



**CHARNWOOD BOROUGH COUNCIL  
ENVIRONMENTAL PERMITTING (ENGLAND AND WALES)  
REGULATIONS 2016, REGULATION 18**

**PERMIT REFERENCE NO: 101**

**VARIATION NOTICE**

To: **Sanderson Design Group trading as Anstey Wallpaper Company**

Registered Office: **Chalfont House, Oxford Road, Denham, Uxbridge  
UB9 4DX**

Charnwood Borough Council ('The Council'), in exercise of the powers conferred upon it by Regulation 18 of the Environmental Permitting (England and Wales) Regulations 2016 ("the 2016 Regulations") hereby gives you notice as follows:-

The Council has decided to vary and consolidate the conditions of Permit Reference (101) granted under regulation 13 (1) of the 2016 Regulations in respect of paper coating activity.

Operated by: **Sanderson Design Group trading as Anstey Wallpaper Company**

At : **Ladybird House, Beeches Road, Loughborough, Leicestershire  
LE11 2NR**

Unless otherwise stated, the variations made by this Notice will come into effect immediately.

A consolidated permit as varied by this notice is set out in Schedule 1 attached.

Name	Date
Paul Knight	25 November 2021

Authorised on behalf of Charnwood Borough Council

Issued by:

Regulatory Services, Environmental Protection Southfields, Southfields Road,  
Loughborough, Leicestershire LE11 2TX

## EXPLANATORY NOTES

### Notes

This notice varies the terms of the permit specified in the Notice by amending or deleting certain existing conditions and/or adding new conditions. The Schedule attached to the notice explain which conditions have been amended, added or deleted and the dates on which these have effect.

The Council have included a 'consolidated permit', which takes into account these and previous variations.

### Appeals

Under regulation 31 and Schedule 6 of the 2016 Regulations operators have the right of appeal against the conditions attached to their permit by a variation notice. The right to appeal does not apply in circumstances where the notice implements a direction of the Secretary of State/Welsh Ministers given under regulations 61 or 62 or a direction when determining an appeal.

Appeals against a Variation Notice do not have the effect of suspending the operation of the Notice. Appeals do not have the effect of suspending permit conditions, or any of the mentioned notices.

Notice of appeal against a Variation Notice must be given within **two months** of the date of the variation notification, which is the subject matter of the appeal. The Secretary of State/Welsh Ministers may in a particular case allow notice of appeal to be given after the expiry of this period, but would only do so in the most compelling circumstances.

### How to appeal

There are no forms or charges for appealing. However, for an appeal to be valid, appellants (the person/operator making the appeal) are legally required to provide the Secretary of State or Welsh Minister with the following (see paragraphs 2(1) and (2) of Schedule 6 of the 2016 Regulations):

- written notice of the appeal
- a statement of the grounds of appeal;
- a copy of any relevant application;
- a copy of any relevant environmental permit;
- a copy of any relevant correspondence between the appellant and the regulator;
- a copy of any decision or notice which is the subject matter of the appeal; and
- a statement indicating whether the appellant wishes the appeal to be in the form of a hearing or dealt with by way of written representations.

Appellants should state whether any of the information enclosed with the appeal has been the subject of a successful application for confidentiality under regulation 48 of the 2016 Regulations, and provide relevant details – see below. Unless such information is provided all documents submitted will be open to inspection.

### Where to send your appeal documents

Appeals should be despatched on the day they are dated, and addressed to:

The Planning Inspectorate  
Environment Team, Major and Specialist Casework  
Room 4/04 Kite Wing  
Temple Quay House  
2 The Square  
Temple Quay  
Bristol BS1 6PN

If an appeal is made, the main parties will be kept informed about the next steps, and will also normally be provided with additional copies of each other's representations.

To withdraw an appeal – which may be done at any time - the appellant must notify the Planning Inspectorate in writing and copy the notification to the local authority who must in turn notify anyone with an interest in the appeal.

## **Costs**

The operator and local authority will normally be expected to pay their own expenses during an appeal. Where a hearing or inquiry is held as part of the appeal process, by virtue of paragraph 5(6) of Schedule 6, either the appellant or the authority can apply for costs. Applications for costs are normally heard towards the end of the proceedings and will only be allowed if the party claiming them can show that the other side behaved unreasonably and put them to unnecessary expense. There is no provision for costs to be awarded where appeals are dealt with by written representatives.

## **Confidentiality**

An operator may request certain information to remain confidential, i.e. not be placed on the public register. The operator must request the exclusion from the public register of confidential information at the time of supply of the information requested by this notice or any other notice. The operator should provide clear justification for each item wishing to be kept from the register. The onus is on the operator to provide a clear justification for each item to be kept from the register. It will not simply be sufficient to say that the process is a trade secret.

## **National Security**

Information may be excluded from the public register on the grounds of National Security. If it is considered that the inclusion of information on a public register is contrary to the interests of national security, the operator may apply to the Secretary of State/Welsh Ministers, specifying the information and indicating the apparent nature of risk to national security. The operator must inform the local authority of such an application, who will not include the information on the public register until the Secretary of State/Welsh Ministers has decided the matter.

## **Advice**

If you do not understand the contents of this notice or would like to know more about it please contact the local authority. If you would like to receive independent advice about the contents of this notice, your rights and obligations then please contact a solicitor.

## **Warning**

Failure to comply with a Variation Notice is an offence under regulation 38(2) of the 2016 Regulations. A person guilty of an offence under this regulation could be liable to (i) a fine or imprisonment for a term not exceeding 12 months or both; or (ii) to a fine or imprisonment for a term not exceeding 5 years or both, depending on whether the matter is dealt with in the Magistrates or Crown Court.

## **Data Protection**

For information about how & why we may process your personal data, your data protection rights or how to contact our data protection officer, please view our Privacy Notice [www.charnwood.gov.uk/pages/privacynotice](http://www.charnwood.gov.uk/pages/privacynotice)





**CHARNWOOD BOROUGH COUNCIL**

**POLLUTION PREVENTION AND CONTROL ACT 1999**

**ENVIRONMENTAL PERMITTING (ENGLAND AND WALES)  
REGULATIONS 2016**

**PERMIT REF. NO. 101**

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Charnwood Borough Council hereby permits, under regulation 13 of the of the Environmental Permitting (England and Wales) Regulations 2016

**Sanderson Design Group trading as Anstey Wallpaper Company**

whose registered office is:

**Chalfont House, Oxford Road, Denham, Uxbridge UB9 4DX**

To operate a paper coating activity at:

**Anstey Wallpaper Company Ltd,**

**Ladybird House Beeches Road, Loughborough Leicestershire. LE11 2NR**

subject to the conditions outlined in this document. The conditions contained herein shall apply from the date of the Permit unless otherwise stated.

Name	Date
Paul Knight	25 November 2021

Authorised on behalf of Charnwood Borough Council

Permit issued by:  
Regulatory Services, Environmental Protection Southfields, Southfields Road,  
Loughborough, Leicestershire LE11 2TX

## **Introductory Note**

***This introductory note does not form a part of the permit***

The following Permit is issued under Regulation 13 of the Environmental Permitting (England and Wales) Regulations 2016 (SI 2016/1154), as amended, (“the EP Regulations”) to operate an installation carrying out one or more of the activities listed in Part 2 of Schedule 1 of the EP Regulations, to the extent authorised by the Permit, namely

"Any process for applying to a substrate, or drying or curing after such application, printing ink or paint or any other coating material as, or in the course of, a manufacturing activity, where the process may result in the release into the air of particulate matter or of any VOC and is likely to involve the use in any period of 12 months of 5 tonnes or more of organic solvents”.

## **Status Log**

The status log of the permit sets out the permitting history, including any variations issued.

<i>Detail</i>	<i>Date</i>	<i>Comment</i>
Permit Determined	12 Oct 1999	
New Permit	19 Dec 2006	
Variation Notice	28 May 2008	Revised Permit Issued
Variation Notice	9 March 2010	Revised Permit Issued
Variation Notice	April 2020	Change to legislative title & change of operator name
Variation Notice	25 <sup>th</sup> November 2021	Revised Permit Issued

## **Origins of the conditions contained in the permit**

The Secretary of State has issued various guidance notes to local authorities to assist with determining conditions. The conditions within this permit have been derived from the following guidance note;

PG 6/18 (11) Statutory Guidance for Paper Coating Processes (as amended).

## **Process Description**

The purpose of the process is the application of solvent and water based inks by 3 gravure machines (shown on plan 2/101), 2 flexographic printers (shown as F1+F3 on plan 2/101), and 1 hot embossing machine (shown E5 on plan 2/101), 1 rotary gravure hybrid machine and 2 surface printers onto paper and vinyl coated paper to produce wallpaper. The printed surface is then dried in heated ovens. Together with a coating line.

The process involves the mixing and blending of products to formulate solvent based inks using toner, mediums and solvents of the following part combination: ethyl acetate, N-propylacetate, MEK, Toluene, PM acetate.

The annual quantity of solvent consumed during the coating process currently exceeds 100 tonnes in any 12-month period.

In the ink room, automatic mixers are provided with local exhaust ventilation via lip extraction. Extraction of solvent vapour from the gravures, flexographic printers and hot emboss machines is via ducting to a regenerative thermal oxidiser (marked on site layout plan appendix 2/101) connected to an 18 metre high stack.

### **Principle Emissions**

Both the entrainment systems and the oxidiser have monitors and continuous data logging systems, fitted with high level alarms. The centralised exhaust duct is continuously monitored for: total exhaust airflow, total exhaust temperature, total exhaust solvent concentrations, individual machine run speed, average core temperature of the oxidiser, exhaust temperature of the oxidiser.

The Vocsidizer regenerative thermal Oxidiser consists of a ceramic bed in an airtight steel container, above and below the bed are plenum chambers to facilitate the even distribution of air. Air containing VOC's from the printing areas enters the Vocsidizer at the top of the chamber and flows downwards through a bed of ceramic material which is heated to high temperature, typically above 850 °C, to oxidise VOC 's to water and CO<sub>2</sub>.

In order to maintain the temperature profile in the bed and to maximise the heat exchange efficiency of the oxidiser, the air flow is reversed to allow air to flow upwards through the bed. This simultaneous changing of the air flow takes place on a cycle time of typically one and a half minutes.

Data is collected by the Yokogowa data logger situated in the Megtec control cabin which is uploaded to a network location automatically. Data is continuously fed to the Maintenance Dept, who monitor the system and download a copy of the data each week.

### **The key emissions from the installation consist of:**

VOC,  
Particulate matter  
Carbon monoxide and  
Oxides of nitrogen  
CO<sub>2</sub>

These emissions are likely from handling, loading and mixing processes involving organic solvents, cleaning operations, handling and storage of waste and combustion gases.

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

**End of Introductory Note.**

## SCHEDULE 1

The above named company is permitted to operate the activities and /or associated activities as specified in table 1 below: -

Table 1: Activities.

Description of specified activity	Limits of specified activity
Paper coating activity	From the receipt of raw materials onto the site to the dispatch of finished products, including the treating, handling and storage of all materials and wastes relating to the coating process.

Subject to compliance with the following conditions:

## Permit Conditions

### Emission Limits, monitoring and other provisions

#### Non – VOC Emissions

- The following non-VOC emission limits and monitoring frequencies shall apply.

**Table 2: Emission Limits, monitoring and other provisions for non-voc releases**

Substance	Source	Emission Limit	Monitoring Method	Monitoring Frequency	Monitoring Method
Particulate matter	All process activities	50mg/Nm <sup>3</sup> as 30 minute mean for contained sources	In accordance with BS EN13284-1 (or equivalent) with averages taken over operating periods excluding start-up and shutdown	Annual	Manual extractive testing.
Carbon monoxide	Incinerator	100mg/Nm <sup>3</sup> as 30 minute mean for contained sources	In accordance BS EN 150585 or equivalent	Annual	Manual extractive testing.
Nitrogen oxides measured as NO <sub>2</sub>	Incinerator	100mg/Nm <sup>3</sup> as 30 minute mean for contained sources	In accordance BS EN 14792 or equivalent	Annual	Manual extractive testing.

*Note: The reference conditions for emission limits in this section are: 273.15K, 101.3kPa, without correction for water vapour content, unless stated otherwise.*



**VOC Emissions**

2. The following VOC emission limits and monitoring frequencies shall apply.

**Table 3: Emission Limits, monitoring and other provisions for VOC releases**

<b>VOC</b>	<b>Emission Limit/provision</b>	<b>Fugitive Emission Values</b>	<b>Monitoring frequency</b>
Solvent consumption 15 tonnes or more	50 mg Carbon/Nm <sup>3</sup>	20% of solvent input	<b>Abated releases:</b> Continuous monitoring and recording. <b>Plus</b> Annual manual extractive testing.
Waste gases from oxidation plant used as abatement			
Any other unabated waste gases	75 mg Carbon/Nm <sup>3</sup>	20% of solvent input	<b>Unabated releases:</b> Annual manual extractive testing

**VOC Emissions – Solvent Reduction Scheme**

3. VOC emissions from the installation shall comply with the Target Emission calculated for the site. The target emission shall be calculated by multiplying the total mass of solids in the coatings used, over the time frame in which the emission is being calculated (that is annually), with the figure given in Table 4 below. Compliance shall be achieved if the Annual Actual Solvent Emission of the installation is less than or equal to the "Target Emission".

**Table 4: Reduction Scheme: Target Emission Figure**

<b>Target Emission Value</b>	
<b>Solvent Consumption Over 15 tonnes</b>	Total Mass of Solids X 1

A summary of the calculation required is given below: The target emission shall be calculated as follows:-

- a) Total mass of solids in the quantity of coatings consumed in the activity in the inventory period (Jan – Dec)
- b) The target emission over the same period is equal to :-

**the result of paragraph (a) x 1.**

4. Calculate your emissions and demonstrate compliance with the target emission detailed above. Details of this calculation and evidence of compliance must be submitted to Charnwood Borough Council by the 30 April each year.

**Solvent Management Plan**

5. A Solvent Management Plan (SMP) shall be produced annually by the operator and submitted to Charnwood Borough Council by 30 April each year. This shall be used to determine the actual consumption of organic

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solvent (the total mass of organic solvent inputs minus any solvents sent for reuse/recovery off-site) and fugitive emissions from the installation. The SMP shall cover the period of 1 January to 31 December of the previous year. The SMP shall also include an emission reduction plan detailing how the operator intends to reduce solvent consumption and increase the use of high solid coating materials.

**Designated Risk Phrase Materials, Emission Limits and Conditions**

6. No substances or materials which because of their VOC content have designated risk phrases R45, R46, R49, R60 and R61 or hazard statement H340, H350, H350i, H360D, or H360F assigned to them shall be introduced at the installation without the prior notification and permission of Charnwood Borough Council.
7. Designated materials because of their halogenated VOC content with risk phrases R40 or R68 and hazard statement H341 or H351 shall be controlled under contained conditions as far as is technically and economically feasible.

**Monitoring, Investigation And Recording**

8. The operator shall keep records of all inspections, tests and monitoring, (including all non-continuous monitoring, visual and olfactory assessments) of the permitted activity. Records and continuous monitoring charts shall be kept on site, retained by the operator for a minimum of two years and made available for examination by an authorised officer of Charnwood Borough Council.

**Information required by the regulator**

9. The operator shall provide a list of key abatement plant to Charnwood Borough Council and shall have a written procedure for dealing with its failure.
10. The operator shall notify Charnwood Borough Council at least 7 days in advance of any periodic monitoring exercise to determine compliance with emission limit values. This shall state the provisional time and date of monitoring, pollutants to be tested and the methods to be used.
11. The results of all non-continuous emission monitoring shall be forwarded to Charnwood Borough Council within 8 weeks of the completion of sampling.
12. In the event of any adverse results from any monitoring activity (both continuous and non-continuous) the Operator shall investigate as soon as the monitoring data has been obtained. The Operator shall:
  - Identify the cause and take corrective action;
  - Clearly record as much detail as possible regarding the cause and extent of the problem;
  - Record the remedial action taken by the Operator to rectify the situation;

- Re-test to demonstrate compliance as soon as possible; **and**
- Notify Charnwood Borough Council of the steps taken and the re-test results.

### Visible and Odorous Emissions

13. Emissions from combustion processes shall in normal operation be free from visible smoke. During start up and shut down the emissions shall not exceed the equivalent of Ringelmann Shade 1, as described in British Standard BS 2742:2009.
14. There shall be no visible airborne emissions from any part of the process. All releases to air, other than condensed water vapour, shall be free from persistent visible emissions and droplets.
15. A visual assessment of emissions from the installation shall be made at least once per day during daylight hours in order to establish that no visible airborne emission has occurred. The observation point must provide an unimpeded view of the emission points at appropriate points around the installation boundary. The results of all such observations and of any remedial action taken shall be recorded.
16. There shall be no offensive odour beyond the site boundary, as perceived by an authorised officer from Charnwood Borough Council (the regulator). Where there are problems that, in the opinion of the regulator may be attributable to the installation the operator shall undertake an inspection and assessment to determine which operation(s) is the cause. Once the source of the emission is known, corrective action shall be taken by the operator to rectify the problem without delay.

### Abnormal Events

17. When any visible airborne emission is observed or when any abnormal emission, malfunction or breakdown leading to a significant escape of particulate matter, odour or fume occurs, the operator shall:-
  - i. Investigate and undertake remedial action **immediately**;
  - ii. Adjust the process or activity to minimise the emissions; **and**
  - ii. Promptly record (within 1 working day) the events and actions taken.
18. All malfunctions or breakdowns leading to an abnormal emission likely to have an effect on the local community or failure of key arrestment plant (for example, the incinerator) shall be notified to Charnwood Borough Council immediately by telephone. A record shall be made of the incident.
19. In cases where non-compliance is likely to cause an immediate danger to human health or threatens to cause an immediate significant adverse affect upon the environment, the operation of the activity must be suspended.

**Continuous monitoring VOC abated releases**

20. The regenerative thermal oxidiser shall be provided with continuous quantitative monitoring and recording of the combustion chamber temperature to demonstrate adequate VOC destruction. The oxidiser shall operate within a temperature range agreed with the regulator and shall be fitted with audible and visual alarms which shall activate if the temperature falls below 850°C.

Continuous monitoring of incinerator temperature shall be used as a “surrogate” measurement parameters to demonstrate compliance.

21. All continuous monitoring readings shall be on display to appropriately trained staff.
22. All continuous monitoring instruments shall be fitted with audible and visual alarms, situated to warn the operator of abatement plant failure or malfunction. The alarm shall be set to trigger when the output level corresponds to 75% of the emission limit.
23. The activation of alarms shall be automatically recorded. Records of the activations shall be made available to an authorised officer of Charnwood Borough Council on request.
24. All continuous monitoring equipment shall be operated, maintained and calibrated in accordance with the manufacturer’s instructions, at least every 12 months. Documented evidence of maintenance and calibration results shall be recorded and made available for inspection by an authorised officer of Charnwood Borough Council on request.
25. All continuous monitoring equipment shall provide data for greater than 95% of the operating time. All instruments used for continuous monitoring shall be checked weekly and the information shall be downloaded on a weekly basis. A manual or automatic procedure shall be in place to detect instrument malfunction and to monitor instrument availability.
26. Any failure or bypass of the thermal oxidiser allowing abnormal emissions for periods of greater than 24 hours shall be notified to Charnwood Borough Council within 12 hours. Where malfunction, breakdown or failure of the oxidiser leads to abnormal emissions then the continued operation shall be limited to the timescale agreed with the regulator. The time and duration of oxidiser breakdown, causes and corrective action, must be recorded as required by condition 8.

**Calibration and Compliance Monitoring**

27. For extractive testing the sampling shall meet the following requirements:
- a. Batch processes, where the production operation is completed within 2 hours, then extractive sampling shall take place over a complete cycle of the activity.

**SCHEDULE 1**

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- b. For activities that are continuous or have a batch cycle that is not compatible with the time available for sampling, then the data shall be obtained over a minimum period of 2 hours in total.
28. For demonstration of compliance with the emission limits given in condition 1 & 2 where a continuous monitor (CEM) is used:
- a. No daily mean of all 15-minute mean emission concentrations shall exceed the specified emission concentration limits during normal operation (excluding start-up and shut-down); **and**
  - b. No 15-minute mean emission concentration shall exceed twice the specified emission concentration limits during normal operation (excluding start-up and shut-down).
  - c. For extractive testing, no result of monitoring shall exceed the emission limit concentrations specified in condition 1 & 2.
29. The introduction of dilution air to achieve the emissions concentration limits specified in Tables 2 & 3 above shall not be permitted.

**Representative Sampling**

30. Stacks or duct-work that require access for extractive monitoring shall be fitted with facilities for sampling which allow compliance with the sampling standards.

**Control Techniques**

**VOC and odour control - storage**

31. The receipt, handling and storage of organic solvents shall be carried out so as to minimise the emission of volatile organic compounds to air.
32. Raw materials (including thinners and cleaning solvents), pigments, resins and coatings containing VOC shall be delivered and stored in closed storage containers, such as IBC's to prevent any fugitive emissions to air.
33. All VOC storage containers, whether full, partly full or empty, shall be stored within bunded enclosed areas, except for point of use containers. The bunding shall be impervious, resistant to liquids and capable of holding 110% of the capacity of the largest stored container.
34. All drummed materials and bulk containers shall be inspected for leakage at least once per day. Any leakage identified shall be dealt with immediately, and the action taken recorded in the log book.
35. All raw materials and wastes shall be stored in designated areas. All designated areas shall be capable of containing the raw materials and waste contained therein and prevent overflow into surrounding areas. Where damage occurs to containment for these areas, this damage shall be repaired as soon as is practicable and in any case no longer than 6 weeks from the date of detection of the damage after inspection.

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36. The operator shall inspect the designated storage areas once per month to ensure that materials or wastes are adequately contained. The results of the inspection along with any repair work (where necessary) shall be recorded as required by condition 8.
37. Any accumulation of waste or raw materials found outside of the designated area shall be considered a spillage and shall be dealt with in accordance with the requirements of condition 54.

**VOC control – handling**

38. All vessels or containers containing materials with an organic solvent content shall be lidded or enclosed when not in use.
39. All mixing, emptying and transfer of coatings or raw materials containing VOC's shall be undertaken in covered or closed containers, where practicable.
40. The coupling of solvent storage containers to transfer pipe work or mixing systems shall only be undertaken by nominated persons trained to do so, and shall only be carried out in a bunded area.
41. The pipe work associated with transfer of solvents or other volatile materials shall be checked for integrity and shall be fitted with an isolation valve on both sides of the coupling to minimise losses from storage tanks, IBC's or the pipe work. The connections to the bulk VOC storage tanks shall be kept securely locked at all times when a connection is not being made and shall be under the direct control of the named personnel only.

**VOC Control – cleaning (including surface cleaning)**

42. Cleaning operations involving organic solvents shall be periodically reviewed, at least once every 2 years, to identify opportunities for reducing VOC emissions (e.g. cleaning steps that can be eliminated, or alternative cleaning methods). A copy of this review shall be provided to Charnwood Borough Council on request.
43. Where equipment is cleaned off-line, it shall be carried out using enclosed cleaning machines wherever possible.
44. The application of cleaning solvents shall be from a contained device, such as a piston type dispenser. Alternatively, pre-impregnated wipes shall be used which shall be stored in an enclosed container prior to use.
45. The cleaning of plant and equipment (including application equipment) shall be carried out in such a way that emissions of volatile organic compounds to air are prevented or controlled to meet the requirements of condition 2 of this permit.

**VOC Control – Operational**

**SCHEDULE 1**

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46. A programme to monitor and record the consumption of coatings/organic solvents against product produced shall be used to minimise the amount of excess organic solvent used.

**VOC Control-Waste**

47. All organic solvent contaminated waste materials shall be stored in closed containers.
48. Prior to disposal, empty drums and containers contaminated with organic solvent shall be kept closed and labelled so that all personnel who handle them are aware of their content and hazardous properties.
49. Prior to disposal, used wipes or other items contaminated with organic solvent shall be placed in suitably labelled metal bins fitted with a self-closing lid.
50. Waste storage areas shall be clearly marked and/or signed, wastes shall be segregated wherever practicable and all waste containers shall be clearly labelled.
51. Waste storage areas shall be bunded and impervious to the liquid material being stored in the area. The bunded area shall be capable of storing 110% of the capacity of the largest tank/container within the bund.
52. All potentially odorous waste materials shall be handled in accordance with a written procedure a copy of which shall be made available to the Local authority upon request.
53. Used solvent and waste shall be recycled off site and copies of any receipts shall be kept for 3 years.

**Dust and spillage control**

54. Organic solvent containment and spillage equipment shall be readily available in all organic solvent handling areas. All spillages and leaks of VOC shall be cleaned up immediately by the use of a suitable absorbent material. The collected material shall be held in an enclosed container pending removal from site.
55. Spillages of finely divided or powdery materials shall be removed by means of vacuum cleaning using an industrial grade vacuum cleaner or by wet cleaning methods, dry sweeping methods shall not be permitted. Dusty waste shall be stored in closed containers and handled in a manner that avoids emissions.

**Stacks, Vents and Process Exhausts**

56. Stacks or vents shall not be fitted with any restriction at the final opening, for example, a plate, cap or cowl.

### **Management Techniques**

57. The activity shall operate in accordance with an effective management system which has been certified to an independent standard. This shall include a commitment to achieving compliance with the permit conditions. It may include establishing objectives for improved environmental performance by setting targets, measuring progress and revising the objectives according to results. The system shall include managing risks under normal operating conditions and in accident and emergency situations.
58. The operator shall undertake annual audits to ensure all activities at the installation are compliant with conditions detailed in this permit. The audit should include annual reporting on environmental performance, achievement of objectives and targets and details of any future planned improvements

### **Training**

59. Staff at all levels shall receive the necessary training and instructions in their duties relating to control of the process and emissions to air. Particular emphasis shall be given to;
- Awareness of their responsibilities under this permit in dealing with conditions likely to give rise to VOC emissions, such as in the event of spillage;
  - Minimising emissions during start up and shut down;
  - Action to take to minimise emissions during abnormal conditions, accidents or spillages.
60. The operator shall maintain a statement of training requirements for each operational post and keep a record of the training received by each person. These documents shall be made available for inspection to an authorised officer of Charnwood Borough Council on request.

### **Maintenance**

61. The operator shall have available for inspection by an authorised officer from Charnwood Borough Council:
- A Written maintenance and inspection programme for all pollution control equipment; **and**
  - A record of all maintenance that has been undertaken.

### **Standard Conditions**

62. If the operator proposes to make a change in the operation of the installation, he shall, at least 14 days before making the change, notify Charnwood Borough Council in writing. The notification must contain a description of the proposed change. In this condition 'change of operation' means a change



which may affect the substances or concentration of substances being emitted to air.

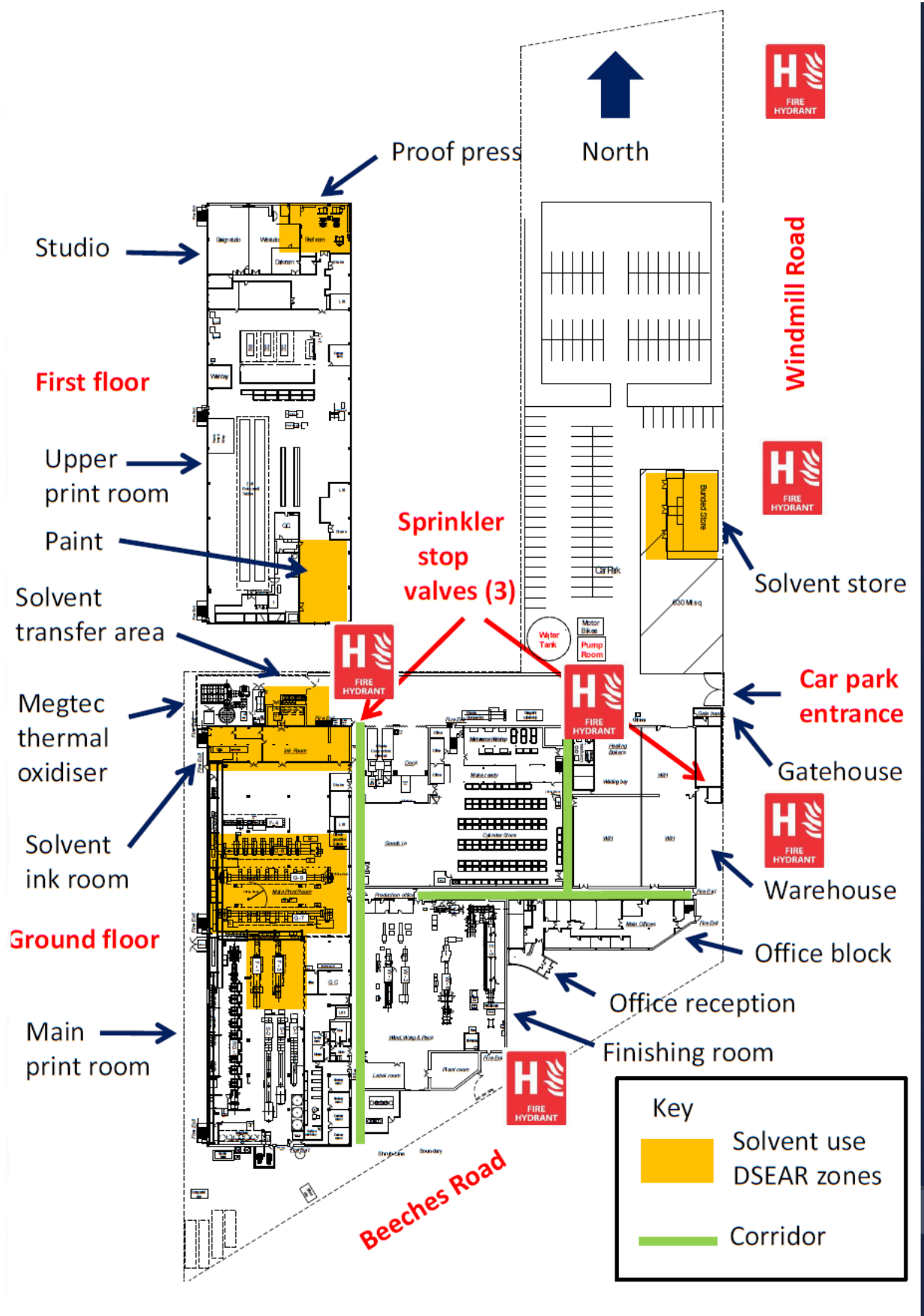
## End of Conditions

### Appendix 1

### Site Location Plan

Reproduced from the Ordnance Survey map with the permission of the Controller of Her Majesty's Stationery Office Crown Copyright 2000. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings".





## **Explanatory Notes**

**These notes do not comprise part of the permit but contain guidance relevant to it.**

### Inspections

Regular inspections will be made by officers of Charnwood Borough Council (without prior notice), in order to check and ensure full compliance with this permit.

### BAT (Best Available Techniques)

The Permit includes conditions that have to be complied with. It should be noted that aspects of the operation of the installation which are not regulated by conditions of the Permit are subject to the implied condition that the Operator shall use the best available techniques for preventing or, where that is not practicable, reducing emissions from the installation. Techniques include both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned.

### Change in Operation of the Installation

If you, the operator proposes to make a change in operation of the installation you must at least 14 days before making the change, notify Charnwood Borough Council in writing. The notification must contain a description of the proposed change in operation. It is not necessary to make such a notification if an application to vary this permit has been made and the application contains a description of the proposed change. A 'change in operation' means a change in the nature or functioning, or an extension, of the installation, which may have consequences for the environment.

### Health and Safety at Work and Other Statutory Requirements

The responsibility you have under legislation for Health, Safety and Welfare in the workplace remains in force. In addition, the Permit does not relieve you of your obligations to obtain planning permission, hazardous substances consent, discharge consent from the Environment Agency, Building Regulations approval, or some Waste Disposal Licences.

### Submission of Information

Note that the Permit requires the submission of certain information to the Local Authority (LA). In addition, the LA has the power to seek further information at any time under the EP Regulations provided that it acts reasonably.

### Public Registers

Considerable information relating to Permits including the Application is available on public registers in accordance with the EP Regulations. Certain information may be withheld from public registers where it is commercially confidential or contrary to national security. The onus is on the Operator to provide a clear justification for each item to be kept from the register. Applications for information to be excluded from the Public Register on grounds of National Security should be made to the Secretary of State.

### Variations to the Permit

This Permit may be varied in the future (by the LA serving a Variation Notice on the Operator). If the Operator itself wants any of the Conditions of the Permit to be changed, it must submit a formal Application. The Status Log within the Introduction will include summary details of this Permit, variations issued up to that point in time and state whether a consolidated version of the Permit has been issued.

### Surrender of the Permit

Where the Operator intends to cease the operation of an installation (in whole or in part) The LA should be informed in writing, such notification must include the information specified in the EP Regulations.

#### Transfer of the Permit or part of the Permit

Before the Permit can be wholly or partially transferred to another person, an Application to transfer the Permit has to be made jointly by the existing and proposed holders. A transfer will be allowed unless the LA considers that the proposed holder will not be the person who will have control over the operation of the installation or will not comply with the conditions of the transferred Permit.

#### Annual Subsistence Fee

Under the EP Regulations the holder of a permit is required to pay a fee for the subsistence of the permit. This fee is payable annually on 1st April. You are advised that under the provisions of the EP Regulations, if you fail to pay the fee due promptly, Charnwood Borough Council may revoke the permit. You will be contacted separately each year in respect to this payment.

#### Talking to us

Please quote the Permit Number if you contact Charnwood Borough Council about this Permit. To contact Charnwood Borough Council please use the telephone number 01509 634636 or any other number notified in writing to the Operator by Charnwood Borough Council for that purpose.

### **Right To Appeal**

Anyone who is aggrieved by the conditions attached to a Permit can appeal to the Secretary of State. Appeals must be sent within 6 months from the date of the permit (normally the date on the bottom of the permit).

Appeals should be addressed as follows:-

The Planning Inspectorate  
Environment Team, Major and Specialist Casework  
Room 4/04 Kite Wing  
Temple Quay House  
2 The Square  
Temple Quay  
Bristol BS1 6PN

An appeal will not suspend the effect of the conditions appealed against; the conditions must still be complied with.

There are no forms or charges for appealing. However for an appeal to be valid, appellants are legally required to provide information detailed below:

- i. A statement of the grounds of appeal
- ii. A copy of any relevant permit
- iii. A copy of any relevant correspondence between the appellant and the regulator
- iv. A statement indicating whether the appellant wishes the appeal to be in the form of a hearing or dealt with by way of written representations.

At the same time, the notice of appeal and documents (i) and (iv) must be sent to the Council.

In determining an appeal against one or more conditions, the Regulations allow the Inspector or Secretary of State to affirm or quash conditions or to add new conditions.

You will be liable for prosecution if you fail to comply with the conditions of this permit. If found guilty, the maximum penalty for each offence if prosecuted in a magistrates Court is an unlimited fine and/or 12 months imprisonment. In a Crown Court it is an unlimited fine and/or a 5 years imprisonment.

Our enforcement of your permit will be in accordance with the Regulator's Compliance Code.