

PERMIT 102



**POLLUTION PREVENTION AND CONTROL ACT 1999
ENVIRONMENTAL PERMITTING (ENGLAND AND WALES) REGULATIONS 2007**

PERMIT OF PROCESS

THIS IS TO CERTIFY THAT the manufacture of timber and wood-based products

at: **ARTFORM INTERNATIONAL LTD, BISHOP MEADOW ROAD,
LOUGHBOROUGH, LE11 5TH**

National Grid Ref: SK523213 (Shown in Appendix 1)

has been duly permitted in accordance with Regulation 13(1) of the Environmental Permitting (England and Wales) Regulations 2007 subject to the conditions outlined in this document.

Name of Operator: ARTFORM INTERNATIONAL LTD
Registered Office BISHOP MEADOW ROAD, LOUGHBOROUGH,
LEICESTERSHIRE, LE11 5TH

This Permit shall apply only to the premises occupied by the applicant, as specified and described in the Application for Permit submitted to the Borough of Charnwood. This Permit, consisting of thirteen pages, shall be subject to replacement, variation or amendment, as may be considered appropriate by the Borough of Charnwood at any time, according to provisions of Regulations, 18, 20, and 34 of the Environmental Permitting (England and Wales) Regulations 2007.

The conditions contained herein shall apply from the date of the Permit unless otherwise stated.

Signed on behalf of Charnwood borough Council

..... Dated 14 July 2008
Beverley Green (Specialist Environmental Health Officer)
(the delegated officer for the purpose)

Counter-signed.....

Directorate of Strategic, Housing and Health, Environmental Protection, Southfields, Southfield Road
Loughborough LE11 2TX

Introductory note

This introductory note does not form a part of the permit

The following Permit is issued under Regulation 13(1) of the Environmental Permitting (England and Wales) Regulations 2007 (S.I 2007/ 3538), as amended, (“the EP Regulations”) to operate an installation carrying out one or more of the activities listed in Part 2 of Schedule I of the EP Regulations, to the extent authorised by the Permit:

Section 6.6

" Any activity manufacturing products wholly or mainly of wood at any works if the activity involves a relevant activity and the throughput of the works in any period of 12 months is likely to be more than 1,000 cubic metres."

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.

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 Regulation 60(2) 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 Requirement 46(1) EP Regulations. Certain information may be withheld from public registers where it is commercially confidential or contrary to national security.

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 Introductory Note will include

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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 Regulation 24 or Regulation 25 and Part 1 of Schedule 5 of 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.

Talking to us

Please quote the Permit Number if you contact Charnwood Borough Council about this Permit. To give a Notification under Condition 11 the Operator should use the telephone number 01509 634636 or any other number notified in writing to the Operator by Charnwood Borough Council for that purpose.

Status Log

<u>Detail</u>	<u>Date</u>	<u>Comment</u>
Permit determined	1 November 2000	
Variation notice	24 October 2003	
Variation notice	25 July 2006	
Variation notice	22 February 2007	Consolidated permit issued
Variation notice	14 July 2008	Consolidated permit issued

Process Description

The purpose of the process is the processing of timber by sawing, planing and routing. The site layout is shown in Appendix 2 and the wood shop layout in Appendix 3.

The following plant is used in timber processing in the wood shop area:-

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- CNC Routers
- Panel saws
- Manual Routers

Dust collection is achieved via an S and D chain filter unit.

Plant Operationa) Raw Material

MDF is purchased in packs of sheets. Thicknesses vary but the most common sizes are 9, 12, 15, 18 and 25mm. The packs (weights of between 1 and 1.6T) are unloaded by fork lift truck in the yard/goods area and loaded into racking.

b) Machining Process

Packs of MDF are moved by fork lift truck to the wood shop for processing. Once machined components are stored and when required are moved to the assembly area.

c) Wood Assembly Process

The component parts are joined together to produce carcasses. Pinning, screws, gluing, stapling and dowels carcass press are used to achieve this.

d) Dust Collection System

An S & D chain filter unit positioned inside the factory (highlighted in pink In Appendix 3) housing 2300 sq ft of 350 gram polyester needle felt is used to collect the dust from the machining processes. A series of fans totalling approx. 14500 cfm connected to ductwork which in turn collects directly from the processing machines listed above, feeds dust into the filter unit.

The collected dust is then blown via a single 3800 cfm fan into one of two purpose-built filtered skips (highlighted in green in Appendix 2). The skips are sealed and house 16m².of filter material (again 350 gram polyester needle felt

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e) Removal of Waste from Site

Artform have a contract with Biffa to collect and dispose of the wood process waste. In practice this means usually twice-weekly collections swapping one 'filtered skip' for the other. The waste is disposed to landfill.

Emission Points

The actual emission point of air from the dust collection system is at the sock filters fitted to the filtered skips.

Maintenance and Control Systems

The following systems are in place to ensure the correct function and operation of the equipment:-

- 12 monthly LEV examination of the dust collection system by an approved outside contractor.
- 6 monthly service of the S & D chain filter unit by S & D Extraction.
- Daily-logged check of the integrity of the filtered skip and feeding pipe work (once in each day and night shift).
- Regular leak check of ductwork and equipment (weekly)
- Contact trip switch, which will automatically shut down the extraction unit in the event of a system failure.

End of Introductory Note.

The above named company is permitted to operate the manufacture of timber and wood-based products subject to compliance with the following conditions:

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Permit Conditions**Standard Conditions**

1. If the operator proposes to make a change in 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 operation. It is not necessary to make such a notification if an application to vary this permit has been made and the application contains a description of the proposed change. In this condition 'change of operation' means a change in the nature or functioning, or an extension, of the installation, which may have consequences for the environment.
2. The best available techniques shall be used to prevent or, where that is not practicable, reduce emissions from the installation which is not regulated by any other condition of this permit

Emission Limits and Monitoring

- 3 A visual inspection of external emission points, including, the wood particle extraction point, arrestment and storage system(s) shall be made on start-up of each shift for detecting leakage or abnormal emissions.
- 4 The operator shall keep a record of the following matters:
 - (a) A list of key arrestment plant and a written procedure for dealing with its failure, in order to minimise any adverse effects.
 - (b) Inspections carried out under Condition 3.
 - (c) Any maintenance or repair carried out on the systems specified in Condition 11.
 - (d) Any failure or malfunction or abnormal emission from the systems specified in Condition 11, the cause, and any remedial action taken.
5. The operator shall keep a record of the daily checks carried out on monitoring equipment required by condition 3 including an indication of whether or not the equipment is functioning correctly and any steps taken to ensure correct functioning.

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6. The records required to be kept by condition 4 shall be kept by the operator on the premises and be made available for inspection by an authorised Officer of Charnwood Borough Council. The said records shall be kept for a period of not less than two years from the respective date of each event in relation to which the record was made. The said records will include the date and time of events required to be recorded and the name of the person completing the record.
7. The records required to be kept by condition 5 shall be kept in the same manner and for the same periods as specified in condition 6.
8. Adverse results from any monitoring activity shall be investigated as soon as the monitoring data has been obtained. The shall include the following steps:
 - identify the cause and take corrective action
 - record as much detail as possible regarding the cause and extent of the problem,
 - the action taken to rectify the situation,
 - re-test to demonstrate compliance as soon as possible and
 - notify Charnwood Borough Council
9. All emissions to air (other than steam or condensed water vapour) shall be free from droplets, persistent mist and fume.

Abnormal Events

10. When visible dust emissions are observed or when any malfunction or breakdown likely to lead to an escape of dust is found, then:
 - (a) An immediate investigation shall be carried out.
 - (b) Prompt remedial action shall be taken.
 - (c) The observation, finding, result of investigation and remedial action taken shall be entered in the log book required by condition 4 and
 - (d) If the remedial action is not immediately effective then action to mitigate any effects shall be taken.

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11. Charnwood Borough Council shall be informed immediately by telephone if:
- (a) There is an emission that is likely to have an effect on the local community; or
 - (b) In the event of the failure of key arrestment plant, for example, bag filtration plant.

Process Controls

12. All plant and machinery on which wood is sawn, drilled, sanded, shaped, turned or planed shall be fitted with efficient mechanical means for the extraction of wood particles.
13. All particulate matter extracted in accordance with condition 11 shall be transported, collected and stored by a mechanical system which is completely enclosed except at its final outlet.
14. An electrical trip switch fitted to the filter system shall shut down the system in the event of a break down. The extraction system cannot be used until the leak or abnormal emission has been rectified.
15. The final discharge of the system shall be through a filter system such that particulate matter is efficiently removed from the air so discharged.
16. Arisings of wood waste must be stored in screened storage areas to prevent wind whipping, to the satisfaction of Charnwood Borough Council.
17. All wood dust arising on the premises must be stored in a totally enclosed container.
18. All containers for waste wood dust arising on the premises shall be fitted with fabric filters and side windows and an audible alarm.
19. The correct operation and use of the alarm shall be checked at least once a week and shall be recorded in the log required to be kept under 4 above.
20. Wood waste shall be removed from site in totally enclosed containers to prevent the escape to air of particulate matter. No secondary transfer of waste shall be undertaken.

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Fabric Filters

21. A filter maintenance programme showing the timetable for replacement of filter media shall be prepared and submitted to Charnwood Borough Council.
22. Filter media shall be replaced as necessary to ensure no visible emissions from the process and details of the replacement shall be recorded in the log required to be kept under 4 above.

Chimneys, Vents and Process Exhausts

23. The final discharge point from particulate matter arrestment plant provided for the purposes of complying with condition 13 must be at low level to the satisfaction of Charnwood Borough Council.
24. Process vents must not be fitted with any restriction at the final opening such as a plate, cap or cowl except where such a restriction has been specifically agreed in writing by Charnwood Borough Council.

Spillage Control

25. A high standard of housekeeping shall be practised at all times.
26. All spillages shall be cleared as soon as possible by vacuum cleaning, wet methods or other appropriate techniques. Dry sweeping of dusty spillages is not permitted.

Management

27. Effective control of emissions requires the maintenance and proper use of equipment, and the proper supervision of process operations. Adequate preventive maintenance shall be employed on all plant and the equipment concerned with the control of emissions to the air.
28. A written maintenance programme shall be provided to Charnwood Borough Council with respect to pollution control equipment and a record of such maintenance shall be made available for inspection.

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29. Essential spares and consumables, particularly those subject to continual wear, shall be held on site or be available at short notice.

Training

30. Staff at all levels should receive the necessary formal training and instruction in their duties relating to control of the process and emissions to air. Particular emphasis should be given to:
- i. awareness of their responsibilities under this permit, with reference to bag breakages, arrestment plant failure, bag filter inspection procedures and start-up and shut procedure,
 - ii. minimising emissions on start up and shut down,
 - iii. action to minimise emissions during abnormal conditions.
31. Maintain a statement of training requirements for each operational post and keep a record of the training received by each person whose actions may have an impact on the environment. These documents shall be made available for inspection by representatives from Charnwood Borough Council on request.

Appendix I Site Location

Appendix 2 Site Layout

To be inserted

Appendix 3 – Wood Shop Layout

Explanatory Note

This note does not comprise part of Permit Reference No. 102 but contains guidance for Operators receiving a permit.

1. 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).
2. Appeals must be made in accordance with the requirements of Regulation 31 and Schedule 6 of the EP Regulations and 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

3. An appeal brought under Regulation 31(b)(1) in relation to the conditions in a permit will not suspend the effect of the conditions appealed against: the conditions must still be complied with.
4. There are no forms or charges for appealing. However for an appeal to be valid, appellants are legally required to provide information as detailed in paragraphs 2(1) and (2) of Schedule 6 of the EP Regulations., namely:
 - 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.
5. 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.