



Application for a Storage Licence under the Explosives Regulations 2014

THE ROYAL BOROUGH OF
**KENSINGTON
AND CHELSEA**

Licensing Team, Council Offices, 37 Pembroke Road, London W8 6PW Telephone: 020 7341 5152 email: licensing@rbkc.gov.uk

Please read the guidance notes at the end of this form before completing the form.

This form should be completed and forwarded to the Royal Borough of Kensington and Chelsea, Licensing Team at the above address with the required fee. Cheques, etc. should be made payable to the Royal Borough of Kensington and Chelsea. Payment may also be made by credit card, either in person at Council Offices at the above address or by telephoning 020 7341 5152
If there is insufficient room to provide the information please continue on a separate sheet (see note 2)

SECTION 1. Application details			
The application is for (<i>tick the box that applies</i>)			
New storage licence	<input type="checkbox"/>		
Renewal of storage licence	<input type="checkbox"/>		
If this is a renewal application please state the current licence number and expiry date			
Licence Number			
Expiry Date			
Nature of Business (<i>tick the category or categories that apply to this application</i>)			
Fireworks - retail	<input type="checkbox"/>	Fireworks - import/wholesale	<input type="checkbox"/>
Fireworks- display operator	<input type="checkbox"/>	Recreational User	<input type="checkbox"/>
Other (<i>please specify</i>)			
Are you applying for a licence where the storage will be subject to separate distances ? (see note 4):			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Full Address of where the explosives will be stored			

Do you have an explosives store at an address different to that above:

Yes No

If Yes, please provide the full address of this store

Do you have a licence for this store? Yes No If yes, please specify the licence number and expiry date.

Licence Number

Expiry Date

Section 2 - Applicant Details

Full name and private address of applicant(s). If the application is made by a company, please give the address of the registered office

Daytime telephone number

Mobile telephone number

Email

Company Applicants – Please give the Companies House Registration Number

Individual Applicants – Please state your date and place of birth and NI Number

Date and Place of Birth

Ni Number

Other Contact details - If the applicant is not the owner/manager of the business please give the details of the person with management responsibilities for the explosives being stored under the licence

Name

Position

Address

Contact Number

Email

Out of hours contact details (if different from above) – please give the name and telephone number (including mobile number) of the person to be contacted in an emergency

Name

Telephone Number

Mobile Number

Section 3- Other information

Explosives to be kept and quantities

Hazard type or UN Number	Amount (net mass – kg)

(please tick all boxes which apply)

Are you (the applicant) intending to store more than 75kg (net) of ammunition or pyrotechnic articles in a building that adjoins domestic premises? Yes No

Have you (the applicant) had a previous licence or registration refused or revoked? Yes No

Have you (the applicant) been convicted of any offence under legislation on health and safety? *(see note 3)* Yes No

Have you (the applicant) been convicted of any other offences relating to the storage, sale, supply, importation or possession of fireworks and/or any other explosives? *(see note 3)* Yes No

Have you (the applicant) been convicted of any offence under any other legislation including offences against the person, dishonesty offences, and offences relating to the supply of controlled drugs *(see note 4)* Yes No

If you have answered yes to any of the above questions please give dates and details, including the licensing authority and court where convicted

SECTION 4. DECLARATION

The information contained in this form is true and accurate to the best of my knowledge and belief.

I understand that

- (i) it is an offence under Section 33 of the Health and Safety at Work etc Act 1974 to provide false information. Incomplete or inaccurate information could result in a delay in processing my application.
- (ii) the information entered in this form may be stored electronically
- (iii) the information may, where appropriate be shared with other relevant bodies such as other licensing authorities or the Health and Safety Executive.
- (iv) I have the right to request a copy of any personal information and to have any inaccuracies corrected.

By signing this form you agree to the information provided, in relation the explosives stored e.g. the type and quantity, being shared with the emergency services in the event of an incident. If signing on behalf of a company you should be a Director or enclose documentary evidence that this application has been approved by the board of directors. It is an offence under Section 33 of the Health and Safety at Work etc Act 1974 to provide false information.

Signed:

Date:

Print name:

Capacity:

The completed application form, together with the following documents in support of the application, should be sent to The Licensing Team, Council Offices, 37 Pembroke Road, London W8 6PW (Please tick the boxes to confirm the following have been submitted)

Application fee: [see note 9] **B**
(If you are unsure of the fee, please visit the licensing authority's website).

Supplementary information sheet (if applicable) [see note 2]

Plan of the site: [see notes 5 & 6]

Floor plan: (if explosives are to be kept on the shop floor or in a building that is to be used for other purposes as well as the storage of explosives) [see note 7]

For licensing authority use only:

Application form completed

Fee enclosed

Site Plan enclosed

Building Floor Plan enclosed (if applicable)

Guidance to applicants

IMPORTANT It is your responsibility to ensure you are aware of, and comply with, the Explosives Regulations 2014. The licensing authority has the power to prohibit storage of explosives at the site if it believes the site is no longer suitable. It may also take enforcement action if explosives are not being safely stored.

If you are intending to supply fireworks **outside** the normal permitted period's e.g. New Year, Chinese New Year, 15 October, 10 November, and Diwali, you will also need to make a separate application to the Authority for a licence to comply with the Fireworks Regulations 2004.

General information on completing the application

1. This form should **not** be used for an application for a licence to store the explosives listed below:
 - relevant explosives
 - ammunition the acquisition of which is regulated or prohibited by virtue of the Firearms Acts 1968 to 1997
 - smokeless powder or percussion caps
 - explosives stored by a person who is registered as a firearms dealer under section 33 of the Firearms Act 1968

If you want to store the explosives listed above you should use form ER2.

You should only use this form if you want to store less than 2000kg of explosives. If you want to store more than 2000kg of explosives you should apply to the Health and Safety Executive for a licence. Further information on licensing can be found at www.hse.gov.uk/explosives/licensing/how-to-apply.htm

2. If there is insufficient room to provide the information requested, please continue on a separate sheet(s). You should also put your name and address at the top of each sheet before attaching the sheet(s) to your application form.
3. Any previous convictions you may have may be subject to the Rehabilitation of Offenders Act 1974 and you do not have to include convictions that are 'spent' on this application form. The Rehabilitation of Offenders Act does not apply to corporate bodies or companies. Where the application relates to a corporate body or company, convictions of all directors should be listed. Information on how Licensing Authorities will consider the relevance of previous convictions to an application for a licence can be found at www.hse.gov.uk/explosives/index.htm
4. Separation distances - please see regulation 27 of the Explosives Regulation 2014. You will not normally be required to maintain separation distances if you store no more than:
 - 250kg HT4
 - 25kg HT3 (or combination HT3 and HT4)
 - 0.1kg HT1
 - 0.1kg HT2

on one site. If you are unsure whether your store, or on places where you will be manufacturing or processing explosives on site, are subject to separation distances, contact the licensing authority.

The following documents should be submitted with the application form:

5. A plan to a scale sufficient to show the location of the site in relation to its surroundings (i.e. named or numbered roads or geographical features). Where the site does not have a postal address this should normally be a minimum scale of 1:25000.
6. If the store is subject to separation distances you will also need to provide an Ordnance Survey Siteplan (or similar) map showing the location of the store and distances to any neighbouring buildings. The plan should also show any areas where you intend to process or manufacture explosives where a licence for those activities is not required under regulation 6 of ER2014. The scale will depend on the separation distance. For a distance of up to 200 metres, a 1:1250 would normally be required while greater distance would require a 1:2500 or even a Super Plan. Where this plan clearly identifies the location of the site in relation to its surroundings it can be substituted for the plan referred to in 5 above.
7. If you intend to store or display more than 12.5kg of fireworks on a shop floor, the licensing authority will require you submit a floor plan of the sales area.
8. If you intend to store, process or manufacture explosives within a building that is also used for other purposes you should include a floor plan showing the places within the building where you intend storing, processing or manufacturing the explosives.
9. The relevant fee must also be submitted with the application. Information on fees can be found at www.rbkc.gov.uk or www.hse.gov.uk/explosives/licensing/fees.htm ,

Renewal of Licence

10. If there have been no relevant changes to the site usage, layout or places where explosives are stored, or to the proximity of protected places to the stores since the licence was originally granted or last renewed, then it will not, in general, be necessary for a new plan to be submitted to your licensing authority

Hazard type and quantity

11. The licensing authority will need to know the hazard type and quantity of the explosives you wish to store to determine whether your store is suitable. The quantity you will be allowed to store will depend on the hazard type of the explosives. Please contact your supplier if you are uncertain about the hazard types of explosive you wish to store.
12. The “quantity” refers to the ‘*net mass*’ of the explosives. This means the weight of the explosive contained within an article i.e. less packaging, casings, etc.

Period of validity

13. Licences for fireworks and other explosives that do not require an explosive certificate may be granted for up to 5 years as the licensing authority determines.

Insurance

14. Most employers are required by law to insure against liability for injury or disease to their employees arising out of their employment. The Employers’ Liability (Compulsory Insurance) Act 1969 ensures that you have at least a minimum level of insurance cover against any such claims. For more information visit <http://www.hse.gov.uk/pubns/hse40.pdf>
15. Public liability insurance is not required by health and safety law. However, if you are manufacturing or storing explosives (including fireworks) you may wish to take out public liability insurance. Many

industry trade associations and professional bodies require this as a condition of membership. Professional display operators using category F4 fireworks, T2 theatrical pyrotechnics or P2 pyrotechnic