



The Coal  
Authority

## APPLICATION FOR PERMISSION TO ENTER OR DISTURB COAL AUTHORITY MINING INTERESTS

Each field on the application must be completed in conjunction with the permitting process guide as fully and accurately as possible

<https://www.gov.uk/government/publications/permit-process>

**Manned entry into Coal Authority property is strictly prohibited. Under no circumstances should any person enter any Coal Authority property such as mine entries, underground workings or crop-workings.**

Site Location	Proposed Start Date	Duration of Works	Service Level Required <i>(Working days following submission of all required information and payment)</i>	Easting	Northing	Site Elevation
	/ /		>20 days <input type="checkbox"/>			
			<10 days <input type="checkbox"/>			

	Client (may self-represent in lieu of Agent, where they are competent to do so) <i>(typically Land owner, site owner/developer)</i>	Relevant Designer/Consultant for the proposed works	Relevant Contractor for the proposed works
<b>Only one tick box will be accepted with regard to confirming who is the authorised agent. If more than one box is ticked your application will be rejected.</b>	<i>As defined within CDM regulations 2015</i> <i>I declare that I self-representing in respect of permitting matters</i> Agree <input type="checkbox"/> (tick) – <b>Only one Agent is accepted</b>	<i>I declare that I am authorised to act as an agent for the Client in respect of permitting matters</i> Agree <input type="checkbox"/> (tick) – <b>Only one Agent is accepted</b>	<i>I declare that I am authorised to act as an agent for the Client in respect of permitting matters</i> Agree <input type="checkbox"/> (tick) – <b>Only one Agent is accepted</b>
Contact Name			
Position			
Company			
Postal Address			
Contact Tel No			

Contact E-mail address			
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**Additional Contractors or Designers Information**

	Designer's Information	Designer's Information	Contractor's Information
Contact Name			
Position			
Company			
Postal Address			
Contact Tel No			
Contact E-mail address			

Contact details for payment	
Please note that once the application has been processed the fee is non refundable	
Contact name:	
Contact Tel No:	
Contact E-mail address:	

**Works should not have been undertaken prior to the grant of our permission.** The Coal Authority may accept applications retrospectively in respect of works carried out without permission (for example, if interaction with mining legacy was reasonably unforeseeable or was necessary to address an emergency, or works went beyond the scope of a previous permit certificate and/or the need for a permit was not identified in advance of the works). The terms and conditions will apply to any retrospective application.

Yes  (tick)

Describe the proposed works including the method of investigation and method of treatment of any mine entries or mine workings. Include information such as number of boreholes, reason for work, target seams, depth of holes etc.

<b>The following documents shall be included in the application:</b>	<b>INCLUDED</b>
<ul style="list-style-type: none"> <li>• A plan that clearly shows the site location, site boundary, the number and depth of any proposed boreholes or excavations</li> <li>• Relevant technical drawings, calculations/specifications where relevant to proposals</li> <li>• A desk study, which may take the form of a Coal Mining Risk Assessment which should include the results of previous groundworks where relevant</li> <li>• The Permit Terms and Conditions document signed by the Client</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Risk Factor	Factors	Comments			
<b>General Risks</b>	Is the applicant / contractor aware that during works into coal seams and mine workings .....	...mine gas emissions may occur?	...spontaneous combustion may occur?	...mine water emissions may occur?	...collapse of shallow mine workings or mine entries may occur?
	Where Coal Authority property will be exposed as part of the works, especially when investigating and treating mineshafts, suitable and secure fencing should be erected to prevent public access. Please provide detail of fencing or other security arrangements.				

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Risk Factor	Factors	Yes	Not known	No	Comments
<b>Source</b> What is the likelihood that strata contacted may contain hazardous atmospheres?	3. Are any of the coal seams being entered / disturbed known to be prone to spontaneous combustion?				
	4. Is the area known to be prone to mine gases being present?				
	5. Are any toxic substances known to exist in or above the mine workings?				

Risk Factor	Factors	Yes	Not known	No	Comments
<b>Pathway</b> What is the likelihood of pathways between the gas source and the surface?	6. Are there any known mine entries within or adjacent the site?				
	7. Are there any known geological disturbances or fractures within or adjacent the site?				
	8. Is the depth and type of fill and/or superficial deposits in the area known?				

Risk Factor	Factors		Comments				
<p><b>Receptor</b></p> <p>What is the likelihood that gas could affect people and properties if gas were to emanate at the surface?</p>	<p><b>Buildings within the site boundaries</b></p>	<p>What are the building types / uses on the site?</p>					
			Yes	Not known	No	N/A	Comments
		<p>Are the buildings occupied?</p>					
		<p>9. Are there any basements or cellars below ground level in the properties on the site?</p>					
		<p>Is it possible the works could cause stability problems in the properties on the site?</p> <p>e.g. Shaft collapse</p>					
	<p><b>Buildings beyond and adjacent to the site boundaries</b></p>		Comments				
		<p>What direction and distance from the site are the surrounding properties (please include type of building and use)?</p>					
			Yes	Not known	No	N/A	Comments
		<p>Are the buildings occupied?</p>					
		<p>Are there any basements or cellars below ground level in the buildings?</p>					

		<p>Is it possible the works could cause stability problems in the properties on the site?</p> <p>e.g. Shaft collapse</p>					
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Risk Factor	Factors	Comments
<b>Motive Force</b>	<p>10 What flushing medium will be used when drilling and why?</p> <p>(Refer to HSE position statement dated 14 May 2007 – “Water flushing should be the primary flushing method for work of this kind in the vicinity of coal measures and a risk of creating and/or moving carbon monoxide has been identified. It is only where this is not reasonably practicable that other control measures for monitoring and controlling the risk may be considered.”)</p>	

Risk Factor	Factors	Comments					
		Carbon Monoxide (CO)	Methane (CH <sub>4</sub> )	Carbon Dioxide (CO <sub>2</sub> )	Oxygen (O <sub>2</sub> )	Hydrogen Sulphide (H <sub>2</sub> S)	Other gases (specify)
<b>Mine Gas Monitoring</b>	<p>What gases will be monitored for during the works?</p>						
	<p>Where will the gases be monitored?</p> <p>(Refer to HSE position statement dated 14 May 2007)</p>	<p>Borehole and Drill Rig</p>	<p>On-site Buildings</p>	<p>Off-site buildings</p>	<p>Monitoring Points</p>	<p>Other locations (please specify)</p>	

Provide any further information which may support the application, such as the details of previous relevant ground investigations, in this box or use this space as a continuation for any other box.

*Insurance Cover*

*As a self-representing Client/Agent, I confirm that the Client has reliance on suitable and sufficient insurance to cover the full liability of the Client under Condition 1 of the Permit Terms and Conditions. I also confirm that this insurance will be maintained for a period of 12 years from the effective date (as defined in the Permit Certificate).*

 (tick)*ALARP – As Low As Reasonably Practicable*

*More information may be found at the following HSE webpage; <https://www.hse.gov.uk/managing/theory/alarpglance.htm>*

*I confirm that health and safety risks related to the proposal will be controlled to ALARP.*

 (tick)



*I confirm, as a self-representing Client or an Agent for and on behalf of the Client who has full authority from the Client to submit this application, that the information contained within this application is true and accurate.*

Signed: .....

Date: .....

Name (print): .....

Company: .....

Position: .....

***The Coal Authority will place reliance upon any statement made or information contained within (and appended to) this Application Form. Any Permit Certificate will be issued in accordance with the statements made and / or information provided herein***

Please send this completed application form and other supporting documentation to:

***Permitting and Licensing team, 200 Lichfield Lane, Mansfield, Nottinghamshire, NG18 4RG or e-mail it to [permissions@coal.gov.uk](mailto:permissions@coal.gov.uk)***