

PERMIT NO. 053



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

**PERMIT OF PROCESS**

THIS IS TO CERTIFY THAT the coating and re-coating of rail vehicles

at: **Brush Traction A Part of Wabtec Rail Ltd, Falcon Works, Nottingham Road, Loughborough**

(National Grid Ref:: SK 613102 and 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:** **Brush Traction A Part of Wabtec Rail Ltd, P O Box 17, Nottingham Road, Loughborough.**

**Registered Office** **Wabtec Rail Doncaster, P O Box 400, Hexthorpe Road, Doncaster. DNI 1SL.**

This Permit shall apply only to the installation detailed above. This Permit, consisting of seventeen 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

.....  
Ann Green - Lead Officer Environmental Protection  
(The delegated officer for the purpose)

Dated 31 January 2012

Counter-signed.....

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

**PERMIT NO. 053****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 1 of the EP Regulations, to the extent authorised by the Permit:

## Section 6.4, Part B

"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

<i>Detail</i>	<i>Date</i>	<i>Comment</i>
Permit issued	21 October 1993	
Variation Notice	15 April 1994	Consolidated Permit
Variation Notice	14 Feb 1995	Consolidated Permit
Variation Notice	16 August 2001	Consolidated Permit
Variation Notice	16 May 2002	Consolidated Permit
Variation Notice	19 September 2005	Consolidated Permit
Revised Permit	18 September 2007	Consolidated Permit
Variation Notice	30 May 2008	Consolidated Permit
Variation Notice	17 December 2008	Consolidated Permit
Variation Notice	4 February 2010	Consolidated Permit
Variation Notice	1 April 2010	Mothballing of permit
Variation Notice	31 January 2012	Change to Registered Office & consolidated Permit

**Process Description**

The main features of the installation are as follows:

Purpose

The purpose of these premises is to coat and/or recoat rail vehicles and metals after degreasing, using a variety of organic solvent based paints. The annual quantity of

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solvents consumed currently exceeds 5 tonnes in any 12-month period. The painting is by spray or brush application. Paint application is within booths.

The premises constitute a single installation with one SED activities and no risk phrase substances have been identified.

#### Plant Detail

The six spray booths are located in shops 25 and 34, and in the FID Shop (shown on site layout plan on page 17). Coatings are normally allowed to air dry within the spray booths. The booths are all of a dry back filter type. Within Shop 25 there are three dry back booths and within Shop 34 there are two Eurospray dry back booths and there is a small paint booth in the FID shop.

There is no arrestment plant designed to control VOC emissions from this process. Particulate emission controls from the spray booths are via the paper filters systems of the booths. Metals are degreased by hand, some are treated in the spray booths (shown on site layout plan on page 17) prior to painting.

#### Plant Operation

Application of all coatings is within one of the six spray booths. The process is a batch process. Paints and flammable solvents are stored in the three paint stores (shown on site layout plan on page 17) and distributed to the individual spray booths. Paints and solvents are mixed as necessary, either within or next to the booths. Prior to the paint application, some surfaces require degreasing. Degreasing is carried out by spraying or by hand. Paints are applied by spray or brush within the spray booth. After coating products are allowed to air dry within the booth. Some products are allowed to dry in the heated spray booth in 34 Shop.

**End of Introductory Note.**

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

<b>Table I</b>		
<b>Activities listed in Schedule I of EP Regulations/ associated activity</b>	<b>Description of specified activity</b>	<b>Limits of specified activity</b>
Section 6.4, Part B	Metal coating activity	From the receipt of raw materials onto the site to the dispatch of finished products and handling storage and removal of waste.

Subject to compliance with the following conditions:

## **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

### **Emissions Limits and Controls**

#### **Non - Voc Emissions**

3. The following non-VOC emission limit shall apply.

<b>Substance</b>	<b>Source</b>	<b>Emissions Limit</b>	<b>Monitoring Frequency</b>	<b>Monitoring Method</b>
Particulate matter	All process activities	50mg/Nm <sup>3</sup>	Annual	Manual extractive testing.

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		as 15 minute mean for contained sources		By methods as detailed in PG 6/41(10)
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*All pollutant concentrations shall be expressed at reference condition 273k, 101.3kpa without correction for water vapour content.*

**VOC Emissions – Reduction Scheme (NO VOC Abatement)**

4. The Target Emissions Values in the table below shall be complied with.

<b>Target Emission Values (Consumption Below 15 Tonnes)</b>
From 31 October 2007
Total Mass of Solids X 0.6

5. Calculate your emissions and demonstrate compliance with the target emission detailed above. Details of this calculation and evidence of compliance must be submitted (in the format detailed in appendix 3 of this permit) to Charnwood Borough Council by the **31 March each year**. The submission shall cover the period of 1 January to 31 December of the previous year.

A summary of the calculation required is given below:

The target emission from 31 October 2007 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 0.6**

(For further information, together with a spreadsheet to help record the data collected, see AQ 30(04) "Determination of compliance with Reduction Scheme" available on the DEFRA web site at): - <http://www.defra.gov.uk/environment/airquality/lapc/aqnotes/index.htm>

**Solvent Management Plan**

6. 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 fugitive emissions from the installation and calculate solvent consumption (i.e. a detailed solvent inventory). The SMP shall cover the period of 1 January to 31 December of the previous year. It shall be produced using the definitions and calculations set out in Annex III of the SED and reproduced in Schedule A of this permit. The SMP shall also include an emission reduction plan

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detailing how the operator intends to reduce solvent consumption and increase the use of high solid coating materials. The SMP shall be forwarded to Charnwood Borough Council annually by the date stated above.

**Risk Phrase Materials**

7. No designated risk phrase materials with risk phrases R45, R46, R49, R60 and R61 or hazard statement H340, H350, H350i, H360D, or H360F shall be introduced into this process/ activity without the prior notification and permission of an Authorised Officer from Charnwood Borough Council.
8. Designated materials because of their halogenated VOC content with risk phrases R40 or R68 and hazard statement H341 or H351 shall be controlled as far as is technically and economically feasible. Alternatively they shall be limited to the level stipulated in SED Box 7 of PG6/41(10).

**Other Provisions****Monitoring, investigation and recording**

9. The operator shall keep a record (log book) of all inspections, tests, monitoring including all non-continuous monitoring and visual assessments. The log book and any continuous monitoring charts or records shall be kept on site and retained by the operator for a minimum of two years and made available for examination by an Authorised Officer of Charnwood Borough Council.
10. The operator shall provide a list of key abatement plant and shall have a written plan for dealing with its failure.
11. The Operator shall notify Charnwood Borough Council at least 7 days in advance of any periodic monitoring exercise to determine compliance with the particulate emission limit value. The Operator shall state the provisional time and date of monitoring, pollutants to be tested and the methods to be used.
12. The results of all non-continuous emission monitoring shall be forwarded to Charnwood Borough Council within 8 weeks of the completion of sampling.
13. In the event of any adverse results from any monitoring activity in relation to the limits specified in condition 3, the Operator shall investigate as soon as the results are obtained/received. The Operator shall:
  - Identify the cause and take corrective action

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- Record (in the log book) as much detail as possible regarding the cause and extent of the problems
  - Record the action taken by the Operator to rectify the situation
  - Re-test to demonstrate compliance as soon as possible and submit the results of the re-test to Charnwood Borough Council within 14 days of the monitoring being undertaken
14. In any case where the measured emissions exceed the limit specified in Condition 3 of this permit Charnwood Borough Council's Environmental Protection Service shall be notified by phone within one day of the results being obtained. Where the emissions exceed twice the limit, results shall be forwarded as soon as practicable and in no case later than 1 hour later of the results being obtained.

**Visible and odorous emissions**

15. All releases to air, other than steam or water vapour, shall be colourless and free from persistent mist.
16. Visual and olfactory assessments of emissions of each stack serving the spray booths shall be made at least once per day for a period of at least two minutes when spraying activities are being carried out. The results of all observations shall be recorded in the log book in accordance with condition 9 of this permit. Observation points must provide an unimpeded view of the emission points listed in table 1 above and at appropriate points around the installation boundary. In the event of one or more visible emission being observed, immediate action shall be taken to determine the cause of the emission and action shall be taken to abate the emission..
17. There shall be no offensive odour beyond the site boundary, as perceived by a duly authorised officer of Charnwood Borough Council (marked in green on plan 02/053). Where there are problems that, in the opinion of the regulator may be attributable to the installation the operator shall;

- Inspect the process to determine which operation(s) is the cause, and

Whilst the problems are ongoing the operator shall;

- Ensure boundary checks are completed on a daily basis whenever the installation is in operation.
- Make a record of the time, location and results of these checks, together with weather conditions, wind direction and wind strength.

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Once the source of the emission has been identified corrective action shall be taken by the operator to rectify the problem without delay.

**Abnormal events**

18. 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
  - iii. Promptly record the events and actions taken in the log required by condition 9 within 1 working day.
19. All malfunctions or breakdowns leading to an abnormal emission likely to have an effect on the local community or failure of key arrestment plant shall be notified to Charnwood Borough Council immediately by telephone. A record shall be made of the incident within the logbook required by condition 9.
20. In cases where emissions are likely to cause an immediate danger to human health, the operation of the activity shall be suspended.

**Calibration and Compliance Monitoring**

21. Calibration and compliance monitoring shall meet the following requirements;
- a) For batch processes, where the production operation is completed within 2 hours , the extractive sampling shall take place over the complete cycle of the activity ; **and**
  - b) The sampling period shall be sufficient such that a least 3 results are obtained.
22. For batch processes, where the production cycle is not compatible with the time available for sampling, a minimum sampling period of 2 hours must be obtained.
23. No result obtained from non-continuous monitoring of particulate matter shall exceed the emission concentration limit specified in condition 3.

The introduction of dilution air to achieve the emissions concentration limits specified in condition 3 above shall not be permitted **Varying of monitoring frequency**

**Varying of monitoring frequency**

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24. The frequency of particulate testing shall be increased for example, as part of commissioning of new or substantially changed activities, or where emission levels are near to or approach the emission concentration limit specified in condition 3.

**Sampling provisions**

25. Adequate facilities for sampling shall be provided on vents and ducts and the sampling points shall be designed to comply with British or equivalent standards.
26. Where monitoring is not in accordance with the main procedural requirements of the relevant standard, deviations shall be reported as well as an estimation of the likely error.

**Control Techniques****VOC and odour control – storage**

27. Coating containing VOC'S (including thinners and cleaning solvents) shall be stored in closed storage containers.
28. All VOC storage containers 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.
29. The receipt, handling and storage of organic solvents shall be carried out so as to minimise the emission of volatile organic compounds to air.

**VOC Control – handling**

30. All vessels or containers containing materials with an organic solvent content shall be lidded or enclosed when not in use.
31. All mixing, emptying and transfer of coatings or raw materials containing VOC's shall be undertaken in covered or closed mixing vessels so as to minimise the emissions of VOC's.

**VOC control – spray booths**

32. Emissions from the spray booths shall be vented to filters in order to ensure compliance with condition 3 of this permit. These filters shall be replaced when necessary and at least every two months. Records of filter replacement shall be kept in the log book required by condition 9.

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- 33 For all new spray booths the operator shall provide Charnwood Borough Council with a guarantee from the spray booth manufacturer that the booth will meet the emission limit specified in condition 3 of this permit. The guaranteed shall include supporting emissions test date for the booth that the guarantee relates to.

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

34. The cleaning of plant and equipment (including guns and other application equipment) shall be carried out in such a way that emissions of volatile organic compounds to air are prevented or controlled.
35. All spray gun testing and spray out, following cleaning shall be carried out in accordance with a written procedure a copy of which shall be made available to Charnwood Borough Council upon request. This shall include a requirement that spray gun flushing following cleaning shall be directed into the equipment cleaning machine with the extractor running or into a receptacle to collect the solvent, which is then put through the spray gun. When not in use, the receptacle shall be kept lidded to prevent the evaporation and fugitive emission of solvent vapour.
36. The operator shall periodically review (at least once every 2 years) cleaning operations at the installation to identify opportunities for reducing VOC emissions. The results of this review, justification for the choices made together with timescales to implement any changes identified, shall be submitted to Charnwood Borough Council within 8 weeks of it being completed.
37. 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.

**VOC Control - Operational**

38. 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.
39. During the spraying process, all doors and shutters to the paint spraying shops shall be kept closed. Sufficient inlet ventilation shall be provided to maintain comfort conditions without the need to use doors for ventilation in order that fugitive emissions are minimised. Where items being coated cannot be contained wholly within the building due to their length without protruding from a doorway or opening, the necessary opening shall be protected by strip curtaining or other enclosure to reduce fugitive emissions.

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**VOC Control -Waste**

40. All potentially odorous waste materials shall be handled in accordance with a written procedure a copy of which shall be made available to Charnwood Borough Council upon request.
41. All potentially odorous waste materials shall be stored in suitable enclosed containers
42. Prior to disposal empty/nominally empty containers and drums shall be closed to minimise emissions. These containers shall be labelled, so that all that handle them are aware of their contents and hazardous properties.
43. Prior to disposal, used wipes or other items contaminated with organic solvent shall be placed in a suitably labelled metal bins fitted with a self-closing lid.
44. Used solvent and waste shall be recycled off site and copies of any receipts shall be kept for 3 years.
45. The location of open air storage areas for nominally empty drums and containers shall be carefully selected to meet the requirement of condition 17 and shall include being:
  - i. sited on a suitably impervious floor
  - ii. away from any drains which may become contaminated with residues as a result of spillage or leakage.
  - iii. away from sources of heat
  - iv. with access restricted to only appropriately trained staff

**General Control Techniques****Dust and spillage control**

46. All external spillages or significant deposits of particulate matter shall be cleaned immediately on detection using such methods as will minimise dissemination of dust.

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47. 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 and the collected material held in an enclosed container pending removal from site.
48. All arising of dry dusty materials shall be stored in closed containers and handled in a manner that avoids emissions.
49. A high standard of housekeeping shall be maintained.

**Air Quality****Dispersion and dilution from stacks**

50. Flues and ductwork shall be adequately insulated to minimise the cooling of waste gases and prevent liquid condensation on internal surfaces.
51. Flues and ductwork shall be inspected and cleaned to prevent accumulation of materials, as part of the routine maintenance programme.
52. Process stacks shall not be fitted with any restriction at the final openings such as a plate, cap or cowl. All discharge points shall be vertically upwards.
53. No alterations in height above ground level shall be made to the final discharge point of any chimney, vent or other process exhaust without the prior written agreement of an Authorised officer of Charnwood Borough Council.
54. No additional chimneys, vents or process exhausts which will increase emissions of VOC's to atmosphere shall be provided without the written consent of an Authorised officer of Charnwood Borough Council.
55. The efflux velocity from extraction outlets to atmosphere shall be a minimum of 15 m/s under normal operating conditions

**Management****Training**

56. All staff with duties related to the control of emissions to air shall receive formal training which shall include how to deal with conditions likely to give rise to visible emissions, such as in the event of spillage, action to minimise emissions during abnormal conditions, emergency procedures and reporting requirements.

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57. 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 a duly authorised officer of Charnwood Borough Council on request.

**Management Techniques**

58. Effective preventative maintenance shall be employed on all aspects of the process including all plant, buildings and the equipment concerned with the control of emissions to air. In particular:
- A written maintenance, inspection and replacement programme for all aspects of the process shall be prepared by the operator, implemented and maintained and it shall be made available for inspection by an authorised officer from Charnwood Borough Council on request.
  - A written record of all maintenance carried out shall be made available for inspection by an authorised officer from Charnwood Borough Council on request.
59. Essential spares and consumables for all arrestment plant shall be held on site when the supplier is not able to provide items from stock within one working day, so that plant breakdowns can be rectified rapidly.

**Appropriate Management Systems**

60. The activity shall operate in accordance with an effective management system which has been certified to the International Environment Management Standard ISO14001: 2004. This shall include a commitment to achieving compliance with the permit conditions and ensuring LAPC considerations are taken account of in the day-to-day running of the process. 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.

**End of Conditions**

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**SCHEDULE A**

All calibration and compliance monitoring from exhaust vents or stacks shall be carried out using the methods stated in PG6/41(04) namely:-

BSISO 9096: 2003, with averages taken over operating periods excluding start-up and shut-down or an equivalent standard with the prior approval of Charnwood Borough Council.

Compliance monitoring for emissions from surface cleaning shall be carried out using the method stated in PG6/45(04), namely:-

- i) EN 13526 to determine the mass concentration of total gaseous organic carbon in flue gases
- ii) EN 13649 to determine the mass concentration of individual gaseous organic compounds

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**SCHEDULE B**Determination of Solvent Consumption (reproduced from PG 6/41(04))

- 5.10 A determination of the organic solvent consumption, the total mass of organic solvent inputs minus any solvents sent for reuse/recovery off-site, should be made and submitted to Charnwood Borough Council annually, preferably to coincide with the operators stocktaking requirements, in the form of a mass balance in order to determine the annual actual consumption of organic solvent (c).

$$\text{Where: } C = I_1 - O_8$$

$I_1$  Total quantity of organic solvents, or their quantity in preparations purchased which are used as input into the process/activity.

A calculation of the purchased organic solvent Input ( $I_1$ ) to the process/activity, is carried out by recording:

- (i) The mass of organic solvent contained in raw materials and preparations in the initial stock (IS) at the start of the accounting period; plus
- (ii) The mass of organic solvent contained in raw materials and preparations in the purchased stock (PS) during the accounting period.
- (iii) Minus the mass of organic solvent contained in raw materials and preparations in the final stock (FS) at the end of the accounting period.

$$\text{Total Organic Solvent Input } (I_1) = IS + PS - FS$$

Solvent Management Plan

- 5.11 The Solvent Management Plan provides definitions and calculations to demonstrate compliance with the VOC requirements of this note. The use of the standard definitions and calculations also ensures consistency of VOC compliance across installations with an industrial sector.
- 5.12 The definitions provided must be used in all calculations relating to the Solvent Management Plan (SMP) (Figure 5.1).
- For SED installations using the emission and fugitive limits, the SMP should be used for determining the fugitive emissions (SED Box9). Once completed, it need not be done until the equipment is modified.
  - For process/activities using the reduction scheme, the SMP should be used to determine the actual emissions annually (paragraph 5.7)

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Definitions

The following definitions provide a framework for the mass balance calculations used in determining compliance.

Inputs of Organic Solvent in the time frame over which the mass balance is being calculated **(I)**.

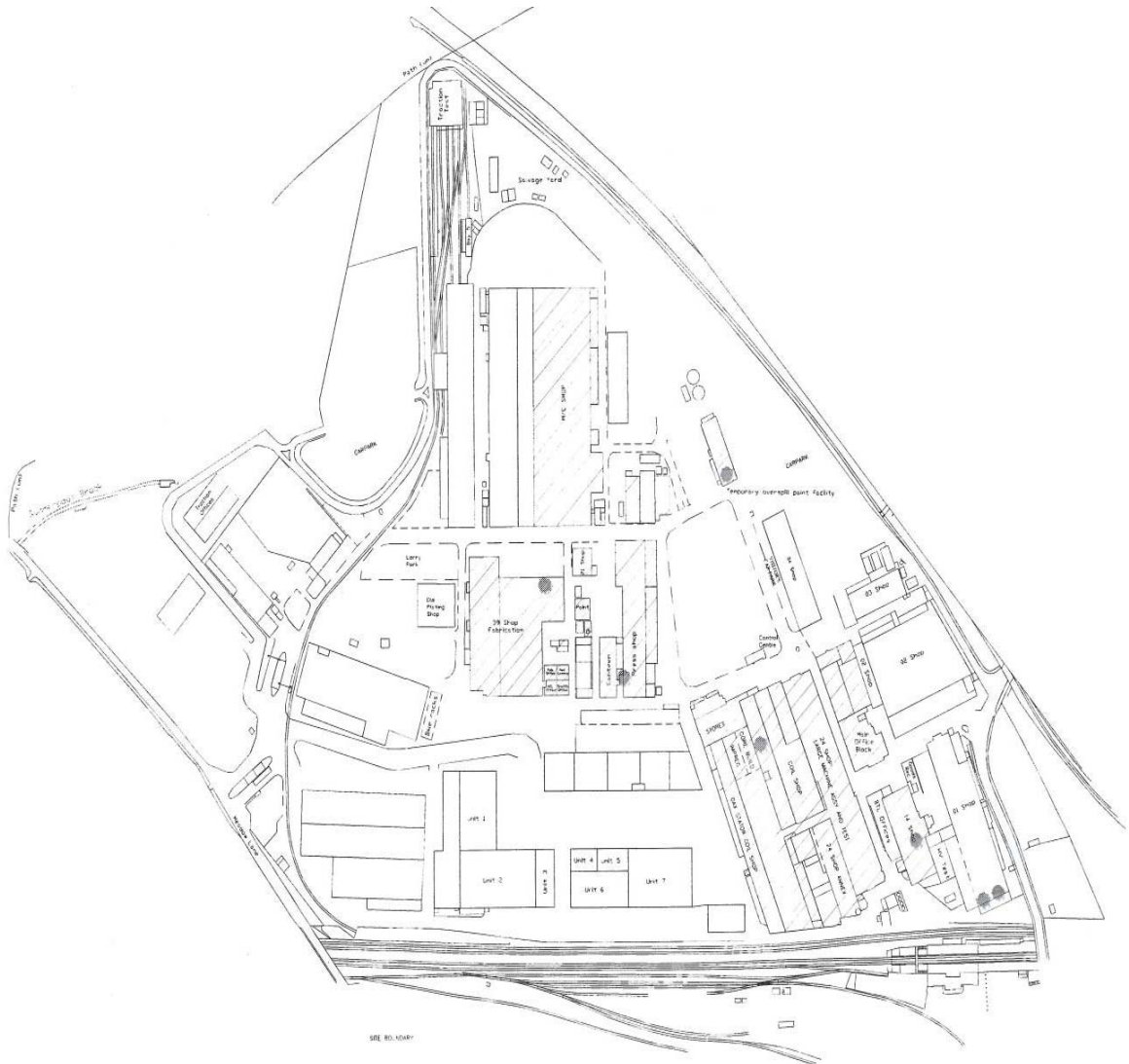
- I<sub>1</sub>** The quantity of organic solvents, or their quantity in preparations purchased which are used as input into the process/activity (including organic solvents used in the cleaning of equipment, but not those used for the cleaning of the products).
- I<sub>2</sub>** The quantity of organic solvents or their quantity in preparations recovered and reused as solvent input into the process/activity. (The recycled solvent is counted every time it is used to carry out the activity.)

Outputs of Organic Solvents in the time frame over which the mass balance is being calculated **(O)**.

- O<sub>1</sub>** Emissions in waste gases.
- O<sub>2</sub>** Organic solvents lost in water, if appropriate taking into account waste water treatment when calculation **O<sub>5</sub>**.
- O<sub>3</sub>** The quantity of organic solvents which remains as contamination or residue in products output from the process/activity.
- O<sub>4</sub>** Uncaptured emissions of organic solvents to air. This includes the general ventilation of rooms, where air is released to the outside environment via windows, doors, vents and similar openings.
- O<sub>5</sub>** Organic solvents and/or compounds lost due to chemical or physical reactions (Including for example those which are destroyed, e.g. by thermal oxidation or other waste gas or waste water treatments, or captured, e.g. by adsorption, as long as they are not counted under **O<sub>6</sub>, O<sub>7</sub> or O<sub>8</sub>**)
- O<sub>6</sub>** Is Organic solvent contained in collected waste
- O<sub>7</sub>** Is Organic solvent contained in preparations, which are sold or are intended to be sold as commercially valuable product.
- O<sub>8</sub>** Is Organic solvent contained in preparations recovered for reuse but not as input into the process/activity, as long as not counted under **O<sub>7</sub>**.

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SITE LAYOUT



SITE PLAN - FALCON WORKS - LOUGHBOROUGH

## **Explanatory Note**

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 14 & 19 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.