

Mr Elton Tollja & Mr Helion Tollja

Excel Motor Services Limited
2G Argyle House
Joel Street
Northwood Hills
Middlesex.
England HA6 2HA

Olu Sokoya
Senior Environmental Protection Officer

01895837361
olu.sokoya@southbucks.gov.uk

6th June 2018

EP Permit ref EPA/00001
Variation ref: EPA/00001/18/VAR

Variation Notice

Chiltern & South Bucks District Councils

**The Environmental Permitting (England & Wales) Regulations 2016, Regulation 20
PG 6/34 (11) – STATUTORY GUIDANCE FOR RESPRAYING OF ROAD VEHICLES
EXCEL MOTOR SERVICES LIMITED, 22 BELLINGDON ROAD, CHESHAM BUCKS HP5 HP7 0HA**

**To: Mr E. Tollja & Mr H. Tollja, Excel Motor Services Limited, 2G Argyle House, Joel Street,
Northwood Hills, Middlesex, (Company Number: 10068482),**

Chiltern & South Bucks District Councils ("the Council"), in the exercise of the powers conferred upon it by regulation 20 of the Environmental Permitting (England and Wales) Regulations 2016¹ ("the 2016 Regulations") hereby gives you notice as follows-

The Council has decided to vary the conditions of permit reference EPA/0001 granted under regulation 13(1) of the 2016 Regulations in respect of the operation of the installation at Excel Motor Services Limited, 22 Bellingdon Road, Chesham Buckinghamshire HP5 2HA. This is required periodically i.e. every 6-8years to ensure permits are up to date and conditions fit for purpose.

The variation of the conditions of the permit and the date on which they are to take effect are specified in Schedule 1 to this notice. There is no fee applicable for this variation.

Signed on behalf of Chiltern & South Bucks Councils.



Date 6.6.18

Environmental Health Manager

An authorised officer of the Council

**EP Permit ref EPA/00001
Variation ref: EPA/00001/18/VAR**

Schedule 1

Variation to the conditions of the permit	Date(s) on which the variation is to take place
Permit varied to bring it up to date and ensure conditions are fit-for-purpose as outlined in PG 6/34 (11)	Friday, 8 th June 2018
Revised Conditions 1 – 37 of EPA/00001 now replaced with Conditions 1 – 37 of EPA/00001/18/VAR to include appendices 1 – 3.	Friday, 8 th June 2018

Signed on behalf of Chiltern & South Bucks District Councils



Date 6th June 2018

Environmental Health Manager
An authorised officer of the Council

(This guidance does not form part of the Variation Notice, but it is for the guidance of those served with the notice.) Further guidance can be found in the PPC [General Guidance Manual](#).

Guidance for operators receiving a Variation Notice

Dealing with a Variation Notice

This notice varies the terms of the permit specified in the Notice by amending or deleting certain existing conditions and/or adding new conditions. The Schedules attached to the notice explain which conditions have been amended, added or deleted and the dates on which these have effect.

The Council may have included a 'consolidated permit', which takes into account these and previous variations. Where a consolidated permit is not included this variation notice must be read in conjunction with your permit document.

Offences

Failure to comply with a Variation Notice is an offence under regulation 38(2) of the 2010 Regulations. A person guilty of an offence under this regulation could be liable to (i) a fine of up to £50,000 or imprisonment for a term not exceeding 6 months or both; or (ii) to an unlimited fine or imprisonment for a term not exceeding 5 years or both, depending on whether the matter is dealt with in the Magistrates or Crown Court.

Appeals

Under regulation 31 and Schedule 6 of the 2010 Regulations operators have the right of appeal against the conditions attached to their permit by a variation notice. The right to appeal does not apply in circumstances where the notice implements a direction of the Secretary of State/Welsh Ministers given under regulations 61 or 62 or a direction when determining an appeal.

Appeals against a Variation Notice 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.

Notice of appeal against a Variation Notice must be given within **two months** of the date of the variation notification, which is the subject matter of the appeal. The Secretary of State/Welsh Ministers 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 the Secretary of State or Welsh Minister with the following (see paragraphs 2(1) and (2) of Schedule 6 of the 2010 Regulations):

- written notice of the appeal
- a statement of the grounds of appeal;
- a copy of any relevant application;
- a copy of any relevant environmental permit;
- a copy of any relevant correspondence between the appellant and the regulator;
- a copy of any decision or notice which is the subject matter of the appeal; and
- a statement indicating whether the appellant wishes the appeal to be in the form of a hearing or dealt with by way of written representations.

Appellants should state whether any of the information enclosed with the appeal has been the subject of a successful application for confidentiality under regulation 48 of the 2010 Regulations, and provide relevant details – see below. Unless such information is provided all documents submitted will be open to inspection.

Where to send your appeal documents

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

The Planning Inspectorate
Environment Team, Major and Specialist Casework
Room 4/04 Kite Wing
Temple Quay House
2 The Square
Temple Quay
Bristol BS1 6PN

Or for appeals in Wales:

The Planning Inspectorate
Crown Buildings
Cathays Park
CARDIFF
CF10 3NQ

If an appeal is made, the main parties will be kept 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

The operator and local authority will normally be expected to pay their own expenses during an appeal. Where a hearing or inquiry is held as part of the appeal process, by virtue of paragraph 5(6) of Schedule 6, either the appellant or the 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.

Confidentiality

An operator may request certain information to remain confidential, ie not be placed on the public register. The operator must request the exclusion from the public register of 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 onus is on the operator to provide a clear justification for each item to be kept from the register. It will not simply be sufficient to say that the process is a trade secret.

EPA/00001/18/VAR

Local Air Pollution Prevention and Control, LAPPC



PERMIT (PART B)

PART B PROCESS – RESPRAYING OF ROAD VEHICLES

Previous Permit Ref: EPA/00001/09

New Permit Ref: EPA/00001/18/VAR

PG 6/34/11 (July 2013) – Respraying of Road Vehicles

Issued by:

CHILTERN & SOUTH BUCKS DISTRICT COUNCILS

Incorporating the updated 4 Yearly Review for LAPPC (February 2018)

Pollution Prevention and Control Act 1999

Pollution Prevention and Control (England & Wales) Regulations 2000,

Part 2 of schedule 3 of the PPC Regulations, SI 2000/1973

Environmental Permitting (England & Wales) Regulations 2016

CLAIRE
Chiltern's Local AIR & Environment

Chesham Repair Centre – EPA/00001/07 & H418/1/52 = Permit first issued 1st May, 2007, Reviewed Chesham Car Body Repair Centre H418/1/52 on 2nd June 1995. Permit updated 2013. Permit varied and updated February 2018

TO: Mr Elton Tollja & Mr Helion Tollja, Excel Motor Services Limited, Company Number: 10068482) of 2G Argyle House, Joel Street, Northwood Hills, Middlesex. England HA6 1NW (Name and registered office of operator (hereinafter referred to as "the operator"))

RE: Excel Motor Services Limited, 22 Bellingdon Road, Chesham, Buckinghamshire HP5 2HA (the premises in which the scheduled process is carried out are identified on the plans marked EPA/00001/18/VAR/1 attached to and forming part of this Permit)

The above named company i.e. known as (**'the Operator'**) is hereby permitted by Chiltern & South Bucks District Councils (**'the Regulator'**) to operate a scheduled process namely a Vehicle Refinishing installation at the address given above. This process involves the Respraying of Road Vehicles (Chapter 6, section 6.4 'repainting or re-spraying road vehicles or parts of them, any associated activity that may result in the release into the air of particulate matter or of any volatile organic compound and where the carrying on of the activity is likely to involve the use of 1 tonne or more of organic solvents in any period of 12 months', This shall be in accordance with the statutory provisions of the Pollution Prevention and Control Regulations 2000) ('the regulations') as amended by The Solvent Emissions (England and Wales) Regulations 2004 ('SED regulations') (New Section 7-SED Activities) in accordance with the following 36 Conditions.

Description of the Scheduled Installation

Vehicles are cleaned and prepared prior to refinishing, using organic or aqueous cleaners and abrasive blasting. Extraction is used to remove sanding dust from the workplace. Vehicles are refinished in 3 X vehicle spray booths/Ovens utilizing High-Volume Low-Pressure (HVLV) spraying. Air is extracted from the spray booths to the external environment. After pretreatment and preparation, a corrosion protection primer or primer surfacer may be applied. A coat of surfacer is then sprayed prior to the application of a topcoat, in one, two or three coats. The application of primers, fillers and topcoat is accompanied by the processes of seam sealing, stone chip protection, cavity sealing and undersealing. Spray guns are cleaned in fully enclosed gun cleaners and air is extracted to the external environment.

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Conditions

Non-VOC emissions

1. The following non-VOC emission limits shall apply:

Table 1 – The following non-VOC emission limits shall apply:					
	Substance	Source	Emissions limits/provisions	Type of monitoring	Monitoring frequency
1	Particulate matter	From spray booths	10mg/Nm ³	By guarantee supplied by the spray booth constructor (see B3 of the application)	None required
		[Abrasive blasting equipment and other sources (except spray booths)]	[50 mg/Nm ³ from contained sources]	Manual extractive testing in accordance with BS6069: Section 4.3 1992.	[in accordance with the written plan (see B7 of the application)]
2	Sulphur dioxide	All processes/ activities	1% wt/wt sulphur in fuel	Certification by supplier on first delivery	None required
		All processes/ activities using gas oil as defined in the sulphur content of certain liquid fuels	0.1% wt/wt sulphur in fuel		

All emissions shall be determined at the standard reference conditions of 273.15K and 101.3k Pa. without correction for water vapour content.

2. The introduction of dilution air to achieve emission concentration limits shall not be permitted. Dilution air may be added for waste gas cooling or improved dispersion where justified, but this must not be considered when determining the mass concentration of the pollutant in the waste gases.

3. The operator shall implement a maintenance schedule a copy of which shall be made available to the regulator upon request. The operator shall inform the Council in writing of any significant changes to the schedule

4. Dusty wastes shall be stored in closed containers.

5. Dry sweeping of dusts and dusty wastes within the spray booths shall not be used.

6. The operator shall keep records of inspections, tests and monitoring in relation to the provisions of the table above. In such cases:

- current records shall be kept on site and made available for the regulator to examine;
- records shall be kept by the operator for at least **two years**.

7. The operator shall notify the regulator at least **7 days** before any periodic monitoring exercise to determine compliance with the abrasive blasting particulate emission limit values. The operator shall state the provisional time and date of monitoring, pollutants to be tested and the methods to be used.

8. Within **8 weeks** of the completion of monitoring activities, the results of non-continuous emission testing shall be forwarded to the regulator.

9. In the event of any adverse results from any monitoring activity in relation to the provisions of the above table, the operator shall investigate as soon as the results are obtained/received. The operator shall:

- identify the cause and take corrective action;
- record as much detail as possible regarding the cause and extent of the problem;
- record the action taken by the operator to rectify the situation;
- re-test to demonstrate compliance as soon as possible; and
- notify the regulator.

10. In the case of abnormal emissions, or malfunction or breakdown leading to abnormal emissions, the operator shall:

- investigate immediately and undertake corrective action;
- adjust the process or activity to minimise those emissions; and
- promptly record the events and actions taken;
- notify the regulator without delay, if the emission is likely to have an effect on the local community.

VOC emissions

11. Surface preparation and painting operations shall be carried out using only coating materials, which are placed on the market for use in vehicle refinishing body-shops (as identified by a label on the container containing the following information - a description of the product by identification of the contents as a subcategory of Directive 2004/42/CE, the relevant VOC limit values in g/l as referred to in Annex II of Directive 2004/42/CE and the maximum content of VOC in g/l of the product in a ready to use condition "). For information, the individual body-shop products that are covered by this permit are listed in **Appendix 3 of Process Guidance Note 6/34 (11) – Copy attached.**

Table 2 – Compliant coatings			
Product subcategory		Coatings	VOC g/l(*)
a	Preparatory and cleaning	Preparatory Pre-cleaner	850 200
b	Bodyfiller/stopper	All types	250

c	Primer	Surface/filler and general (metal) primer Wash primer	540 780
d	Topcoat	All types	420
e	Special finishes	All types	840
(*) g/l of ready for use product. Except for subcategory (a) any water content of the product ready for use should be discounted			

12. The products used in coating shall be prepared and applied in accordance with the suppliers' instructions. Under no circumstances shall the product be thinned with more than the supplier's stated quantity or percentage of thinner. For information, the maximum, application-ready VOC contents for individual categories of products are listed in the table above (Condition 11).

13. All paint spraying operations shall be carried out in a totally enclosed booth under negative pressure, to prevent fugitive emissions of VOCs.

14. Spray applied coatings shall be applied to passenger cars using high volume low pressure (HVLV) (maximum atomisation pressure 67.5kPa) spraying equipment.

15. Spray applied coatings shall be applied to commercial vehicles using one of the techniques in Condition 3.5 of PG6/34(11) or using airless spraying equipment.

16. All spray guns and equipment cleaning shall be carried out in automatic, totally enclosed equipment cleaning machine or any other equipment cleaning machine which can achieve comparable or lower emissions. The cleaning machine shall be provided with the minimum of exhaust ventilation that is necessary to prevent the fugitive emission of organic solvent vapour when the machine is opened for introduction or removal of equipment, or for the changing of cleaning solvent.

17. All spray gun testing and sprayout following cleaning shall be carried out in either an equipment cleaning machine with the extraction running or into a chamber which is provided with extraction which is running in accordance with a written procedure a copy of which shall be made available to the regulator upon request. The operator shall inform the Council in writing of any significant changes to the written procedure.

18. Cleaning solvents shall be dispensed by a piston type dispenser or similar contained device, when used on wipes.

19. Pre-impregnated solvent wipes shall be held within an enclosed container prior to use.

20. Solvent contaminated wipes and other wastes shall be handled in accordance with a written procedure a copy of which shall be made available to the regulator upon request. The operator shall inform the Council in writing of any significant changes to the written procedure.

21. Organic solvent containment and spillage equipment shall be readily available in all organic solvent handling areas.

22. All solvent containing coatings, thinners and related materials and equipment cleaning materials shall be stored:

- in the containers in which they were supplied, with the lid securely fastened at all times other than when in use;
- within spillage collectors, of suitable impervious and corrosion-proof materials and capable of containing 110% of the largest container;
- away from sources of heat.

(Note: These conditions should not conflict with the requirements of occupational health and safety regulations)

23. All solvent containing wastes shall be stored:

- in suitable sealed containers with a securely fastened lid, and labelled so that all that handle them are aware of their contents;
- within spillage collectors, of suitable impervious and corrosion-proof materials and capable of containing 110% of the largest container;
- away from sources of heat.

24. Cleaning operations involving organic solvents shall be reviewed every two years, to identify opportunities for reducing VOC emissions. This will include identification of cleaning steps that can be eliminated or alternative cleaning methods. The regulator shall be provided with a report on the conclusions of the review, within eight weeks of it being completed.

25. Spares and consumables, particularly those subject to continual wear shall be held on site, or shall be available at short notice from guaranteed suppliers, so that spraybooth and abrasive blasting plant breakdowns can be rectified rapidly.

26. Waste solvents and waste coatings shall be recycled off-site. Copies of receipts of waste materials sold for recycling shall be kept for three years.

Visible and odorous emissions

27. All releases to air, other than condensed water vapour, shall be free from persistent visible emissions.

28. All emissions to air shall be free from droplets.

29. There shall be no offensive odour beyond the site boundary, as perceived by the regulator.

30. Emissions from combustion processes shall in normal operation be free from visible smoke and in any case shall not exceed the equivalent of Ringelmann Shade 1, as described in British Standard BS 2742:1969.

General Conditions

31. All emissions from the stacks will be PM₁₀ from the 3 stacks. The stack heights shall be so placed as not to create a nuisance to neighbours.

32. The activity shall operate in accordance with an Eco-Management & Audit Scheme (EMAS) meeting the requirements of ISO 14001: 2015 etc.

33. Staff at all levels shall receive the necessary training and instruction in relation to solvent handling and management, with records kept of such training for viewing at the discretion of the Regulator.

34. Staff training shall be reviewed annually and a record of staff training and instruction shall be maintained by the Operator with a copy of records of acceptance training forwarded to the Council by end January

35. A written record of all maintenance carried out in accordance with Condition 2 shall be made available for inspection by the regulator.

The following two conditions are not needed for PPC permits which transferred automatically into the environmental permitting regime by virtue of regulation 69(6) of the 2007 Regulations and regulation 108(4) of the 2010 Regulations. Where permits are issued on or after 6 April 2008 the conditions will not automatically apply and need specific inclusion in the permit where required.

Best available techniques

36. 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.

37. If the operator proposes to make a change in operation of the installation, he must, at least 14 days before making the change, notify the regulator in writing. The notification must contain a description of the proposed change in operation. It is not necessary to make such a notification if an application to vary this permit has been made and the application contains a description of the proposed change. In this condition, change in operation" means a change in the nature or functioning, or an extension, of the installation, which may have consequences for the environment.



Signed: .

Senior Environmental Protection Officer

Date: 6th June 2018.



Signed

Environmental Health Manager

Date 6th June 2018

**Chiltern & South Bucks District Councils
Council Offices
King George V House
King George V Road
Strategic Environment Team
Healthy Communities Unit
Amersham
Buckinghamshire
HP6 5AW**

(Address to which communications should be sent)

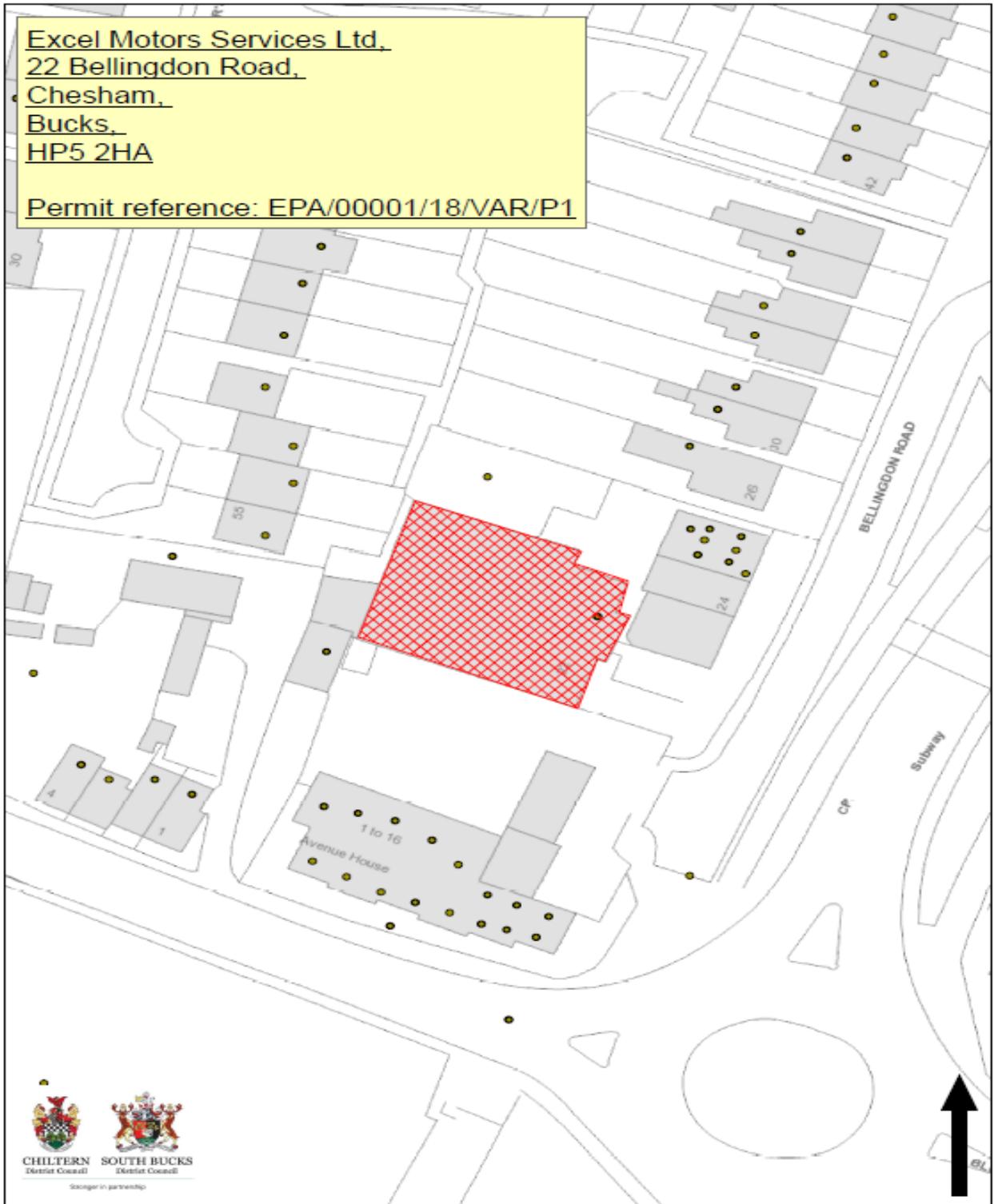
Appendices

Appendix 1 – Site Plan/Map – EPA/000001/18/VAR/P1

Appendix 2 – Site Ordinance Survey Map

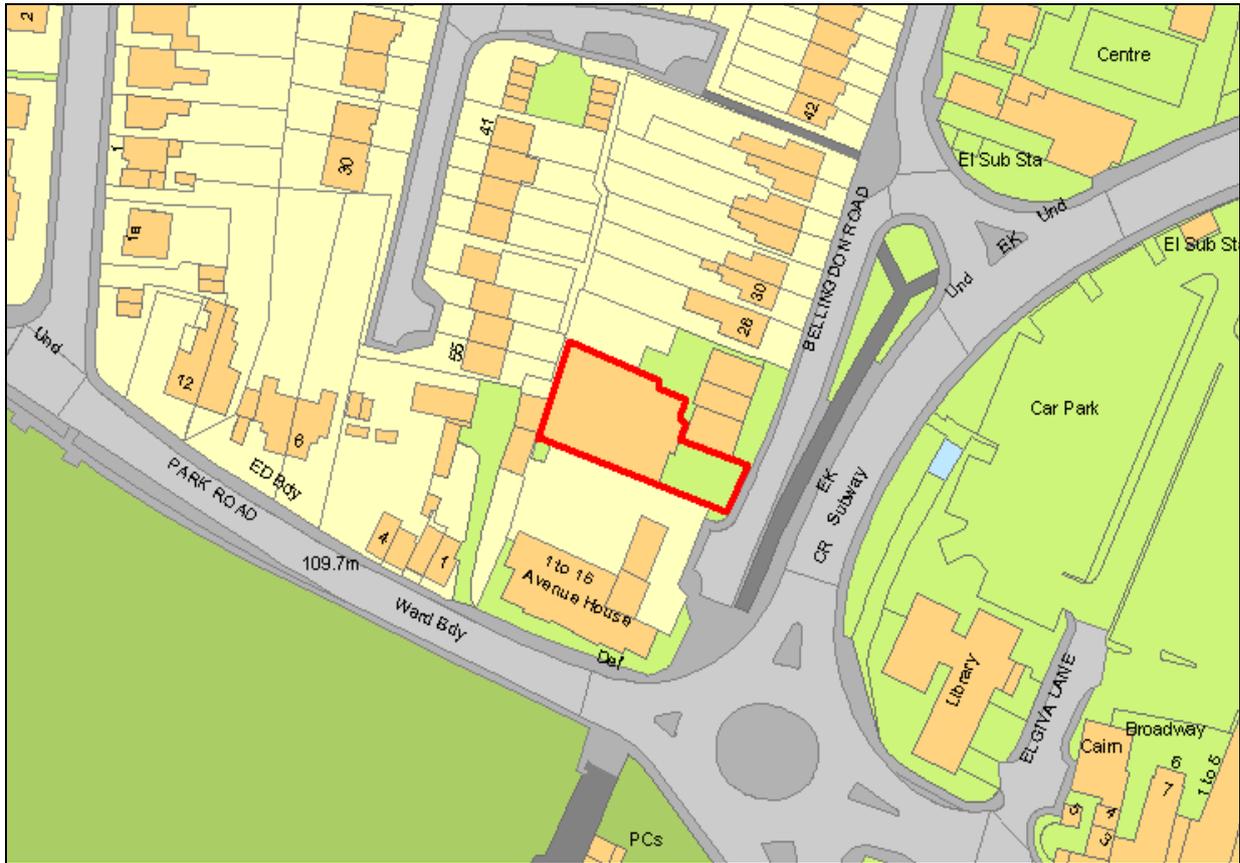
Appendix 3 – Site Layout Diagram showing booths etc

Appendix 1 – Site Plan/Map – EPA/000001/18/VAR/P1



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Appendix 2 – Site Ordinance Survey Map



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Appendix 3 – Site Layout Diagram Showing Boots etc

