

## PERMIT TO OPERATE A PART A2 INSTALLATION

POLLUTION PREVENTION & CONTROL ACT 1999

THE ENVIRONMENTAL PERMITTING (ENGLAND AND WALES) REGULATIONS 2010 (AS AMENDED)

### DOCUMENT REFERENCE A : PERMIT

**Reference Number:** IPPC/2007/14  
**Date Permit Issued :** 10th September 2007  
**Date of Last Permit Variation:** 21st June 2016

(i) Name and address of operator(s)

**A Hughes & Son (Skellingthorpe) Ltd**

(ii) Address of permitted installation

**Jerusalem Farm  
Jerusalem Road  
Skellingthorpe  
Lincoln  
LN6 4RL**

North Kesteven District Council (“the Local Authority”) in accordance with Section 13(1) of the Environmental Permitting (England and Wales) Regulations 2010 (as amended) (“The Regulations”), hereby permits the above named company whose registered office is: **Jerusalem Farm, Jerusalem Road, Skellingthorpe, Lincoln LN6 4RL (Company Registration No. 00549113)** to operate in the A2 Rendering sector as prescribed in Section 6.8 Part A(2)(a) of Schedule 1 to The Regulations.

The permit is subject to the conditions specified in this document consisting of **28** pages and comprising the documents set out below:

Reference	Description	Page
A	Permit	1
B	Process Description	2
C	Conditions	5
D	Location plan	19
E	Installation boundary and internal layout	20
Appendix I	Definition of terms used	21
Appendix II	Supplementary notes	22
Appendix III	Emission Monitoring Guidance	26
Appendix IV	Environmental Management Guidance	27
Appendix V	Local Authority contact details	28

**Signed**



**Date 21st June 2016**

**Mark Taylor**

**DOCUMENT REFERENCE B: DESCRIPTION OF INSTALLATION**

<b>Table B.1 -</b>		
<b>Activity under Schedule 1 of the regulations /associated activity</b>	<b>Description of specified activity</b>	<b>Schedule 1 activity reference (if applicable)</b>
Disposal of or recycling animal carcasses or animal waste by rendering at a plant with a treatment capacity exceeding 10 tonnes per day of animal carcasses or animal waste, or, in aggregate, of both.	Evaporative rendering of meat, food and other organic wastes and by-products	6.8 A(2)(a)
Raw material delivery and off-loading	Offloading, storage and transfer of raw materials to the rendering processes	Associated activity
Treatment of process condensate and wash water	On site-effluent treatment plant	Associated activity
Treatment of concentrated odours and odorous air	Incinerating boilers and biological filter	Associated activity
Storage of finished product	Storage and handling of meal & tallow	Associated activity
Disposal/recycling of waste	Various waste and recycling streams available	Associated activity
Storage and handling of fuel oil and tallow fuel oil including the operation of steam raising boilers	Fuel oil burnt in the steam raising boilers and generators	Associated activity

**B.2 Description of Permitted Process**

The main activity at the site consists of an Animal By-Product Rendering Plant. There are 3 main support processes associated with this activity:

- Effluent treatment
- Odour treatment
- Steam generation

The above activities make up the process hereby permitted.

**The Rendering Process**

**Arrival of material on site**

Animal by-products arrive on site in dedicated specialist transport trailers or containers. The vehicle is weighed and logged at the weighbridge. There are two processing lines on site, for Category 1&2 and the other for Category 3 materials (as defined in Regulation (EC) no 1069/2009 and enforced through the Animal By-Products (Enforcement) (England)

Regulations 2013) Vehicles are directed to the necessary facility. The information below applies to both the Cat 1/2 and Cat 3 facilities unless specifically stated.

Liquid raw material will be stored in lidded tanks maintained under negative pressure or vented to the process building and transferred by sealed pipe into the process equipment

### Animal by-product receptions

The vehicle enters the raw material storage area via an airlock.

For the Cat 1/2 facility, the inner and outer doors are interlocked. There are 2 airlocks serving this raw material reception. To make a delivery into the reception area, the vehicle enters the airlock. The inner door only opens when the outer door is closed. The vehicle enters the reception, discharges within the storage area and is washed and disinfected. The wash water drains via a 2mm rotating drum screen prior to be discharged to the water treatment plant. Material from the storage area is passed to a hopper.

On exiting the reception area, the vehicle enters the airlock and the inner door is closed. The vehicle remains within the airlock for not less than 2 minutes while air is extracted into the main building and water and disinfectant is sprayed onto the vehicle. This wash water discharges to the water treatment plant. When the airlock cycle is complete the outer door opens and the vehicle exits

For the Cat 3 facility the outer door is interlocked with the raw material hopper lid or crusher hopper lid. There is a single raw material reception area. To make a delivery, the vehicle enters the airlock. The appropriate hopper lid only opens when the outer door is closed. The vehicle either discharges into the hopper or materials are transferred to the crusher. The vehicle is then washed and disinfected. The wash water drains via a 4mm mesh screen prior to be discharged to the water treatment plant.

To exit the reception area the hopper or crusher lid is closed. The vehicle remains within the airlock for not less than 2 minutes while air is extracted into the facility building. When the airlock cycle is complete the outer door opens and the vehicle exits

When the airlocks are not in use in all doors and hopper lids remain closed.

### Size reduction

Raw materials from the hoppers are screw augured to crushers that reduces the size of the material. This material is ram pumped to the respective cookers.

### Cooking

The raw material is processed in one of the following cookers:

Cat 1/2: Haarslev Atlas HM/09 and Dupps 160U

Cat 3: *Dupps 200U*

All the cookers work to the same principle. Within the cookers, the temperature of the material is increased by the use of indirect steam. The moisture is driven off as vapour which is collected and directed to the condensers. The remaining material which is a mixture of fat and protein called greaves is discharged from the cooker on a continuous basis. The cooking vapours which arise from this process becomes "rendering condensate" which is directed towards the effluent treatment plant. The condensers also give rise to non-condensable gases which are directed to the boilers for incineration.

### Pressing

The greaves are directed to one of 3 high pressure extruder presses serving the respective facilities (two in Cat 1/2). This gives rise to oil (tallow) which goes on to further processing and

clarification, and meat and bone meal which is directed to trailers into a dedicated meat and bone meal storage area serving each facility, where it is cooled and stored. The bone meal is periodically sent off site for power plant fuel. Greaves arising from the Cat 3 plant is treated in the same way however this material is permitted to be used in ways other than power plant fuel.

#### Fat cleaning

The tallow is screened to remove gross solids which are returned to the pressing process. The fat is centrifuged to remove finer solids prior to storage within external bulk storage tanks.

The above processes are carried out within Cat 1/2 and Cat 3 process buildings which are both kept under negative pressure by the use of up to 3 extraction fans which direct the air to an odour arrestment plant detailed below.

#### **Effluent Treatment Process**

The rendering process condensate consists of process vapours from the cooking process that have been condensed down through air-cooled condensers. On the exit from the condensers the condensate is sent to the balance tank where it is mixed with other effluents from the site, and then it is directed to a DAF plant located within a primary treatment building. This building along with all tanks holding condensate, are back vented to the odour abatement system.

All process wash water is collected and screened through a 2mm screen within the factory. The resultant screened effluent is directed to the primary balance tank

Yard wash and rainwater from the site are mixed and directed to the primary balance tank. Effluent from the balance tank is fed through a pipe coagulator where a coagulant and polyelectrolytes are used to form flocks in the effluent prior to flotation.

#### Dissolved Air Flotation Plant

Effluent enters the DAF plant and the flocculated particles rise to the surface and are removed to a primary sludge tank. Once treated the effluent is directed to the anaerobic selector tank of the biological system. The building holding the DAF plant is kept under negative pressure which direct air to the odour arrestment plant.

#### Biological system

This consists of anaerobic selector tanks where denitrification occurs and conditions are manipulated to encourage specific bacteria. The selector tanks are covered and vented to the biological odour abatement system.

The selector tanks feed various mechanically aerated tanks in which activated sludge is used to biodegrade and break down the organic compounds. Nitrification also occurs to convert ammonia into nitrate. The effluent has a retention time of approximately 8 to 10 days within the aeration tanks.

The treated effluent is separated from the sludge. The sludge is recycled to the selector tanks.

The final treated effluent is discharged to an off-site treatment facility under a necessary trade effluent consent from Anglian Water. Material not discharged in this way is directed to one of 3 lagoons for use in irrigation purposes.

#### **Odour Treatment Process.**

Specified low intensity odours are collected and passed via at least 2 of the centrifugal fans to one of 2 wet scrubbing towers where any entrained particles are removed and the air

humidified prior to discharge into a plenum chamber prior to discharge either of the 2 separate woodchip biofilters there is a surface irrigation system of these areas.

### **High intensity odours**

High intensity odours include those extracted from specific areas of the process buildings and the non-condensable gases from the air cooled vapour condensers. The air is ducted to a water scrubber then directed to the boilers for incineration. The two condensers will serve the respective facilities.

### **Boiler processes**

Two main boilers are used to raise steam on the site and one of the smaller is used as a top up unit should the pressure drop, these are fuelled by fuel oils, tallow and tallow derivatives. Boilers 2 and 4 are linked to the same chimney and therefore only one of these 2 boilers can be in operation at any time. The steam is sent from the boiler to a common header where it is distributed to the cookers.

Boiler 1- ~Robey serial number B75327 rating 8 bar capacity 16,000lb

Boiler 2- ~Robey serial number B75328 rating 8 bar capacity 16,000lb

Boiler 3- ~Wellman Robey serial number SM-140CE/12/1 rating 11.77 bar capacity 14,000kg

Boiler 4- ~Thermax serial number 111/95 rating 11 bar capacity 15,900kg

### **DOCUMENT REFERENCE C: CONDITIONS**

**All conditions shall have immediate effect unless stated otherwise.**

<b>Table of Contents</b>		
<b>Reference</b>	<b>Description</b>	<b>Page</b>
1.0	Emissions to Air	5
2.0	Emissions to Water	8
3.0	Animal By-Products Handling and Processing	9
4.0	Odour Control	10
5.0	Operations and maintenance	11
6.0	Competence and Training	12
7.0	Raw Material and Water Usage	12
8.0	Waste	13
9.0	Energy Usage	13
10.0	Accidents and Crisis Management	14
11.0	Noise and Vibration	14
12.0	Monitoring, Records and Notifications	15
13.0	General	16

#### **1.0 Emissions to Air**

1.1 All operations which generate emissions to air shall be prevented, or contained and adequately extracted to suitable arrestment plant, where this is necessary to meet the emission limits given in this permit. (BAT1&38)

1.2 There shall be no offensive odour, as perceived by an Authorised Officer of the Local Authority, which is attributable to this process within the curtilage of any residence outside the process boundary. It shall not be a breach of this condition in a particular case if the operator can show that he or she took all reasonable steps and exercised all due diligence to prevent

the release of offensive odour. ('Due diligence' means that the operator can show that BAT was employed and maintained) (BAT 34)

1.3 Emissions from the combustion processes in normal operation shall be free from visible smoke and in any case shall not exceed the equivalent of Ringlemann Shade 1 as described in British Standard BS 2742:1969 (BAT 2&106) except for a maximum period of 10 minutes on start-up of the boiler from cold.

1.4 Extraction flow rates of waste gases shall be consistent with the efficient capture of emissions, good operating practice and meeting the requirements of the legislation relating to the workplace environment (BAT 102)

1.5 All Stacks serving the process shall be of sufficient heights to ensure adequate dispersion under normal conditions (BAT 4).

1.6 The operator shall show that all reasonably practicable steps are taken during start up and shut down of the rendering process, and changes of fuel or combustion load to minimise emissions to atmosphere. A written emissions management plan shall be maintained that details all such process operations, their frequency, the control measures that are implemented to minimise emissions to atmosphere, and management controls in place to ensure compliance with this requirement. The emissions management plan to meet this condition shall be agreed in writing with the Local Authority and the agreed protocol adhered to at all times. (BAT 5)

1.7 All discharges to air, other than water vapour, shall be free from persistent visible emissions (BAT 7&106).

1.8 Emissions of water vapour shall be free from droplet fall out (BAT 8&106).

1.9 The operator shall ensure that liquid entrainment in the duct of wet arrestment plant, leading to droplet fallout, does not occur as a result of the linear flow rate within the duct exceeding 9 m/s. (BAT 9)

1.10 Flues and ductwork shall be cleaned to remove any accumulation of materials, as part of the routine maintenance programme to be maintained to meet condition 5.1 below. (BAT10).

1.11 Exhaust gasses discharged through all stacks serving the boilers shall achieve an exit velocity greater than 15 m/s during normal operating conditions. Stacks shall not be fitted with any restriction at the final opening such as a plate, cap or cowl, with the exception of a cone which is permitted to increase the exit velocity of the emissions. (BAT 11 & 12)

1.12 Ducts shall be designed and the velocity inside them maintained such that the accumulation of material inside them is minimised. (BAT 13)

1.13 All internal surfaces of flues and exhaust ducts shall be leak proof and adequately insulated (where necessary) to prevent internal condensation. Their integrity shall be maintained at all times.

1.14 Operations shall be controlled to minimise fugitive emissions from the site at all times (BAT 20).

1.15 An inventory of fugitive particulate and odorous emissions shall be maintained by the operator. This shall be updated on an annual basis to demonstrate progress in reducing emissions (BAT21).

1.16 Transportation of materials on site shall be carried out in such a manner so as to prevent fugitive releases of particulates. Control techniques to be used in this instance shall include sheeting of transported materials. (BAT 22).

1.17 The introduction of dilution air to achieve emission limit concentration values is not permitted (BAT103)

1.18 Dilution air may be added for waste gas cooling or improved dispersion where justified. In such cases monitoring shall be carried out upstream of the dilution air input or procedures put in place that will maintain the correction for the ratio of input air. Any such procedures must be approved by the Local Authority. Dilution air must not be used when determining the mass concentration of the pollutant in the waste gasses. (BAT104)

1.19 A summary of emission limits and monitoring frequency and method is summarised in the table below:

<b>1.19 Emission Limits to Air and Monitoring Frequency</b>				
<b>Emission point reference</b>	<b>Parameter</b>	<b>Limit (at reference conditions)<sup>1</sup></b>	<b>Monitoring frequency</b>	<b>Monitoring method</b>
Whole Process	Offensive odour	No offensive odour across the site boundary (in accordance with BAT)	At least twice per day	Olfactory in accordance with condition 1.20
Stacks serving boilers	Visible emissions	Ringelmann shade 1	On start-up and daily in operation	Operator observations
Stacks serving boilers	Oxides of sulphur as SO <sub>2</sub>	0.1% wt/wt sulphur content in gas oil	Certificate to be provided for the fuel used and a new certificate required on a change of fuel	Certification by supplier using test method ASTM D86 distillation or other suitably approved method.
		1% wt/wt sulphur content in other fuels		
Biofilter	Offensive Odour	No offensive odour across the site boundary (in accordance with BAT)	At least three times per day	Olfactory in accordance with condition 1.20

Note 1: Reference conditions – temperature 273.15 K (0°C), pressure 101.3 kPa (1 atmosphere), measured wet, no correction for water vapour.

1.20 An olfactory assessment of odours shall be carried out at least twice a day while the process is in operation. The assessment shall be carried out at positions as agreed by the Local Authority, and will specifically include the biofilter. Assessments shall take place for at least 5 minutes at any monitoring position downwind of the plant. Assessments shall be carried out by a person who has not been working in the processing area immediately prior to the assessment. The results of these assessments shall be recorded in writing indicating the subjective strength and nature of any odour detected. The assessment shall also note the date and time of the assessment, the person responsible for the assessment/investigation, the result, and the weather conditions including the wind direction as required by condition 13.10.

1.21 A visual assessment of emissions from the stacks serving the boiler shall be made on start-up of the boiler to ensure compliance with condition 1.3, and once per day while the process is in operation. The results of these assessments shall be recorded in writing.

1.22 Where odour or visible emissions are detected, this shall be investigated immediately and remedial action taken as required by condition 12.4 to 12.5.

1.23 Where an odour emission that is likely to have an effect on the local community is noted, the enforcing authority shall be informed without delay as required by condition 12.5

1.24 The operator shall maintain written operating procedures which are in place to ensure that optimum combustion conditions within the boilers are maintained at all times that non condensable gasses are routed through them for odour abatement purposes, and that the routing of non-condensable gasses for odour abatement purposes only take place when optimum combustion conditions are taking place. A process for continuous monitoring of critical parameters shall be included in the operating procedures. The monitoring and recording of those parameters shall take place in a manner agreed with the Local Authority, and agreed critical parameters set to alarm below minimum effective operational levels.

## 2.0 Emissions to Water

2.1 All emissions to water shall be controlled, as a minimum, to avoid any breach of water quality standards. (BAT14)

2.2 The operator shall maintain a clear diagrammatic record of the routing of all installation drains, subsurface pipework, sumps and storage vessels including the type and broad location of the receiving environment (BAT26).

2.3 The operator shall maintain a water emissions management plan which identifies the potential risk to the environment from the drainage systems recorded in condition 2.1 above. This shall include an inspection, monitoring and maintenance programme that has regard to the nature and volume of waste waters, groundwater vulnerability and proximity of drainage systems to surface waters (BAT27, 108&109).

2.4 There shall be no point source emissions to groundwater from any part of the process or site (BAT19)

2.5 All run-off from the installation shall be controlled and managed. Where necessary (as identified in the water emissions management plan) it shall be treated before discharge in the effluent treatment plant. (BAT 15)

2.6 All interceptors shall be:

- Impermeable
- Subject to at least weekly visual inspection and, where necessary to ensure continuous function, contamination removed.
- Have an annual maintenance inspection; prior to inspection all contents should be removed. (BAT16)

2.7 All process effluent shall be kept separate from surface drainage unless by written agreement of the local authority. (BAT17)

2.8 Where effluent is treated off site at a sewage treatment works the operator shall demonstrate that a suitable monitoring programme is in place to avoid a breach of sewage discharge consent conditions (BAT18)

2.9 All operational areas shall be equipped with an impervious surface, spill containment kerbs, sealed construction joints, and connected to a sealed drainage system. The condition of the impervious surface should be checked regularly and the results of inspections and intended maintenance arising shall be recorded in the maintenance programme as given in 2.1b. (BAT28)

2.10 All liquid storage tanks shall be located within bunds or fixed containment facilities that are designed, constructed and located away from watercourses and drains providing a volume of greater than 110% of the largest tank served by the bund or containment area. (BAT31)

2.11 Storage vessels shall be fitted with high level alarms or volume indicator that clearly warns of overfilling. All storage tanks where the filling system is not interlocked to the



overflowing alarm system shall be identified, and risk assessed, in the water emissions management plan. (BAT32&42)

2.12 All tallow tanks shall be lidded, sealed or vented to suitable arrestment plant. (BAT 41)

2.13 The integrity of all tanks, sumps and bunds shall be regularly inspected and documented on a preventative maintenance programme. The contents of bunds and sumps shall be pumped out or otherwise removed as soon as is practicable after checking for contamination (BAT33).

2.14 All sumps shall be impermeable and resistant to stored materials. (BAT30) Sumps shall be suitably sealed or adequately covered at all times.

2.15 A register and location plan of all storage tanks which identifies the content and position of each tank shall be kept on site and shall be kept up to date and amended where any changes occur.

### 3.0 Animal By-Products Handling and Processing

3.1 All raw materials, when stored outside at the plant, shall be within totally covered vehicles or containers designed to minimise offensive odour and spillage of any liquid or solid matter. Materials shall be moved to the reception areas as soon as reasonably practicable

3.2 Vehicles and containers containing raw materials shall be kept covered until they enter the raw materials reception area and the outer airlock door is closed

3.3 Records shall be kept of the amount, type and origin of all raw materials used in the process hereby Permitted. These records shall include details of the date and time of receipt and the time of discharge in the reception area. All records shall be kept for at least two years and made available for examination by the Local Authority

3.4 Empty vehicles and containers shall be thoroughly washed using pressurised water within the raw material reception area as soon as reasonably practicable following the discharge of their contents

3.5 Raw materials shall be kept dry and cool, out of direct sunlight and in the raw materials reception area which shall be vented to odour abatement equipment. Raw materials shall be processed as soon as possible and normally within 24 hrs. In circumstances where this processing time will not be met for deliveries or stockpiles greater than 50 tonnes in weight, the Local Authority will be informed without delay and a timescale provided for processing completion.

3.6 Vehicles and containers carrying raw materials shall only enter the raw material reception area via an air lock. The size of the air lock shall be such that all delivery vehicles can be accommodated. The building shall be ventilated and maintained to ensure containment of odorous air. There shall be an automatic interconnection between the locks on the inner and outer doors (Cat 1/2 facility) and between the hopper/crusher lids and outer door (Cat 3 facility) to ensure that both cannot be open at the same time and the sufficient time is allowed to extract the airlock (one complete air change as a minimum) on vehicle exit. The airlock extract time shall be no less than 2 minutes. No transfer or unloading of raw materials shall take place within the airlock

3.7 Suitable extraction rates shall be maintained in the raw material reception areas in order that it remains under negative pressure at all times. Extracted area shall be vented to arrestment plant and the rate of extraction continuously monitored and recorded

3.8 All buildings where raw material are received, transferred or processed shall be totally enclosed and constructed so that surfaces are impervious. All surfaces and equipment liable to come into contact with raw or processed material shall be impervious, capable of being readily cleansed and kept clean as far as reasonably practicable, and in line with the site cleaning schedule.

3.9 All tanks or receptacles used for the storage of liquid wastes or usable putrescible products shall either be in an area under negative pressure or vented to suitable arrestment plant

3.10 All floors, yard and roadways where there are regular vehicle movements shall be of impervious construction laid to fall to drains which shall be provided with sedimentation tanks and grease interceptors as necessary to prevent the ingress of material likely to impair the free flow of any receiving system. All interceptors and sedimentation tanks shall be readily and regularly emptied and cleaned in accordance with the site cleaning schedule

3.11 The integrity of all buildings and ductwork shall be maintained at all times to prevent the uncontrolled escape of air, odour, gas or particulates from the buildings/ductwork. If any buildings or ductwork are damaged so as to release or have the potential to release any emissions, repairs shall be carried out as soon as is reasonably practicable. All doors shall be properly maintained and be kept closed other than for the movement of materials. Personnel doors shall be fitted with self closing devices. When the vehicle doors are closed, personnel shall only use personnel doors to enter or exit the building.

3.12 Hosing points or other methods such as high pressure steam cleaning shall be provided for the effective cleaning of any area of spillage and for the effective cleaning of plant (BAT 35)

3.13 All points of transfer shall be designed to be leak proof and spill proof. Means for cleaning and transferring spillages back to the raw material reception areas shall be included in the cleaning schedule (BAT 36)

3.14 All plant shall be constructed and linked in such a manner that prevents greave and meal spillage (BAT23)

3.15 Stocks of dusty material including processed greaves and bone meal, shall only be stored in closed containers, or an enclosed store. (BAT24)

3.16 Transfer and storage of dusty materials shall only be carried out by methods which do not give rise to dust emissions. Conveyors shall be of sufficient capacity to handle maximum loads and conveyor discharges shall be arranged to minimise free fall of dusty materials. Transfer points shall be enclosed and ducted to suitable odour arrestment equipment. (BAT24)

#### 4.0 Odour Control

4.1 Air extracted from the cookhouses, raw materials receptions, back vented liquid storage tanks and the DAF plant building shall be passed via a water spray tank to the biofilter (BAT45, 48 &52)

4.2 Emissions from the cookers (non condensables) shall be passed through the following air pollution control equipment:

- (i) a cyclone
- (ii) an air cooled condenser
- (iii) incineration in a boiler(s) (BAT 39&45)

4.3 All humidifiers/water spray tanks shall be fitted with continuous liquor flow monitoring and with audible and visual alarms which shall operate should the liquor circulation fail.

4.4 The filter bed surface to the active biological filters shall be inspected at least once per day (when the process is in operation) to identify any fissures in the surface or areas of low moisture content. Any necessary corrective action shall be instigated immediately and details of the date and time of the inspection, the person carrying it out and any remedial action required shall be recorded. A programme of regular weed control shall be implemented (BAT 48)

4.5 Facilities shall be available to provide the immediate and adequate coverage of the biological filters with irrigation water when any areas of low moisture content are identified. Irrigation of the biofilter shall be by mains water or treated effluent water arising from the process only.

4.6 The handling and treatment of liquid effluent shall be carried out so as to minimise the emission of offensive odours. Where odour emissions may arise, tankers or transportable tanks shall be vented to suitable arrestment plant or back vented (BAT 43)

4.7 The use of odour-masking agents and counteractants to meet condition 1.2 is not permitted (BAT 44)

4.8 The inlet and outlet temperatures from the condensers shall be continually monitored and recorded at all times that the process is in operation (BAT 47)

4.9 The temperature of waste gases entering the biological filters, its humidity and the resistance to the flow of exhaust gases shall be continually monitored and recorded. A residence time of at least 40 seconds within the biofilter shall be maintained. (BAT 48).

4.10 All conveyors transporting raw, processed and dusty materials shall be fully enclosed (BAT 50).

4.11 A plan shall be maintained by the operator detailing contingency plans covering arrestment plant failure. In the event of arrestment plant failure a failsafe system shall be in place that allows diversion of odour streams to other suitable arrestment plant or cause interruption of the process. (BAT 51)

4.12 All solid material remaining on completion of the rendering process still capable of the emission of substances prescribed to air or offensive odours shall be stored within the meat and bone meal storage areas

4.13 Any spillages likely to give rise to odorous emissions shall be cleaned up immediately and preventative measures put in place to avoid a recurrence of the incidents causing the spillage

4.14 The walls of any biofilter area shall be fully sealed to prevent the escape of untreated air and/or leachate.

4.15 Maintenance, repairs or rejuvenation of the biofilter media shall not be carried out during processing unless extracted air has been diverted to an alternative operational area of biofilter.

## 5.0 Operations and maintenance

5.1 Effective operational and maintenance systems shall be employed on all aspects of the installation whose failure could impact on the environment. These systems shall be reviewed and updated on an annual basis (BAT54)

5.2 The operator shall maintain a list of environmentally critical process and abatement equipment whose failure could impact on the environment. All such equipment identified shall be provided with alarms or other warning systems which indicate equipment malfunction or breakdown. Such warning systems shall be maintained and checked to ensure continued

correct operation. (BAT55&56) For any critical equipment identified there shall be a documented maintenance programme.

5.3. For any new or significantly altered arrestment plant conditions 4.11 and 5.2 shall be met prior to its commissioning.

5.4 Essential spares and consumables shall be held on site or be available at short notice from suppliers, so that plant breakdown can be rectified rapidly. Details of the essential spares, and their availability shall be documented and maintained. (BAT55)

5.5 Records of breakdowns shall be kept and analysed by the operator in order to eliminate common failure modes (BAT 57)

5.6 A competent person shall be appointed to liaise with the Local Authority and the public with regard to complaints. The Local Authority shall be advised of any change to this nominated person. (BAT 58)

## 6.0 Competence and Training

6.1 The Permitted Installation shall be supervised by staff that are suitably trained and fully conversant with the requirements of this Permit.

6.2 A formal structure shall be documented that clarifies the extent of each levels of employee's responsibility with regard to the control of the process and its environmental impacts. This structure shall be prominently displayed or notices referring all relevant employee's to where the information can be found. (BAT59)

6.3 Personnel at all levels shall be given training and instruction sufficient to fulfil their designated duties under the structure given in 6.2. Details of all training and instruction shall be entered on the employee's record and made available for inspection by the Local Authority. (BAT60)

6.4 The potential environmental risks posed by the work of contractors shall be assessed and instructions provided to contractors about protecting the environment while working on site. (BAT 61)

6.5 All documentation and written procedures used by relevant staff in meeting condition 6.3 above shall be comprehensible to those staff and if necessary provided in the first language of the staff identified.

## 7.0 Raw Material and Water Usage

7.1 The operator shall develop and maintain procedures to control the specification of those types of raw materials with the main potential for environmental impact. An annual review shall be carried out of alternative raw materials that could be employed and these shall be implemented where feasible (BAT63)

7.2 The operator shall carry out and document a water efficiency audit. This shall be reviewed on a regular basis and at least every 2 years (BAT67)

7.3 Using the results of the water efficiency audit as given in condition 7.2, opportunities for reduction in water use shall be assessed and where appropriate, shall be carried out in accordance with a timescale as approved in writing with the Local Authority (BAT 68)

7.4 The volume of mains and abstracted water used in activities shall be directly measured when the installation is operating once a day for at least a fortnight and thereafter, once a week with an annual exercise taking daily measurements for at least a fortnight. All measurements shall be recorded and records held on site (BAT70)

## 8.0 Waste

8.1 The operator shall determine, document and maintain an inventory of the quantity, nature, origin and where relevant, the destination, frequency of collection, mode of transport and treatment method of any waste which is disposed of or recovered (BAT71). The inventory shall also include a description of the composition of the waste, any relevant hazardous properties (hazard and risk phrases), its European Waste Category code, handling and mixing precautions and disposal routes for each category (BAT111)

8.2 All waste shall be stored in containers that are durable for the substances stored and that incompatible waste types are kept separate (BAT72)

8.3 The Operator shall design, maintain and operate all facilities for the storage and handling of waste on site such that there are no releases to water or land during normal operation and that emissions to air and the risk of accidental release to water or land are minimised.

8.4 The operator shall ensure the waste storage areas are clearly marked and signed, and that containers are clearly labelled (BAT73)

8.5 The operator shall carry out and document an annual review to demonstrate that the best environmental options are being used for dealing with waste from the installation (BAT74)

8.6 Waste produced at the Permitted Installation shall be re-used, recycled or recovered unless technically and/or economically unviable.

## 9.0 Energy Usage

9.1 The operator shall produce a report annually on the energy consumption of the installation. (BAT75) The report shall also review the scope and where previously implemented, the impacts, of the following energy efficiency techniques:

- Heat recovery from different parts of the process
- Minimisation of water use and closed circulating water systems
- Insulation
- Plant layout to reduce pumping distances
- Phase optimisation of electronic control motors and fans
- Optimised efficiency measures for combustion plant
- Preventative maintenance programme targeting energy drops (BAT80)

9.2 The operator shall monitor energy flows and target areas for reduction which shall be updated annually (BAT76)

9.3 The operator will document and maintain methods used to optimise and monitor combustion within the boilers used at the installation to maximise fuel efficiency (BAT77)

9.4 The operator shall ensure that all plant is operated and maintained to optimise the use and minimise the loss of energy (BAT78)

9.5 The operator shall ensure that appropriate containment methods are employed and maintained to minimise energy loss (BAT79)

9.6 The operator shall either be a participant to a Climate Change Agreement (CCA) or EUETS Commitment.

9.7 The following energy supply techniques shall also be considered in the report produced to meet condition 9.1 above:

- a. Use of Combined Heat and Power (CHP),
- b. Generation of energy from waste
- c. Use of less polluting fuels (BAT 81)

#### 10.0 Accidents and Crisis Management

10.1 Written procedures shall be in place and maintained for the investigation of incidents (and near misses) which may affect the environment including identifying suitable corrective action and follow up. An incident or near miss is defined as any occurrence or potential occurrence identified that would lead to an uncontrolled emission of any polluting or odorous emission to the air, land or water. (BAT62&82)

10.2 The operator shall maintain a suitable accident management plan which identifies the hazards, assesses the risks and identifies the measures required to reduce the risk of potential events or failures that might lead to an environmental impact. (BAT83)

10.3 In the case of abnormal emissions arising from an accident or incident, the operator shall:

- a. Investigate immediately and undertake remedial immediately,
- b. Promptly record the events and actions taken,
- c. Ensure that the Local Authority is informed without delay. (BAT84)

10.4 Suitable equipment shall be readily available to handle all types of spillages and/or adequate provision shall be made for the containment of the spillage

10.5 The Operator shall record and investigate complaints concerning the Permitted Installation's effects or alleged effects on the environment. The record shall give the date and nature of the complaint, time of complaint, name of complainant (if given), a summary of any investigation and the results of such investigation and any actions taken. In cases where offensive odours are detected beyond the site boundary the operator shall immediately undertake an assessment of process operations and odour controls, and provide the Local Authority with the written results of that assessment and any actions taken.

10.6 The operator shall document and maintain an odour management plan detailing all the preventative measures in place to ensure that no significant odour pollution is caused. This shall also include details of the complaint response processes and measures that will be employed to engage positively with the local community. The plan shall be operated, maintained and reviewed at least every 2 years.

#### 11.0 Noise and Vibration

11.1 The operator shall identify and document key plant or operations with the potential to give rise to significant noise (including vibration) and take such measures as are necessary by way of mitigation and maintenance of existing plant and equipment in order to minimise noise. Significant noise means noise with the potential to cause nuisance or reasonable annoyance beyond the site boundary. (BAT92)

11.2 The operator shall inform the Council of any new or replacement plant that may significantly affect noise emissions from the site. This shall be included in the documentation as required by 11.1.

11.3 The operator shall provide at least 3 days written notice to the Local Authority of any scheduled activities that have the potential to generate significant noise. In such cases a review and assessment for the control of noise and its impact on the community shall be undertaken, and suitable mitigation measures put in place prior to those activities taking place.

11.4 Where plant breakdown or emergency measures are the source of significant noise the Local Authority shall be informed without delay.

11.5 The testing of externally audible alarms shall only be conducted between the hours of 09:00 and 18:00 Monday to Friday, and not on any Saturday, Sunday or public holiday.

## 12.0 Monitoring, Records and Notifications

12.1 The operator shall monitor emissions, make tests and inspections of the process and keep records. The operator shall keep records of all audits, inspections, tests and monitoring, including all non-continuous monitoring, inspections and visual assessments. Where appropriate, monitoring shall include process variables and operating conditions where relevant to emissions.

- Current records should be kept on site and be made available for the regulator to examine
- Records should be kept by the operator for at least two years (BAT93)

12.2 The results of non-continuous emission testing shall be forwarded to the Local Authority within 8 weeks of the completion of the sampling. This shall include details of the process conditions at the time the monitoring was undertaken, monitoring uncertainty and deviations from the procedural requirements of standard reference methods and the error invoked as a consequence. Results from continuous monitoring systems shall be recorded and made available for inspection by the Local Authority as required by condition 12.1 above (BAT95&96)

12.3 The operator shall notify the Local Authority at least 7 days before any periodic monitoring exercise to determine compliance with any emission limit values required by this Permit. The operator shall provide the provisional time and date of monitoring, pollutants to be tested and the methods to be used. (BAT94)

12.4 Results exceeding the emission limit value from **any** monitoring activity (both continuous and non continuous) or malfunction or breakdown leading to abnormal emissions shall be investigated and corrective action taken immediately. The operator shall ensure that the Local Authority is notified without delay identifying the cause and corrective action taken. Where there is immediate danger to human health, operation of the activity shall be suspended. (BAT97)

12.5 The Local Authority shall be informed without delay if there is an emission that is likely to have an effect on the local community or in the event of failure of key abatement plant as identified in 5.2

12.6 All continuous monitors shall be operated, maintained and calibrated (or referenced) in accordance with the appropriate standards and manufacturer's instructions, which shall be made available to the Local Authority on request. Instruments shall be operated to ensure less than 5% downtime over any 3 month period and all relevant maintenance and calibration (or referencing) shall be recorded. (BAT100)

12.7 The location and design of sampling systems shall be such that representative samples can be obtained for all release points.

- a. Sampling points on new plant shall be designed to comply with the relevant British or equivalent standards
- b. The operator shall ensure that adequate facilities for sampling are provided on stacks or ducts (BAT98)

- c. Where available operators shall use monitoring equipment and instruments certified to MCERTS and use a stack testing organisation accredited to MCERTS standards or an alternative approved by the Local Authority (BAT101)

12.8 Where continuous monitoring equipment is required by any condition of this Permit, instruments shall be fitted with audible and visual alarms, situated appropriately to warn the operator of arrestment plant failure or malfunction. The activation of alarms shall be automatically recorded and readings shall be on display to appropriately trained staff (BAT99)

12.9 The operator 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 1 year; and
- c. Resumption of the operation of part or all of the Permitted Installation after a cessation notified under this condition.

12.10 The Operator shall notify the following matters to the Regulator in writing within 14 days of their occurrence:

- a. Any change in the Operator's trading name, registered name or registered office address;
- b. Any change to particulars of the Operator's ultimate holding company (including details of an ultimate holding company where the operator has become a subsidiary);
- c. Any steps taken with a view to the Operator going into administration, entering into a company voluntary agreement or being wound up.

### 13.0 General

13.1 The dates and times that rendering takes place shall be recorded and details of this made available to the Local Authority on request.

13.2 A comprehensive cleaning programme covering all parts of all buildings, equipment and internal structures and non disposable containers coming into contact with raw, processed material, waste or effluent shall be maintained and reviewed as part of the EMS required by 13.9. This shall include the cleaning and disinfecting of all drainage, collecting tanks, yards and roads. The programme shall be implemented and records kept of its completion.

13.3 To check the integrity of the building envelopes, the operator shall conduct an annual smoke test in accordance with a procedure agreed with the Local Authority. The check shall be carried out using a smoke generator of sufficient capacity to fill the main buildings. The procedure shall include a smoke test in the eaves of the building and at ground level and an officer of the Local Authority shall be present during the test. Remedial action shall be taken to rectify adverse results from the test. This shall include both process buildings, the DAF plant, meal stores and operational airlocks.

13.4 The Operator 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 the Local Authority at any reasonable time;
- b. Be supplied to the Local Authority 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 the Local Authority in writing, for a minimum period of two years from the date when the records were made;
- g. Where they concern the condition of the site be kept at the Permitted Installation, or other location agreed by the Local Authority in writing, until all parts of the Permit have been surrendered.

13.5 The Operator shall maintain and operate the Permitted Installation so as to prevent or minimise any pollution risk, including the generation of waste, on closure and decommissioning in particular by:

- a. Attention to the design of new plant or equipment;
- b. The maintenance of a record of any events which have, or might have, impacted on the condition of the site along with any further investigation or remediation work which may have been carried out; and
- c. The maintenance of a site closure plan to demonstrate that the installation can be decommissioned avoiding any pollution risk and returning the site of operation to a satisfactory state.

13.6 The operator shall document a Site Closure Plan and shall periodically carry out a full review of the plan at a frequency specified in the EMS required by 13.9 and at least every 4 years.

13.7 The Site Closure Plan shall be implemented on final cessation or decommissioning of the Permitted activities or part thereof.

13.8 Operator shall give at least 30 days written notice to the Regulator before implementing the Site Closure Plan.

13.9 Without prejudice to the other conditions of this Permit, the Operator shall implement and maintain an effective environmental management system with policies and procedures for environmental compliance and improvements. Audits shall be carried out against these procedures in accordance with a documented programme (BAT53) Resources shall be allocated sufficient to achieve compliance with the limits and conditions of this Permit. Information from audits shall be used to establish benchmarks. Records shall be kept of all such benchmarks and measurements against them determined to show standards are being maintained or improved (BAT69)

13.10 The operator shall install and maintain a weather station (as a minimum monitoring and recording windspeed and direction) at the site in a location/ height unaffected by process buildings or other structures, in order that likely emission paths and areas of potential odour impact can be assessed and identified in the case of abnormal emissions. A record of the meteorological conditions shall be retained and made available for comparison to the olfactory monitoring reports and complaints. Meteorological conditions shall be continuously monitored and recorded, and the results of this forwarded to the Local Authority on request.

13.11 All material of supermarket origin arriving at the site for processing shall arrive and be stored outside at the plant in totally covered vehicles, containers or packaging in place to minimise offensive odour and spillage of any liquid or solid matter. All handling, storage and processing of materials of supermarket origin shall be carried out in such a way that potentially offensive odorous emissions shall be minimised.

13.12 Good housekeeping shall be practiced at all times to reduce process odour emissions and maintain arrestment plant efficiency (BAT40)

13.13 Where any condition requires that a report be submitted to the Local Authority and a timetable of improvements implemented from it, the timetable for those improvements shall be agreed by the Local Authority.

**You should note this Permit also infers an implied duty on the operator to use the Best Available Techniques (BAT) to prevent or reduce emissions at all times from any aspect of the Permitted Activities or Installation not regulated by the above conditions.**

**-END OF CONDITIONS-**

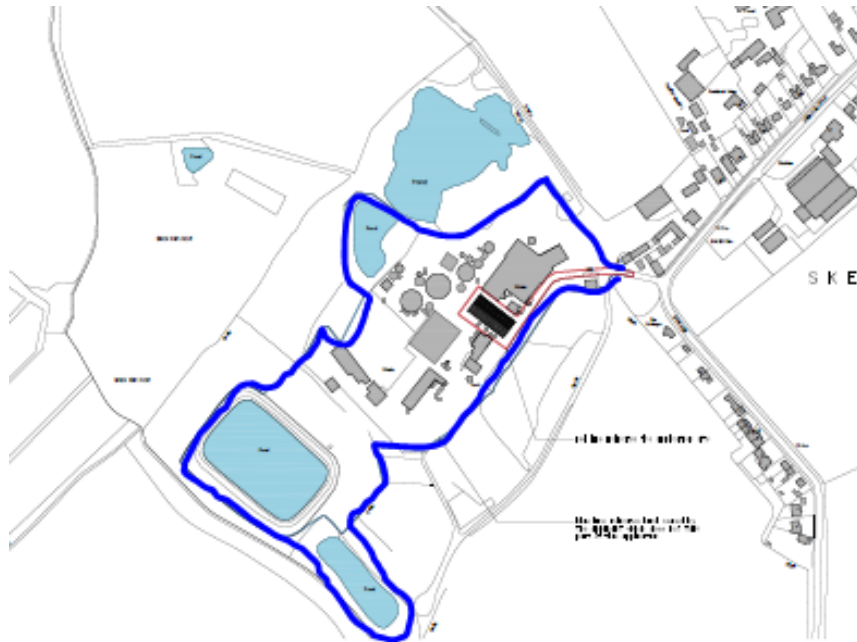
**Reference Number:** IPPC/2007/14  
**Date of Issue:** 10<sup>th</sup> September 2007  
**Date of last Variation:** 21<sup>st</sup> June 2016

**The conditions contained within this Permit are based upon Guidance Note SG8**

**DOCUMENT REFERENCE D: SITE LOCATION**



**DOCUMENT REFERENCE E: SITE BOUNDARY & LAYOUT**



## **APPENDIX I**

### **DEFINITION OF TERMS USED**

For the purposes of this Permit, and unless the context requires otherwise, the following definitions shall apply:

An **Activity** is an industrial activity forming part of an installation. Different types of activity are listed within Schedule 1 of the PPC Regulations and are broadly broken down into industrial sectors. Other “associated” activities may also form part of an installation.

The **Permitted Activities** are those activities covered by this Permit

An **Installation** comprises not just any relevant unit carrying out a A2/B activity listed within Schedule 1 to the Regulations, but also directly associated activities which have a technical connection with a schedule 1 activity and which could have an effect on pollution.

The **Permitted Installation** consists of the Permitted Activities and Associated Permitted Activities within the site boundary.

An **Operator** is the person (e.g. a company or individual) who has control over the operation of an installation.

**Authorised Officer** and **Authorised Person** means a person who is authorised in writing under Section 108 of the Environment Act 1995 to carry out duties on behalf of the Local Authority.

The **Logbook** comprises any record or documents, in electronic or paper means of storage, which are required to be maintained by any Condition of this Permit

**Local Authority** shall mean North Kesteven District Council

**Pollutant** and **Pollution** have the same meaning as in the Regulations in relation to Part B Installations and Mobile Plant;

**The Site** is defined in Schedule 1 of the Permit and “on-site” and “off-site” shall be interpreted accordingly

The **Site Boundary** means the boundary of the Site as shown in the Site Plan

The **Site Plan** means the plan attached and referenced within this Permit

**The Regulations** means The Pollution Prevention and Control (England and Wales) Regulations 2000 (as amended)

**Stack** includes structures and openings of any kind from or through which substances may be emitted to air.

**Duct** includes enclosed structures through which gaseous substances may be conveyed.

**Process vent** includes open terminations of ducts.

**m** means metre

**m/s** means metres per second

**Emission** has the same meaning as in the Regulations in relation to Part B installations.

**Incident** means any of the following situations:

- Where an accident occurs which has caused or may have the potential to cause Pollution;
- Where any malfunction, breakdown or failure of key abatement plant or techniques is detected which has caused or may have the potential to cause Pollution;
- Where any substance specified in any Condition of this Permit is detected in an Emission from a source not authorised by a Condition of this Permit and in a quantity which may cause Pollution;
- Where an Emission of any Pollutant not authorised to be released under any Condition of the Permit is detected;
- Where an Emission of any substance is detected that has exceeded, or is likely to exceed, or has caused, or is likely to cause to be exceeded any limit on Emissions specified in a Condition of this Permit.

**Securely sealed** means closed in such a manner as to prevent unauthorised access and the release of liquid, solids, fumes, odour, dust or vapour.

Except where specified otherwise in this Permit:

- “day” means any period of 24 consecutive hours,
- “week” means a period of 7 consecutive days,
- “month” means a calendar month,
- “year” means any period of 12 consecutive months;

and any derived words (e.g. “monthly”, “quarterly”) shall be interpreted accordingly;

## **APPENDIX II : SUPPLEMENTARY NOTES**

**THE FOLLOWING SUPPLEMENTARY NOTES DO NOT COMPRISE PART OF THE PERMIT BUT CONTAIN GUIDANCE RELEVANT TO IT AND SHOULD BE READ IN CONJUNCTION WITH THE PERMIT:**

### **SCOPE**

**The installation comprises not just any relevant unit carrying out a Part A2/B activity listed in Schedule 1 to The Environmental Permitting (England and Wales) Regulations 2010 (as amended) (“the Regulations”), but also directly associated activities which have a technical connection with that activity and could have an effect on pollution.**

### **BEST AVAILABLE TECHNIQUES**

The Best Available Techniques shall be used:

For the purposes of the Regulations, “best available techniques” means the most effective and advanced stage in the development of activities and their methods of operation which indicates the practical suitability of particular techniques for providing in principle the basis for emission limit values designed to prevent and, where practicable, generally to reduce emissions and the impact on the environment as a whole; and for the purpose of this definition:-

- a) “available techniques” means those techniques which have been developed on a scale which allows implementation in the relevant industrial sector, in the 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 the operator;

- b) “best” means, in relation to techniques, the most effective in achieving a high general level of protection of the environment as a whole;
- c) “techniques” includes both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned.

In considering BAT, the Local Authority would expect the operator to have regard to all relevant PPC sectoral or other technical guidance.

## **REFERENCES AND GUIDANCE USED**

Legislation and Technical Guidance documents used in the preparation of this document:

- Pollution Prevention and Control Act 1999.
- The Environmental Permitting (England and Wales) Regulations 2010 as amended
- Secretary of State’s Guidance – General Guidance Manual on Policy and Procedures for A2 and B installations.
- Secretary of States Guidance Notes SG8 – A2 Rendering

All publications are available directly from the HMSO

Ordering information:

Tel: 0870 600 5522

e-mail: [book.orders@tso.co.uk](mailto:book.orders@tso.co.uk)

Fax: 0870 600 5533

online ordering: <http://www.tsoshop.co.uk/bookstore.asp>

## **INSPECTIONS AND POWERS OF ENTRY**

Local Authority Officers (the Local Authority Inspectors) will conduct regular inspections to check and ensure full compliance with the Permit conditions and residual duties. These inspections may be carried out without prior notice.

Under section 108(6) of the Environment Act 1995 authorised Local Authority Inspectors have been granted powers of entry into any premises for the purposes of discharging relevant duties.

## **OFFENCES AND ENFORCEMENT**

Action taken by the Local Authority against an operator will be guided by the Environmental Services enforcement policy. A copy of this can be forwarded on request, or is available from [www.n-kesteven.gov.uk](http://www.n-kesteven.gov.uk)

If the Local Authority is of the opinion that you have contravened, or are contravening or are likely to contravene a Condition of the Permit it may serve an Enforcement Notice. Further details on Enforcement Notices are provided in regulation 36 of the Regulations.

If the Local Authority is of the opinion that the operation of an installation or mobile plant involves a risk of serious pollution it must, in certain circumstances, serve a Suspension Notice on the operator. Further details on Suspension Notices are provided in regulation 37 of the Regulations.

It is an offence to operate an installation or mobile plant covered by the Regulations without a Permit or in breach of the Conditions of that Permit.

It is an offence to fail to comply with the requirements of an Enforcement or Suspension Notice.



It is an offence to intentionally make a false entry in any records kept as required under a Condition of a Permit.

Further details on offences, and penalties liable to be imposed upon conviction of an offence are provided in Part 4 of the Regulations.

Directors, managers and other individuals within a company may be held personally liable for offences under the Regulations.

All personnel who are responsible for fulfilling any Condition of the Permit should be made aware of these facts.

## **REVIEWS**

The Local Authority has a statutory duty to review the permit at least once every 6 years or in the following circumstances set out in regulation 34(1) of the Regulations:

- a) The pollution from the installation is of such significance that the existing emission limit values for the permit need to be revised or new emission limit values need to be included in the permit
- b) Substantial changes in BAT make it possible to reduce emissions from the installation or mobile plant significantly without imposing excessive costs; or
- c) Operational safety of the activities carried out in the installation or mobile plant requires other techniques to be used

## **HEALTH AND SAFETY**

This Permit is given in relation to the requirements of The Environmental Permitting (England and Wales) Regulations 2010 (as amended). It must not be taken to replace any workplace responsibilities the operator has under Health & Safety legislation. Whenever emission limits quoted in this Permit conflict with occupational exposure limits set under the Health and Safety at Work Act 1974 to secure the health, safety or welfare of persons at work, the tighter limit should prevail.

The installation must be operated in order to protect persons at work as well as the environment. In achieving conditions in this Permit the operator must not adopt any course of action that would put at risk the health, safety or welfare of persons at work.

## **OTHER STATUTORY REQUIREMENTS**

This Permit does not detract from any other statutory requirement, such as the need to obtain planning permission, hazardous substances consent, discharge consent from the Environment Agency, building regulations approval, or a waste disposal licence.

This Permit does not authorise a contravention of any other enactment or any order made, granted or issued under any enactment, nor does it authorise a contravention of any rule or breach of any agreement.

The Operator is advised to consult the relevant Planning Department regarding changes that may be required as a result of this Permit (e.g. stack heights) as they may require planning permission.

## **SUBSISTENCE CHARGES**

An annual subsistence charge will be payable in respect of the Permit in accordance with the relevant charging scheme made under Section 41 of the Environment Act 1995. A Copy of the current charging scheme will be forwarded on request to the Local Authority or are available from [www.defra.gov.uk](http://www.defra.gov.uk)

Subsistence fees will become due on the 1<sup>st</sup> April each year. You should note that the operator is liable for the full subsistence fee for the year of operation. If the installation ceases during the year the operator is not entitled to a pro rata refund of any subsistence fees.

## **PUBLIC REGISTER**

The Local Authority is required by regulation 46 of the Regulations to maintain a register containing information on all the installations in their district. The register must be available for inspection by the public, and copies of any entry can be taken. Registers will contain the information set out in Schedule 24 to the Regulations. This includes copies of applications, details of Local Authority determinations and monitoring information.

Regulation 55 allows information to be kept from public registers for reasons of national security. Details on how to make an application for exemption will be provided by the Local Authority on request. Operators should note that the information should not be excluded from any submission to the Local Authority. The Operator should notify the Local Authority that an exclusion has been or will be applied for.

Section 55 allows regulators to withhold information from the public registers as commercially confidential. Details on how to make an application for exemption will be provided by the Local

Authority on request. Note that the Regulations state information is commercially confidential "if its being contained in the register would prejudice to an unreasonable degree the commercial interests" of any person. Operators must clearly explain how this might arise. It will not be enough to say that they are concerned about public opposition, or to assert commercial prejudice without substantiation.

## **TRANSFER OF PERMITS**

Where the operator of an installation wishes to transfer, in whole or in part, his permit to another person, the operator and the proposed transferee shall jointly make an application to the regulator to effect the transfer. Such an application shall be accompanied by the permit and any fee prescribed in respect of the transfer.

In the case of partial transfer, where the original operator retains part of the permit, the application must make clear who will retain control over the various parts of the installation. The application must include a plan identifying which parts of the site and which activities the operator proposes transferring.

The Local Authority will then determine whether to allow the transfer within a two-month period, unless the Local Authority and the applicants agree a longer period. Where the Local Authority approves the transfer, the transfer will take effect from the date requested by the operator or a date that may be agreed by the Local Authority and the applicants.

## **VARIATION TO PERMITS**

Variation to permits may be initiated either by the Local Authority or the operator, either in response to changes in the operation of an installation or if new conditions are needed to deal with new matters. Variations may be required in response to the following.

- Change of operation of the installation.
- In response to the findings of a periodic review of conditions.
- In response to the findings of an inspection.
- New or revised sector guidance notes

## **SUBSTANTIAL CHANGE**

A substantial change means, in relation to an installation, a change in operation, which in the opinion of the Local Authority may have significant negative effects on human beings or the environment.

Where the Local Authority deems that a proposed variation constitutes a substantial change, the operator will be informed of the process to follow.

## **APPEALS**

If you are aggrieved by any of the Conditions of the Permit, the Local Authority both welcomes and suggests that the operator first contacts the Local Authority with a view to resolving any disagreements or misunderstandings that may have arisen. You should note however, that the deadline for making an appeal cannot be put back while any discussions are underway.

If the matter cannot be resolved by informal means or you wish to go directly to appeal, an appeal can be made against the Conditions in, or variations to, this Permit as per Part 7 of the Regulations. Appeals are made to the Planning Inspectorate who acts on behalf of the Secretary of State. Appeals against Conditions within a Permit must be submitted within 6 months of the date of issue of the permit. Appeals against variation notices must be submitted within 2 months of the date of issue of the notice. Appeals should be despatched on the day they are dated and sent to:

The Planning Inspectorate  
Environmental Appeals Administration  
Room 4/19 – Eagle Wing  
Temple Quay House  
2 The Square  
Temple Quay  
BRISTOL  
BS1 6PN

Tel: 0117 3728812  
Fax: 0117 3726093

On receipt of an appeal and during the appeal process both main parties will be informed about the next steps, and will normally be provided with additional copies of each others representations. To withdraw an appeal, which may be done at any time, the appellant must notify the Planning Inspectorate in writing and copy the notification to the Local Authority.

## **APPENDIX III**

### **EMISSION MONITORING GUIDANCE**

All emission monitoring should be carried out in such a way that reliable, comparable and clear results are obtained from measurements at source.

In considering any emission monitoring information provided to meet a Condition of the Permit, the Local Authority will have regard to the following:

1. Calibre and quality of the sampling team.
2. The methodology adopted in carrying out the sampling programme.
3. The measurement method utilised (note that standard methods may not always be available)
4. The quality and clarity of the emission monitoring report submitted.

In submitting the necessary information to the Local Authority, the following items should be included to show that sampling procedures are carried out with proper consideration and that the results obtained as accurately as possible characterise the process:

- The scope of the sampling programme
- The pollutants of interest
- The plant operating conditions required
- Justification of the selection and location of sampling position
- Acknowledgment health and safety considerations
- The sampling characteristics (e.g. isokinetic etc) and techniques utilised
- The sampling frequency
- The sampling duration
- The number of samples
- The type (including make and model), condition and suitability of sampling equipment
- The required accuracy
- The variability of emissions
- The analytical methods utilised including laboratory competence and NAMAS accreditation certificate copy for each pollutant of interest
- The analytical precision and degree of confidence attained
- The procedures adopted if standard methods unavailable, including an explanation and justification of this conclusion and of the procedures used.
- Calibration certificate(s) for sampling equipment
- Quality Control and Quality Assurance procedures
- Clear, concise and fully referenced presentation of results and associated information.

#### **APPENDIX IV**

#### **ENVIRONMENTAL MANAGEMENT REQUIREMENTS**

The Regulations place a strong emphasis on the existence of appropriate and effective systems of management of installations to ensure a high level of protection of the environment. In assessing compliance with the requirements of the Permit, in particular the implied Condition, the Local Authority will consider the management of the installation.

Management systems, as an important component of BAT, play a vital role in ensuring the installation is operated efficiently and effectively. Aspects of a good environmental management system include:

- A clear management structure and allocated responsibilities for environmental performance;
- Identification, assessment and management of environmental impacts;
- Compliance with legal and other requirements – impacting on the environment;
- Setting objectives and targets to prevent pollution and to continually improve environmental performance;
- Establishment of operating controls to prevent and minimise significant environmental impacts, particularly for start up, shut down and abnormal conditions; (also consider accident prevention);

- Preventative maintenance programmes for relevant plant, buildings and equipment concerned with the control of emissions to air, methods of recording and reviewing those programmes, analysis of faults and corrective action to prevent reoccurrence;
- Monitoring and measuring performance of any release to the air from the installation;
- Monitoring and control systems for ensuring intended function occurs, identifying unintended operations and faults;
- Operating staff must be properly trained and management must ensure that appropriate procedures are strictly adhered to. Training requirements includes provision of adequate procedures/work methods, training for all relevant staff (personnel competencies, awareness of regulatory implications of the permit and all potential environmental effects from normal / abnormal operation, prevention of accidents etc.) and implementation and maintenance of training records;
- Communication and reporting of incidents of actual or potential noncompliance and complaints;
- Auditing – to check all activities are being carried out in conformity with these requirements (at least annually);
- Reviewing and reporting environmental performance, incorporation of environmental issues in all other relevant aspects of the business (including control of change of processes, allocation of resources, planning, etc);
- Managing documentation and records – to control, locate and update.

Adoption of some form of environmental management system ensures that LAPPC conditions are taken account of in the day to day running of the process. The Local Authority will use their discretion, in consultation with the individual operators, in agreeing the appropriate levels of environmental management.

Unless formally required by the Permit, it is not essential for the operator to obtain certification and /or registration to any formal EMS standard such as ISO14001 or the EC Eco Management and Audit Scheme. Obtainment of certification and/or registration does not lessen to the obligation of the operator to comply fully with the requirements of the Permit. However, such schemes provide a framework and standard recognised and positively encouraged by North Kesteven District Council, and such certification is likely to reduce regulatory effort required by the Local Authority.

Further guidance on the environmental management systems are available from the Local Authority on request. You would also be advised to contact your industry organisations for further advice.

## **APPENDIX V**

### **LOCAL AUTHORITY CONTACT DETAILS**

North Kesteven District Council  
 Environmental Health  
 P.O. Box 3  
 District Council Offices  
 Kesteven Street  
 Sleaford  
 Lincolnshire  
 NG34 7EF

Tel: 01529 414155 (answer phone outside office hours)

For emergencies outside office hours tel: 07966 400999.

E-mail: [ehteam@n-kesteven.gov.uk](mailto:ehteam@n-kesteven.gov.uk)

Web: <http://www.n-kesteven.gov.uk>