




**POLLUTION PREVENTION AND CONTROL ACT 1999
ENVIRONMENTAL PERMITTING (ENGLAND & WALES) REGULATIONS 2010
(As Amended)**

Permit Number: 5.1/040862/JT5
Installation Address: Grenoside Crematorium
Dignity Funerals Limited
Skew Hill
Grenoside
Sheffield
S35 8QW

In accordance with Regulation 13 (1) of the Environmental Permitting (England and Wales) Regulations 2010 as amended, Grenoside Crematorium, operated by Dignity Funerals Limited, at Skew Hill, Grenoside in Sheffield is hereby permitted to operate a scheduled activity at the address detailed above, namely the cremation of human remains as described in Schedule 1, Part 2, Chapter 5, Section 5.1, Part B, subsection (d) and subject to the following Permit conditions.

Signed

Dated this day: 23rd September 2016

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Assistant Manager

Authorised by Sheffield City Council to sign on their behalf

The Secretary of States Guidance PG 5/2 (12) Statutory Guidance for Crematoria has provided the framework for the conditions in this Permit.

Name & Address of Operator:

Grenoside Crematorium
Dignity Funerals Limited
Skew Hill
Grenoside
Sheffield
S35 8QW
Contact: Glynn Jones Tel : 2453999 Glynn.jones@dignityuk.co.uk

Registered Office:

Dignity Funerals Limited
4 King Edwards Court
King Edwards Square
Sutton Coldfield
B73 6AP
Company Registration Number: 41598

Address of Permitted Installation:

Grenoside Crematorium
Dignity Funerals Limited
Skew Hill
Grenoside
Sheffield
S35 8QW

Holding Company:

No

Talking to Us

Any communication with Sheffield City Council should be made to the following address quoting the Permit Number: epsadmin@sheffield.gov.uk or ippc@sheffield.gov.uk

**ENVIRONMENTAL PROTECTION SERVICE
SHEFFIELD CITY COUNCIL
Floor 5 (North) Howden house
1 Union Street
SHEFFIELD
S1 2SH**

Telephone: (0114) 273 4651
Fax: (0114) 273 6464

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Explanatory Note to Pollution Prevention and Control Permit for Part B Installations.
(This note does not form a part of the Permit)

The following Permit is issued under Regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010 (S.I. 2010 No.675), as amended, (“the EP Regulations”) to operate an installation carrying out activities covered by the description in Part 2, Chapter 5, section 5.1, Part B, subsection (d) of Schedule 1 of those Regulations, to the extent authorised by the Permit.

Process Changes

Under the provisions of the EP Regulations, 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. Failure to do so is an offence.

If you consider that a proposed change could result in the breach of the existing permit conditions or is likely to require the variation of permit conditions then you may apply in writing under Regulation 20(1) of the EP Regulations. Additionally, if this 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 may serve a Notice on the Council requesting that they determine whether any change that is proposed would constitute a substantial change before you proceed with application.

Variations to the Permit

The Permit may be varied in the future by the Council serving a Variation Notice on the Operator. If the Operator wishes any of the Conditions of the Permit to be changed, a formal Application must be submitted.

Surrender of the Permit

Where the Operator of a Part B installation or mobile plant ceases or intends to cease the operation of the activity the Operator may notify the regulator of the surrender of the whole permit, in any other case, notify the regulator of the surrender of the permit in so far as it authorises the operation of the installation or mobile plant which he/she has ceased or intends to cease operating. The notification shall contain information as described in Regulation 24 or 25 of the EP Regulations.

Transfer of the Permit or Part of the Permit

Before the Permit can be wholly or partially transferred to another person, a joint application to transfer the Permit has to be made by both the existing and proposed holders, in accordance with Regulation 21 of the EP Regulations. A transfer will be allowed unless Sheffield City Council considers that the proposed holder will not be the person who will have control over the operation of the installation or will not ensure compliance with the conditions of the transferred Permit.

Annual Subsistence Fee

In accordance with the EP Regulations, 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 the EP Regulations, if you fail to pay the fee due promptly, Sheffield City Council may revoke the Permit. You will be contacted separately each year in respect to this payment.

Public Register

The Council is required by Regulation 46 of the EP Regulations 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 9.00 am to 5.00 pm) at the following address:

Environmental Protection Service
Sheffield City Council
Floor 5 (North) Howden House
1 Union Street
Sheffield
S1 2SH

Tel: 0114 273 4651 or email epsadmin@sheffield.gov.uk or ippc@sheffield.gov.uk.

Confidentiality

Sheffield City Council has a duty to consider the question of confidentiality of information supplied to it. If any information supplied is considered confidential, a statement of which information this applies to and the reasons why it is considered confidential should be specified. The Operator is reminded that he may apply to Sheffield City Council for the exclusion of information from the public register under the provisions of the Environmental Permitting (England and Wales) Regulations 2010, as amended.

Appeals

Under Regulation 31 of the EP Regulations Operators have the right of appeal against the conditions attached to their permit. Schedule 6 of the EP Regulations sets out the detailed procedures.

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.

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 of the appeal.

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:

- 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.

Where to Send Your Appeal Documents

Appeals should be addressed to:

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

In the course of an Appeal process the main parties will be informed of procedural steps by the Planning Inspectorate.

To withdraw an appeal the appellant must notify the Planning Inspectorate in writing and copy the notification to the local authority.

Enforcement

An **Enforcement Notice** may be served if the Local Authority believes an Operator has contravened, is contravening or is likely to contravene any condition of his Permit.

A **Suspension Notice** may be served if in the opinion of the Local Authority the operation of an installation involves an imminent risk of serious pollution. This applies whether or not the Operator has breached a Permit condition.

The Local Authority can revoke a Permit by written notice at any time by serving a **Revocation Notice**. The Permit then ceases to authorise the operation of the installation.

Offences

A limited summary of the offences is listed below:

- a) operation of an installation without a Permit
- b) failure to comply with or contravene a Permit condition
- c) failure to comply with the requirements of an enforcement or suspension notice

A full list is available under Regulation 38 of the Environmental Permitting (England & Wales) Regulations 2010 as amended.

Penalties

The maximum penalties for the above offences are a fine not exceeding £50,000 and/or up to twelve months imprisonment per offence for a summary conviction (in a Magistrates Court); and a fine and/or up to five years imprisonment for conviction on indictment (in a Crown Court).

Definitions

In relation to this Permit, the following expressions shall have the following meanings:

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

“EPR Regulations” means the Environmental Permitting (England and Wales) Regulations S.I.2010 No. 675 (as amended) and words and expressions defined in the EPR Regulations shall have the same meanings when used in this Permit save to the extent they are explicitly defined in this Permit.

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

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

“Regulator” means any officer of Sheffield City Council who is authorised under section 108(1) of the Environment Act 1995 to exercise, in accordance with the terms of any such authorisation, any power specified in Section 108(1) of that Act.

“BAT” 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 bases for emission limit values designed to prevent, and where that is not practical, generally to reduce emissions and the impact on the environment as a whole. For those purposes:

“available techniques” means those techniques which have been developed on a scale which allows implementation in the relevant industrial sector, under economically and technically viable conditions, taking into consideration the cost and advantages, whether or not the techniques are used or produced inside the United Kingdom, as long as they are reasonably accessible to the Operator;

“best” means, in relation to techniques, the most effective in achieving a high general level of protection of the environment as a whole; “techniques” include both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned. Schedule 2 of the Regulations shall have effect in relation to the determination of best available techniques, and;

“Fugitive Emission” means an emission to air from the permitted installation that is not controlled by an emission limit imposed by a condition of this Permit.

Where any condition of this Permit refers to the whole or parts of different documents, in the event of any conflict between the wording of such documents, the document with the most recent publication date shall be taken to be the most appropriate document to be used.

Description of Activities.

This Permit relates to the operation of 2 gas fired Facultatieve Technologies cremators for the cremation of human remains. It also covers the removal of ashes following cremation from the cremator and the size reduction of ashes using a Facultatieve Technologies Cremulator.

The cremation process is based on the rapid and efficient combustion in dual chamber forced draught cremators. The combustion of the coffin and cadaver occurs in the primary chamber, with products of incomplete combustion and particulates then further combusted in the secondary chamber.

Emissions from Cremator 1 Make: Facultatieve Technologies, Model FT11 machine number 3008 and Cremator 2 Make: Facultatieve Technologies, Model FT111 (for larger coffins), machine number 3009, vent to a bank of bag filters Make:Nederman type or equivalent FD 513/1,1/100 with 100 bags before emitting to atmosphere via a 14 metre high stack.

Prior to filtration the hot flue gases must be cooled to 100°C which is the ideal operating temperature of the filters. The hot flue gases pass from the 2 cremators to the gas cooler via a flue duct. The heat removed from the flue gas is transferred in the water/glycol circulation system to a dedicated air blast cooler.

Between the flue gas cooler and the filter, fresh activated carbon reagent additive Factivate is added to the flue gases. The flue gases and Factivate are mixed prior to entering the filter. A cake of additive and dust builds up on the bags. The pressure differential across the bags is detected by a pressure transmitter which triggers the bag cleaning process when the pressure differential goes above the optimum range.

At the start of each working day, a pre-determined quantity of Factivate, or equivalent, is loaded into the system. This coats the bags prior to cremation. A fixed amount of reagent is then added during each cremation cycle.

Emissions of particulate matter are continuously monitored by a PCME DA60 monitor or equivalent which triggers an alarm if the levels reach a reference level the equivalent of 15mg/m³.

Reverse jet air cleans the bags periodically and the released dust cake falls into the filter hopper. A mechanical screw transports the dust and spent reagent to a container for disposal.

An induced draught fan draws the cleaned gas through the fabric filter and passes it to atmosphere via the 14 metre high stack.

CONDITIONS OF PERMIT.

The following conditions shall be complied with immediately unless otherwise stated.

Section 1 – Upgrading.

- 1.1 There are no Upgrading requirements.

Section 2 – Plant and Equipment.

- 2.1 The activities at the installation shall be carried out within the installation boundary outlined in red as indicated on the installation location plan shown in Schedule 1 of this Permit.
- 2.2 Permitted activities shall only be carried on using the plant and equipment as detailed in the Description of Activities and on the Installation Layout reproduced in Schedule 2 of this Permit.
- 2.3 The Operator shall notify Sheffield City Council's Environmental Protection Service of any proposed operational changes including any alterations to the process involving the provision of new plant or equipment which may affect emissions or have consequences for the environment. The information shall be submitted at least 14 days before the changes take place.

Section 3 – Emission Limits and Monitoring.

- 3.1 Emissions from the cremators shall in normal operation, which includes start up and shut down, be free from visible smoke and no emission from the cremators shall exceed the equivalent of Ringelmann Shade 1 as described in British Standard BS2742:2009.
- 3.2 Emissions from cremators in normal operation shall be free from droplets, other than steam and condensed water vapour.
- 3.3 Emissions from cremators in normal operation shall be free from persistent visible emissions.

- 3.4 There shall be no offensive odour arising from the activity detectible beyond the installation boundary as shown in Schedule 1, as observed by an authorised officer of Sheffield City Council's Environmental Protection Service.
- 3.5 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.
- 3.6 Emissions from the cremators shall discharge via the stack at a minimum height of 14 metres, with a minimum efflux velocity of 15m/s. The stacks shall not be fitted with any final restriction such as a plate, cap or cowl.
- 3.7 Emissions shall be expressed at reference conditions 273K, 101.3kPa, 11% oxygen v/v dry gas.
- 3.8 Emissions of total particulate matter from the cremators shall not exceed 20mg/m³ averaged over one hour, of any cremation.
- 3.9 Emissions of hydrogen chloride (excluding particulate matter) from the cremators shall not exceed 30mg/m³ averaged over one hour, of any cremation.
- 3.10 Emissions of organic compounds (excluding particulate matter) expressed as carbon from the cremators shall not exceed 20mg/m³ averaged over one hour of any cremation.
- 3.11 Emissions of mercury from the cremators shall not exceed 50µg/m³.
- 3.12 Emissions of carbon monoxide from the cremators shall not exceed 100mg/m³ reported as 2 x 30 minute averages.
- 3.13 At the outlet of the secondary combustion chamber the oxygen concentration shall be a minimum average of 6% and minimum 3% when measured wet or dry.
- 3.14 The introduction of dilution air to achieve any of the emission limits is not permitted.
- 3.15 Sampling points shall be designed to comply with the relevant British Standard to allow compliance with recognised sampling standards.

4.0 Control Techniques

- 4.1 The temperature in the secondary combustion chamber of each cremator shall not be less than 800°C (1073K) as measured at the inlet and outlet of the secondary combustion zone.
- 4.2 When the cremators are operating without abatement, such as under emergency conditions and by-pass, the minimum temperature of the secondary combustion chamber shall be 850°C.
- 4.3 Temperatures shall be monitored continuously, recorded automatically and monitors shall display a visual alarm when the temperature drops below 800°C. Each alarm event shall be automatically recorded.
- 4.4 The residence time in the secondary combustion chamber of the 2 cremators shall be a minimum of 2 seconds.
- 4.5 The cremator charging system shall be interlocked to prevent the introduction of a coffin when the temperature in the secondary combustion zone is below 800°C, or 850°C when running on bypass.
- 4.6 There shall be no discharge of smoke, fumes, or other substances during the charging of each coffin.
- 4.7 All cremators shall be designed to ensure complete combustion and fitted with a secondary combustion zone. When re-bricking a cremator, the convolutions of the secondary combustion chamber shall be maintained and the volume of the chamber recalculated and restated.
- 4.8 All the ductwork, which is under positive pressure, shall be maintained gas tight to prevent the escape of gases from the ductwork or cremator to the air.
- 4.9 Cremated remains shall be moved and stored in lidded containers; cremated remains shall not be stored in open bags or containers.
- 4.10 Dusty materials, dusty wastes and wastes containing mercury shall be kept tightly contained.
- 4.11 The remains in the cremator shall only be removed when calcination is complete.
- 4.12 Ash and non-combustible residues shall be removed from the cremator in such a way as to prevent dust emissions via the flue.

- 4.13 Only coffins and caskets conforming to the following construction and lining materials shall be cremated. Specifically;
- No varnish or paint to outer surfaces apart from a thin layer of water based lacquer;
 - PVC and melamine shall not be used in coffin construction or furnishings;
 - Cardboard coffins shall not contain chlorine in the wet strength agent eg not using polyamidoamine-epichlorhydrin based resin (PAA-E);
 - Packaging for stillbirth, neonatal or foetal remains shall not include any chlorinated plastics;
 - Coffins containing lead or zinc shall not be cremated.

5.0 Monitoring, Investigation and Reporting

- 5.1 The results of all checks and assessments carried out in accordance with Permit conditions shall be recorded in a logbook or recording system. The record shall state:
- the time, date and result of the assessment;
 - the name of the person making the assessment;
 - the observation position, where relevant;
 - the status of the activity at the time of observation; and
 - the prevailing weather conditions including the wind strength and direction.

The logbook or recording system shall be kept on site for at least two years and shall be made available for inspection by an authorised officer of Sheffield City Council's Environmental Protection Service.

- 5.2 In the case of abnormal emissions, malfunction or breakdown leading to abnormal emissions, the Operator shall:
- investigate the cause and undertake remedial action immediately;
 - adjust the process or activity to minimise the emissions; and
 - promptly record the events and actions taken.
- 5.3 The Regulator shall be informed within 1 day whether or not there is related monitoring showing an adverse result:
- if there is an emission likely to have an effect on the local community eg a visible emission or odour; or
 - in the event of the failure of key arrestment plant eg bag filter failure; or

- in the event of the use of the bypass or emergency relief vent.
- 5.4 The oxygen concentration at the outlet of the secondary combustion zone shall be continuously monitored to demonstrate compliance with condition 3.13. Oxygen concentrations shall be monitored continuously and recorded automatically. A visual alarm shall trigger when the concentration drops below the levels in condition 3.13. Each alarm event shall be recorded.
- 5.5 Particulate emissions from the stack shall be continuously indicatively monitored by a PCME DA60 monitor or equivalent to monitor compliance with condition 3.8. The monitor shall trigger a visual alarm when emissions reach a reference level of $15\text{mg}/\text{m}^3$. Each alarm event shall be recorded.
- 5.6 The PCME DA60 monitoring equipment shall be calibrated and serviced annually in accordance with the manufacturer's instructions.
- 5.7 Carbon monoxide emissions from the stack shall be continuously qualitatively monitored to monitor compliance with condition 3.12. Data shall be recorded at 15 second intervals or less. The monitor shall trigger a visual alarm when emissions reach a reference level of $75\text{mg}/\text{m}^3$. Each alarm event shall be recorded.
- 5.8 The carbon monoxide continuous monitoring equipment shall be calibrated and serviced at least annually, in accordance with the manufacturer's instructions.
- 5.9 All continuous monitoring readings shall be on display to appropriately trained operating staff.
- 5.10 Monitors shall be fitted with an audible and visual alarm to warn the operator of arrestment plant failure or malfunction. Activation of the alarms shall be automatically recorded.
- 5.11 Emission concentrations may be reported as zero when the plant is off and there is no flow from the stack.
- 5.12 All continuous emissions monitoring (CEM) shall provide reliable data >95% of the operating time (i.e. availability >95%). A manual or automatic procedure shall be in place to detect instrument malfunction and to monitor instrument availability.
- 5.13 The continuous monitoring equipment shall be operated, maintained, and calibrated (or referenced) in accordance with the manufacturer's instructions. These instructions shall be made available for inspection by an authorised officer of Sheffield City Council's Environmental

Protection Service. The maintenance and calibration (or referencing) shall be recorded in the logbook or recording system referred to in condition 5.1.

- 5.14 Every 6 months the Operator shall submit a report containing the following continuous monitoring data for carbon monoxide. The data shall be submitted covering each period of either four weeks or a calendar month:
- a. Values that exceed the 95% limit for carbon monoxide in that period;
 - b. 60-minute mean emission values that exceed the 100% limit for carbon monoxide in that period;
 - c. A list of the highest 60-minute mean emission value for each period;
 - d. The 95th percentile value for each period.
- 5.15 For temperature and oxygen, the Operator shall report the following continuous monitoring value to the Regulator every 6 months:
- a. Secondary chamber entrance, 4-weekly/monthly maximum and minimum (of 5-minute averages);
 - b. Secondary chamber exit temperature, 4-weekly/monthly maximum and minimum (of 5-minute averages);
 - c. Oxygen concentration, 4-weekly/monthly minimum (of 5-minute averages).
- 5.16 Where any values given in condition 5.14 and 5.15 are exceeded in any 4-weekly/monthly or 6-monthly reporting period, records shall be kept to identify the number of times that the limit was exceeded during the reporting period, the levels of the exceedance, and the time, date and cremation reference. This data shall be kept on site and made available to an authorised officer of Sheffield City Council's Environmental Protection Service on request.
- 5.17 Total particulate matter emissions shall be monitored annually to determine compliance with the emission limit specified in Condition 3.8. Test method BSEN 13284 Part 1 shall be used, unless otherwise agreed in writing with Sheffield City Council's Environmental Protection Service, with an average taken over three cremations.
- 5.18 Hydrogen chloride emissions shall be monitored annually to demonstrate compliance with the emission limit specified in condition 3.9. Test method BS EN 1911 parts 1 to 3 shall be used unless agreed in writing with Sheffield City Council's Environmental Protection Service, with an average taken over three cremations
- 5.19 Carbon monoxide emissions shall be monitored annually to demonstrate compliance with the emission limit specified in condition 3.12. Test method BS ISO 15058 shall be used unless otherwise

agreed in writing with Sheffield City Council's Environmental Protection Service with an average taken over three cremations.

- 5.20 Organic compounds (excluding particulate matter) expressed as carbon shall be monitored annually to demonstrate compliance with the emission limit specified in condition 3.10. Test method BS EN 12619 shall be used unless agreed in writing with Sheffield City Council's Environmental Protection Service, with an average taken over three cremations.
- 5.21 Mercury emissions from the process shall be monitored annually to demonstrate compliance with the emission limit specified in condition 3.11. Test method BS EN 13211 shall be used unless agreed in writing with Sheffield City Council's Environmental Protection Service. A suitable sample averaging period shall be used to ensure an adequate limit of detection.
- 5.22 Monitoring shall be carried out in accordance with methods described in M1 "Sampling requirements for monitoring stack emissions to air from industrial installations"¹ and M2 "Monitoring of stack emissions to air"², or by another method agreed in writing by Sheffield City Council's Environmental Protection Service.
- 5.23 The Operator shall investigate all adverse results from either the non-continuous or continuous monitoring as soon as the monitoring data is been obtained.
- The Operator shall:
- Notify Sheffield City Council's Environmental Protection Service within 1 day of obtaining the results;
 - Identify the cause of the adverse result and take corrective action;
 - Record as much details as possible regarding the cause and extent of the problem, and the action taken to rectify the situation;
 - Retest to demonstrate compliance as soon as possible, where relevant; and
 - Submit the re-test results to the Regulator within 3 weeks of the re-test.

^{1,2} The Environment Agency's Monitoring Guidance

- 5.24 The Operator shall send to Sheffield City Council's Environmental Protection Service, annually, and within 2 weeks of the Operator receiving them, a certificate from the Crematoria Abatement of Mercury Emissions Organisation (CAMEO) or appropriate evidence from a comparable audited burden sharing arrangement or scheme which specifies:
- a. The total number of cremations in the past 12 months;
 - b. The number of cremations undertaken in cremators fitted with operational mercury abatement equipment in the previous 12 months; or
 - c. The number of cremations undertaken in the previous 12 months and the proportion of those subject to burden sharing arrangements under which money is paid for the benefit of abated crematoria; or
 - d. In cases where mercury abatement is fitted but fewer than 50% of cremations at the installation were undertaken in cremators fitted with it in the previous 12 months, the relevant information in both b) and c).
- 5.25 A visual and olfactory assessment of emissions shall be made at least once per day whilst cremation is occurring, to determine compliance with conditions 3.1, 3.2, 3.3 and 3.4. The results of these assessments and the location at which they were carried out shall be recorded in the log book or recording system kept in accordance with condition 5.1.
- 5.26 Records of gas consumption shall be kept and recorded on a quarterly basis. Gas consumption shall be converted to CO₂ emissions using the following equation:
- $$\text{Gas usage (kWh)} \times \text{conversion factor} = \text{kgCO}_2\text{e}$$
- (where the conversion factor is given on the Defra website at <http://www.defra.gov.uk/environment/economy/business-efficiency/reporting/>)
- Records shall be made available to an authorised officer of Sheffield City Council's Environmental Protection Service on request.

- 5.27 All reports and notifications required by this Permit, or under any Regulation under the Environmental Permitting Regulations 2010, as amended, shall be sent to Sheffield City Council's Environmental Protection Service. Unless notified in writing, all reports, notifications and communications in respect of this Permit shall be emailed to:

epsadmin@sheffield.gov.uk or ippc@sheffield.gov.uk

or posted to:

**Sheffield City Council,
Environmental Protection Service,
Floor 5 (North) Howden House
1 Union Street
Sheffield
S1 2SH**

6.0 Records and Training

- 6.1 Staff at all levels shall receive training and instructions necessary for their duties and shall include the following:
- Responsibilities under the Permit;
 - Minimisation of emissions;
 - Actions during abnormal emissions including dust suppression.
- 6.2 The Operator shall maintain a statement of training requirements for each operational post and keep a record of the training received by each employee whose actions may have an impact on emissions. These documents shall be made available to Sheffield City Council's Environmental Protection Service upon request.
- 6.3 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 process shall:-
- a) be made available for inspection by the Regulator at any reasonable time;
 - b) be supplied to the Regulator 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
 - f) record wherever possible, and;
 - g) be retained at the Permitted installation, or other location

agreed by the Regulator in writing, for a minimum period of 2 years from the date when the records were made, unless otherwise agreed in writing.

7.0 Complaints

7.1 Within 2 weeks of the date of issue of this Permit, the Operator shall submit a written complaints procedure to Sheffield City Council's Environmental Protection Service to be followed by the Operator in the event of any complaint from the general public, for approval in writing.

8.0 General Conditions

8.1 The Operator shall notify the following to Sheffield City Council's Environmental Protection Service, in writing, within 14 days of their occurrence:-

- Any change in the name of Grenoside Crematorium or Dignity Funerals Limited's registered name or registered office address;
- A change to any particulars of any ultimate holding company (including details of an ultimate holding company where Grenoside Crematorium has become a subsidiary);
- Any steps taken with a view to the business going into administration, entering into a company voluntary arrangement or being wound up.

8.2 The Operator shall give written notification to Sheffield City Council's Environmental Protection Service in the following instances;

- a) Permanent cessation of the operation of any part of, or all of the Permitted Installation;
- b) Cessation of the operation of any part of, or all of the Permitted Installation for a period, likely to exceed 1 year;
- c) Resumption of the operation of any part of, or all of the permitted installation after a cessation notified under (b) above.

9.0 Environmental Management Systems

9.1 A list of key arrestment plant shall be maintained on site. Each item on the list shall have a written procedure for dealing with its failure, in

order to minimise any adverse effects.

- 9.2 Cleaning schedules covering all aspects of the installation including the cleaning of cremator ducts and flue shall be held on site and made available to an authorised officer of Sheffield City Council's Environmental Protection Service. Flues and ductwork shall be cleaned to prevent accumulation of materials, as part of the routine maintenance programme.
- 9.3 The Operator shall notify the Regulator within 1 day, preferably by email, in the event of the use of the emergency relief vent or bypass during cremation. The Operator shall investigate the cause of the bypass and effect a remedy as soon as possible. The cause and cure of the failure shall be entered in the logbook or recording system.
- 9.4 The Emergency Relief Valve or bypass shall only be used when the heat removal plant has failed and the abatement plant would be damaged, or during warm-up and shutdown, provided compliance is demonstrated with the carbon monoxide limit.
- 9.5 Cremators shall not be operated in bypass for more than 48 hours. The Operator shall contact the Regulator in the event of intending to operate in bypass beyond 48 hours.
- 9.4 A plan shall be maintained for dealing with emergencies which give rise to mass fatalities. This shall address the holding of additional spares and consumables and the training of suitable numbers of staff.

END OF CONDITIONS

Please Note

Where complaint is attributable to the operation of the installation and is, in the opinion of the Local Authority, justified, or if new knowledge develops on the potential for harmful effects from emissions, an immediate review of the Permit shall be undertaken. The Local Authority shall subsequently specify any new requirements and compliance time scales.

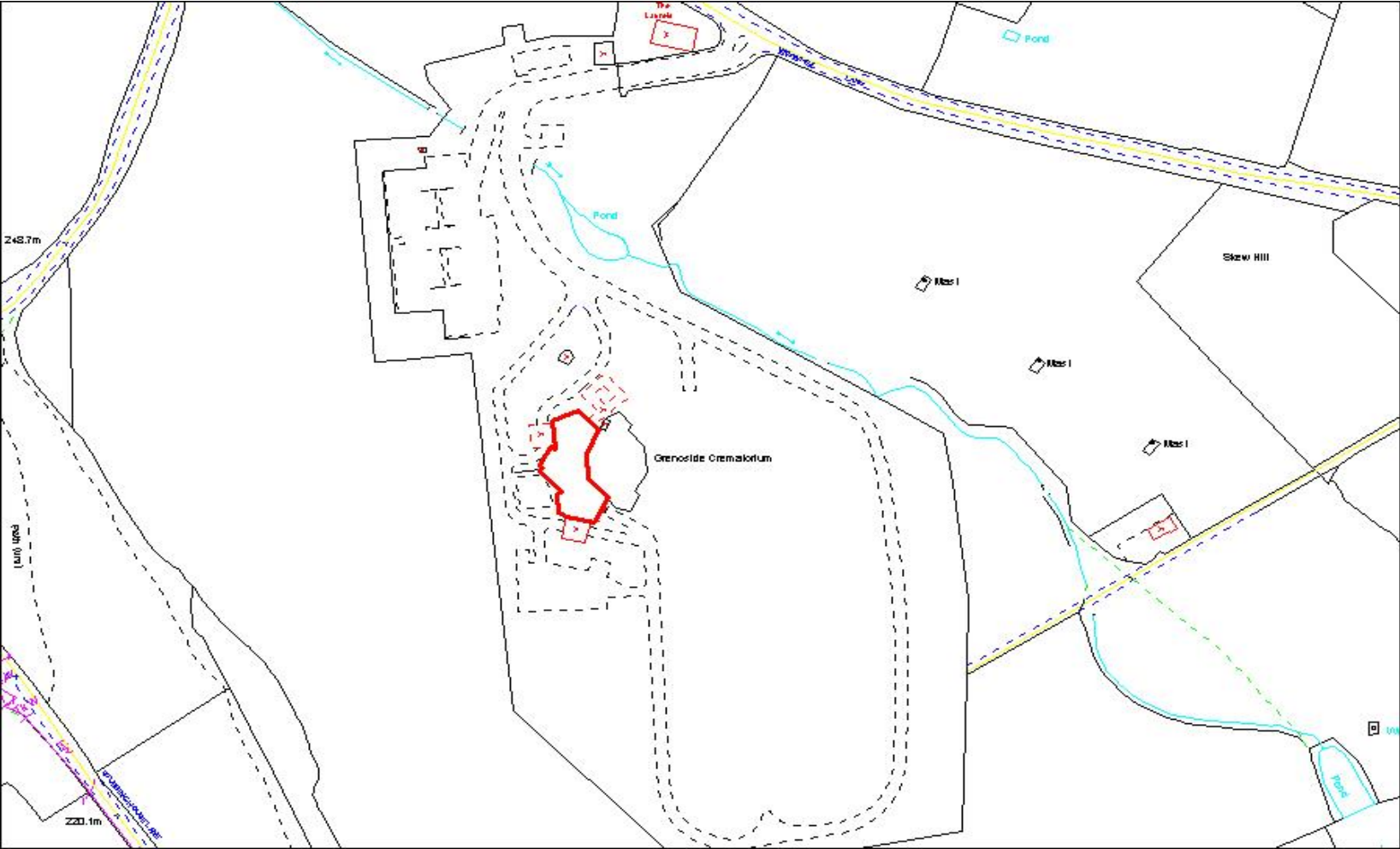
An annual subsistence fee as prescribed by the Secretary of State for the Environment shall be payable, for this Permit, by the process Operator, to this Authority within 2 weeks of the 1st April of each year.

In the event that the Permit has been issued after the 1st April in the initial year then the subsistence fee shall be pro rata for the complete months remaining and shall be due within 2 weeks of the Permit issue date.

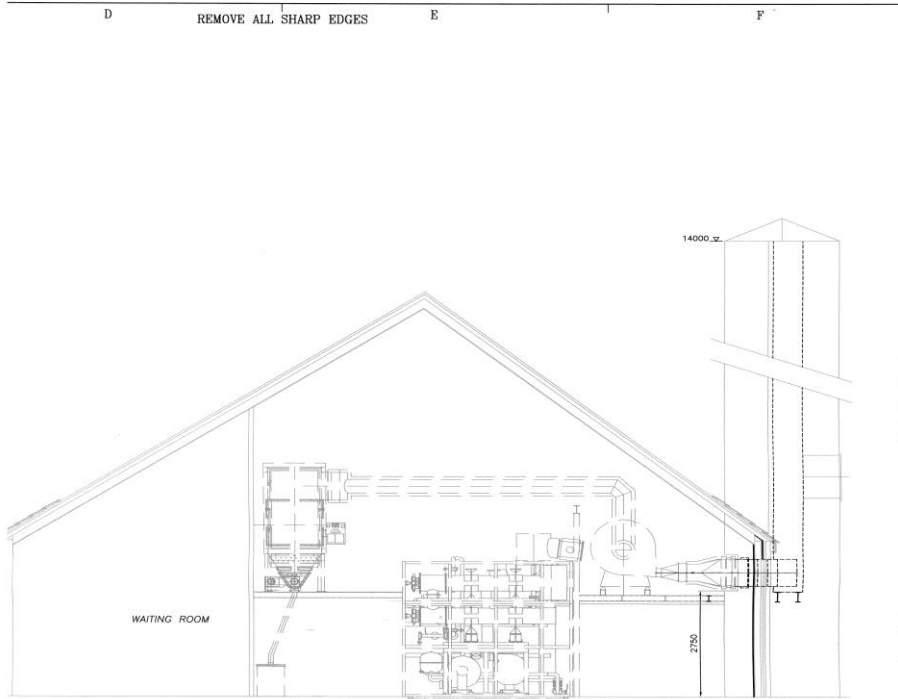
If the relevant payment is not received by Sheffield City Council's Environmental Protection Service then Permit revocation procedures shall be initiated in accordance with Regulation 22 of the Environmental Permitting (England & Wales) Regulations 2010 or any statutory re-enactment of the same.

This Permit is issued under the Pollution Prevention and Control Act 1999. The responsibility for health, safety and welfare in the workplace remain in force. This Permit does not detract from any other statutory requirement such as any need to obtain planning permission, hazardous substances consent, consent or exemption from the Environment Agency, building regulation requirements or a waste disposal licence. The requirements of this Permit are not to be taken as planning permission. Where any structural alterations are necessary to ensure compliance with this Permit then the normal planning channels should be followed.

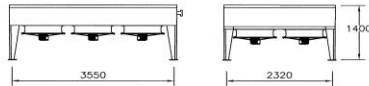
Schedule 1 – Installation Location and Boundary.



Schedule 2 – Installation Layout.



SECTION GG



AIR BLAST COOLER.

PREFERRED LOCATION IS ON THE ROOF ABOVE THE GAS CLEANING PLANT. IF IN THIS CASE IT IS IMPRACTICAL, A SUITABLE DISCREET LOCAL POSITION IS REQUIRED.
TWO INSULATED WATER PIPES AND AN ELECTRICAL CABLE WILL RUN FROM THE PLANT ROOM TO THE COOLER.
AND SMALLER ITEMS OF EQUIPMENT

GENERAL NOTE
APERTURES AND LOADS INDICATED ARE FOR MAIN PLANT ITEMS.
ADDITIONAL HOLES WILL BE REQUIRED FOR PIPES, CABLES

APPROX LOADS/POSITIONS OF PLANT AND CREMATORS
(PROVISIONAL SUBJECT TO FINAL CONTRACT BY F.T.L.)

RIGHT orn ing loce.	Cremation & Incineration Equipment Moor Road Leeds, LS10 2DD Phone : +44 (0) 113 276 8888 FAX : +44 (0) 113 271 8188	Drawn : DTuckwood	Date : 11/01/12	Title :	BUILDERS WORK & LOADINGS TWO FT CREMATORS WITH GAS CLEANING PLANT	
		Chk'd :	Date :			
		Appv'd :	Date :	Dir :	TSALES	Issue
		Project :	GRENOSIDE	Drg No :	7031TS0002	P1

Schedule 2 – Installation Layout.

