planning authority considers that there is insufficient information to determine your application, it may ask for more. It is therefore in your own interest to provide information as comprehensively as possible.

### ALL APPLICANTS

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- 1 Please include the name of the person who should be contacted in connection with this application. If an agent is acting for the applicant, all correspondence will be sent to the agent.
- 
- 2 (i)-(iv) These sections should be completed as comprehensively as possible, giving the full address of the site and the area in ha which is the subject of the application.
- (v)-(vi) Applicants should specify their interest in the site and adjoining land (ie whether or not they own the land or hold options on it; or the remaining length of the lease etc).
- 
- 3 Please note that applications for the types of minerals development not included in categories specified in Schedule 1(1) of the Town and Country Planning Act 1990 should be submitted on standard application forms (eg freestanding asphalt plant on sites not adjoining minerals development).
- Applicants seeking permission for variation of conditions are strongly advised to consult with the MPA to establish information requirements and refer to Regulation 3 of the Town and Country Planning (Applications) Regulations 1988. Regulation 3 requires applicants to submit an application for variation in writing and give sufficient information to enable the authority to identify the previous grant of planning permission and any condition in question. Although in many cases this procedure may be achieved by letter, the MPA has powers under Regulation 4 to direct the applicant to supply any further information required. In these cases, the completion of the form and relevant annexes may be the most convenient way of providing the information.
- 
- 4 (i) More than one category may be included in your response.
- If your application includes:
- Mineral extraction: also complete Annex 1
  - Mineral processing: also complete Annex 1
  - Other buildings, plant or structures associated with mineral development and not included above: also complete Annex 1
  - Mineral exploration: also complete Annex 1 and Annex 2
  - Underground Mining: also complete Annex 1 and Annex 3
  - Major surface disposal of mine or quarry wastes: also complete Annex 1 and Annex 4 .Oil or gas operations: also complete Annex 1 and Annex 5.
- (ii) A brief description of your proposal is required here as answers to other questions will further clarify the proposal. The title in correspondence will be based on this.
- 
- 5 All plans should preferably be on an Ordnance Survey base, clearly titled, and given a unique reference number. They should also include the Ordnance Survey copyright reference number. They should always be signed and dated.
- In all cases applicants must supply a location plan with the application area clearly marked.** In most cases applications involving mineral extraction or waste disposal will also require the following additional plans, sections and drawings.
- Location Plan(s):** These should normally be at a scale of 1: 50,000 where appropriate but not larger than 1: 10,000.
- Site Plan(s):** These should normally be at a scale of 1: 2,500 (although larger scale plans may be appropriate in some cases) and show the following information:
- (i) the land to which the application relates, edged red. Please note that the access route between the site and the public highway, any landscaping works, amenity bunds and landfill gas monitoring boreholes etc should be included within the red line and any gas monitoring boreholes falling outside the main site should also be shown;
  - (ii) any other adjoining land under the applicant's control, edged in blue;
  - (iii) any land within or adjoining the site which has been used for mineral working, waste disposal or associated development, including the position of working/tipping faces, areas restored etc and any planning permission references;
  - (iv) the position of the existing vehicular access to the site.
  - (v) the position of any existing buildings, underground services, overhead lines, roads, public rights of way, footpath or bridleway on, or adjacent to the site;
  - (vi) the position of walls, hedges and trees within and adjacent to the site;
  - (vii) existing contours at appropriate levels within and normally for a distance of at least 250 metres outside the site to illustrate the relationship of the site to the surrounding topography. **For oil or gas**, a greater distance of at least 500m outside the site is necessary;

- (viii) the position of any existing watercourses, culverts, drainage ditches or ponds within or bounding the site showing, where appropriate, the direction of flow;
- (ix) features of archaeological interest;
- (x) the positions of trial pits and boreholes.

Note: Aerial photographs of the site and its surroundings would be helpful but are not essential.

**Working Plan(s):** These should be at the same scale as the site plan and include the following information:

- (i) any areas of land to be excavated and any areas to be filled which should easily be distinguishable from each other. Such boundaries should allow a sufficient safety margin to protect rights of way, railway lines, watercourses, services, buildings, trees etc which are to remain undisturbed;
- (ii) proposals for the storage of topsoil, subsoil and overburden (other than screening bunds);
- (iii) proposals for screening and landscaping the operations, including details of screening bunds (if temporary, include date of removal) and advance tree planting (include type, size, spacing and maintenance);
- (iv) the location of processing and other plant, stockpiles including temporary or permanent mineral waste, buildings, offices, weigh bridges, wheel cleaners etc. (Note: the maximum height of stockpiles should be indicated and detailed on drawings for plant and buildings -see below);
- (v) details of fencing and other security arrangements;
- (vi) the method, direction and phasing of working, extraction and filling, if relevant (Note: the estimated duration of each phase should be given);
- (vii) the position of any diverted watercourses, lagoons, leachate collection systems, sources of water supply, means of drainage and the position of any water discharges going to existing watercourses;
- (viii) the position of landfill gas monitoring and control facilities, if relevant;
- (ix) a separate plan(s) should be submitted which gives full details of the proposed new vehicular access (if relevant) and route from the site to the public highway. The detailed design of the access junction with the public highway should be submitted on a separate plan at a scale of 1:100 or a similar appropriate scale. This should show the width of the road, its means of construction, the turning radii and sightlines;
- (x) details of proposed measures to divert, remove or avoid overhead lines and other services, or stop off, remove or divert public rights of way including footpaths and bridleways;
- (xi) for underground mining proposals the position of all mine entries (including ventilation shafts etc), areas likely to be subject to subsidence and areas to be left unworked to provide support;
- (xii) in addition, for oil or gas proposals, where relevant, the intended route of the survey, the location of well sites, number of wells, pipelines, ancillary services and siting of gathering facilities, including screening, landscaping and design.

**Restoration, Aftercare and Afteruse Plan(s):** These should be at the same scale as the site plan and show how the site will be restored during and following the completion of operations. They should include the following information:

- (i) the final contours of land (with typical gradients indicated). The contours should normally be extended for a distance of at least 250 metres outside the site to illustrate the relationship of the restored land to the surrounding topography;
- (ii) the replacement depths of soil and their sources;
- (iii) the position of any permanent water features, together with estimated depths of water and details of typical marginal treatment;
- (iv) proposals for the drainage of the restored land, if known, including the position of field drains, ditches, pumps and watercourses (including direction of flow) and permanent discharge points to surrounding watercourses;
- (v) the position of existing trees, shrubs and hedges to be retained on site following the completion of operations and details of trees etc to be planted (include the expected date of planting);
- (vi) any other landscaping proposals and provision for public or other access;
- (vii) for oil or gas, remedial measures to prevent ground contamination after extraction and processing cease (if relevant).

**Sections and Profiles:** These should be as follows:

- (i) representative sections showing existing and final restoration surface levels with an indication of any likely settlement. Where extraction of minerals is to take place, the maximum depth of the excavation and where applicable, the levels of the maximum winter water table and position of quarry faces should be shown;
- (ii) for mineral working, representative sections and borehole diagrams should be submitted which differentiate between topsoil, subsoil and overburden and describe the characteristics and thickness of each;
- (iii) in the case of mineral extraction the pit/borehole information should also include the thicknesses and characteristics of the mineral(s) to be extracted and any interbedded waste materials which need to be removed, the underlying geology and the position of the water table.
- (iv) in the case of topsoil, subsoil, overburden and mineral waste tips, the typical profiles and gradients of mounds should, be shown.

**Plans for Buildings, Plant and Structures:** Unless there are special factors preventing their submission, detailed plans of all fixed plant buildings and structures should be submitted at the same time as the remainder of the application. These plans should normally be at a scale of 1 : 500 and include ground plans, elevations and show the type and colour of external materials to be used. Weighbridges, fixed wheel cleaning equipment and the maximum extent of stockpiles should be included.

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## 6 Environmental Statements

- (i) If your proposal is likely to have significant effects on the environment it will almost certainly need to be the subject of an assessment of those effects under the Town and Country Planning (Environmental Impact Assessment, England and Wales) Regulations 1999. DTLR Circular 2/99 gives guidance on these regulations.

Whether or not an environmental statement must form part of your application will be a matter which will be decided by the MPA (although you may apply to the Department of Transport, Local Government and the Regions, for a direction if you disagree with the decision). As environmental statements usually take many months to prepare, you are strongly advised to establish at an early stage, in pre-application discussions with planning officers, whether an environmental statement will be required to be submitted with your application.

Applicants may wish to provide a voluntary environmental statement to the MPA in support of their application, in order to provide details on the impact of the proposal. If an environmental statement is submitted applicants should distinguish between baseline conditions (ie current state) and impacts arising from the development proposed.

- (ii) Applicants should make clear where information can be inspected at a location other than the MPA offices. This may include their own offices. In addition, operators should specify where copies of the Environmental Statement can be obtained and the price, if any, of purchase.
- (iii) Applicants should specify whether or not a supporting statement is submitted with the application.

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## 7 Under Article 7 of the Town and Country Planning (General Development Procedure) Order 1995, applicants are required to inform the MPA that they are the owners of the land subject to development or have notified the owners and any tenants including agricultural tenants on the land of their proposals.

Applicants must ensure that, when making a planning application, the relevant certificates have been completed to show that all owners and tenants of the land to which the application relates have been notified. The following Certificates must be completed, depending on the circumstances of the land ownership.

- |   |   |
|---|---|
| <b>Certificate A:</b>                     | This must be completed where the applicant is the sole owner of the land to which the application relates and where none of the land has been let to any other person.  |
| <b>Certificate B:</b>                     | This must be completed where all the owner(s)/tenant(s) to which the application relates are known and have been notified of the application. The names of those persons, the addresses to which any notices have been given and the date of each notice should be indicated. |
| <b>Certificate C:</b>                     | This must be completed where the applicant cannot identify or cannot notify all the owner(s)/tenant(s) including agricultural tenants of the land to which the application relates.   |
| <b>Certificate D:</b>                     | This must be completed if the applicant is unable to serve any of the above certificates as the applicant cannot find the owner(s)/tenant(s) or cannot serve notice on them.  |
| <b>Agricultural Holdings Certificate:</b> | This must be completed by all applicants to indicate that either none of the land is part of an agricultural holding, or if it is, that notification has been given to all agricultural tenants on the land.  |

If the proposal includes underground mineral working then the applicant should contact the MPA as the certification procedure is different from the above.

## IMPORTANT NOTICE ON LEGAL OFFENCES

Any person who issues a Certificate which contains a statement which he knows to be false or recklessly issues a Certificate which contains a statement which is false or misleading shall be guilty of an offence and liable on summary conviction, as specified in the Town and Country Planning Act 1990, as amended by the Planning and Compensation Act 1991.

'Owner' means a person having a freehold interest or a leasehold interest, the unexpired term of which is not less than 7 years, or, in the case of development consisting of the winning and working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

- 
- 8** Applicants are required to submit a fee with their application. Full details of fees payable are given in the latest revisions of the Town and Country Planning (Fees for Planning Applications and Deemed Applications) Regulations. Fees alter from time to time and details of the latest fees can be obtained from the office where you obtained these notes. The fees payable should be submitted with your application, and the cheque made payable to the relevant MPA.
- 
- 9** All applications must be signed confirming the declaration.
-

# Annex 1: Mineral Extraction and Processing

<b>FOR OFFICIAL USE ONLY</b>
Application No.
Date

## Application to Carry Out Mineral Working and Associated Development

TOWN AND COUNTRY PLANNING ACT 1990

NOTE: APPLICANTS SHOULD COMPLETE ALL RELEVANT QUESTIONS CONCERNING MINERAL EXTRACTION AND PROCESSING.

### Mineral Extraction

A1.1 Please state:

(i) Mineral(s) to be extracted

(ii) Total quantity of saleable minerals to be extracted ..... tonnes

(iii) Area of excavation .....ha

(iv) Maximum depth of surface working .....m

(v) Proposed duration of mineral extraction

Duration of operations .....years

Start date .....

End date.....

(vi) End use (eg construction, industrial processes etc) and immediate proposed destination of mineral(s) products

(vii) The location of any off-site processing plant

A1.2 For surface mineral workings or deposit on land of mineral wastes, please provide the following information in connection with soils and overburden; and the grade of any agricultural land:

(i)

	Depth (mm)		Volume (m <sup>3</sup> )
	(Average)	(Ranges)	
Topsoil existing on site			
Subsoil existing on site			
Overburden to be removed			

(ii) Please specify the area of agricultural land (ha) and grades affected under the Agricultural Land Classification by extraction

(iii) Summarise the provision to be made for the temporary or permanent storage of soils or overburden

A1.3 Summarise wastes which will result from extraction operations (types and quantities).

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**A1.4** Summarise the evaluation procedures undertaken to assess the quantity and quality of the minerals and the results of these

---

**A1.5** Summarise the proposed method of extraction and scheme of working Including phasing

---

**Mineral Processing**

**A1.6** Type and quantity of material to be processed on site

Type	Maximum tonne. per annum
.....	.....
.....	.....
.....	.....

---

**A1.7** Mineral products from processing:

- type a) ..... Estimated annual production..... tonnes
- type b) ..... Estimated annual production..... tonnes
- type c)..... Estimated annual production..... tonnes

---

**A1.8** Summarise plant and machinery to be used in processing of minerals

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**A1.9**

- (i) Maximum height of plant as measured from existing ground level.....m
- (ii) Maximum height of stockpiles or storage facilities for processed material as measured from existing ground level.....m

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**A1.10** Plant capacity

	Tonnes per Hour	Tonnes per Year
Estimated normal capacity of processing plant		
Estimated maximum capacity of processing plant		

---

**A1.11** Source of water (if any) to be used in processing:

---

**A1.12** Details of waste arising from processing:

(i) Nature of waste

---

(ii) Estimated annual quantity produced .....m<sup>3</sup>

- 
- (iii) Please specify maximum height(s) of any waste/tip(s) as measured from existing ground level .....m
- 
- (iv) Is it proposed for waste tips to be located within excavations? YES/NO
- 
- (v) Is it proposed to dispose of any wastes at a separate site? YES/NO  
If yes, please state the location .....
- 
- (vi) Specify methods to be used to transport waste (eg pipeline, conveyor belt)
- 
- (vii) Will the mineral processing involve tailing lagoons? YES/NO
- 

**Other Buildings, Plant or Structures**

**A1.13** Describe briefly:

(ii) Purpose of buildings

---

(iii) Size and appearance of buildings etc

---

**A1.14** Would any ancillary operations last beyond the period of mineral extraction? YES/NO  
If yes, describe these operations

---

**Traffic and Transport**

**A1.15** Summarise method(s) of transportation of processed materials

---

**A1.16** Is it proposed to use an existing means of access to the application site? YES/NO

---

**A1.17** Are new access arrangements to be constructed or alterations to existing access proposed? YES/NO  
If yes, please summarise the proposals

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**A1.18**

	Average	Maximum
Estimated number of loaded vehicles likely to enter or leave the site daily		
Estimated capacity of loaded vehicles		

---

(iii) Summarise routes to be used to the primary road network on leaving the application site

---

(iv) Proposed methods to be used to control transport impacts

---

**Environmental Effects of Development**

**A1.19** To the best of your knowledge Is any part of the application site covered by statutory designations including habitats of protected species?  
If yes, specify these

YES/NO

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**A1.20** Proposed hours of operation of the site

	Time Periods (hours)	Days of Week
(i) Soil stripping and overburden removal		
(ii) Mineral working		
(iii) Mineral processing		
(iv) Vehicular Movements		
(v) Other (specify)		

---

**A1.21** Noise levels and proposed controls

(i) State existing background noise levels at site boundaries and/or nearest properties, where measured (delete as appropriate)

---

(ii) State predicted noise levels at site boundaries and/or nearest properties where assessed (delete as appropriate)

---

(iii) Describe measures for controlling noise and methods for noise monitoring (as relevant)

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---

**A1.22** Describe proposed measures for controlling and suppressing dust (including treatment of storage heaps) and minimising the spread of any minerals and waste onto the public highway

---

**A1.23** Blasting (where relevant)

(i) Will mineral extraction require blasting? YES/NO  
If yes, state predicted maximum blasting vibration levels at nearby properties.

---

(ii) State anticipated frequency and hours of blasting (weekdays; other)

---

(iii) Indicate proposed public warnings for blasting

---

(iv) Specify proposed methods for monitoring vibration from blasting

---

**A1.24** Will any hazardous materials be used or stored on site? YES/NO  
If yes, specify type and storage method

---

**A1.25** Water

(i) Outline any proposed measures to control water pollution and drainage/flood control measures

---

(ii) If working is to take place below the natural water table, is the working to be WET or DRY?  
(delete as appropriate)

If dry, describe proposed methods of dewatering, proposed method of water disposal and any proposed mitigation measures.

---

(iv) State the measures to be taken to prevent the spillage or seepage of fuel oils during delivery, storage and handling on site.

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**A1.26** State whether any processes are to be registered under Part A and B of the Environmental Protection Act 1990 and describe the nature of these operations

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**A1.27** Does your proposal affect a public right of way?  
If yes, ensure proposed diversions and/or closures are indicated on a plan. YES/NO

---

**A1.28** Outline any visual impact and landscaping proposals during working

---

**A1.29** Outline any measures to ensure stability of working faces, tips and associated structures

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**Landfilling of Mineral Extraction Sites (to be completed where relevant)**

**A1.30** Does your proposal include landfilling with any imported wastes? YES/NO  
If yes, please specify:

(i) Estimated maximum void space for filling .....m<sup>3</sup>

(ii) Proposed total area to be filled..... ha

---

**A1.31** Nature of materials to be deposited and the estimated annual rate of disposal (excluding material for soil formation, cover and restoration), if known

	Quantity (m <sup>3</sup> ) per Annum	Nature	Proportion Inert	Source(s)
Household				
Industrial				
Commercial				
Other wastes (please specify)				

---

**A1.32** State the nature of any built development within 250 metres of areas proposed to be landfilled with household, industrial or commercial wastes.

---

**A1.33** Summarise proposed measures for monitoring and controlling:

(i) landfill gas;

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(ii) leachates

---

**Restoration, Aftercare and Afteruse**

**A1.34** (i) Summarise the intended afteruse or uses:

Agricultural	YES/NO	Total area .....	ha
Forestry	YES/NO	Total area .....	ha
Amenity (specify)	YES/NO	Total area.....	ha
Other (specify)	YES/NO	Total area .....	ha

---

(ii) Is restoration and aftercare to be phased? YES/NO  
If yes, please summarise number and duration of phases

---

**A1.35** Give details of the proposed use of soil materials in restoration

	Total Amounts (m3)	Average Thickness to be Spread (mm)
Topsoil from site		
Subsoil from site		
Overburden/other soil making material		
Other soil sources (please state)		

---

**A1.36** Summarise the methods and machinery to be used in stripping, restoring soils and formation of storage mounds.

---

**A1.37** (i) Is any restoration work likely to take place within 12 months of the commencement of working? YES/NO  
If yes, describe the proposed aftercare.

---

(ii) If no, summarise the items proposed for inclusion in an aftercare scheme, to be agreed at a later date, including . land management during the aftercare period and intended arrangements in the longer term.

---

(iii) Who would carry out the aftercare operations?

---

(iv) Are there any specific proposals or agreements for the management of the land following completion of 'aftercare'? YES/NO  
If yes, please summarise

---

**Benefits of the Development**

**A1.38** Indicate the benefits of the proposals

## GUIDANCE NOTES FOR MINERAL EXTRACTION AND PROCESSING

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### Mineral Extraction

**A1.1** This should be completed for all proposals involving mineral extraction. Cross reference should also be made to plans and drawings submitted with the application.

**A1.2** Special consideration should be given to soils and overburden. To this end, the results of soil surveys and site investigations will preferably be summarised in a supporting statement, with the full logs and results of any laboratory tests being provided as an appendix to the statement.

Special consideration should also be given to the location and design of all soil and overburden storage mounds and the timing of their construction and removal should be indicated.

Indication should be given of the grade of any agricultural land affected by the proposed development (Grades 1, 2, 3a, 3b, 4, 5) and should be accompanied by a clear indication of how the agricultural grade of the soil has been determined (eg using MAFF Agricultural Land Classification Maps or a special survey).

**A1.3** Details of wastes arising from the main extraction operations including the nature of wastes and estimated total quantity produced (excluding overburden) should be provided, including the proportion of wastes to be retained on site. Methods of disposal of wastes not retained on the site should also be given. If significant quantities of wastes are to be tipped separately in distinct surface areas on a long term basis, please also complete Annex 4.

**A1.4** If the proposal involves minerals with special characteristics or properties, or is needed to fulfil a specific commercial or market need, applicants should provide details so that this factor may be taken into consideration. If this type of information is submitted, applicants should also provide details of the procedures undertaken, including evidence, to assess the quality and quantity of the material (including the location of boreholes, trenches etc) and the results of any other analysis which may have been undertaken.

**A1.5** Information should be provided to indicate the methods of extraction. Information should also be provided relating to the proposed duration of extraction and should include details of proposed start and end dates and phasing. Where possible a progressive scheme of working should be prepared which minimises the amount of land taken out of agriculture or other use at anyone time and which facilitates the early restoration of the site. This information should preferably be submitted in a supporting statement with reference to plans.

### Mineral Processing

This section should be completed, as relevant for all applications involving processing plant on an application site.

**A1.6-12** Note: Applications for the types of minerals development not included in the categories specified in Schedule 1 (1) of the Town and Country Planning Act 1990 should be submitted on standard application forms. Schedule 1 includes concrete and asphalt plants linked to mineral sites but excludes freestanding concreting and asphalt plants.

For this section it is preferable that answers are amplified in both supporting statements and plans to give planning officers a full appreciation of the purpose and likely planning implications of the proposed development.

### Other Buildings, Plant or Structures

**A1.13-14** Only complete this section for buildings, plant or structures not included in any of the above sections.

Please note that applications for the types of minerals development not included in the categories specified in Schedule 1(1) of the Town and Country Planning Act 1990 should be submitted on standard application forms.

Where information is to be submitted, it is preferable that information is amplified in plans and supporting statements. Detail provided should be similar to that provided in the minerals processing section.

### Traffic and Transport

**A1.15-18** Much of this section is designed for road transport. Please include details of rail or water transport in an additional statement and plans including details of application site facilities if not included above.

For road transport, a supporting plan showing the traffic levels along the proposed routes for laden and unladen lorries is particularly helpful. For other modes, applicants should provide details of the tonnages likely to be moved, the range of market destinations, and the timing of movements.

Where there is a need for highway improvements to be carried out as a consequence of the proposed development, applicants will normally be required to undertake these at their own expense or reimburse the Highway Authority for the cost of undertaking such improvements. If the proposal is likely to generate significant amounts of heavy vehicle traffic and/or heavy vehicles would use roads of poor construction, width or alignment, applicants are strongly advised to contact the appropriate Highway Authority.

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## Environmental Effects of Development

ALL RELEVANT QUESTIONS UNDER THIS SECTION SHOULD BE COMPLETED BY THE APPLICANT IF AN ENVIRONMENTAL STATEMENT IS NOT BEING SUBMITTED WITH THIS APPLICATION.

**A1.19** Applicants should refer to MPG2, Applications, Permissions and Conditions, MPG3 (1999), Coal Mining and Colliery Spoil Disposal, MPG6, Guidelines for Aggregates Provision in England, PPG9, Nature Conservation and PPG23, Planning and Pollution Control, for advice on legislation and guidance for mineral applications in areas with statutory designations.

There are a wide variety of statutory designations, for example, National Parks; Areas of Outstanding Natural Beauty (AONBs); Sites of Special Scientific Interest (SSSIs); Listed Buildings and Conservation Areas; Scheduled Ancient Monuments; or National Nature Reserves (NNRs). Some nationally designated SSSIs may also be listed as intentionally important sites for nature conservation such as Ramsar sites, Special Protection Areas (SPAs) for birds; and Special Areas of Conservation (SACs) for habitats and species Applicants should ascertain as far as possible whether or not any : statutory designations exist either on the site intended to be worked or in adjacent areas.

Sources of advice on selected statutory designations are as follows:

- **Archaeology and Ancient Monuments** -applicants attention is drawn to the Archaeological Investigations Code of Practice for Mineral Operators published by the CBI in 1991 and Department of the Environment Planning Policy Guidance Note 16 Archaeology and Planning. If the proposal affects a scheduled ancient monument, then scheduled ancient monument consent may be required.
- **Historic Sites and Buildings** -special regard should be given to the effect of your proposal on any listed building (including its setting) or Conservation Area. Where appropriate you are advised to contact English Heritage. In addition to any planning permission obtained, Listed Building or Ancient Monument consent may be required.
- **Sites of Special Scientific Interest** -applicants attention is drawn to Planning Policy Guidance Note 9 Nature Conservation. This states the development control criteria including those for sites with additional national and international designations in England. Paragraph 9 of Annex C states that the Secretary of State will normally call in planning applications -both within SSSI boundaries and outside -which are likely significantly to affect sites of international importance. The Secretary of State will also consider calling in applications for peat working and other extraction which could affect other sites of nature conservation importance.
- **Other Statutory Designations** -applicants may need to discuss proposals with an appropriate regional office of English Nature but in the first instance should seek advice from the MPA.

In addition, applicants should try and establish as far as possible whether or not there are any habitats of protected species on the site. Information on protected species can be found in the Wildlife and Countryside Act 1981 (and amendments); the Badgers Act 1992; Council Directive 79/409/EEC on the Conservation of Wild Birds and Council Directive 92/43/EEC on the Conservation of Natural Habitats and Wild Fauna and Flora.

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**A1.20** Details should be provided relating to the proposed total anticipated hours of working separately for different activities taking place on the site including specified separately in terms of weekday operations and weekend operations. (Normally work should not take place on Sundays or Bank Holidays). Applicants should state whether these hours exclude or include maintenance works. Please specify separately details for:

- mineral prospecting;
- soil stripping and overburden removal;
- mineral working;
- mineral processing;
- vehicular movements.

If operations are likely to be intermittent then this should be clearly stated and the proposed periods of working given separately.

---

**A1.21** Applicants should refer to more detailed advice set out in Mineral Planning Guidance Note 11 -The Control of Noise at Surface Mineral Workings. Applicants should provide information on proposed noise levels through the different stages of work. Information should include the predicted or actual noise emissions from specific plant, the length of time plant will be in use, measures taken for controlling noise, (eg screening barriers or other forms of noise barrier erected) and methods of calculating noise emissions.

Where the proposed development is to take place in proximity to noise sensitive property, such as residential dwellings, schools, hospitals and recreation areas, applicants should provide details of noise levels at these properties or areas scheduled for such development. If no noise sensitive properties are likely to be affected then applicants should give noise levels at site boundaries. The applicant should indicate whether there will be a need for temporary raising of noise limits for activities of a temporary nature and specify what these are.

Proposed methods for noise monitoring and measures for controlling noise should also be specified. Whilst such Information is best dealt with in a supporting statement, if the applicant does not intend providing such a document, then information should be specified on the form.

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**A1.22** Applicants should state methods to control and suppress dust from the extraction and processing operations including the treatment of topsoil and subsoil storage heaps. They should also state the measures proposed for minimising the spread of mud, minerals or wastes onto the public highway from the transportation operation (eg wheel cleaning, sheeting of lorries etc).

---

**A1.23** Where relevant, applicants should provide as much detail as possible on the effects of blasting as it is helpful to the MPA when determining an application.

Blasting should normally take place during the normal working day and applicants should provide details of the arrangements made for public warning and access restrictions during blasting itself.

Applicants should also provide details of the methods used for such predictions (eg test blasts on similar sites etc).

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**A1.24** Applicants who are uncertain whether or not the materials in the proposal involves the use and storage of hazardous materials should contact the MPA or Health and Safety Executive.

For materials which may create a hazard, applicants should indicate the hazardous materials, what special consideration will need to or has been given to the siting of development which involves the use of such materials, and how the material is intended to be stored. Further guidance can be obtained from DTLR Circular 11/92 on the Planning (Hazardous Substances) Act 1990, brought into force on 1st June 1992. Further advice may be obtained from the Health and Safety Executive.

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**A1.25** Where relevant, applicants should give an outline of proposed measures to control potential pollution to protect ground and surface water. They should give an indication of any necessary drainage and flood control measures; and proposed monitoring measures, including any requirements for the provision of settlement lagoons; the way in which surface water is to be disposed of; the avoidance of impairing drainage from adjoining areas; and the prevention of material entering open water courses.

If any discussions with the Environment Agency have taken place prior to submitting this application, then the applicant may wish to inform the MPA of the outcome of these.

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**A1.26** To be completed as relevant

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**A1.27** Please note that the receipt of planning permission does not give a right to extinguish or divert a public right of way eg public footpath, bridleway or road. If your scheme affects a public right of way in this manner you will require specific authority. Further advice on this matter is available from the MPA or highway authority.

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**A1.28** Applicants should submit sufficient information to indicate the extent of visual impact of the proposed development and operations. Methods used may, for example, include visual envelope maps or photomontages. Applicants should also submit information to indicate the extent, nature and location of any landscaping to be undertaken during operations to screen the site from public view or otherwise to mitigate the visual impact. Applicants should distinguish between permanent and temporary features. Cross references should be made to any plans submitted under Question A5 of the main form.

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**A1.29** Applicants should discuss the likelihood of instability of working faces, tips and associated structures with the MPA. A stability report should be presented which should include a geotechnical analysis and should propose measures which will be taken to reduce the risk of instability.

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### **Landfilling of Mineral Extraction Sites**

**A1.30-33** Where landfilling using controlled wastes is to take place, in addition to obtaining planning permissions, operators will need to obtain a waste management licence pursuant to the Environmental Protection Act 1990. Application forms and advice can be obtained from waste regulation authorities.

It is appreciated that much of the operational detail of any landfill proposal involving controlled wastes will be submitted as part of a Waste Disposal Licensing application. Nevertheless, it is necessary for planning purposes to demonstrate that the proposals for restoration by controlled wastes are soundly based. That is the materials are available within the timescale of the restoration process; that they can be imported and placed in an environmentally acceptable manner; and that the subsequent landfill management will nevertheless enable the proposed afteruse to be implemented successfully. Applicants may wish to refer to Planning Policy Guidance Note 23 'Planning and Pollution Control'.

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## Restoration, Aftercare and Afteruse

**A1.34** Applicants are strongly advised to read MPG 7 'The Reclamation of Mineral Workings' which sets out the information normally required in support of a planning application. Aftercare conditions will normally be imposed on all mineral extraction permissions where the intended afteruse will be for agriculture, forestry or amenity purposes, and will either specify the steps to be taken or, where restoration and aftercare may not be begun for a number of years, will require an aftercare scheme to be submitted for approval at a later date. Applicants are asked to provide aftercare details to assist statutory consultations with the DEFRA or Forestry Commission (for agriculture or forestry afteruses) and the framing of aftercare conditions.

Overall the applicant needs to demonstrate to the MPA that the site can be reclaimed satisfactorily. The best way to achieve this is to prepare a separate supporting restoration plan at the outset based on detailed site investigation and fully integrated with the working programme. For afteruses which involve some form of plant growth (eg agriculture, forestry or amenity) the plan should normally involve four main stages:

- (a) stripping of soils and soil making materials and either their storage or their direct replacement (ie restoration) on another part of the site;
- (b) creating final landform, including filling operations (if required);
- (c) restoration;
- (d) aftercare.

All applicants should submit details relating to points (a), and (c) above. All applicants should also specify the proposed afteruse(s) for the site and outline proposals for aftercare (d). Details of filling proposals (b) should be submitted where relevant.

Where feasible, a progressive scheme of working should be prepared which minimises the amount of land taken out of agricultural or other use at anyone time and which facilitates the early progressive restoration of the site. Special consideration should be given to the location and design of all soil and overburden storage mounds and the timing of their construction and removal should be indicated.

If amenity afteruse is proposed then the applicant should indicate whether a part(s) or whole of the site is intended for nature conservation, informal recreation or sports. If water areas are to be created, then the applicant should seek to estimate the intended depths and areas of water; hydrology and water quality. Proposed profiles of banks; creation of islands; preservation and use of soil and the treatment and planting of water and land margins; and proposals for subsequent management should be submitted if they are part of the overall restoration scheme.

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**A1.35-36** To be completed by all applicants as relevant.

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**A1.37** Where restoration of the site or part of the site is likely to take place within 12 months of the commencement of working, applicants should provide full details of the proposed scheme of restoration and aftercare. If not, applicants should submit a summary of the items proposed for inclusion in an aftercare scheme, to be agreed at a later date, including land management during the aftercare period and intended arrangements in the longer term.

Applicants should give details of arrangements for longer-term management of the restored site. This should include any other party who will or may be responsible for the site during the aftercare period (eg if a former tenant farmer or landowner); and particularly sites to be used for nature conservation or recreation; what arrangements are likely for management of the land in the longer term. Applicants should also indicate if these matters are the subject of a proposed planning obligation/voluntary agreement.

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## Benefits of the Development

**A1.38** This question is intended to give an opportunity for applicants to demonstrate the benefits of the proposed development. Mineral workings invariably have some environmental effects and it is therefore often necessary to take account of employment and economic factors in assessing proposals when considering your application.

Applicants may also like to demonstrate the need for the proposed development in terms of national guidance or relationship of the proposals to relevant development plan policies. See MPG3 for coal, DTLR Circular 2/85 for Oil and Gas, and MPG6 for aggregates.

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## Annex 2: Mineral Exploration

<b>FOR OFFICIAL USE ONLY</b>
Application No.
Date

### Application to Carry Out Mineral Working and Associated Development

TOWN AND COUNTRY PLANNING ACT 1990

THIS ANNEX SHOULD BE COMPLETED (IN ADDITION TO THE MAIN MINERALS APPLICATION FORM AND ANY OTHER RELEVANT ANNEXES) FOR PROPOSALS INVOLVING MINERAL EXPLORATION (EXCLUDING OIL OR GAS) AND REQUIRING PLANNING PERMISSION. **PLEASE READ THE ACCOMPANYING GUIDANCE NOTES AT THE END OF THIS ANNEX BEFORE COMPLETING THESE QUESTIONS.**

**A2.1** Mineral(s) sought

**A2.2** Exploration site area .....ha

**A2.3** (i) Duration of operations ....., Months ..... Days

(ii) Hours of working

	Time of Day	Days of Week
Operational Periods		

**A2.4** (i) Do the methods of exploration involve:

- a) boreholes or other excavations?  
 b) seismic methods?

YES/NO  
 YES/NO

If yes, complete (ii) below  
 If yes, complete (iii) and (iv) below

(ii) If exploration involves boreholes or other excavations, please state:

number..... depth .....

(iii) If the exploration involves seismic methods state the route of the survey

(iv) If explosive charge will be used state:

depth of charge..... maximum instantaneous charge.....

ground vibrations expected at the  
 nearest affected properties..... proposed maximum and average  
 number of blasts per day.....

(v) Summarise measures to make the site safe after cessation of operations

**A2.5** State restoration proposals

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**GUIDANCE NOTES FOR MINERAL EXPLORATION**

DETAILS OF WHAT IS EXEMPT FROM PLANNING PERMISSION CAN BE FOUND IN PART 22 OF SCHEDULE 2 OF THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) ORDER 1995.

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**A2.1** In most cases the minerals type will be known and should be stated. Where the minerals being sought are not known, applicants should state the purpose of operations being undertaken.

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**A2.2** This should give an indication of the site area (ha) to be explored.

Applicants should ensure that this is outlined in red on a plan and specified in Question 5 of the main minerals application form.

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**A2.3** Applicants should state the length of working in months and/or days the time of day when exploration works will occur.

- 
- A2.4**
- (i) To be completed by all applicants for mineral exploration.
  - (ii) To be completed by applicants whose works involve use of boreholes or other excavations.
  - (iii)-(iv) To be completed by applicants whose works involve use of seismic methods.
  - (v) Applicants should indicate the measures they intend adopting to make the site safe after cessation of exploration using boreholes or seismic methods (if appropriate).

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**A2.5** Applicants should specify any restoration proposals they intend to adopt after the cessation of exploration.

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### Annex 3: Underground Mining

<b>FOR OFFICIAL USE ONLY</b>
Application No.
Date

### Application to Carry Out Mineral Working and Associated Development

TOWN AND COUNTRY PLANNING ACT 1990

THIS ANNEX SHOULD BE COMPLETED (IN ADDITION TO THE MAIN MINERALS APPLICATION FORM AND ANY OTHER RELEVANT ANNEXES) FOR PROPOSALS INVOLVING UNDERGROUND MINING (EXCLUDING OIL OR GAS) AND REQUIRING PLANNING PERMISSION. **PLEASE READ THE ACCOMPANYING GUIDANCE NOTES AT THE END OF THIS ANNEX BEFORE COMPLETING THESE QUESTIONS.**

**A3.1** Depth(s) of extraction

Minimum .....Maximum .....

**A3.2** Number(s) and/or names of seams or veins to be extracted

**A3.3** (i) Method of mining to be used (eg longwall, shortwall, pillar and stall, solution or stope)

(ii) Summarise investigations on anticipated subsidence and likely areas to be affected by this application

(iii) Summarise any measures to prevent or reduce the occurrence of subsidence

**A3.4** (i) Type of waste to be brought to the surface

.....  
.....

(ii) Total volume of waste to be brought to the surface and the proportion of which is inert

Total volume of waste..... m<sup>3</sup> Proportion inert ..... %

(iii) Summarise proposed methods to bring waste to the surface

(iv) Summarise proposed method and location for disposal of wastes

**A3.5** Summarise proposed treatment of mine openings on the cessation of operations

## **GUIDANCE NOTES FOR UNDERGROUND MINING**

MUCH OF THE INFORMATION REQUIRED FOR THIS TYPE OF APPLICATION CAN BE ACCOMMODATED UNDER THE MAIN MINERALS APPLICATION FORM AND ANNEX 1 THIS SECTION THEREFORE COVERS ISSUES NOT COVERED IN THOSE SECTIONS INCLUDING METHODS OF WORKING AND ASSOCIATED DEVELOPMENT WHICH ARE SPECIFIC, TO UNDERGROUND MINING eg VENTILATION SHAFTS WHICH ARE ON SITES NOT LINKED TO THE MAIN PITHEAD OR PROCESSING PLANT AREA

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**A3.1** Drawings should be submitted showing depth and location.

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**A3.2** Drawings should also be submitted to support this questions and specified in Question 5 of the main minerals application form.

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**A3.3** Applicants should provide details of any investigations on anticipated subsidence, including extent over time and likely areas to be affected.  
Applicants should also provide details of mitigation measures to prevent or reduce the occurrence of subsidence. A description should be given on methods used, and an indication of when mitigation measures will take place. Applicants may wish to refer to Planning Policy Guidance Note 14 - Development on Unstable Land.

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**A3.4** Applicants should ensure the location for disposal of wastes is made clear. In many cases it will also be necessary to complete Annex 4 of the minerals application form. It is recommended that you discuss this issue with the minerals planning authority prior to submitting your application.

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**A3.5** Applicants should seek to supply information on the treatment of mine openings on the cessation of operations. Treatment works may involve covering, capping, plugging and filling, or gating or grilling of openings, together with the erection of boundary fences or walls around mine entries, or around land which is at risk of subsidence from underground workings. Further information is provided in MPG 12 - Treatment of Disused Mine Openings and Availability of Information on Mined Ground.

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**Annex 4: Major Surface Disposal of Mine or Quarry Wastes**

<b>FOR OFFICIAL USE ONLY</b>
Application No.
Date

**Application to Carry Out Mineral Working and Associated Development**

TOWN AND COUNTRY PLANNING ACT 1990

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THIS ANNEX SHOULD BE COMPLETED (IN ADDITION TO THE MAIN MINERALS APPLICATION FORM AND ANY OTHER RELEVANT ANNEXES) FOR PROPOSALS INVOLVING MAJOR SURFACE DISPOSAL OF MINE AND QUARRY WASTES (EXCLUDING OIL OR GAS) AND REQUIRING PLANNING PERMISSION. **PLEASE READ THE ACCOMPANYING GUIDANCE NOTES AT THE END OF THIS ANNEX BEFORE COMPLETING THESE QUESTIONS.**

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**A4.1** (i) Please state the total site area for proposed deposit of mine and quarry wastes .....ha

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**A4.2** (i) What is/are the proposed construction method(s) of tips of solid wastes?

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(ii) What are the total number of proposed tip(s) and estimated total amounts of materials for disposal?

No. of Tips ..... Material for Disposal (m<sup>3</sup>) .....

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(iii) Does the proposal involve tailing lagoons? YES/NO  
If yes, how many?

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**A4.3** (i) Summarise the physical properties and characteristics of wastes from extraction

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(ii) Summarise the chemical properties of wastes from extraction (if relevant)

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**A4.4** For temporary tip(s), specify date(s) of removal, by individual tip

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**PLEASE NOTE: THE RESTORATION, AFTERCARE AND AFTER USE OF WASTE TIPS SHOULD BE INCLUDED IN YOUR ANSWERS TO A1.34 -A1.37**

## **GUIDANCE NOTES FOR MAJOR SURFACE DISPOSAL OF MINE OR QUARRY WASTES**

MUCH OF THE INFORMATION REQUIREMENTS FOR THIS TYPE OF APPLICATION CAN BE ACCOMMODATED UNDER THE MAIN MINERALS APPLICATION FORM AND ANNEX 1.

HOWEVER, CERTAIN TYPES OF MINERAL DEVELOPMENT CREATE SUBSTANTIAL WASTE AND ADDITIONAL INFORMATION IS THEREFORE REQUIRED FOR THESE DEVELOPMENTS. THEY INCLUDE:

- DEEP MINED COAL;
- CHINA CLAY;
- HARD ROCK PROPOSALS INVOLVING SIGNIFICANT VOLUMES OF WASTE  
(some limestone, igneous rock and sandstone quarries); .
- SLATE;
- VEIN MINERALS  
(including tin, copper, lead, zinc, haematite, iron ore, barytes, calcite and fluorspar).

THE MPA MAY REQUIRE A FULL AND SEPARATE WASTE MANAGEMENT SCHEME TO BE SUBMITTED, MAKING FULL PROVISION FOR THE MANNER IN WHICH THE WASTE IS TO BE DEPOSITED, THE PRELIMINARY STRIPPING AND STORAGE OF TOPSOIL AND THE RESTORATION AND AFTERCARE OF A SITE. APPLICANTS ARE ADVISED TO DISCUSS THIS REQUIREMENT WITH THE MPA. COMPLETION OF THESE QUESTIONS IS NOT INTENDED TO PROVIDE A WASTE MANAGEMENT SCHEME WHICH MIGHT BE REQUIRED BY THE MPA UNDER PART 21 OF THE TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) ORDER 1995.

IN ALL CASES, HOWEVER, THE MPA WILL NEED TO ESTABLISH THAT PROPOSALS ARE SOUNDLY BASED AND CAPABLE OF RECLAMATION WITHIN A REASONABLE TIMESCALE OF WORK CEASING.

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**A4.1** Total site area for proposed deposit of mine and quarry wastes should be given. Applicants should also ensure that the location of temporary and permanent waste sites are clearly shown on a plan which is specified in Question 5 of the main minerals application form. The plan should be sufficient to distinguish temporary and permanent waste sites.

- 
- A4.2** (i) To be completed by all applicants. This should include information on gradients and contours of tips including maximum height. This information may best be illustrated in supporting plans, sections and drawings.
- (ii) To be completed by all applicants.
- (iii) To be completed if relevant

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**A4.3** Physical and chemical properties of wastes should be interpreted in terms of their effects on subsequent vegetation as well as provision for treatment of wastes including control and disposal of drainage and any run-off which may occur.

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**A4.4** Dates should be indicated, either on the plan showing temporary tips or elsewhere, showing at what point in the programme of work temporary tips will be removed.

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## Annex 5: Oil and Gas Operations

<b>FOR OFFICIAL USE ONLY</b>
Application No.
Date

### Application to Carry Out Mineral Working and Associated Development TOWN AND COUNTRY PLANNING ACT 1990

THIS FORM SHOULD BE COMPLETED FOR PROPOSALS INVOLVING OIL OR GAS OPERATIONS AND REQUIRING PLANNING PERMISSION. PLEASE READ THE ACCOMPANYING GUIDANCE NOTES AT THE END OF THIS ANNEX BEFORE COMPLETING THESE QUESTIONS.

For **Exploration**, complete Questions A5.1, A5.4 and A5.5

For **Appraisal**, complete Questions A5.2, A5.4 and A5.5

For **Production**, complete Questions A5.3, A5.4 and A5.5

#### Exploration

**A5.1** (i) Please state

- (a) total area of exploration .....ha
- (b) route(s) of any seismic survey(s) to be carried out during exploration

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(ii) Does the seismic method to be employed use vibrosis methods? YES/NO.

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(iii) Does the seismic method to be employed use any explosive charge? YES/NO  
If yes:

- (a) what is the depth of charge and maximum instantaneous charge?  
Depth ..... Maximum Instantaneous Charge.....
- (b) what is the average and maximum number of explosive charges to be used per day?  
Average per day..... Maximum per day .....
- (c) what will be the estimated level of ground vibration at the nearest affected properties?

---

(iv) Will the exploration method involve the drilling of wells? YES/NO  
If yes:

- (a) what criteria is being used for selecting the well site(s)?
- (b) what is the expected number of wells to be drilled? .....
- (c) what is the average depth of wells?..... m
- (d) what is the proposed method of disposal of drilling wastes?

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(v) What equipment will be used for exploration?

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(vi) What is the anticipated duration of operations? .

Start Date .....Completion Date .....

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**Appraisal**

**A5.2** (i) State:

- a) appraisal site area .....ha
- b) criteria to be used for the selection of well sites
- c) equipment to be used to undertake the appraisal
  
- d) methods to be used to undertake the appraisal

---

(ii) If exploration well(s) site is to be used

(a) what is the number of wells to be drilled? .....

(b) what will the average depth of wells be? .....m

---

**Production**

**A5.3** (i) Please state

- a) anticipated maximum volume of oil/ gas (delete as appropriate) to be extracted barrels/ standard cubic feet (delete as appropriate) per day ..... total per annum .....
- b) total reserves anticipated from the field .....total
- c) life of the field .....years
- d) equipment and plant to be used
- e) anticipated capacity for the plant
- f) location of any off-site processing plant

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(ii) Please state the proposed method(s) of transport of oil and/or gas from well(s) to gathering, processing and storage facilities (eg pipelines, rail, road or shipping)

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**Specific Environmental Effects of the Proposals**

**A5.4** (i) Please state oil spill contingency plans and measures for the protection of surface and groundwater

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(ii) Please state measures taken to minimise atmospheric and noise emissions

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(iii) Please state proposed methods to be used to dispose of drilling wastes and other operational waste arisings

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**A5.5** Summarise specific restoration proposals

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## GUIDANCE NOTES FOR OIL AND GAS OPERATIONS

IT IS RECOGNISED THAT OIL AND GAS DEVELOPMENTS ARE ALSO REGULATED BY THE SYSTEM OF SPECIFIC LICENCES AWARDED TO OIL COMPANIES THROUGH THE SECRETARY OF STATE WHICH ARE SUBJECT TO A NUMBER OF SAFEGUARDS. PARTICULARLY RELATING TO POLLUTION AND DETAILS OF DRILLING OPERATIONS.

NEVERTHELESS, IN PLANNING TERMS, THESE TYPES OF DEVELOPMENT INVOLVE SENSITIVE AND COMPLEX ISSUES OF LOCAL CONCERN WHICH NEED TO BE CONSIDERED BY THE MPA.

IT IS OFTEN HELPFUL ESPECIALLY FOR OIL AND GAS DEVELOPMENTS, FOR MATTERS TO BE BROUGHT TOGETHER IN AN ENVIRONMENTAL STATEMENT WHICH SHOULD PREFERABLY BE SUBMITTED AT THE SAME TIME AS THIS APPLICATION.

APPLICANTS SHOULD ALSO REFER TO DoE CIRCULAR 2/85 PLANNING CONTROL OVER OIL AND GAS OPERATIONS WHICH GIVES CURRENT NATIONAL GUIDANCE.

SEPARATE INFORMATION SHOULD BE PROVIDED FOR THE EXPLORATION, APPRAISAL AND PRODUCTION ELEMENTS OF THESE TYPES OF DEVELOPMENT AS WELL AS THE SPECIFIC EFFECTS OF THE PROPOSALS. GUIDANCE ON THE RANGE AND TYPE OF INFORMATION IS GIVEN BELOW.

IF YOU ARE UNCLEAR ABOUT ANY ASPECT OF THIS INFORMATION, YOU ARE STRONGLY RECOMMENDED TO CONTACT THE MPA FOR FURTHER ADVICE.

---

### Exploration

**A5.1** All information should be referenced to supporting plans.

If seismic surveys are to be used then it is accepted that seismic investigations generally involve limited environmental effects, and in many cases, this type of development -particularly involving vibrosis techniques -may be regarded as 'de minimus' (ie not requiring planning permission). Good practice requires that applicants notify the MPA as well as district and highway authorities of the proposals. (Operators may also need to inform other statutory bodies such as the water companies and police in relevant circumstances). Information requirements are for the proposed seismic method; and ground vibrations at nearest affected properties (if relevant).

---

### Appraisal

**A5.2** All information should be referenced to supporting plans which must be specified in Question 5 of the main minerals application form.

Applicants should also provide a summary of relevant information derived from exploration phases.

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### Production

**A5.3** All information should be referenced to supporting plans which must be specified in Question 5 of the main minerals application form.

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### Specific Environmental Effects of the Proposals

**A5.4** Applicants should summarise other on-site works associated with the proposed development or designed to protect the environment. This information is often best dealt with in an environmental statement. Applicants should clarify this requirement with the MPA.

**A5.5** The restoration of sites following unsuccessful exploration drilling should normally be undertaken immediately or as soon as possible after drilling has ceased.

In the case of appraisal and production sites, a comprehensive restoration and aftercare scheme should be submitted with this application.

For sites containing all field facilities (including pipelines, distribution terminals, gathering stations etc) applicants should provide plans for abandonment and reinstatement at the end of the permitted period. Applicants should note that the MPA may also require additional safeguards through planning obligations to ensure this removal takes place.

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## PART 2

### Town and Country Planning (General Development Procedure) Order 1995

## CERTIFICATE UNDER ARTICLE 7

### Certificate A(a)

#### I certify that:

on the day 21 days before the date of the accompanying application/appeal\* nobody, except the applicant/appellant\*, was the owner(b) of any part of the land to which the application/appeal\* relates.

Signed .....

\*On behalf of.....

Date .....

\*delete where inappropriate

---

(a) This Certificate is for use with applications and appeals for planning permission (articles 7 and 9(1) of the Order). One of Certificates A, B, C or D (or the appropriate certificate in the case of certain minerals applications) must be completed, together with the Agricultural Holdings Certificate.

(b) "owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years, or, in the case of development consisting of the winning and working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

**Town and Country Planning (General Development Procedure) Order 1995**

**CERTIFICATE UNDER ARTICLE 7**

**Certificate B(a)**

**I certify that:**

I have/The applicant has/The appellant has\* given the requisite notice to everyone else who, on the day 21 days before the date of the accompanying application/appeal\*, was the owner(b) of any part of the land to which the application/appeal\* relates, as listed below.

Owner's (b)  
Name

Address at which  
notice was served

Date on which  
notice was served

Signed.....

\*On behalf of.....

Date .....

\*delete where inappropriate

---

(a) This certificate is for use with applications and appeals for planning permission (articles 7 and 9(1) of the Order). One of Certificates A, B, C or D (or the appropriate certificate in the case of certain minerals applications) must be completed, together with the Agricultural Holdings certificate.

(b) "owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years, or, in the case of development consisting of the winning and working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

**Town and Country Planning (General Development Procedure) Order 1995**

**CERTIFICATE UNDER ARTICLE 7**

**Certificate C(a)**

I certify that

- I/The applicant/The appellant\* cannot issue a Certificate A or B in respect of the accompanying application/appeal\*.
- I have/The applicant has/The appellant has\* given the requisite notice to the persons specified below, being persons who on the 21 days before the date of the application/appeal\*, were owners (b) of any part of the land to which the application/appeal\* relates.

Owner's (b) Name	Address at which notice was served	Date on which notice was served
---------------------	---------------------------------------	------------------------------------

- I have/The applicant has/The appellant has\* taken all reasonable steps open to me/him/her\* to find out the names and addresses of the other owners (b) of the land, or of a part of it, but have/has\* been unable to do so. These steps were as follows:-

(c) .....

.....

- Notice of the application/appeal\*, as attached to this Certificate, has been published in the (d)

.....

.....

on (e) .....

Signed .....

On behalf of .....

Date .....

**\* delete where inappropriate**

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- (a) This Certificate is for use with applications and appeals for planning permission (articles 7 and 9(1) of the Order). One of Certificates A,B,C or D (or the appropriate certificate in the case of certain minerals applications) must be completed, together with the Agricultural Holdings Certificate.
- (b) "owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years, or, in the case of development consisting of the winning and working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

**Insert:**

- (c) description of steps taken
- (d) name of newspaper circulating in the area where the land is situated
- (e) date of publication (which must be not earlier than the day 21 days before the date of the application or appeal)

**Town and Country Planning (General Development Procedure) Order 1995**

**CERTIFICATE UNDER ARTICLE 7**

**Certificate D(a)**

I certify that:

- I/The applicant/The appellant\* cannot issue a Certificate A in respect of the accompanying application/appeal\*.
- I/The applicant/The appellant\* have/has\* taken all reasonable steps open to me/him/her\* to find out the names and addresses of everyone else who, on the day 21 days before the date of the application/appeal\* was the owner (b) of any part of the land to which the application/appeal\* relates, but have/has\* been unable to do so. These steps were as follows:-

(c) .....  
.....

- Notice of the application/appeal\*, as attached to this Certificate, has been published in the (d) .....  
.....

on (e) .....

Signed .....

On behalf of .....

Date .....

**\* delete where inappropriate**

---

- (a) This Certificate is for use with applications and appeals for planning permission (articles 7 and 9(1) of the Order). One of Certificates A,B,C or D (or the appropriate certificate in the case of certain minerals applications) must be completed, together with the Agricultural Holdings Certificate.
- (b) "owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years, or, in the case of development consisting of the winning and working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

**Insert:**

- (c) description of steps taken
- (d) name of newspaper circulating in the area where the land is situated
- (e) date of publication (which must be not earlier than the day 21 days before the date of the application or appeal)

**Town and Country Planning (General Development Procedure) Order 1995**

**CERTIFICATE UNDER ARTICLE 7**

**Agricultural Holdings Certificate (a)**

Whichever is appropriate of the following alternatives must form part of Certificates A, B, C or D. If the applicant is the sole agricultural tenant he or she must delete the first alternative and insert "not applicable" as the information required by the second alternative.

- \* None of the land to which the application/appeal\* relates is, or is part of, agricultural holding.

or

- \* I have/The applicant has/The appellant has\* given the requisite notice to every person other than my/him/her\*self who, on the day 21 days before the date of the application/ appeal\*, was a tenant of an agricultural holding on all or part of the land to which the application/appeal. relates, as follows:

Tenant's  
name

Address at which  
notice was served

Date on which  
notice was served

Signed .....

\*On behalf of.....

Date.....

\*delete where inappropriate

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(a) This Certificate is for use with applications and appeals for planning permission (articles 7 and 9 (1) of the Order). One of Certificates A, B, C or D (or the appropriate certificate in the case of certain minerals applications) must be completed together with the Agricultural Holdings Certificate.

**NOTICE NO. 1**

**Town and Country Planning (General Development Procedure) Order 1995**

**NOTICE UNDER ARTICLE 6 OF APPLICATION FOR PLANNING PERMISSION**

***(to be published in a newspaper or to be served on an owner\* or a tenant\*\*)***

Proposed development at (a) .....

I give notice that (b) .....

is applying to the (c) .....Council

for planning permission to (d) .....

.....

Any owner\* of the land or tenant\*\* who wishes to make representations about this application should write to the Council

at (e) .....

by (f) .....

\* "owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than 7 years or, in the case of development consisting of the winning or working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver)

\*\* "tenant" means a tenant of an agricultural holding any part of which is comprised in the land.

Signed .....

On behalf of .....

Date .....

*Statement of owners' rights*

The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or in a lease.

*Statement of agricultural tenants' rights*

The grant of planning permission for non-agricultural development may affect agricultural tenants' security of tenure.

\* Delete where inappropriate

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Insert

- (a) address or location of the proposed development
  - (b) applicant's name
  - (c) name of Council
  - (d) description of the proposed development
  - (e) address of the Council
  - (f) date giving a period of 21 days beginning with the date of service, or 14 days beginning with the date of publication, of the notice (as the case may be)
-