Pollution Prevention and Control Act 1999
Environmental Permitting (England and Wales) Regulations 2010 (as amended)

Operator	**Wrekin Shell Mouldings Ltd**
Installation Address	Units D1 & D2, Halesfield 21, Telford, Shropshire TF7 4NX
Grid Reference	SJ 712046
Company Number	Wrekin Shell Mouldings Ltd, Units D1 & D2, Halesfield 21, Telford, Shropshire TF7 4NX

Provenance	Relevant Dates
Date Application Made (Deemed application)	1st April 2004
Date 'Duly Made'	N/A
Date Permit First Issued	7th March 2006
Date of Variations	none
Date of Latest Variation	7th March 2016

Wrekin Shell Mouldings Limited is hereby permitted by Telford & Wrekin Council to carry on a non-ferrous metal activity under Section 2.2 of Schedule 1 Part 2 the Environmental Permitting (England & Wales) Regulations 2010 (as amended), and other activities as listed and described below within the installation boundary marked red on the attached site plan referenced Appendix 1 and in accordance with the conditions detailed in section 2 of this Permit.

Description of Activity

The company melts non-ferrous and casts alloys of two specified types (LG2 and LG4 where LG is leaded gun metal) containing copper, lead, zinc and tin, with minor additions of nickel, iron and silicon. The molten metal is poured into resin bound sand moulds to form components used in the assembly of valves and filters to a maximum weight of 100 Kg.

For the purpose of regulation the activity is divided into 9 parts identified as activities and elements. Activities are those prescribed within Schedule 1, section 2.1 and 2.2 of the Environmental Permitting (England and Wales) Regulations 2010 (as amended). The process is covered by Process Guidance note PG2/04(13) Statutory Guidance for Iron, Steel and Non Ferrous Foundry Processes and PG2/08(13) Statutory Guidance for Copper and Copper Alloy Processes.

The parts are as follows:

- 1 – Metal Melting Activity
- 2 – Casting Activity
- 3 – Knockout Element
- 4 – Grinding (Fettling) Element
- 5 – Shot blasting Element
- 6 – Polygram (Mould Making) Element
- 7 – Core Making Element
- 8 – Raw Material Storage Element
- 9 – Waste Material Storage Element

1 – Metal Melting Activity:

Metal melting takes place in two electric induction furnaces of 500kg and 400kg design capacity. A third smaller furnace is on site is only used for bespoke specialist work.

Fume and hot gas released from the two main furnaces is captured and combined by a manifold into a single duct leading to an external ceramic filter and then to a stack discharging to the external atmosphere. The third smaller furnace is located adjacent to the induction furnaces with a temporary manifold which will connect to the existing ceramic filter ducting when in use. A pressure drop indicator fitted across the filters to indicatively monitor the condition of the ceramic bed.

Associated with the metal melting activity are two gas fired metal holding furnaces fitted with local extract ventilation (LEV) that discharges directly to atmosphere through stacks located above the roof of the foundry. Molten alloy is transferred to these for storage at a controlled temperature pending a cast into sand moulds.

2 – Casting Activity:

Molten metal is poured into shell moulds located within a hooded area adjacent to the furnaces so that fumes may be captured by an LEV system and taken by duct to a stack discharging directly to the external atmosphere. Some casting also takes place alongside the holding furnace and these fumes are released to the workplace atmosphere.

3 – Knockout Element

Moulds are cooled within a hooded area prior to knock out at the rear of the hood and the remnants of broken shells are transferred via stillages to a skip in the rear yard. The LEV system serving this area captures the fumes released and discharges them directly to the external atmosphere from a stack located above the roof of the foundry.

4 – Grinding Element

Castings are removed from the runners and risers with a band saw. The metal filings from the band saw fall directly to the foundry floor so they are not released externally. Flashings are removed by one of two grind wheels both of which are fitted to a LEV system that discharges through a bag filter which is vented internally.

5 –Shot blasting Element

Shot blasting in one of two 'tumble shot blast units' is then performed on those castings that require cleaning before they are subjected to final machining. Air from these shot blast units is extracted through a bag filter, which is vented internally.

6 – Polygram (Mould Making) Element:

Shells of a phenolic resin coated sand are made by " Polygram units" and the fumes released are discharged directly to the external atmosphere through a roof mounted fan.

7 – Coremaking Element:

This uses the same process of mould making mentioned above, but adapted to form sand cores that go inside the moulds. Air from this area is also captured by an LEV system that discharges directly to atmosphere from a stack located on the roof of the foundry.

8 – Raw Material Storage element

Raw material is stored inside the foundry either in the general store or in a dedicated store area adjacent to the induction furnaces. Both areas are on an impervious floor, although only dry materials are stored here.

Sand is blown by tanker into externally located silos. The installation operates two silos, one for shell moulding sand and the other for the no bake sand. During delivery the vented displaced air from the silo is discharged through a bag filter.

Emission points to Atmosphere and Abatement Type (see appendix 2 for installation layout and location of emission points)

Release Reference	Plant Served and Abatement Type	Pollutants
S1	Ceramic Filter serving melting furnaces	Smoke, TPM, copper, lead, nickel, zinc, tin & fluoride
S2	LEV Stack serving melting furnaces (direct emission to atmosphere)	Smoke, TPM, copper, lead, nickel, zinc, tin & fluoride
S4	LEV stack serving casting track canopy 2. (direct emission to atmosphere)	Smoke, TPM, copper, lead, nickel, zinc, tin & fluoride
S5	LEV stack serving casting track canopy 3. (direct emission to atmosphere)	Smoke, TPM, VOC odour
S6	Spenklyn PolyGram line main LEV stack. (direct emission to atmosphere)	TPM, VOC, ammonia
S7	Spenklyn PolyGram line bench top LEV 1 stack. (direct emission to atmosphere)	TPM, VOC, ammonia
S8	Spenklyn PolyGram line bench top LEV 2 stack. (direct emission to atmosphere)	TPM, VOC, ammonia
S9	Main core shop LEV stack (direct emission to atmosphere)	TPM, VOC, ammonia
Sand Silos	Reverse jet filters	TPM

Permit Conditions

1.0 Overarching Management Conditions

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

1.2 The best available techniques shall be used to prevent or, where that is not practicable, reduce emissions from the installation in relation to any aspect of the operation of the installation, which is not regulated by any other condition of this Permit.

2.0 Emission limits and Controls

2.1 All emissions to air (including fugitive emissions) shall be free from persistent visible emissions and free from droplets, other than steam or condensed water vapour.

2.2 All emissions to air (including fugitive emissions) shall be free from visible smoke during normal operations

2.3 All emissions to air (including fugitive emissions) from the installation shall be free from offensive odour (as perceived by the local authority inspector) outside the installation boundary outlined in red on the attached plan in Appendix 1. The use of odour masking agents and / or counteractants shall not be permitted.

2.4 An assessment of olfactory emissions shall be made at least once per day to ensure that there is no offensive odour downwind of the installation. A record of the results of the check shall be recorded in the log book.

2.5 Emissions from the induction furnaces 1, 2 & 3 shall be contained and ducted to the Ceramic Filter. The filter shall be regularly checked and cleaned as part of the installations maintenance programme and records available for inspection by the regular.

2.6 A pressure drop gauge shall be fitted across the Ceramic Filter for the purpose of continuously monitoring the state of the filter and detecting malfunction of the unit. This instrument shall be connected to an audio/visual alarm triggered whenever the integrity of the filter fails and a record of the operating pressure shall be entered into the Installation log book at least once on every day that the furnaces operate whenever the unit operates.

2.7 Emissions of fume from the electric furnaces shall be kept to a minimum by using only clean scrap or reworked material from previous castings produced at the installation which are not contaminated.

2.8 No chloride containing flux shall be used within the Installation unless the regulator has been informed in writing and conditional consent obtained. Emission testing for chlorides would then have to be undertaken.

2.9 The following emission concentration limits shall apply to releases from contained sources serving the furnaces:-

Emission	Concentration
Total Particulate Matter	20mg/m^3
Copper	2mg/m^3
Lead(& compounds) expressed as lead	2mg/m^3
Tin(& compounds) expressed as Tin	5mg/m^3
Cadmium, chromium & compounds expressed as the metal	1mg/m^3
Fluorine (expressed as hydrogen fluoride)	5mg/m^3

2.10 The following emission concentration limits shall apply to releases from contained sources other than from the furnaces:

Emission	Concentration
Volatile Organic Compounds (expressed as total carbon)	30mg/m3
Ammonia	5ppmV/V

2.11 The testing of emission limits detailed in condition 2.9 is relaxed as historical testing has demonstrated consistent compliance at recorded values well below the limit values stated in the table.

Testing of emission limits detailed in the table in condition 2.10 shall be tested once every three years. The emission limit for ammonia shall be tested each year if odour complaints are received, or if the regulator perceives during inspection that there is a potential for off-site odours.

If the process is changed or different raw materials used which may affect emissions then the regulator may request monitoring to take place for the pollutants listed in conditions 2.9 and 2.10.

2.12 Any emission monitoring shall be carried out by a competent company/person and the methods and protocols used shall be agreed in writing with the regulator before the work commences. The results of monitoring to be supplied to the enforcing authority within 28 days of completion of the monitoring.

2.13 All grinding, fettling, finishing, shot blasting and any other casting finishing processes shall be carried out with LEV extraction that are connected to dust arrestment plant. The dust arrestment system shall be of the type, which does not emit to atmosphere, but directed back into the workplace.

2.14 All emissions from the knockout machine and foundry sand reclamation processes shall be contained, captured and vented to suitable arrestment plant, where the emissions are directed back into the work place.

2.15 Any bypass of the abatement plant shall be deemed an emergency and steps shall be taken to contain the unabated emissions. If the unabated emissions cannot be contained or otherwise prevented then steps shall be taken to stop the process and the regulator shall be notified immediately.

2.16 For all bag filtration plant whether venting externally or internally continuous indicative monitoring (such as magna-helix gauges, pressure drop monitors) shall be deployed and monitored at least once per day or at the beginning of each shift.

3.0 Materials Handling

3.1 During the delivery of fresh sand to sand silos, displaced air shall be vented through a filter. Care shall be taken to ensure that the transfer lines are securely connected to the tanker discharge point and the silo delivery inlet point, and the arrestment plant shall be of sufficient size and kept clean to avoid pressurisation during delivery.

3.2 The filters serving the sand silos shall be visually inspected on a monthly basis for any blinding or tares. Defective fabric shall be replaced or repaired as necessary and before another delivery takes place. The details of the inspection and any replacements/repairs shall be recorded in the log book described in condition 5.2.

3.3 The new sand silo shall be fitted with audible and/or visual high level alarms, which shall be visible/audible to the delivery driver to warn of overfilling. The correct operation of these alarms shall be checked prior to each delivery and replaced/repaired as necessary and before another delivery takes place. The details of the inspection and any replacements/repairs shall be recorded in the logbook described in condition 5.2.

3.4 For the existing sand silo without high levels alarms the ordering of sand shall be through a strict stock control system and the delivery of shall be observed by a competent member of the foundry staff to ensure that no overfill situation occurs.

3.5 In order that fugitive emissions are minimised during the charging of the silo, care shall be taken during delivery from tankers to avoid venting of air to the silo at a rate, which is likely to result in over-pressurisation of the silo. Particular problems may arise during the release of air from the tankers at the end of deliveries and care shall therefore also be taken to avoid over-pressurisation of silos when venting air from tankers at this stage. This can be alleviated by the use of tankers with sufficient valve-work to allow a gradual release to occur and by carefully controlled venting.

3.6 The delivery of sand to a silo shall cease if emissions of particulate matter are visible from ducting, pipework, the pressure relief valve or dust arrestment plant during silo filling. The cause of the problem shall be rectified prior to further deliveries taking place.

3.7 Resin and other binders used for sand mould and core making shall be stored in lidded/sealed drums/containers or IBC's inside the building.

3.8 Incoming scrap metal shall be clean (i.e. free from significant amounts of contamination such as dirt, foreign material, oily residues, paint or other organic materials) and a system shall be in place to ensure that only clean scrap is melted.

3.9 All dusty or potentially dusty materials shall be stored in silos, in covered containers, inside the foundry building or if outside sheeted over. The storage of potentially dusty materials outside is to be avoided.

3.10 Used bag filters serving the extraction units at the installation when removed shall be stored in sealed bags or containers whilst awaiting disposal.

3.11 Sand waste shall be stored below the height of the sides of the skip at all times while awaiting removal by a licensed waste disposal company to prevent wind entrainment of dust.

4.0 Chimneys, Vents and Process Exhausts

4.1 The height of the discharge points of all stacks and discharge vents at the installation shall be sufficient for the effective dispersion of pollutants, taking into account the pollutants involved, the efflux velocities of extraction equipment and abatement plant, and adjacent building heights and topography.

4.2 Chimneys or process vents shall not be fitted with any restriction at the final opening, for example a plate, cap or cowl.

4.3 All process ductwork and pipework shall be inspected for wear, corrosion damage and leakage every 12 months. Inspection records shall be kept for a minimum of 2 years and shall detail the location of the ductwork inspected, any fault noted and the remedial action taken. The records shall be made available to the regulating officer on request.

4.4 Flues and ductwork shall be cleaned to prevent accumulation of materials, as part of the routine maintenance programme.

4.5 Where appropriate, all exhaust stacks and their associated ductwork shall be adequately insulated to minimise the cooling of waste gases and prevent liquid condensation on internal surfaces.

5.0 General Operations

5.1 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. Manufacturer's guidelines shall be used to determine the frequency of inspection and maintenance schedule. 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.

5.2 A logbook shall be kept specifically and solely for the purpose of recording all maintenance carried out in compliance with respective conditions associated with maintenance, cleaning, observation of emissions or odours and incidents. The records contained in the log book shall be retained for at least two years and shall be made available for inspection by an Officer of the Enforcing Authority on request.

5.3 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.

5.4 In the event of any malfunction or breakdown leading to abnormal emissions the operator shall:

- Investigate and undertake remedial action immediately.
- Adjust the process or activity to minimise those emissions.
- The observations, result of the investigation and actions taken in this condition shall be entered in the log book required by condition 5.2.

In addition if there is an emission that is likely to have an effect on the local community or there is failure of the key arrestment plant then the regulator shall be informed without delay.

5.5 Training of all staff with responsibility for operating the process shall include:

a. Awareness of their responsibilities under this Permit.
b. Minimising emissions on start-up and shutdown.
c. Action to minimise emissions during abnormal conditions.

The operator shall maintain a statement of training requirements for each operational post and keep a record of the training received by each person

whose actions may have an impact on the environment. These documents shall be made available to the regulator on request.

5.6 Complete and immediate access to the premises shall be granted to a duly authorised officer of the Local Authority upon request.

5.7 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.

5.8 The installation operator shall notify the Council at least 28 days in advance of any intention to cease the operation of all or part of the installation.

5.9 Should the installation operator wish to transfer this permit or part of this permit to another person, (proposed transferee) the operator and the proposed transferee shall jointly make an application to the Council to effect the transfer

5.10 A high standard of housekeeping shall be maintained.

5.11 The process shall operate and adhere to the provisions of an appropriate Environmental Management System or environmental control policy.

5.12 A copy of this Permit shall be kept on the premises.

In relation to this permit, any reference to the 'Local Authority' or 'the regulator' shall mean the Borough of Telford and Wrekin. Any information required by this authorisation to be sent to the Local Authority or the regulator shall be sent to the address noted below:

Signed..... Date..7th March 2016.
SCIENTIFIC OFFICER

Authorised by the Borough of Telford and Wrekin
To sign in that behalf

Borough of Telford & Wrekin
Environment Team
Public Protection, Law and Democracy
P.O. Box 214
Civic Offices
Telford TF3 4LE

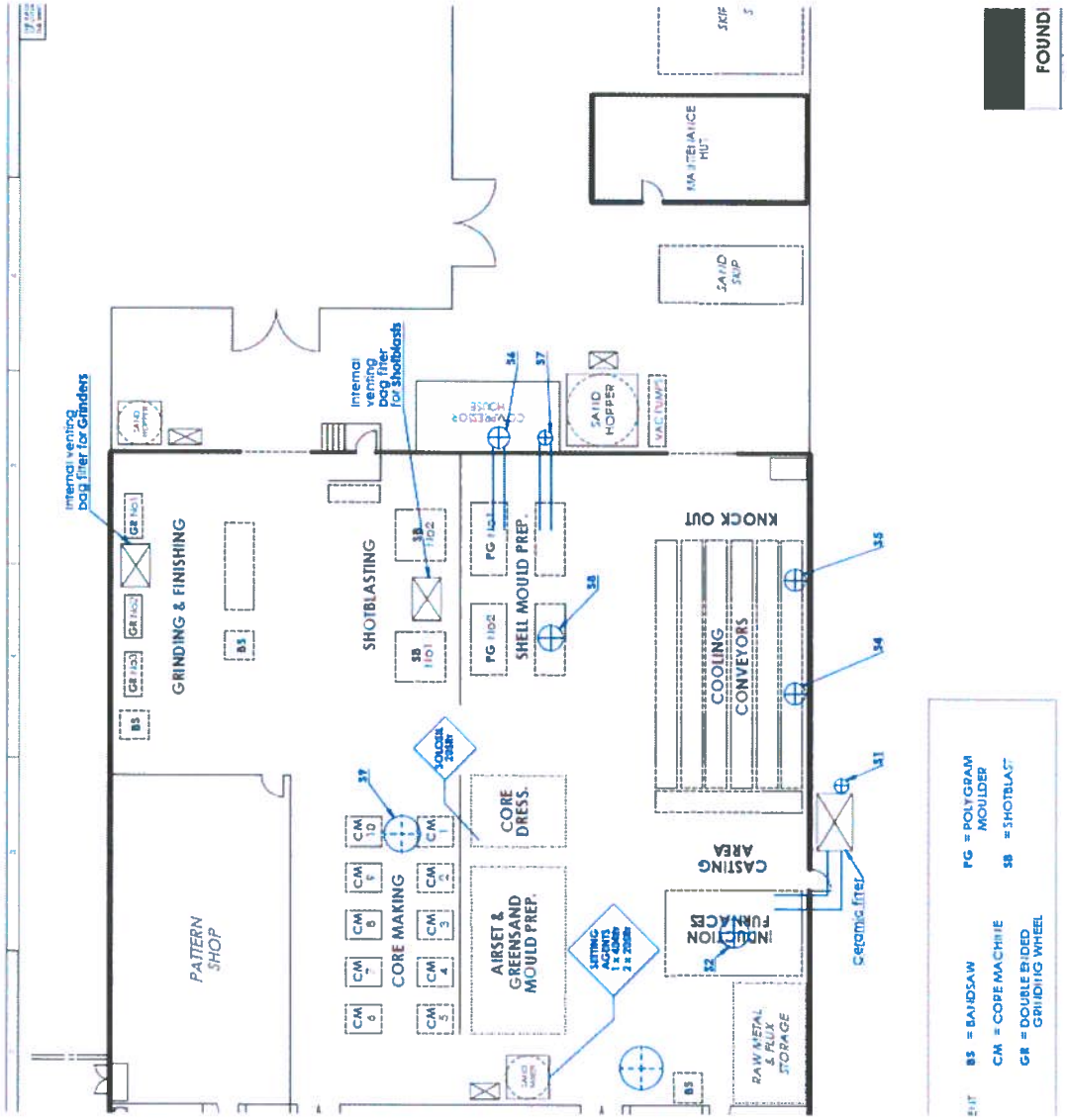
SECTION 3

Appendix 1: Location Plan and installation Boundary (Highlighted in red)

0 500

Metres

Appendix 2 - Installation Schematic



EXPLANATORY NOTE

These notes are provided for the operator of an installation or mobile plant to assist in the interpretation of their duties under the provisions of the above-mentioned legislation, with particular reference to the permit issued by Telford & Wrekin Council. These notes do not form part of the Permit or conditions attached to it.

1. RESIDUAL BAT CONDITION (BEST AVAILABLE TECHNIQUES)

You should note that a fundamental principle of the LAPPC regime is the application controlling pollution by using "Best Available Techniques". The BAT approach requires that the cost of applying techniques is not excessive in relation to the environmental protection they provide.

Article 2(11) of the IPPC Directive defines – Best Available Techniques as:-

'Best available techniques' *shall mean the most effective and advanced stage in the development of activities and their methods of operation which indicate the practical suitability of particular techniques for providing in principle the basis for emission limit values designed to prevent and, where that is not practicable, generally to reduce emissions and the impact on the environment as a whole.*

- **'techniques'** shall include both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned,

- **'available'** techniques shall mean those developed on a scale which allows implementation in the relevant industrial sector, under economically and technically viable conditions, taking into consideration the costs and advantages, whether or not the techniques are used or produced inside the Member State in question, as long as they are reasonably accessible to the operator,

'best' shall mean most effective in achieving a high general level of protection of the environment as a whole.

2. STATUTORY REQUIREMENTS

This Permit is issued under regulation 13 of the EPR Regs and does not detract from any of the following statutory requirements where applicable:-

(a) The requirement to obtain Planning Permission for the installation and any new construction.
(b) The requirement to obtain discharge consent from the Environment agency.
(c) The requirement to obtain Building Regulation approval for any construction work.
(d) The requirement of a Waste Disposal Licence.
(e) The requirement to comply with the Health and Safety at Work etc Act 1974

3. PUBLIC REGISTER

The Council is required by regulation 46 to maintain a Public Register containing information on all LAPPC installations and mobile plant. The register is available for inspection by the public free of charge during office hours (Monday to Friday 9.00am to 5.00pm) at

Telford & Wrekin Council,
Public Protection,
Environment Team,
Darby House,
Telford,
TF3 4JA.

Subject to exclusions of commercially confidential information and information affecting national security, registers will contain the following:

a. Applications for a permit;
b. Notices asking for information and responses to such;
c. Advertisements and representations in response to such (unless requested not to by the person responding)
d. In the case of c) above, a statement to the effect that representations were made but have been omitted – must not identify the person making the representation;
e. Statutory consultee responses to applications or applications for variations;
f. Permits;
g. Notifications of changes in the operation of installations;
h. Applications for variations, transfers or surrenders of permits;
i. Variations, transfers and surrenders granted;
j. Revocations;
k. Enforcement or suspension notices;
l. Notices withdrawing enforcement and suspension notices;
m. notice of an appeal including the grounds of the appeal, relevant correspondence between the appellant and the regulator, and the decision/notice which is the subject of the appeal;
n. Representations in response to appeal (unless requested not to by the person responding);
o. In the case of n) above, a statement to the effect that representation were made but have been omitted – must not identify the person making the representations;
p. The appeal decision and any accompanying report;
q. Convictions, formal cautions; to include the name of the person, date of conviction/caution, and (where appropriate) penalty and name of court. This requirement does not override the Rehabilitation of Offenders Act 1974 regarding spent conditions, and authorities must take care to remove relevant entries at the appropriate time;

r. Monitoring data obtained by the authority from its own monitoring, or sent to the authority on accordance with a permit condition or regulation 60(2) notice;
s. If any monitoring information is omitted because it is commercially confidential, the authority must put a statement on the register indicating whether relevant permit conditions are being complied with, based on the withheld information;

Commercial Confidentiality

An operator may request certain information to remain confidential i.e. not be placed on the public register. The operator must request the exclusion from the public register of commercially confidential information at the time of supply of the information requested by this notice or any other notice. The operator should provide clear justification for each item wishing to be kept from the register. The amount of information excluded from the register should be kept to the minimum necessary to safeguard the operator's commercial advantage
The general principle is that information should be freely available to the public. Information that maybe considered commercially confidential is that which if it "were being contained within the register would prejudice to an unreasonable degree the commercial interests of an individual or any other person" (regulation 51(2) of the 2010 Regulations).
Local authorities will also take into account whether the information at issue could be obtained or inferred from other publicly accessible sources.
The local authority will determine this request within 28 days of the date of such an application and will issue a Determination Notice detailing their decision. The notice may specify a time period over which the information is to remain commercially confidential (if not specified, it will be four years beginning with the date of the determination). The operator may appeal to the Secretary of State within 21 days of the notification of the decision.

If the application is granted the local authority will place a statement on the public register stating that certain information has been withheld and stating the reasons why, plus whether this information is relevant to a permit condition, and whether the permit condition has been complied with.

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

National Security

Information may be excluded from the public register on the grounds of National Security (Regulation 47(1). If it is considered that the inclusion of information on a public register is contrary to the interests of national security, the operator may apply to the Secretary of State, specifying the information and indicating the apparent nature of risk to national security. The operator must inform the local authority of such an application, which will not include the information on the public register until the Secretary of State has decided the matter.

4. FEES

In accordance with regulation 65(1)c of the EPR Regs, the holder of a permit is required to pay a fee for the subsistence of the Permit. This fee is payable annually on 1st April. You are advised that under the provisions of regulation 65(5) of the PPC Regs, if you fail to pay the fee due promptly, the Council may revoke the Permit.

5. Enforcement

The operator will be liable to enforcement action where: -

1. the operator fails to comply with or contravenes any permit condition;
2. a change is made to the installation operation without prior notification of the change to the regulator;
3. intentional false entries are made in any record required to be kept under the conditions of the permit;
4. a false or misleading statement is made.

Any enforcement action is taken in accordance with the regulator's enforcement policy.
http://www.telford.gov.uk/NR/rdonlyres/240C3F4A-8E36-4C12-8311-E4E57A3DF8CC/26214/MicrosoftWordEnvironmentalHealthandWellbeingEnforc.pdf

6. TRANSFER OF PERMITS

Under the provisions of regulation 65 of the EPR Regs, where you wish to transfer the Permit to another person (the proposed transferee) then the operator and the proposed transferee shall jointly make an application to the Council. The council will determine the transfer application within 2 months. A fee is also available. For further details on this please contact the Council.

7. SURRENDER OF PERMITS

Under the provisions of regulation 24 of the EPR, where you wish to surrender the Permit in whole or in part then you are required to notify the Council in writing. A formal Surrender Application Form is available upon request. For further details on this please contact the Council

8. PROCESS CHANGES

You are required to notify the Council of any proposed change in operation at least 14 days before making the change. This must be in writing and must contain a full description of the proposed change in operation and the likely consequences.

If the change could result in the breach of the existing permit conditions or is likely to require the variation of permit conditions then you must apply in writing under regulation 20(1), or involves a SUBSTANTIAL CHANGE to the installation you will be required to submit an application, pay the relevant fee and advertise the application

accordingly. You should notify the Council 28 days before undertaking such changes in the installation operation. You may serve a Notice on the Council requesting that they determine whether any change, which is proposed, would constitute a substantial change before you proceed with application.

9. APPEALS

Under regulation 31(1)c of the 2010 Regulations operators have the right of appeal to the Secretary of State against the conditions attached to their permit. The right to appeal does not The rights to appeal do not apply where the decision or notice implements a direction given by the Secretary of State or Welsh Ministers. There is also no right of appeal if a revocation notice has been served for non-payment of subsistence fees (EP regulation 31(3)).

Appeals against a variation notices, enforcement notices and suspension notices do not have the effect of suspending the operation of the notice. Appeals do not have the effect of suspending permit conditions, or any of the mentioned notices. However, appeals against revocation notices suspend the operation of the notices coming into effect until the appeal is decided or withdrawn.

Notice of appeal against the conditions attached to the permit must be given within six months of the date of the notice, which is the subject matter or the appeal. The Secretary of State may in a 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 6 of the 2010 Regulations, paragraph (2)2):

- 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 49 of the 2010 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 4/04 - Kite 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 Paragraph 5(6) of schedule 6 of the 2010 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.

10. SECRETARY OF STATES GUIDANCE

This permit is covered by the relevant Secretary of State's Guidance:

Guidance Note PG2/04(13) Statutory Guidance for Iron, Steel and Non Ferrous Foundry Processes and PG2/08(13) Statutory Guidance for Copper and Copper Alloy Processes. **http://www.defra.gov.uk/industrial-emissions/las-regulations/guidance/**
Pollution Prevention and Control Act 1999 **http://www.legislation.gov.uk/ukpga/1999/24/contents**
The Environmental Permitting (England and Wales) Regulations 2010 **http://www.legislation.gov.uk/ukdsi/2010/9780111491423/contents**
General Guidance Manual on Policy and Procedures for A2 and B Installations **http://www.defra.gov.uk/industrial-emissions/las-regulations/guidance/**

11. Where a Permit condition imposes a requirement to forward documents to the Local Authority or to report a specified occurrence the following address and telephone number shall be used:

By Post **Telford & Wrekin Council,**
Public Protection,
Environment Team,
Darby House,
Telford,
TF3 4JA.

Email: **environmental.health@telford.gov.uk**

By Telephone **01952 381818**