

151



Coventry City Council

PPC Permit ref:- 151  
Revocation ref: 01

Coventry City Council  
The Pollution Prevention and Control (England and Wales) Regulations 2000 Regulation 21

### Revocation Notice

To: BKL Joinery Ltd, Lythalls Lane, Coventry CV6 6FY

[Coventry City] Council ("the Council), in the exercise of the powers conferred upon it by regulation 21 of the Pollution Prevention and Control (England and Wales) Regulations 2000<sup>1</sup> ("the 2000 Regulations") hereby gives you notice as follows-

[It appears to the council that the installation permitted by permit reference [PPC 151] has ceased to operate. The permit reference no. [PPC 151] granted to you by this council on [24<sup>th</sup> February 2004] is hereby revoked. ]

The permit reference [PPC 151] is hereby [revoked] with effect from [13<sup>th</sup> December 2004]. (not being less than 28 days from the date of this notice).

Signed on behalf of [Coventry City] Council

[Redacted signature]

Date..... 11<sup>th</sup> November 2004

[position]  
An authorised officer of the Council

<sup>1</sup> S.I. 2000 No. 1973 to which there are amendments not relevant to this revocation notice.

## Guidance for operators receiving a Revocation Notice

(This guidance does not form part of the Revocation Notice, but it is for the guidance of those serving the notice).

### Dealing with a Revocation Notice

This notice revokes the permit (in whole or in part) for operation of the installation specified in the Notice.

The revocation/partial revocation takes effect from the date given in the notice. From that date onwards continuation of the operation or that part specified will constitute an offence.

### Appeals

Under regulation 27(2) of the 2000 Regulations operators have the right to appeal against a revocation Notice. The right to appeal does not apply in circumstances where the notice implements a direction of Secretary of State given under regulations 12(15) (directions to regulators), 36 (general directions to regulators), paragraph (4) of regulation 27 (Appeals), paragraph 14(6) of Schedule 4 (directions determining variation of permits).

Appeals against a revocation notice will suspend the operation of the notice. Appeals do not have the effect of suspending permit conditions. Notice of appeal against a revocation notice must be given before the date specified for revocation of the permit. The Secretary of State may in particular case allow notice of appeal to be given after the expiry of this period, but would only do so in the most compelling circumstances.

### How to appeal

There are no forms or charges for appealing. However, for an appeal to be valid, appellants (the person/operator making the appeal) are legally required to provide (see Schedule 8 of the 2000 Regulations, paragraph 1):

- Written notice of the appeal
- A statement of the grounds of appeal;
- A statement indicating whether the appellant wishes the appeal to be dealt with by written representations procedure or a hearing —a hearing must be held if either the appellant or enforcing authority requests this, or if the Planning Inspector or the Secretary of State decides to hold one;
- (appellants must copy the above three items to the local authority when the appeal is made)
- a copy of any relevant application;
- a copy of any relevant permit
- a copy of any relevant correspondence between the appellant and the regulator; and
- a copy of any decision or notice, which is the subject matter of the appeal.



Appellants should state whether any of the information enclosed with the appeal has been the subject of a successful application for commercial confidentiality under regulation 31 of the 2000 Regulations, and provide relevant details. Unless such information is provided all documents submitted will be open to inspection.

Further guidance on commercial confidentiality can be found in chapter 8 of the LA-IPPC and LAPPC manual.

### **Where to send your appeal documents**

Appeals should be despatched on the day they are dated, and addressed to:

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

On receipt of an appeal and during the appeal process the main parties will be informed about the next steps, and will also normally be provided with additional copies of each other's 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 who must in turn notify anyone with an interest in the appeal.

### **Costs**

Guidance from the Planning Inspectorate states that operator and regulator would be normally expected to pay their own expenses during an appeal. Where a hearing or enquiry is held as part of the appeal process, by virtue of Schedule 8, paragraph 4(10) of the 2000 Regulations, either the appellant or the local authority can apply for costs. Applications for costs are normally heard towards the end of the proceedings and will only be allowed if the party claiming them can show that the other side behaved unreasonably and put them to unnecessary expense. There is no provision for costs to be awarded where appeals are dealt with by written representatives.

### **Offences**

The operation of an installation subject to LA-IPPC or LAPPC without the benefit of a permit is an offence under regulation 32 of the 2000 Regulations. A person guilty of an offence under this regulation could be liable to (i) a fine of up to £20,000 or to imprisonment for a term not exceeding 6 months or both; or (ii) to a fine or imprisonment for a term not exceeding five years or both (regulation 32).

**City Services Directorate  
Public Protection**

Environmental Health  
Environmental Protection  
Broadgate House  
Broadgate  
Coventry  
CV1 1NH

The Company Secretary  
BKL Joinery  
Lythalls Lane  
Coventry  
CV6 6FY

**Please contact Rachel King  
Direct line 024 7683 1858  
rachel.king@coventry.gov.uk**

23 February 2004

Dear Sir

**Pollution Prevention and Control Act 1999 and the Pollution Prevention and Control Regulations 2000 – Permit to Operate a Prescribed Installation**

**Process Address: BKL Joinery, Lythalls Lane, Coventry**

From 1<sup>st</sup> April 2000 a new pollution control regime was introduced by the Pollution Prevention and Control Regulations 2000. This affects your Part B installation that was covered by the Environmental Protection Act 1990.

The Regulations introduce three systems for regulation of specified industrial installations. The Environment Agency will regulate A1 installations and the Local Authority regulates A2 and Part B installations. An integrated environmental approach will be applied to A2 installations which means that emissions to air, water and land, plus a range of other activities with an environmental impact must be considered. Part B installations which are currently regulated by local authorities for air emissions will remain subject to air-only regulation.

The transfer of existing part B processes into the new local authority pollution prevention and control (LAPPC) regime will take place over a phased timetable and require process operators to obtain a permit to operate rather than an authorisation. The transfer date for your industry sector was 1<sup>st</sup> April 2003. As an existing Part B process your existing authorisation automatically became a "deemed application" for LAPPC purposes. There was therefore no need for you to apply for a permit or pay an additional fee.

Following consideration of your deemed application, the City Council has granted your permit. This is attached. In the majority of cases the same conditions have been used that were in your authorisation, although there has been some review and re-numbering.

If you wish to discuss your new permit please contact me on the number above. You do a right of appeal against any of the conditions, and the supplementary notes in appendix 1 of the permit outline the appeals process. You will also note from the supplementary notes that there are also changes in other areas for example, how the permit is transferred, or how you apply for changes to the permit.



INVESTOR IN PEOPLE



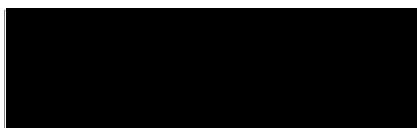
*Director of City Services  
Stephen Pickering  
Head of Service  
Michael J Green  
Head of Public Protection*

23 February 2004

The new permit supersedes your previous authorisation that is now considered to be invalid. Your permit should be retained in a safe place, and passed onto your Coventry site office where appropriate.

As with the authorisation, you will be charged an annual subsistence fee for the permit. This is currently £837 and will be payable from 1<sup>st</sup> April 2004. You will receive a letter requesting that the payment is made by cheque in the next few weeks. Please do not send a cheque until you have received this letter.

Yours sincerely



Rachel King  
Principal Environmental Health Officer



Coventry City Council

PERMIT REFERENCE: PPC 151  
BKL Joinery Ltd

Pollution Prevention and Control Act 1999  
Pollution Prevention and Control (England and Wales)  
Regulations 2000 as amended

Process Address	BKL Joinery Ltd Lythalls Lane Coventry CV6 6FY
Process Type	The manufacture of timber and wood based products
Current Operator	BKL Joinery Ltd
Previous Operator	n/a
Date of Application	1 <sup>st</sup> April 2003
Date Permit Issued	24 <sup>th</sup> February 2004

Coventry City Council

CERTIFICATE OF SERVICE BY POST  
(Matters in the Rules 1983) Rule 10(2)

I, [REDACTED] a Clerical Assistant  
employed by Coventry City Council, hereby certify that a  
true copy of [REDACTED] a  
service noted by the Post Office showed at  
21 Hertford Street, Coventry at 4:00 pm  
on 25<sup>th</sup> February 2004 and addressed  
to Lythalls Lane, Coventry  
being his/her last known residence/the company's  
registered office/place of business  
Done the 25<sup>th</sup> February day of 2004  
Signed: [REDACTED]





**Coventry City Council**

**POLLUTION PREVENTION & CONTROL ACT 1999  
POLLUTION PREVENTION & CONTROL (ENGLAND AND WALES)  
REGULATIONS 2000**

**DOCUMENT A : PERMIT**

**BKL Joinery**

Reference Number **PPC/151**

Coventry City Council ("the Council") in accordance with Section 10(2) of the Pollution Prevention & Control (England and Wales) Regulations 2000 ("The Regulations"), hereby permits:

**BKL Joinery Ltd**

Whose registered office is:


**Lythalls Lane  
Coventry  
CV6 6FY**

to operate a Part B installation involving the manufacture of timber and wood based products as prescribed in Section 6.6 Part B (a) of Schedule 1 to The Regulations, at:

**BKL Joinery Ltd  
Lythalls Lane  
Coventry  
CV6 6FY**

The permit is subject to the conditions specified in this document consisting of 9 pages and comprising documents A, B and C, plus PPC/151/A, PPC/151/B and Appendix 1.

Signed.....

  
Alan Bennett, Head of Environmental Health  
A person authorised to sign on behalf of the Council

Dated ..... 24/2/04 .....



## **SCOPE**

The installation comprises not just any relevant unit carrying out a Part B activity listed in Schedule 1 to the Regulations, but also directly associated activities which have a technical connection with that activity and which could have an effect on pollution.

All pollutant concentrations shall be expressed at reference conditions of 273K and 101.3kPa, without correction for water vapour content.

Technical Guidance documents used in the preparation of this document:

- Secretary of States Guidance Note PG6/2(95) – Manufacture of Timber and Wood Based Products. ISBN 0-11-7531987
- Secretary of State's Guidance – General Guidance Manual on Policy and Procedures for A2 and B installations. ISBN 0-85521-028-1

Date Annual Fee Required: 1st April of each financial year

Date For Full Compliance: Date of Permit Issue

Permit Prepared By: Rachel King

## **LEGISLATION**

1. Pollution Prevention and Control Act 1999.
2. Pollution Prevention and Control Regulations 2000 as amended, schedule 1 as amended

## **BRIEF DESCRIPTION OF THE INSTALLATION REGULATED BY THIS PERMIT**

Definitions referred to in this permit

- 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.
- An **Installation** comprises not just any relevant unit carrying out a B activity listed within Schedule 1 to the PPC Regulations, but also directly associated activities which have a technical connection with a schedule 1 activity and which could have an effect on pollution.
- An **Operator** is the person (eg a company or individual) who has control over the operation of an installation.
- **Authorised Officer** shall mean an officer authorised to carry out duties under the Pollution Prevention and Control Act 1999 and subordinate regulations
- **Logbook** shall mean any electronic or paper means of storage of the required information as agreed by the regulator
- **Local Authority** shall mean Coventry City Council

The general location of the Authorised Process is shown on the attached plan PPC/151/A. Plan PPC/151/B shows the layout of the plant on site in addition to the installation boundary that is marked by a red hatched line.

### **Description of Installation**

Timber and wood based products are manufactured using sawing, drilling, sanding, shaping, turning and planing using a variety of individual wood working machines.

All woodworking machines are served by the local extract ventilation system for the removal of wood dust and shavings to wood dust storage trailers marked on the attached plan numbered PPC/151/B. The extraction system is fitted with filter bags/socks

The trailers when full to capacity are attached to lorry cabs and removed from site for disposal, being replaced with empty ones.

**Table 1**

**List of Process Areas within the Installation and Associated Emission Points, Pollutants of Concern and Abatement Plant Required**

<b>Row</b>	<b>Area/Machinery Identification</b>	<b>Pollutants Emitted</b>	<b>Emission Limits</b>	<b>Abatement Plant Required</b>
1	Main dust extraction system	Particulates	None	Dust discharged into enclosed storage trailers Filter socks/bags

## **DOCUMENT B**

### **CONDITIONS**

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

#### **1. MONITORING SAMPLING AND MEASUREMENT OF EMISSIONS**

1.1 A visual assessment of wood dust emissions from the extraction systems shall be carried out from position marked X on the attached plan numbered PPC/151/B at least once a day whilst the extractor system is in operation.

1.2 The results of monitoring to comply with clause 1.2 shall be recorded in a log book which shall include details of date, time, wind strength and direction, weather conditions, the name of the observer and an assessment of the emissions. The log book shall remain on site for a minimum of two years from the last entry and shall be made available for examination by the enforcing authority inspector on request.

1.3 Any adverse results from the monitoring required in clause 1.1 above shall be investigated immediately to establish the cause and corrective action instigated. Details of such events shall be recorded in the log book detailed in clause 1.2 above.

#### **2. MATERIALS HANDLING**

2.1 Arisings of wood dust and particles from the manufacturing area shall be stored in the two wood dust trailers marked on the attached plan numbered PPC/151/B or the enclosed skip adjacent to the trailers.

2.2 Arisings of wood dust shall only be transferred to the wood dust trailers marked on the attached plan numbered PPC/151/B via the local extract ventilation systems and to the enclosed skip within enclosed containers.

2.3 The wood dust trailers marked on the attached plan numbered PPC/151/B shall be fitted with high-level site windows to enable a visual assessment of remaining holding capacity to be made to prevent over filling.

2.4 A visual assessment of remaining holding capacity in the wood dust trailers marked on the attached plan numbered PPC/151/B shall be made once a day. A record of the assessment shall be kept in the log book detailed in clause 1.2 above.

2.5 A 2-way valve shall be fitted to the main wood dust extraction system to prevent escape of wood dust during changeover of the wood dust trailers marked on the attached plan numbered PPC/151/B.

2.6 All filter bags and housings in the local extract ventilation systems shall be visually inspected at least once a month and any defects shall be rectified immediately. A record of the inspection shall be kept in the log book detailed in clause 1.2 above.

2.7 All filter bags in the local extract ventilation system shall be replaced every four years. A record of filter bag replacements shall be kept on site for at least four years.

### **3. GENERAL OPERATIONS**

**3.1** The local authority shall be notified immediately of any process malfunction or incident which is likely to give rise to adverse emissions that may affect the local community.

**3.2** A copy of this permit shall be located on site such that all operatives involved in the process have unrestricted access to it.

**3.3** The operator shall supply to this Authority, on demand and without charge, a copy of all or part of the records required to be kept by this permit.

**3.4** The operator shall undertake regular cleaning and preventative maintenance including inspection and repair/replacement on all plant and equipment concerned with the emission, capture, transport and control of emissions to atmosphere. Where necessary manufacturers guidelines shall be used to determine the regularity of maintenance. Records of preventative maintenance including inspections and any works undertaken shall be kept on site and made available to the local authority inspector on request.

**3.5** Spares and consumables for plant and equipment used in the installation in particular that subject to continual use or wear shall be held on site or shall be available at short notice. Such plant or equipment shall not be used unless that plant or equipment is capable of working in accordance with the conditions of this permit.

**3.6** Staff at all levels shall receive the necessary training and instruction in their duties relating to control of the activities and emissions to air. Records shall be kept which details all relevant training provided to staff, and these records shall be kept for a minimum of 2 years.

**3.7** If there is any intention to change any aspect of the prescribed installation from the description contained in the beginning of this permit, or any other aspect which may affect the substances or concentration or amount of substances being emitted to atmosphere, the operator shall notify the regulator of the proposed changes at least 4 weeks in advance before the changes take place.

**3.8** Any malfunction, breakdown or incident shall be investigated and remedied as soon as possible, with details recorded in the log book outlined in clause 1.2.



## **DOCUMENT C**

### **RESIDUAL DUTY**

In relation to any aspect of the process not regulated by specific conditions in this permit, then Best Available Techniques shall be used:

For the purposes of the Pollution Prevention and Control (England and Wales) Regulations 2000, “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.

**Appendix 1**  
**SUPPLEMENTARY NOTES**

These notes do not comprise part of the Permit PPC/151 but contain guidance relevant to the Permit.

**Inspections**

Regular inspections will be carried out by officers of the Council to check and ensure full compliance with the Permit. These inspections may be carried out without prior notice.

**Health and Safety**

This Permit is given in relation to the requirements of the Pollution Prevention and Control (England and Wales) Regulations 2000. 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.

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.

**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. (The operator shall notify the local authority under Section 16(1) of the Regulations.)
- 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

The operator should apply to the Local Authority in order to vary a permit under regulation 17 of the Regulations. The application must be in writing and, in accordance with Part 1 of Schedule 7 to the Regulations contain:

- The name, address and telephone number of the operator.
- The address of the installation.
- A correspondence address.
- A description of the proposed changes.
- An indication of the variations the operator would like to make.
- Any other information the operator wants the authority take account of.

### **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.

### **Noise**

This Permit does not include reference to noise. Statutory noise nuisance is regulated separately under the provisions of Part III of the 1990 Act.

### **Appeals**

An Appeal can be made against the conditions in, or variations to this Permit as per Part IV 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:

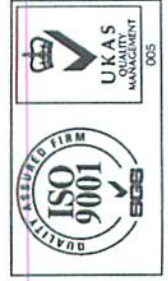
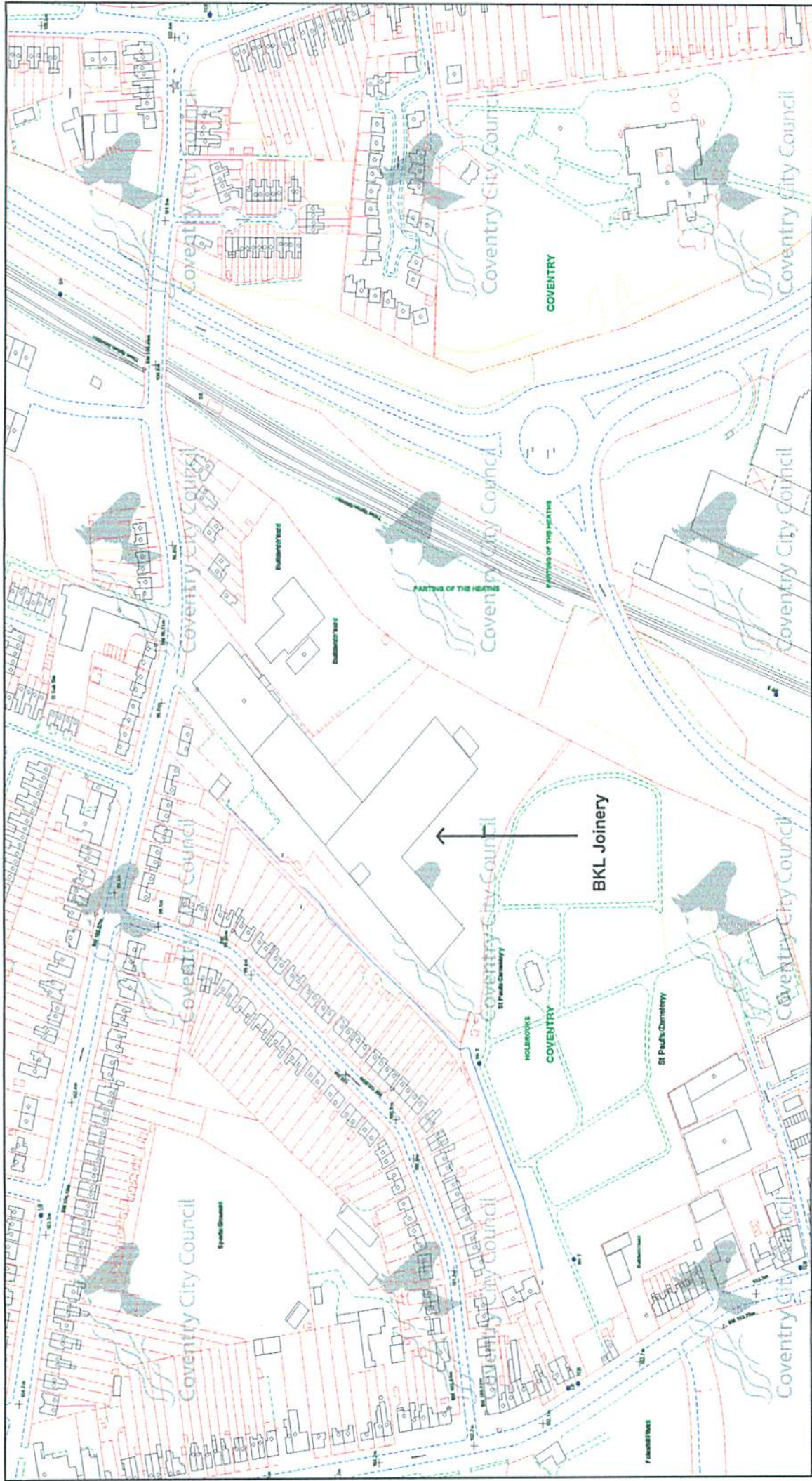
The Planning Inspectorate  
Environmental Appeals Administration  
Room 4/19 – Eagle Wing  
Temple Quay House  
2 The Square  
Temple Quay  
BRISTOL  
BS1 6PN

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Fax: 0870 600 5533 or e-mail: [book.orders@tso.co.uk](mailto:book.orders@tso.co.uk)



Permit Plan Reference: PPC/151/A - plan showing general area of BKL Joinery

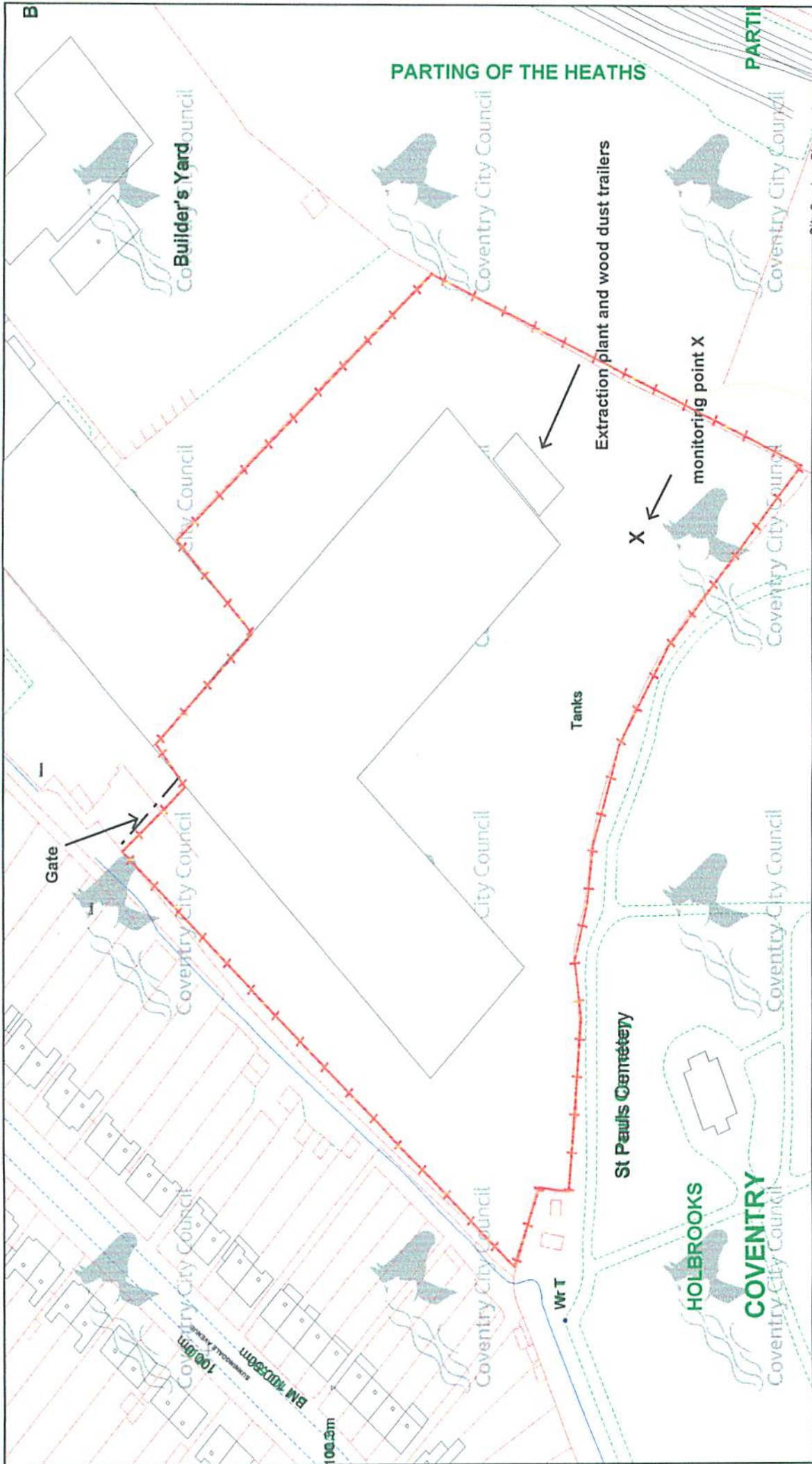


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City Services Directorate  
 Environmental Health  
 Environmental Protection  
 Broadgate House, Broadgate  
 Coventry, CV1 1NH  
 Tel: 024 7683 1832  
 Fax: 024 7683 1840



Permit Plan Reference: PPC/151/B - plan showing installation boundary and key plant



City Services Directorate  
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