



POLLUTION PREVENTION AND CONTROL ACT 1999

PERMIT

Environmental Permitting (England and Wales) Regulations 2010 (SI 2010 No. 675)

PERMIT NUMBER: A/103/6.4(B)(b)

North West Leicestershire District Council (hereinafter referred to as the "Council") in the exercise of the powers conferred upon it by Regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010 hereby authorises

Available Car Limited

Registered Office Address: Station Road, Castle Donington, Derby,
DE74 2NL

Company Registration Number: 4318082

Ordnance Survey Grid Reference: SK48678284

To Operate the Installation at: Station Road, Castle Donington, Derby,
DE74 2NL

to the extent authorised by and subject to the conditions of this Permit.

This Permit shall come into effect on the 9th November 2010

Signed: _____ **Date:** _____

G.E. Crossley
Environmental Services Manager
(an Authorised Officer of the Council)

Environmental Health,
North West Leicestershire District Council,
Council Offices,
Coalville,
Leicestershire. LE67 3FJ

Contents

1.0	General Information	page 3
1.1	Information Notes	page 3
1.2	Records	page 3
1.3	Reporting	page 4
1.4	Notifications	page 5
1.5	Confidentiality	page 6
1.6	Variation to the Permit	page 6
1.7	Surrender of the permit	page 7
1.8	Transfer of the permit or Part of the Permit	page 7
1.9	Contact Details	page 7
1.10	Permit Conditions	page 7
1.11	Interpretation	page 8
2.0	Installation Details	page 9
2.1	The Activity	page 9
2.2	The Installation	page 9
2.3	Plant Detail	page 9
2.4	Operational Changes	page 9
3.0	Operating Conditions	page 11
3.1	In-Process Controls	page 11
3.2	Point Source Emissions to Air	page 11
3.3	Controlling Emissions of Volatile Organic Compounds (VOCs)	page 12
3.4	Controlling Emissions from Particulate Matter	page 13
3.5	Odour	page 13
3.6	Fugitive Emissions to Air	page 14
3.7	Raw Materials	page 14
3.8	Spray Booths	page 14
3.9	Monitoring	page 15
3.10	Reduction Scheme	page 16
3.11	Monitoring and Maintenance	page 16
3.12	General	page 16

1.0 General Information

1.1 Information Notes

- 1.1.1 This Permit is issued under Regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010 to operate an installation carrying out activities covered by the description in Section 6.4 (B)(b) in Part 2 to Schedule 1 of those Regulations:

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 VOC and the carrying on of the activity is likely to involve the use of 1 tonne or more of organic solvents in any period of 12 months.

- 1.1.2 The best available techniques shall be used to prevent or, where that is not practicable, reduce emissions from the mobile plant / installation in relation to any aspect of the operation of the mobile plant / installation which is not regulated by any other condition of this permit.
- 1.1.3 Please note that other activities may take place on the site of this installation which are not regulated under this Permit.
- 1.1.4 The activities authorised under Part 1 Clause 1.1.1 shall not extend beyond the site boundary.

1.2 Records

- 1.2.1 Available Car Limited shall ensure that all records required to be made by this Permit and any other records made by it in relation to the operation of the Permitted Installation shall:-
- (a) be made available for inspection by North West Leicestershire District Council at any reasonable time;
 - (b) be supplied to North West Leicestershire District Council on demand and without charge;
 - (c) be legible;
 - (d) be made as soon as reasonably practicable;
 - (e) indicate any amendments which have been made and shall include the original record wherever possible;
 - (f) be retained at the Permitted Installation, or other location agreed by North West Leicestershire District Council in writing, for a minimum period of four years from the date when the records were made, unless otherwise agreed in writing; and

- (g) where they concern the condition of the site of the Installation or are related to the implementation of the Site Protection and Monitoring Programme, be kept at the Permitted Installation, or other location agreed by North West Leicestershire District Council in writing, until all parts of the Permit have been surrendered.

1.3 Reporting

- 1.3.1 All reports and written and/or oral notifications required by this Permit shall be made or sent to North West Leicestershire District Council using the contact details notified in writing to Available Car Limited by North West Leicestershire District Council.
- 1.3.2 Available Car Limited shall, unless otherwise agreed in writing, submit reports of the monitoring and assessment carried out in accordance with the conditions of this Permit to North West Leicestershire District Council within twenty-eight days of the publication of the results.
- 1.3.3 Available Car Limited shall review fugitive emissions, having regard to the application of Best Available Techniques, on an annual basis, or such other period as shall be agreed in writing by North West Leicestershire District Council and a summary report on this review shall be sent to North West Leicestershire District Council detailing such releases and the measures taken to reduce them within three months of the end of such period.
- 1.3.4 Where Available Car Limited has a formal environmental management system applying to the Permitted Installation which encompasses annual improvement targets, Available Car Limited shall, not later than 31st January in each year, provide a summary report of the previous year's progress against such targets.
- 1.3.5 Available Car Limited shall, within six months of receipt of written notice from North West Leicestershire District Council, submit to North West Leicestershire District Council a report assessing whether all appropriate preventative measures continue to be taken against air pollution, in particular through the application of the Best Available Techniques, at the Installation. The report shall consider any relevant published technical guidance current at the time of the notice which is either supplied with or referred to in the notice and shall assess the costs and benefits of applying techniques described in that guidance, or otherwise identified by Available Car Limited, that may provide environmental improvement.

1.4 Notifications

1.4.1 Available Car Limited shall notify North West Leicestershire District Council **without delay** of:-

- (a) the detection of an emission of any substance which exceeds any limit or criterion in this Permit specified in relation to the substance;
- (b) the detection of any fugitive emission which has caused, is causing or may cause significant pollution unless the quantity emitted is so trivial that it would be incapable of causing significant pollution;
- (c) the detection of any malfunction, breakdown or failure of plant or techniques which has caused, is causing or has the potential to cause, significant pollution; and
- (d) any accident which has caused, is causing or has the potential to cause, significant pollution.

1.4.2 If any of the above could result in adverse health effects to the local population then Available Car Limited shall additionally report this matter directly to the Primary Care Trust.

1.4.3 Available Car Limited shall submit written confirmation to North West Leicestershire District Council and the Primary Care Trust of any notification.

1.4.4 Available Car Limited shall give written notification as soon as practicable prior to any of the following:-

- (a) permanent cessation of the operation of part or all of the Permitted Installation;
- (b) cessation of operation of part or all of the Permitted Installation for a period likely to exceed one year; and
- (c) resumption of the operation of part or all of the Permitted Installation after a cessation as notified above.

1.4.5 Available Car Limited shall notify the following matters to North West Leicestershire District Council in writing within fourteen days of their occurrence:-

- (a) any changes to the details of the “nominated person”

and where Available Car Limited is a registered company:-

- (b) any change in Available Car Limited trading name, registered name or registered office address;

- (c) any change to particulars of Available Car Limited's ultimate holding company (including details of an ultimate holding company where an Operator has become a subsidiary); and
- (d) any steps taken with a view to Available Car Limited going into administration, entering into a company voluntary arrangement or being wound up;

and where Available Car Limited is a corporate body other than a registered company:-

- (e) any change in Available Car Limited name or address; and
- (f) any steps taken with a view to the dissolution of Available Car Limited.

1.4.6 In any other case:-

- (a) the death of any of the named Operators (where Available Car Limited consists of more than one named individual);
- (b) any change in Available Car Limited name(s) or address(es); and
- (c) any steps taken with a view to Available Car Limited, or any one of them, going into bankruptcy, entering into a composition or arrangement with creditors, or, in the case of them being in a partnership, dissolving the partnership.

1.5 Confidentiality

1.5.1 Regulation 46 requires North West Leicestershire District Council to maintain a register of all installations and mobile plant for which it is the regulator. A considerable amount of information is contained on the register, including the application. If this Permit requires Available Car Limited to provide information to North West Leicestershire District Council, the Council shall place that information on to the Public Register in accordance with the requirements of Regulation 46. If Available Car Limited considers that any information provided is commercially confidential, it may apply to the Council to have such information withheld from the register, as provided in the Regulations. To enable the Council to determine whether or not the information is commercially confidential, Available Car Limited should clearly specify the information in question and provide clear and precise reasons for its confidentiality.

1.6 Variation to the Permit

1.6.1 This Permit may be varied in future (by the Council serving a Variation Notice on Available Car Limited) as per Regulation 20 of the EP Regulations. If Available Car Limited wishes to make a change in the operation of the installation he shall notify the Council. The notification must include a description of the proposed changes. If any changes to the conditions in the Permit are required a formal application to vary them must be submitted.

1.6.2 Any such change shall not be implemented until agreed in writing by North West Leicestershire District Council. As from the agreed implementation date, Available Car Limited shall operate the Permitted Installation in accordance with that change and relevant provisions in the application shall be deemed to be amended.

1.7 Surrender of the Permit

1.7.1 Before this Permit can be wholly or partially surrendered, an application to surrender the Permit has to be made. For the application to be successful, the application must contain the information required by Regulation 25 of the EP Regulations.

1.8 Transfer of the Permit or Part of the Permit

1.8.1 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, in accordance with Regulation 21 of the EP Regulations. A transfer will be allowed unless the Council 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. If however the Permit authorises the carrying out of a specified waste management activity then the transfer will only be allowed if the proposed holder is considered to be a “fit and proper person”.

1.8.2 There are no off-site conditions.

1.9 Contact Details

1.9.1 If you require any further details or application forms mentioned above please contact North West Leicestershire District Council on 01530 454545 and ask to speak to an Environmental Health Officer.

1.10 Permit Conditions

1.10.1 The requirements of the conditions attached to this Permit shall come into effect immediately unless otherwise stated.

1.10.2 The activity of re-spraying of road vehicles shall comply with the standard of the Secretary of State’s Guidance Note **PG 6/34B (06)** “Re-spraying of Road Vehicles”.

1.10.3 Without prejudice to the other conditions of this Permit, Available Car Limited shall implement and maintain a management system, organisational structure and allocate resources that are sufficient to achieve compliance with the limits and conditions of this Permit.

1.10.4 A nominated person shall, at all times, be responsible for the implementation of the conditions of this Permit. North West Leicestershire District Council shall be informed within twenty-one days of the issue of this Permit of the name of the nominated person.

1.11 Interpretation

1.11.1 In this Permit, the following expressions shall have the following meanings:-

“Application” means the application for this Permit, together with any response to a notice served under Schedule 4 to the EP Regulations and any operational change agreed under the conditions of this Permit.

“BAT” Best Available Techniques, means the most effective and advanced stage of development of activities and their methods of operation which indicates the practical suitability of particular techniques to prevent, and where that is not practicable, to reduce, emissions and the impact on the environment as a whole. For these purposes: “available techniques” means “those techniques which have been developed on a scale which allows implementation in the relevant industrial sector, under economically and technically viable conditions, taking into consideration the cost and advantages, whether or not the techniques are used or produced inside the United Kingdom, as long as they are reasonably accessible to Available Car Limited”: “best” means “in relation to techniques, the most effective in achieving a high general level of protection of the environment as a whole” and “techniques” “includes both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned”.

“Fugitive emission” means an emission to air from the Permitted Installation which is not controlled by an emission or background concentration limit under conditions 2.1 and 2.2 contained in Part 2 of this Permit.

“Monitoring” includes the taking and analysis of samples, instrumental measurements (periodic and continual), calibrations, examinations, tests and surveys.

“EP Regulations” means the Pollution Prevention and Control (England and Wales) Regulations SI 2000 No. 1973 (as amended) and words and expressions defined in the EP Regulations shall have the same meanings when used in this Permit save to the extent they are specifically defined in this Permit.

“Permitted Installation” means the activities and the limits to those activities described in this Permit.

“Staff” includes employees, directors or other officers of Available Car Limited and any other person under Coalville Car’s direct or indirect control, including contractors.

“Year” means calendar year ending 31st December.

1.11.2 Where any condition of this Permit refers to the whole or parts of different documents, in the event of any conflict between the wording of such documents, the wording of the document(s) with the most recent date shall prevail to the extent of such conflict.

2.0 Installation Details

2.1 The Activity

- 2.1.1 The activity is described in Section 6.4 (B) (b) in Part 1 to Schedule 1 of those Regulations:

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 VOC and the carrying on of the activity is likely to involve the use of 1 tonne or more of organic solvents in any period of 12 months.

2.2 The Installation

- 2.2.1 Available Car Limited has one area for repairing and paint re-spraying PLG vehicles, the area is self-contained and fitted with its own fan extraction unit. The areas are kept under constant negative pressure. There are also two self contained spray ovens, also with their own extraction system.

The paint products used in the process are all compliance approved and are applied with HVLP spraying equipment to give maximum paint coverage with minimum over-spray.

Available Car Limited has elected to demonstrate compliance with the Regulations using the Reduction Scheme.

2.3 Plant Detail

- 2.3.1 The activities authorised by this Permit shall not extend beyond the installation boundary, that being the land shown as edged in red on the site plan, and described in the Permit application. The layout of the installation is detailed in site plans in Schedule 1.

2.4 Operational Changes

- 2.4.1 Available Car Limited shall seek North West Leicestershire District Council's written agreement under condition 2.4.2 to any operational changes to this Permit, by way of variation, and shall include:

- (a) A description of the nature of the proposed change;
- (b) Any increase in the storage of raw materials;
- (c) The nature and quantity of any emission;
- (d) Details of the technology being applied to reduce such emissions, and associated emissions monitoring;

(e) Any other relevant information.

Minor plant modifications are permissible as long as they do not contravene the operational requirements of the application or the Permit, do not affect releases to air, and are notified to North West Leicestershire District Council 14 days prior to making that change.

2.4.2 Any such change shall not be made until agreed in writing by North West Leicestershire District Council. From the implementation date, Available Car Limited shall operate the Permitted Installation in accordance with that change, and the relevant provisions of the application shall be deemed to have been amended.

3.0 Operating Conditions

3.1 In-Process Controls

3.1.1 The installation shall, subject to the conditions of this Permit, be operated using the techniques, and in the manner described in the documentation submitted in the Permit application, or as otherwise agreed in writing by North West Leicestershire District Council in accordance with conditions 2.4.1 and 2.4.2 of this Permit.

3.2 Point Source Emissions to Air

3.2.1 The limits for emissions to air for the parameters set out in Table 3.2.1 shall not be exceeded. Suitable alternative monitoring techniques must be agreed with North West Leicestershire District Council in advance and in writing.

Parameter	Source	Limit mgm ⁻³	Monitoring Method	Monitoring Frequency
Particulate Matter	Spray Booths	10mgNm ⁻³	By guarantee supplied by spray booth constructor or manual extractive testing, carried out in accordance with BS ISO 9096:2003 with averages taken over operating periods, excluding start-up and shut-down	Annual
	Abrasive Blasting Equipment and other sources (except Spray Booths)	50mgNm ⁻³	Manual extractive testing, carried out in accordance with BS ISO 9096:2003 with averages taken over operating periods, excluding start-up and shut-down	Annual
Sulphur Dioxide	All processes / activities	1% wt/wt sulphur in fuel	Certification by supplier using test method ASTM D86 distillation	Every Delivery
	All processes / activities using gas oil as defined in the Sulphur Content of Certain Liquid Fuels Directive (1999/32/EC)	0.2% wt/wt sulphur in fuel (before 01/01/2008) 0.1% wt/wt sulphur in fuel (from 01/01/2008)		

3.2.2 Emissions to air from the specified sources in Table 3.2.2 shall only arise from the emissions points specified in that table.

Emission Point Reference	Source	Location of Emission Point
A1	Repair and Paint Spray Area A	Roof
B1	Repair and Paint Spray Area B	Roof

- 3.2.3 Emission points specified in Table 3.2.2 should be at least 3m above roof ridge height of any building within 15m of the base of the chimney or vent, and any new or replacement chimney should achieve this standard. No emission point shall be fitted with any restriction at the final opening such as a plate, cap or cowl, with the exception of a cone, which may be necessary to increase the exit velocity of the emissions.
- 3.2.4 Adequate insulation should be provided to emission points specified in Table 3.2.2 to minimise the cooling of waste gasses and prevent liquid condensation by keeping the temperature of the exhaust gasses above the dew point.
- 3.2.5 Exhaust flow rate from emission points specified in Table 3.2.2 shall be consistent with the efficient capture of emissions, good operating practice and meeting the requirements of the legislation relating to the workplace environment. The introduction of dilution air to achieve emission concentration limits is not permitted.
- 3.2.6 A discharge velocity sufficient to prevent aerodynamic downwash shall be required for emission points specified in Table 3.2.2. Where necessary to prevent or minimise droplet emissions, the linear velocity within the chimney shall not exceed 9ms^{-1} .
- 3.2.7 Available Car Limited shall take all appropriate precautions to minimise emissions during start-up and shut-down.

3.3 Controlling Emissions of Volatile Organic Compounds (VOC's)

- 3.3.1 All coatings containing VOC shall be stored in closed storage containers. Solvent containers should remain open for the minimum time practicable when in use.
- 3.3.2 Available Car Limited shall make all reasonable practicable efforts to minimise the amount of residual organic solvent bearing material left in drums and other containers after use, and all waste material containing organic solvent, including nominally empty solvent containers, shall be stored tightly lidded or in suitable closed containers or storage vessels. Solvent contaminated material, including wipes that have been used for cleaning, shall be held in containers with close fitting self-closing lids.
- 3.3.3 Application of cleaning solvents shall be dispensed by piston-type dispensers or similar contained device when used on rags.
- 3.3.4 Solvent impregnated wipes shall be held in an enclosed container prior to use.
- 3.3.5 Available Car Limited shall review cleaning operations involving the use of organic solvent at least once every two years, to identify opportunities for reducing VOC emissions. The review should include an assessment of alternative cleaning methods, and any cleaning steps that could be eliminated. Available Car Limited shall submit a report of the findings of the review to North West Leicestershire District Council within 8 weeks of completing the review.

- 3.3.6 Where practicable, non-organic solvent cleaning fluids, or significantly less volatile organic solvent cleaning fluids shall be used (with or without the addition of mechanical, chemical or thermal enhancements).
- 3.3.7 All spray guns and equipment cleaning should be carried out in an automatic, totally-enclosed equipment cleaning machine or any other equipment cleaning machine which can achieve comparable or lower emissions. The cleaning machine should be provided with the minimum of exhaust ventilation that is necessary to prevent the fugitive emission of organic solvent vapour which the machine is opened for introduction or removal of equipment, or for the changing of cleaning solvent.
- 3.3.8 All spillages should be dealt with promptly. Suitable organic solvent containment and spillage equipment shall be readily available in all organic solvent handling areas.
- 3.3.9 Available Car Limited shall make arrangements for the dispatch for recycling or for reuse of all dirty solvents and waste paint that contain volatile organic compounds, and shall retain copies of receipts for such dispatched materials for a minimum of three years.
- 3.3.10 Spray coatings should be applied to passenger cars by using one of the following methods:
- a) high volume low pressure (HVLP) (maximum atomisation pressure 67.5kPa) spraying equipment;
 - b) air assisted airless spraying equipment;
 - c) electrostatic spraying equipment; or
 - d) alternatively, a system capable of achieving a transfer efficiency of at least 65%.
- 3.3.11 Spray coatings should be applied to the vehicles by using one of the techniques listed in 3.3.11 or by using airless spraying equipment.

3.4 Controlling Emissions from Particulates

- 3.4.1 Emissions of particulate matter shall be abated where necessary in order to meet the emission limit in Table 3.2.1.

3.5 Odour

- 3.5.1 All emissions to air from the installation shall be free from offensive odour as perceived by North West Leicestershire District Council beyond the installation boundary. Available Car Limited shall not be taken to have breached this condition if Available Car Limited has used BAT to prevent, or where that is not practicable, to reduce such odorous emissions.

- 3.5.2 Where offensive odour is likely (or in the case of existing processes, is present) outside the process site boundary, the assessment of chimney or vent height should take into account the need to render harmless residual offensive odour. Where it is not possible to increase the chimney height, the odour shall be abated by the use of appropriate arrestment plant.

3.6 Fugitive Emissions to Air

- 3.6.1 A high standard of housekeeping shall be maintained.

3.7 Raw Materials

- 3.7.1 Organic solvent materials designated ‘Risk Phrase’ materials due to their organic solvent content must be replaced, controlled or limited as specified in Schedule 4. Available Car Limited shall not introduce such Risk Phrase Materials into the installation or activity without prior written consent from North West Leicestershire District Council.

3.8 Spray Booths

- 3.8.1 All paint spraying operations should be carried out in a totally enclosed booth under negative pressure so as to prevent fugitive emissions of odour and particulate matter.
- 3.8.2 Spray booths should be designed to meet the emission limit for particulate matter specified in Table 3.2.1. Available Car Limited shall provide North West Leicestershire District Council with a guarantee from the spray booth constructor that a newly-installed booth will meet this emission concentration limit, and the guarantee should be supported by emission test data for the spray booth type that the guarantee relates to. Where an existing spray booth is upgraded to achieve the emission concentration limit in Table 3.2.1, a guarantee should be obtained either from the spray booth constructor, or the company which carries out the upgrading, that the upgraded booth will meet the emission concentration limit. The guarantee should be supported by emission test data for the spray booth type, fitted with the filtration system, to which the guarantee relates.
- 3.8.3 Where no such guarantee is obtainable, either for a new booth or for an existing booth which has been upgraded, or where Available Car Limited feels that upgrading of the spray booth is unnecessary, emission testing from that specific booth should be required, to demonstrate compliance with the emission concentration limit for particulate matter. Additionally, where problems of particulate matter emissions are perceived a particulate matter emission monitoring exercise should be required, even if a manufacturers’ guarantee is available for the booth.
- 3.8.4 Spray gun testing and spray-out following cleaning should be done into the equipment cleaning machine with the extraction running, or into a separate chamber which is provided with extraction. A receptacle should be provided to collect the organic

solvent which is put through the spray gun. When not in use, the receptacle should be kept lidded to prevent evaporation and fugitive emission of organic solvent vapour.

3.9 Monitoring

- 3.9.1 A visual assessment of all emissions shall be undertaken at least daily to ensure that final releases are colourless, free from persistent visible emissions and free from droplets.
- 3.9.2 An olfactory assessment of all emissions shall be undertaken at least daily whilst activities involving the use of organic solvents are being undertaken, to ensure that final releases are free from offensive odour at the site boundary.
- 3.9.3 Emissions from all stacks shall be free from visible smoke during normal operation, and on no occasion shall any emission exceed the equivalent of Ringlemann shade 1, as detailed in British Standard BS 2742:1969.
- 3.9.4 Available Car Limited shall make a record of the assessments required by conditions 3.9.1 to 3.9.3 in the logbook kept in accordance with condition 3.11.1. Including details of any abnormal emissions, its cause and action taken to rectify the problem. The details of the person undertaking the monitoring and the date and time shall also be recorded, along with the location where that observation was made. The Operator shall inform the Council in writing of any significant changes to the schedule.
- 3.9.5 Available Car Limited shall notify North West Leicestershire District Council at least 7 days before any periodic or non-continuous monitoring exercise to determine compliance with emission limit values, including a provisional date, pollutant(s) to be tested and the methods to be used. The results from such monitoring shall be forwarded to North West Leicestershire District Council within 8 weeks of the completion of monitoring, and retained in the logbook kept in accordance with condition 3.11.1. Particular notes should be made of any factors that might have affected the monitored emission.
- 3.9.6 Where extractive sampling required by this Permit is undertaken, Available Car Limited shall ensure that adequate facilities for sampling are provided on vents or ducts. Where possible sampling points should be designed to comply with the relevant British or equivalent standard.
- 3.9.7 Available Car Limited shall implement and maintain a programme to monitor and record the consumption of paint, thinners and other organic solvents against products produced shall be implemented to minimise the amount of excess paint, thinners and other organic solvents used.
- 3.9.8 Available Car Limited shall produce a report on the solvent consumed at the Permitted Installation over the previous calendar year, and submit it to North West Leicestershire District Council by the 1st February each year. The report shall be produced in accordance with Schedule 3 of this Permit and shall include but not be limited to:

- (a) details of the solvent inputs and outputs of the activities and/or installation;
- (b) measures, where taken, to minimise the amount of excess paint, thinners and other organic solvents used;
- (c) progress with substitution plans for designated Risk Phrase Material (where applicable).

3.10 Reduction Scheme

3.10.1 Where compliance is demonstrated using the Reduction Scheme, the annual solvent emission determined through the solvent management plan shall be less than or equal to the target emission determined for that year. The annual solvent emission and the target emission shall be determined in accordance with Schedule 3 of this Permit.

3.11 Monitoring and Maintenance

3.11.1 Available Car Limited shall implement suitable and sufficient management systems to provide an effective technique for ensuring that all pollution prevention and control techniques are delivered reliably and on an integrated basis, and shall include but not be limited to:

- (a) A documented preventative maintenance schedule (including cleaning), covering all plant, extract filters, equipment and ductwork, whose failure could lead to leakages and/or impact on the environment;
- (b) Documented procedures for monitoring emissions;
- (c) Records of breakdowns (to be analysed by Available Car Limited in order to eliminate common failures);
- (d) Records of checks made, including the results of all filter changes, monitoring, inspections and assessments shall be recorded in a logbook, and retained at the installation for a minimum of two years. The logbook shall be kept up to date, and shall be made available for inspection by North West Leicestershire District Council at any time. The logbook shall include the time, date, result and name of person undertaking the assessment, and where required, the location of the assessment.

The Operator shall inform the Council in writing of any significant changes to the schedule.

3.12 General

3.12.1 North West Leicestershire District Council are statutorily obliged to include conditions in any Permit they issue which are designed to ensure that the process is operated using the best available techniques (BAT) to prevent and minimise

emissions of prescribed substances and to render harmless any substance that may be emitted.

- 3.12.2 In addition to the specified conditions included in this Permit, a duty is implicitly imposed on Available Car Limited to use BAT in relation to any aspect of the installation that is not covered by the specific conditions. This is the so-called 'residual' BAT duty. The Secretary of State's Process Guidance Notes (PGs) contain the Secretary of State's views on the techniques appropriate, in order to achieve the BAT objectives.
- 3.12.3 Essentially they relate to any aspect of the process not regulated by the specific conditions in this Permit and require that the best available techniques shall be used:-
- (a) for preventing the release of substances prescribed for air into the air or, where that is not practical by such means, for reducing the release into the air of such substances to a minimum and for rendering harmless any such substances which are so released, and
 - (b) for rendering harmless any other substances which might cause harm if released into the air.
- 3.12.4 Staff employed on the premises shall be given such information, training and supervision, as is necessary for the achievement of compliance with this Permit. Matters covered by such information in training shall include but not be limited to:
- (a) awareness of their responsibilities under the Permit; in particular how to deal with conditions likely to give rise to VOC emissions, such as in the event of spillage;
 - (b) minimising emissions on start up and shut down,
 - (c) action to minimise emissions during abnormal conditions.
- Adequate arrangements shall be made for deputising for the nominated person in the event of a holiday, sickness or other absence.
- 3.12.5 Nothing in this Permit shall be taken to imply a standard lower than that required under the provisions of the Health and Safety at Work etc. Act 1974, or under the relevant statutory provisions as defined in Section 53 of that Act.
- 3.12.6 Safe access shall be provided to enable monitoring to be carried out by employees or contractors of the company, an authorised officer of North West Leicestershire District Council or any consultants employed by them.
- 3.12.7 Effective control of emissions requires the maintenance and proper use of equipment, the proper supervision of process operations, good housekeeping standards and, where appropriate, checking for visible and odorous emissions. Effective preventative maintenance shall be employed on all plant and the equipment concerned with the control of emissions to air.

3.12.8 Essential spares and consumables – in particular those subject to continual wear – shall be held on site or be available at short notice from suppliers, in order to rectify breakdowns rapidly.

Schedule 3

Solvent Management Plan and Solvent Reduction Scheme

Solvent Management Plan

The Solvent Management Plan provides definitions and calculations to demonstrate compliance with the VOC requirements of this Permit. The use of the standard definitions and calculations also ensures consistency of VOC compliance across an industrial sector.

The definitions provided must be used in all calculations relating to the Solvent Management Plan (SMP).

- For SED installations using the emission and fugitive limits, the SMP should be used for determining the fugitive emissions. 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.

The operator shall forward an emission reduction plan as part of the SMP, which includes in particular:

- A full breakdown of solvent inputs and outputs;
- The determination of the annual actual solvent emission;
- The determination of the target emission;
- Decreases in the average solvent content of the total input; and/or
- Increased efficiency in the use of solids to achieve a reduction of the total emissions from the installation.

Reduction Scheme

The Reduction Scheme aims to achieve emission reductions to a 'Target Emission' equivalent to those, which would have been achieved if the concentration emission limits, had been applied.

The Target Emission for an installation is calculated as follows;

Installation	Target emission all existing installations by 31/10/05 And target emission all new and substantially changed installations until 31/10/04	Target emission all existing installations from 31/10/07 And target emission all new and substantially changed installations from 31/10/04
Coating and refinishing of vehicles 0.5 tonnes or more of solvent consumption	Total Mass of Solids x 1.8 (To be met by using compliant coatings and controlled and monitored use of gunwash and thinners)	Total Mass of Solids x 1.2

The Total Mass of Solids in the quantity of coating and/or ink consumed in a year is determined:

- Solids are all materials in coatings and inks that become solid as a result of curing, polymerisation, or the evaporation of the water or solvent.
- All ingredients other than water and organic solvents should be assumed to form part of the solid coating.

Compliance with Reduction Scheme is achieved if the *annual actual solvent emission* determined from the Solvent Management Plan is less than or equal to the Target Emission.

Where the annual actual solvent emission is:

$$\text{Annual actual solvent emission} = I_1 - O_8 - O_7 - O_6$$

Determination of Solvent Consumption

Construction of inventories of materials consumed and disposed of may involve the identification of individual organic solvents, or solids. This may give rise to an issue of commercial confidentiality. Information supplied must be placed on the public register, unless exclusion has been granted on the grounds of commercial confidentiality or national security. Further guidance can be found in chapter 8 of the General Guidance Manual on policy and procedures for A2 and B installations.

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 North West Leicestershire District 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):

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

I₁ 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 (II) to the process/activity, is carried out by recording:

1. The mass of organic solvent contained in coatings, diluents and cleaners in the initial stock (IS) at the start of the accounting period; plus
2. The mass of organic solvent contained in coatings, diluents and cleaners in the purchased stock (PS) during the accounting period.
3. Minus the mass of organic solvent contained in coatings, diluents and cleaners in the final stock (FS) at the end of the accounting period.

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

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**)

I₁ 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).

I₂ 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**).

O₁ Emissions in waste gases

O₂ Organic solvents lost in water, if appropriate taking into account waste water treatment when calculated **O₅**.

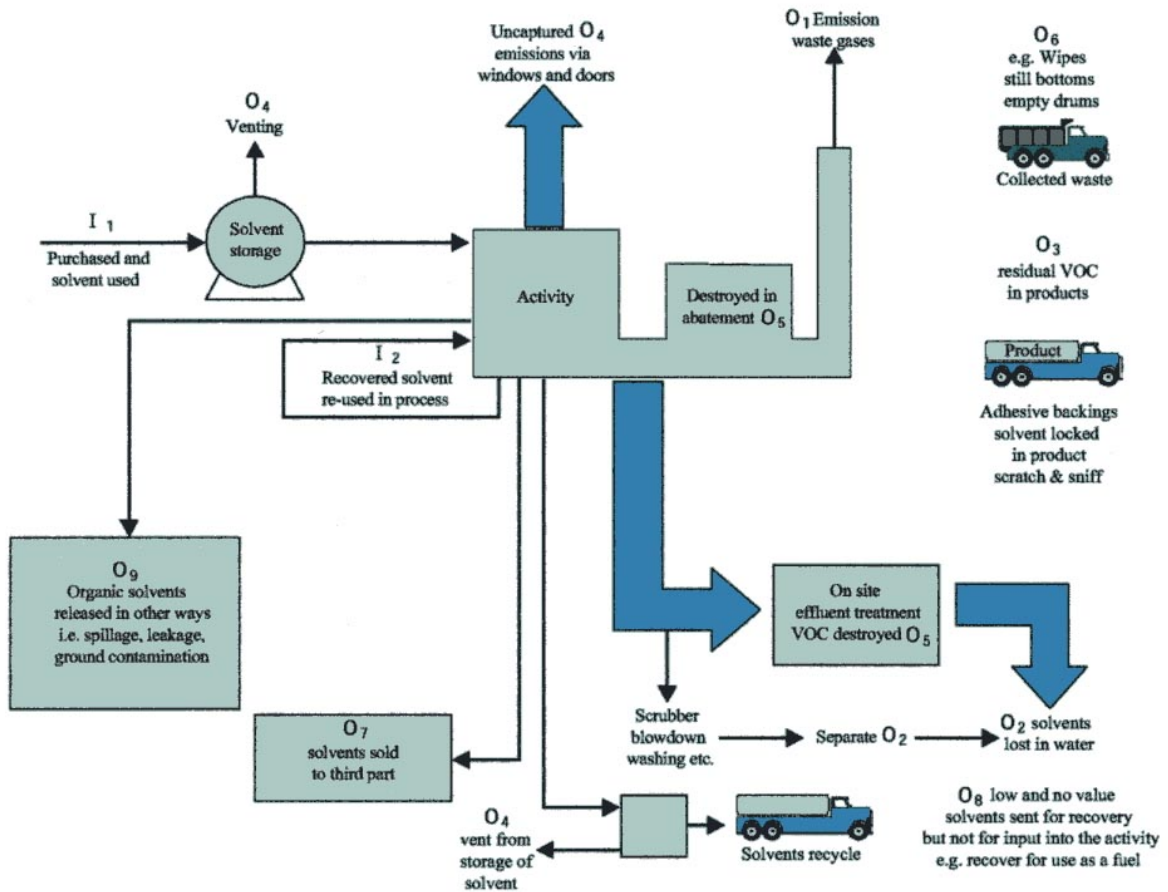
O₃ The quantity of organic solvents which remains as contamination or residue in products output from the process/activity

O₄ Un-captured 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.

O₅ Organic solvents and/or organic 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 treatment, or captured, e.g. by adsorption, as long as they are not counted under **O₆**, **O₇** or **O₈**).

O₆ Organic solvents contained in collected waste

- O₇** Organic solvents, or organic solvents contained in preparations, which are sold or are intended to be sold as a commercially viable product.
- O₈** Organic solvents contained in preparations recovered for reuse but not as input into the process/ activity, as long as not counted under O₇.
- O₉** Organic solvents released in other ways.



Solvent management plan	Solvent Emission Directive (SED) activities
Consumption = $I_1 \cdot O_8$	Fugitive emission value = $\frac{F}{I_1 + I_2} \times 100\%$
Actual solvent emission = $I_1 \cdot O_5 \cdot O_6 \cdot O_7 \cdot O_8$	Total emission = $O_1 + \text{Fugitive emission (F)}$
Fugitive emission (F) = $I_1 \cdot O_1 \cdot O_5 \cdot O_6 \cdot O_7 \cdot O_8$	
or $F = O_2 + O_3 + O_4 + O_9$	