



**POLLUTION PREVENTION AND CONTROL ACT 1999  
 ENVIRONMENTAL PERMITTING (ENGLAND AND WALES)  
 REGULATIONS 2010**

**PERMIT OF PROCESS**

**THIS IS TO CERTIFY** THE RESPRAYING OF ROAD VEHICLES

at: **I & J BODYSHOP SERVICES LTD  
 17 BAKEWELL ROAD, LOUGHBOROUGH LE11 5QY**

(National Grid Ref: **SK 527213** and is shown in Appendix I which forms part of this Permit)

has been duly permitted in accordance with Regulation 13(1) of the Environmental Permitting (England and Wales) Regulations 2010 subject to the conditions outlined in this document.

**Name of Operator: I & J BODYSHOP SERVICES LTD  
 Registered Office: 7 SAINT JOHN STREET, MANSFIELD, NOTTINGHAMSHIRE  
 NG18 1QH**

This Permit shall apply only to the installation detailed above. This Permit, consisting of thirteen pages, shall be subject to replacement, variation or amendment, as may be considered appropriate by Charnwood Borough Council at any time, according to provisions of Regulations, 18, 20, and 34 of the Environmental Permitting (England and Wales) Regulations 2010.

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

Signed on behalf of Charnwood Borough Council

.....  
 Beverley Green, Lead Officer – Environmental Protection  
 (the delegated officer for the purpose)

Dated 12 May 2011

Counter-signed.....

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 2010 (SI 2010/675), 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 6.4, Part B

"Any activity of repainting or re-spraying road vehicles or parts of them if the activity may result in the release into the air of particulate matter or of any volatile organic compound and the carrying on of the activity is likely to involve the use of 1 or more tonnes of organic solvents in any period of 12 months”.

Status Log

<b>Detail</b>	<b>Date</b>	<b>Comment</b>
Permit	30 March 1994	
Variation Notice	4 February 2004	Revised permit issued
Variation Notice	12 February 2007	Revised permit issued
Variation Notice	12 May 2011	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 those conditions which represent ‘best available technique’ in the different circumstances which apply to each installation. The conditions within this permit have been derived from the following guidance note;

PG 6/34b (06) Respraying of Road Vehicles

**Description of Process**

The installation includes:

- i) Accident Repair Shop
- ii) Spraybooth 1- Burntwood Double Plant Spray/bake booth fitted with dry filtration to remove particulates and fed with warm air from a gas-fired burner for curing /baking.
- iii) Spraybooth 2 - Burntwood Double Plant Commercial Spray/bake booth fitted with dry filtration to remove particulates and fed with warm air from a gas-fired burner for curing /baking.

- iv) Spraybooth 3 – 4-4.5 m wide x 4.5m high x 10m long. Dual spray/bake booth fitted with dry filtration to remove particulates and fed with warm air from a gas-fired burner for curing /baking.
- v) Shot-blasting unit – fitted with dust extraction to a shake-down bag filter.
- vi) External banded paint store.
- vii) Finishing Shop – sign-writing and final preparation works including polishing and replacing trim parts.

Preparation work takes place in the preparation shop shown in Appendix 2. Damaged parts are removed from the vehicles and then the chassis is grit blasted if necessary in the grit blasting unit shown in Appendix 2. Air from this room is removed and filtered through a shake-down bag filter sited externally; waste is removed via a skip.

Smaller vehicles are painted in spray booth 3 which is fed with warmed filtered air from a gas burner. The booth is fitted with air extraction/filtration systems, which exhaust to atmosphere.

Spray booths, 1 and 2 are used to spray lorry trailers. These are provided with warmed filtered air from a gas burner and filtered air extraction along each side of each booth, exhausts to atmosphere.

Paints are delivered to the premises already mixed where they are stored in the banded paint store shown in Appendix 2. The paint is applied using HVLP guns, the guns are cleaned in an enclosed automatic gun cleaner positioned between spraybooths 1 & 2.

The permitted activity includes all ancillary operations such as:

- Handling and storage of raw and waste materials containing or contaminated with VOC's;
- Preparation of vehicles for spraying, including dust generating processes such as grinding, sanding and welding;
- Paint mixing and gun cleaning processes.

### **Principle Emissions**

The key emissions from the process consist of VOC and particulate matter from spraying and coating activities. These emissions are discharged through 3 stacks.

### **End of Introductory Note**

The above named company is permitted to operate a vehicle refinishing installation subject to compliance with the following conditions:

### Permit Conditions

#### Non-VOC emissions

1. The following non-VOC emission limit shall apply:

Row	Pollutant	Source	Emission limits	Type of Monitoring	Monitoring frequency
1.	Particulate matter	From spray booths	10 mg /Nm <sup>3</sup>	By guarantee supplied by the spray booth constructor	None required
2.	Particulate matter	Abrasive blasting equipment and other sources (except spray booths)	100 mg/Nm <sup>3</sup> for contained sources	Manual extractive Testing in accordance with BS-EN 13284, or equivalent	Annually

All emissions shall be determined at the standard reference conditions of 273.15K and 101.3kPa, without correction for water vapour content.

2. The introduction of dilution air to achieve emission concentration limits shall not be permitted. Dilution air may be added for waste gas cooling or improved dispersion where justified, but this must not be considered when determining the mass concentration of the pollutant in the waste gases.
3. The operator shall implement a maintenance schedule applicable to all plant, buildings and equipment concerned with the control of emissions to air. A copy of the maintenance schedule shall be made available to a duly authorised officer of Charnwood Borough Council upon request.
4. Dusty materials and waste shall be stored in closed containers.
5. All spillages of particulate materials shall be cleaned up immediately by a wet method or vacuum cleaning in order to minimise particulate matter emissions to air. Dry sweeping of dusts and dusty wastes is not permitted where it may result in the generation of airborne particulate matter to air outside any building.
6. All dust generated by power tools, such as those used to prepare vehicle surfaces prior to spraying, shall be extracted via a dust extraction system.

7. Waste dust collected by all extraction systems shall be contained in bags which are sealed prior to disposal in the enclosed waste skip, to prevent any visible emissions to the external air.
8. Waste filters shall be sealed in bags prior to being deposited in the enclosed waste skip to prevent visible emissions to the external air.
9. The operator shall keep a log book containing all records of inspections, tests and monitoring in relation to permit conditions and maintenance procedures. In such cases:
  - current records shall be kept on site and made available to a duly authorised officer of Charnwood Borough Council to examine on request,
  - records shall be kept by the operator for at least two years.
  - The details shall include the time, location and outcome of any monitoring and identify the person undertaking the monitoring.
10. In the event of any adverse results from any monitoring activity the operator shall:
  - identify the cause and take corrective action
  - record as much detail as possible regarding the cause and extent of the problem
  - record the action taken by the operator to rectify the situation
  - re-test to demonstrate compliance as soon as possible and
  - notify Charnwood Borough Council by phone, within 24 hours of the monitoring.
11. In the case of abnormal emissions the operator shall:
  - investigate **immediately** and undertake corrective action
  - adjust the process or activity to minimise those emissions and
  - promptly record the events and actions taken
  - notify Charnwood Borough Council immediately by phone, if the emission is likely to have an effect on the local community.

### **VOC emissions**

12. Surface preparation and painting operations shall be carried out using only coating materials, which are placed on the market for use in vehicle refinishing bodyshops (as identified by a label on the container containing the following information -a description of the product by identification of the contents as a subcategory of Directive 2004/42/CE, the relevant VOC limit values in g/l as referred to in Annex II of Directive 2004/42/CE and the maximum content of

- VOC in g/l of the product in a ready to use condition ”). For information, the individual bodyshop products that are covered by this permit are listed in Appendix 3 of this permit.
13. The products used in coating shall be prepared and applied in accordance with the suppliers' instructions. Under no circumstances shall the product be thinned with more than the supplier's stated quantity or percentage of thinner. For information, the maximum, application-ready VOC contents for individual categories of products are listed in Appendix 4 of this permit.
14. A detailed inventory shall be maintained of all paint, hardener, organic solvent, substrate and equipment cleaning materials used. The record shall be kept in such a way that the total organic solvent usage for the installation can be determined and this determination shall be made annually. The inventory shall record all cleaning solvent usage, diluent solvent usage and the solvent or organic compound content of coatings and the quantity of coating purchased. It shall also include all solvents removed from the site as waste and any quantities recovered for re-use. A copy of this inventory shall be forwarded to Charnwood Borough Council within four weeks of the end of the twelve month period to which the inventory relates.
15. All paint spraying operations shall only be carried out in totally enclosed spray-booths under negative pressure, to prevent fugitive emissions of particulate matter and VOCs.
16. The booths shall be fitted with automatic means to activate an audible alarm and prevent spraying operations from continuing in the event of positive pressure within the booth.
17. The spray booth pressurisation shall be checked regularly and at least once every week and corrective action shall be taken where necessary. Records of these inspections and details of corrective action taken shall be recorded in the log book required by condition 9 above.
18. Emissions from the spraybooths shall be vented to filters in order to ensure compliance with condition 1 above. These filters shall be replaced when necessary and at least every six months. Records of filter replacement shall be kept in the log book required by condition 9 above.
19. Spray applied coatings shall be applied to commercial vehicles using one of the following method:
- high volume low pressure (HVLP) (maximum atomisation pressure 67.5kPa) spraying equipment;
  - Air assisted airless spraying equipment; or
  - Airless spraying equipment.

20. All spray guns and equipment cleaning shall be carried out in an automatic, totally-enclosed equipment cleaning machine, vented to atmosphere. The cleaning machine shall be provided with the minimum of exhaust ventilation that is necessary to prevent the fugitive emission of solvent vapour when the machine is opened for introduction or removal of equipment, or for the changing of cleaning solvent.
21. All spray gun testing and spray-out following cleaning shall be carried out in either an equipment cleaning machine with the extraction running or into a chamber which is provided with extraction which is running.
22. Cleaning solvents shall be dispensed by a piston type dispenser or similar contained device, when used on wipes.
23. Solvent contaminated wipes and other wastes shall be handled in accordance with a written procedure a copy of which shall be made available to a duly authorised officer of Charnwood Borough Council upon request.
24. Organic solvent containment and spillage equipment shall be readily available in all organic solvent handling areas. Spillages shall be handled in accordance with a written procedure a copy of which shall be made available to a duly authorised officer of Charnwood Borough Council upon request.
25. All solvent containing coatings, thinners and related materials and equipment cleaning materials shall be stored:
- in the containers in which they were supplied, with the lid securely fastened at all times other than when in use;
  - within spillage collectors, of suitable impervious and corrosion-proof materials and capable of containing 110% of the largest container;
  - away from sources of heat.
26. All solvent containing wastes shall be stored:
- in suitable sealed containers with a securely fastened lid, and labelled so that all that handle them are aware of their contents;
  - within spillage collectors, of suitable impervious and corrosion-proof materials and capable of containing 110% of the largest container;
  - away from sources of heat.
27. Cleaning operations involving organic solvents shall be reviewed every two years, to identify opportunities for reducing VOC emissions. This will include identification of cleaning steps that can be eliminated or alternative cleaning methods. A copy of this review shall be provided to Charnwood Borough Council within eight weeks of it being completed.

28. Spares and consumables, particularly those subject to continual wear shall be held on site, or shall be available at short notice from guaranteed suppliers, so that spraybooth breakdowns can be rectified rapidly.
29. Waste solvents and waste coatings shall be recycled off-site. Copies of receipts of waste materials sold or sent for recycling shall be kept for three years and be made available to a duly authorised officer of Charnwood Borough Council on request.
30. Waste coating material shall be poured into containers. These containers shall be lidded at all other times. To ensure the accurate receipts are retained for solvent returns, these containers shall not be dispatched for recycling until they are full.

**Visible and odorous emissions**

31. All releases to air, other than condensed water vapour, shall be free from persistent visible emissions and free from droplets.
32. There shall be no offensive odour beyond the site boundary as perceived by a duly authorised officer of Charnwood Borough Council.
33. Emissions from combustion processes shall in normal operation be free from visible smoke and in any case shall not exceed the equivalent of Ringelmann Shade I, as described in British Standard BS 2742:1969.

**General Conditions**

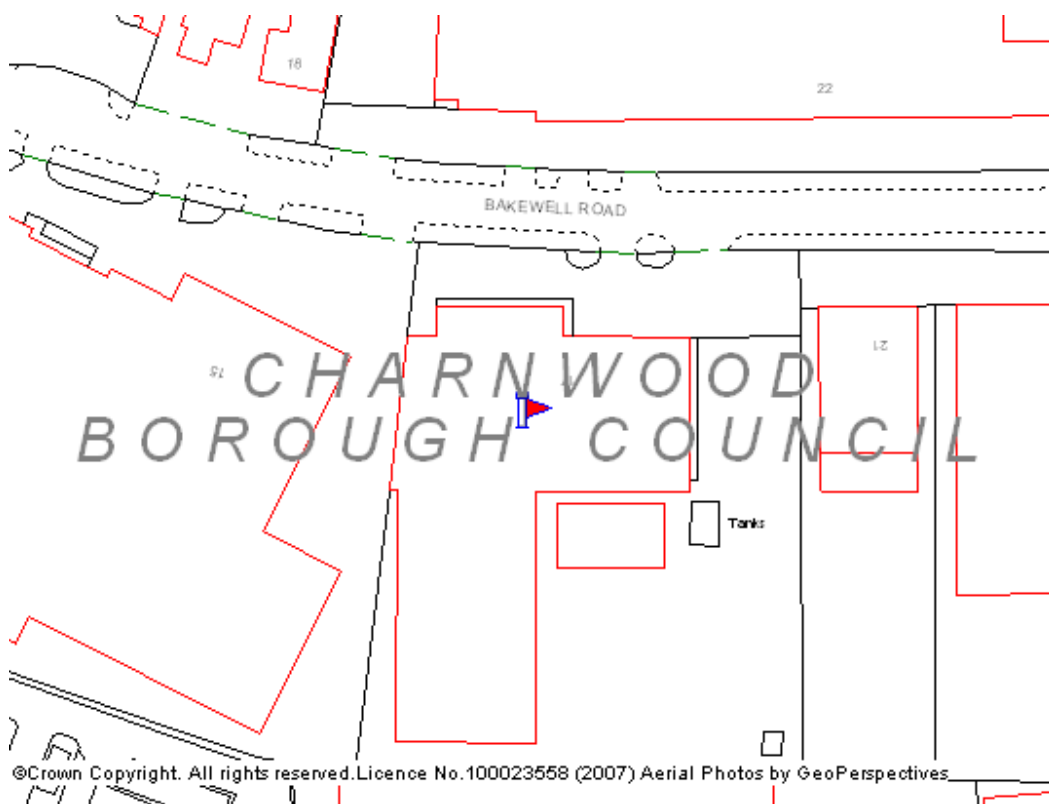
34. All emissions of particulates, isocyanates and VOCs shall be emitted from 3 stacks. The stacks shall extend 3m above the roof ridge height of any buildings within 15m of the stacks.
35. The efflux velocity from the extraction chimney serving the spray booths shall be a minimum of 15 m/s.
36. Staff at all levels shall receive the necessary training and instruction 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 emission on start up and shut down;
  - action to minimise emissions during abnormal conditions.

37. A record of staff training and instruction received by each employee whose actions may have an impact on emissions shall be maintained by the operator and shall be available to a duly authorised officer of Charnwood Borough Council on request.
38. Charnwood Borough Council's Environmental Health Services shall be notified in writing at least 14 days before any changes to the installation which may have an impact on emissions to atmosphere.
39. 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.

### **End of Conditions**

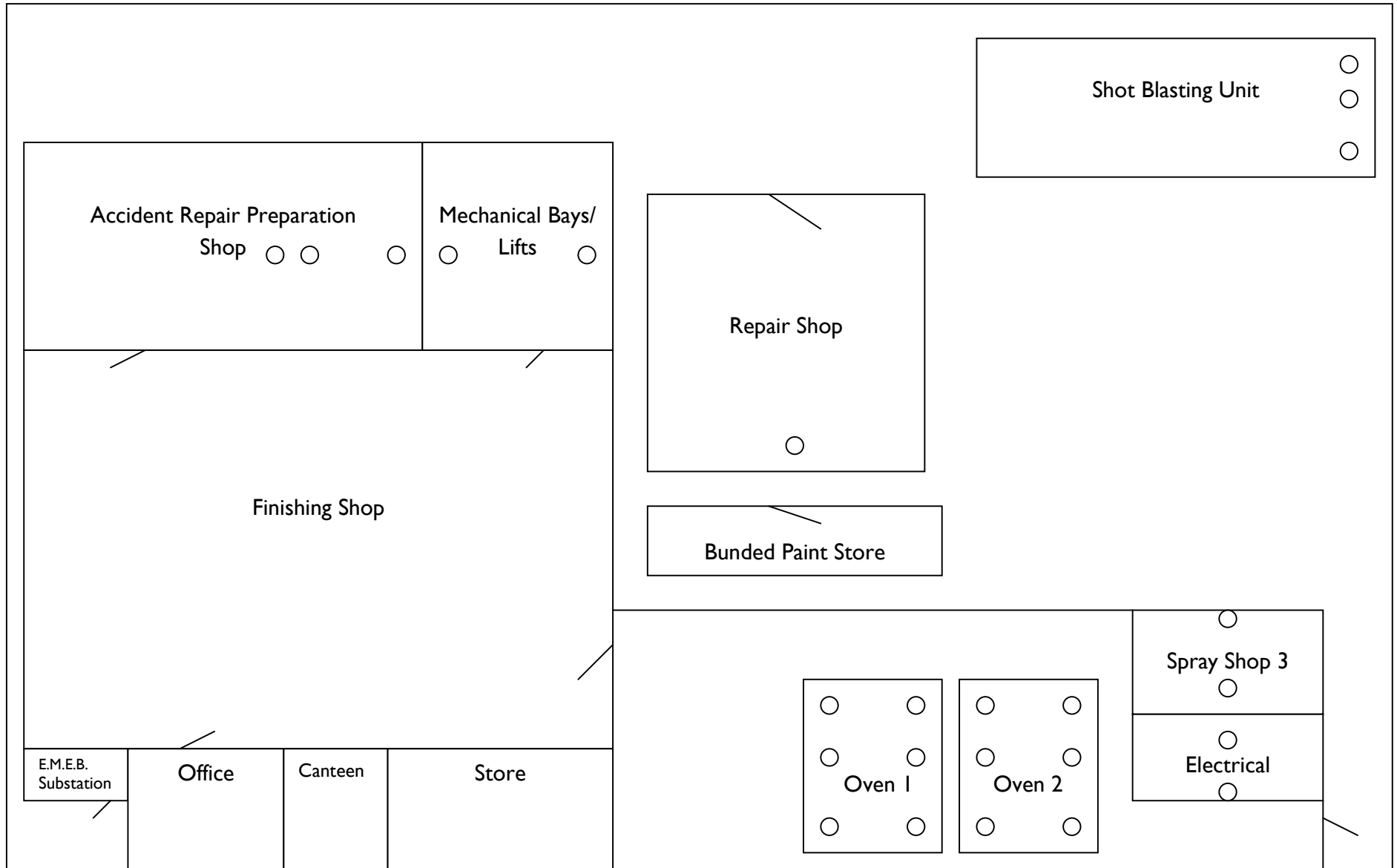
**Appendix I**

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**Appendix 2**

**Site Layout**



**Appendix 3****Extract from Appendix 4 PG 6/34 b (06) :Individual bodyshop products covered by this permit**

a) 'preparatory and cleaning' means products designed to remove old coatings and rust, either mechanically or chemically, or to provide a key for new coatings:

(i) preparatory products include gunwash (a product designed for cleaning spray-guns and other equipment), paint strippers, degreasers (including anti-static types for plastic) and silicone removers;

(ii) 'precleaner' means a cleaning product designed for the removal of surface contamination during preparation for and prior to the application of coating materials;

b) 'Bodyfiller/stopper' means heavy-bodied compounds designed to be applied to fill deep surface imperfections prior to the application of the surfacer/filler;

c) 'primer' means any coating that is designed for application to bare metal or existing finishes to provide corrosion protection prior to application of a primer surfacer:

(i) 'surfacer/filler' means a coating designed for application immediately prior to the application of topcoat for the purpose of corrosion resistance, to ensure adhesion of the topcoat, and to promote the formation of a uniform surface finish by filling in minor surface imperfections;

(ii) 'general metal primer' means a coating designed for application as primers, such as adhesion promoters, sealers, surfacers, undercoats, plastic primers, wet-on-wet, non-sand fillers and spray fillers;

(iii) 'wash primer' means coatings containing at least 0,5 % by weight of phosphoric acid designed to be applied directly to bare metal surfaces to provide corrosion resistance and adhesion; coatings used as weldable primers; and mordant solutions for galvanised and zinc surfaces;

d) 'topcoat' means any pigmented coating that is designed to be applied either as a singlelayer or as a multiple-layer base to provide gloss and durability. It includes all products involved such as base coatings and clear coatings:

(i) 'base coatings' means pigmented coatings designed to provide colour and any desired optical effects, but not the gloss or surface resistance of the coating system;

(ii) 'clear coating' means a transparent coating designed to provide the final gloss and resistance properties of the coating system;

e) 'special finishes' means coatings designed for application as topcoats requiring special properties, such as metallic or pearl effect, in a single layer, high-performance solid-colour and clear coats, (e.g. anti-scratch and fluorinated clear- coat), reflective base coat, texture finishes (e.g. hammer), anti-slip, under-body sealers, anti-chip coatings, interior finishes; and aerosols.

**Appendix 4****Extract of Appendix 5 PG 6/34 b (06) : Product categories and maximum, application ready VOC contents**

	<b>Product Subcategory</b>	<b>coatings</b>	<b>VOC g/l(*)</b>
a	Preparatory and cleaning	Preparatory	850
		Pre-cleaner	200
b	Bodyfiller/stopper	All types	250
c	Primer	Surface/filler and general (metal) primer	540
		Wash primer	780
d	Topcoat	All types	420
e	Special finishes	All types	840
(*) g/l of ready for use product. Except for subcategory (a) any water content of the product ready for use should be discounted			

## 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.

### 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 Regulation 60(1) 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 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 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.

### Annual Subsistence Fee

In accordance with Regulation 65(1) of the EPR 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 Regulation 22 of the EPR 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 give a Notification under Conditions 10 and 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.

### **Appeals in relational to Environmental Permits**

1. Anyone who is aggrieved by the conditions attached to a Permit can appeal to the Secretary of State for the Environment, Food and Rural Affairs within 6 months from the date of the permit issue.
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) 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.
5. In determining an appeal against one or more conditions, the Act allows the Secretary of State in addition to quash any of the other conditions not subject to the appeal, to direct the local authority either to vary any of these other conditions or to add new conditions.