



**POLLUTION PREVENTION AND CONTROL ACT 1999  
ENVIRONMENTAL PERMITTING (ENGLAND AND WALES) REGULATIONS  
2016, AS AMENDED**

**Permit Number: 6.3/072582/MG2**

Installation Address:

**Billian UK Limited  
Butterthwaite Business Park  
Butterthwaite Lane  
Ecclesfield  
SHEFFIELD  
S35 9WA**

In accordance with Regulation 13(1) of the Environmental Permitting (England and Wales) Regulations 2016 as amended, Billian UK Limited is hereby permitted to operate a scheduled activity at the address detailed above, namely a bitumen activity involving the heating of bitumen in connection with a manufacturing activity, where the activity is likely to involve the use of 5 tonnes or more of bitumen in any 12 month period, as described in Schedule 1, Part 2, Chapter 6, Section 6.3, Part B(a)i) and subject to the following Permit conditions.

Signed

Dated this day: 24<sup>th</sup> September 2019

**Commercial Team Manager  
Authorised by Sheffield City Council to sign on their behalf**

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Statutory Guidance PG 6/42(13) *Bitumen Processes* has provided the framework for the conditions in this Permit.

**Name & Address of Operator:**

Billian UK Limited  
Butterthwaite Business Park  
Butterthwaite Lane  
Ecclesfield  
Sheffield  
S35 9WA

Tel 0114 245 0968

Contacts:-

Paul Hockin, Operations Manager: 07805 167791 [paul.hockin@billian-uk.com](mailto:paul.hockin@billian-uk.com)

**Registered Office:**

Billian UK Limited  
Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS  
Company registration number: 07693772

**Address of Permitted Installation:**

Billian UK Limited  
Butterthwaite Business Park  
Butterthwaite Lane  
Ecclesfield  
Sheffield  
S35 9WA

**Holding Company:**

N/A

**Talking to Us**

Any communication with Sheffield City Council should be made to the following address quoting the Permit Number:

**5<sup>th</sup> Floor (North)**  
**Howden House**  
**1 Union Street**  
**Sheffield**  
**S1 2SH**

**Tel: 0114 273 4651**

Alternatively Email: [epsadmin@sheffield.gov.uk](mailto:epsadmin@sheffield.gov.uk)

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## Contents

	page
Explanatory Note	4
Definitions	8
Description of Activities	9
Section 1 Overarching Management Conditions	10
Section 2 Upgrading	10
Section 3 Emission Limits and Controls	10
Section 4 Control Techniques – Bitumen	11
Section 5 Control Techniques – Calcium Di-hydroxide	12
Section 6 Aggregate Storage and Handling	13
Section 7 Filtration Units	13
Section 8 Emission Monitoring and Observations	13
Section 9 General Operations	15
Schedule 1 Installation Location and Boundary	18
Schedule 2 Site Schematic and Emission Points	19

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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(1) of the Environmental Permitting (England and Wales) Regulations 2016, as amended (“the EP Regulations”) to operate an installation carrying out activities covered by the description in Schedule 1, Part 2, Chapter 6, Section 6.3, Part B(a)i) of those Regulations.

- a) *Any activity not falling within Part A(1) of this Section or of Section 6.2 involving—*
- (i) heating, but not distilling, tar or bitumen in connection with any manufacturing activity, or*
  - (ii) oxidising bitumen by blowing air through it, at plant where no other activities described in any Section in this Schedule are carried on, where the carrying on of the activity is likely to involve the use in any 12-month period of 5 or more tonnes of tar or bitumen or both in aggregate.*

### **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.

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## **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 Regulation 66 of 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 1<sup>st</sup> April. You are advised that under the provisions of Regulation 66 (5) of 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 47 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  
5<sup>th</sup> Floor (North)  
Howden House  
1 Union Street  
Sheffield  
S1 2SH

Tel: 0114 273 4651 or email [epsadmin@sheffield.gov.uk](mailto:epsadmin@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 2016.

## **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 set out the detailed procedures.

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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.
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## **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.

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## 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 2016.

## 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).

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## 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 2016 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 wordings 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.**

Billian UK Limited is permitted for the manufacture of asphalt pellets for use by road repair contractors. The activity uses in excess of 5 tonnes of bitumen in any twelve month period.

The installation location and boundary is detailed in Schedule 1 of this Permit. A site schematic is detailed in Schedule 2 entitled "Installation Layout and emission points".

The process involves mixing heated bitumen with recycled tyres in granular form to produce fortified asphalt. Heated bitumen at approximately 155°C is delivered under pressure by tanker to the bunded bitumen storage tank. The bitumen tank has a capacity of 25 tonnes and is fitted with high and low level alarms. Bitumen is heated by 2x Nu-Way oil fired burners to maintain the temperature at approximately 185°C. The burners exhaust products of combustion to atmosphere via Stack A. The temperature is controlled to ensure it does not exceed 200°C.

Powdered calcium di-hydroxide (slaked lime) is stored externally in a 30 tonne capacity storage silo fitted with pressure relief valve, bag filters and high level alarm.

Bitumen is piped to the blender unit reaction tank where it is mixed with rubber granules, heated and agitated until the product reaches a suitable viscosity. Emissions of bitumen fume are released from the reaction tank at Stack B. Local exhaust ventilation (LEV) is operated on two small inspection hatches on the blender unit. The ventilation is only needed for a matter of minutes to conduct an operator check of the mix. These two LEV points discharge to atmosphere at locations C and D. When the appropriate viscosity is reached the product is piped to the pelletiser where it is mixed with calcium di-hydroxide fines and agitated to form pellets. The pellets are screened and cooled. Undersized material is returned to the pelletiser. The desired size material is conveyed to the bagging system and bagged in bulk.

Particulate matter emissions from the pelletising and cooling activities are extracted and filtered and conveyed back into the process via one of two bag filter plant. One filter is located internally, the other, a DCE Environmental bag filter, is located in the external yard. The filters on this plant are cleaned by pulse jets. The pressure differential across the bags is continuously monitored by a water gauge. Arrested calcium di-hydroxide fines are pumped back into the 30 tonne storage silo.

### ***Control of Emissions***

**Table 1. (Emissions points to external air)**

<b>Description</b>	<b>Point</b>	<b>Abatement</b>
Products of combustion from gas oil burners Breather vent on heated bitumen tank	A	N/A
Blender unit reaction tank. Bitumen fume	B	N/A
LEV from small inspection hatch on reaction vessel	C	N/A (minimal emissions)
LEV from small inspection hatch on reaction vessel	D	N/A (minimal emissions)
Pulse jet filter unit on hydrated lime silo	E	Pulse jet filter
DCE Bag filter unit from Pelletising plant	F	Bag filter unit
Fugitive emissions from aggregate storage and yard activities		Management operational controls

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### **Permit Conditions.**

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

Statutory Guidance PG 6/42(13) *Bitumen Processes* has provided the framework for the conditions in this Permit.

The requirements of the conditions attached to this permit shall come into effect on the date indicated in the individual condition or if no date is indicated shall take effect immediately

### **Section 1 – 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.
- 1.3 The activities shall be carried out within the installation boundary indicated by outline on the plan (Schedule 1) to this Permit.

### **Section 2 – Upgrading**

- 2.1 No Upgrading is required at the time and date of issue of this Permit. Should production increase, emissions increase or change then this shall be reviewed by the Regulator in conjunction with the process Operator.

### **Section 3 – Emissions limits and Controls.**

- 3.1 No offensive odour shall be emitted from the installation that is detected beyond the installation boundary, as perceived by the Regulator.
- 3.2 There shall be no persistent emission of particulate matter from aggregate handling noticeable outside the installation boundary outlined in red on the plan contained in schedule 1 of this permit.
- 3.3 All releases to air, other than condensed water vapour, shall be free from persistent visible emissions.
- 3.4 There shall be no burning of materials, including waste, in the open air, inside buildings or in any form of incinerator in connection with the activities within the installation boundary, without permission in writing from the Regulator.

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- 3.5 Emissions from combustion processes shall be free from visible smoke and in any case shall not exceed the equivalent of Ringelmann Shade 1 as described in British Standard BS 2742:2009.
  - 3.6 The emission limit of particulate matter during drying of aggregate and the mixing of bitumen and aggregate emitted from the stack serving the bag filtration plant (emissions point B) shall not exceed **50 mg/m<sup>3</sup>**.
  - 3.7 Emissions of bitumen fume (emissions point A) to atmosphere shall not exceed **50 mg/m<sup>3</sup>**.
  - 3.8 The introduction of dilution air into ducts or stacks in order to comply with emission limits is not permitted.
  - 3.9 The sulphur content of the gas oil shall not exceed 0.1% by mass. Compliance with the sulphur content emissions limit for gas oil shall be demonstrated by certification from the fuel supplier.
  - 3.10 The process shall only be operated whilst all bag filtration units are in satisfactory working order.

#### **Section 4 – Control Techniques (Bitumen).**

- 4.1 Emissions of bitumen fume and particulates during the process of blending materials shall be contained in order to reduce fugitive emissions.
- 4.2 The handling, storage and temperature of heated bitumen shall be controlled in order to control emissions of bitumen fume.
- 4.3 The temperature of the heated bitumen shall be checked regularly to ensure it does not exceed the range of 185°C to 200°C. The temperature shall never exceed 200°C. All checks shall be recorded in the log book or recording system kept in accordance with this Permit.
- 4.4 The bulk bitumen tank shall be fitted with a high level alarm or volume indicator in order to prevent over filling.
- 4.5 A written procedure shall be provided for the prevention of overfilling of the bulk bitumen tank.
- 4.6 All relevant personnel, including the tanker delivery driver, shall be trained on the bitumen delivery procedure and follow the procedure during filling.
- 4.7 Mixing tanks containing heated bitumen shall be covered in order to reduce bitumen fume releases.
- 4.8 The heated bitumen storage tank shall be sited within a bund with a minimum capacity of 110% of the capacity of the storage tank.

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## **Section 5 - Control Techniques – Calcium di-hydroxide (filler).**

- 5.1 Calcium di-hydroxide (slaked lime) or other filler fines shall be stored in the 30 tonne capacity storage silo.
- 5.2 The 30 tonne storage silo shall be fitted with a high level alarm, pressure relief valve, automatic shutdown system and dust filters.
- 5.3 Deliveries of calcium di-hydroxide (slaked lime) or other fines into the 30 tonne storage silo shall be undertaken by tankers with on board pressure relief and filtration systems, where possible. Where tankers do not have on board pressure relief and filtration systems, over pressurisation of the silo shall be avoided, in particular towards the end of the delivery.
- 5.4 The Operator shall provide a written procedure for all relevant personnel to follow during tanker deliveries, in order to prevent over pressurisation or over filling of the silo.
- 5.5 During tanker delivery to the calcium di-hydroxide silo, displaced air shall be vented to suitable arrestment plant such as bag filters, or back vented to the delivery tanker.
- 5.6 The silo filters shall be of sufficient size and maintained clean and in good condition.
- 5.7 During tanker delivery to the calcium di-hydroxide silo, transfer lines shall be securely connected to the silo delivery inlet point and the tanker discharge point. The lines shall be regularly inspected for potential leaks.
- 5.8 Tanker drivers shall be trained in the correct procedure to be followed during a delivery of calcium di-hydroxide.
- 5.9 In the event of visible emissions of dust from ducting, pipework, pressure relief valve or filters during silo filling, the delivery shall be stopped immediately, the cause identified and rectified prior to any further delivery.
- 5.10 The seating of the pressure relief valve on the silo shall be checked prior to each delivery.
- 5.11 Materials likely to generate particulate matter shall be unloaded, handled, transported and stored in such a manner that the emission of particulate matter to the air is prevented or, where not practicable, minimised and rendered harmless.

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## **Section 6 – Aggregate Storage and Handling**

- 6.1 Aggregates delivered to site by road shall be handled, transported and stored in such a manner to prevent airborne release of particulate matter. Storage bays and hoppers/bins shall not be overfilled.
- 6.2 All aggregate bays and feed hoppers shall be partially enclosed incorporating at least a rear wall and sides.
- 6.3 A wet spray system or water bowser shall be used to wet down the yard surface and stockpiles during periods of dry or windy weather to prevent dust accumulation and wind whipping from the yard and vehicle movements over the yard.
- 6.4 The yard area shall be hard surfaced and maintained in good condition.
- 6.5 The yard shall be kept clean by the use of a road sweeper.
- 6.6 All conveyor belts and storage bins shall be enclosed or have side panels to prevent wind whipping of materials being transported.
- 6.7 Belt scrapers shall be incorporated on each conveyor belt and shall discharge to feed into the process.

## **Section 7 – Filtration Units**

- 7.1 All bag filtration units shall be fitted with a visual and audible alarm to warn if there is a fault on the system or a significant pressure drop or increase has been detected indicting either a block filter bag or the splitting of a bag.
- 7.2 All bag filtration units shall be visually inspected on a daily basis to ensure they are operating correctly.

## **Section 8 – Emissions Monitoring and Observations.**

- 8.1 The Operator shall carry out observations to check for visible emissions at least once per day at locations where the process stacks and silo are visible. Visual assessment of emissions shall include the outside yard areas and material handling and storage areas.
- 8.2 The Operator shall carry out an olfactory assessment to check for odorous emissions at least once per day at a location on the installation boundary, downwind of the process. The results of all observations shall be recorded promptly and on a daily basis on the site log book or recording system.

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8.3 The results of all visual and odour assessments shall be recorded in a recording system (hereafter referred to as a logbook). The following details shall be recorded for visual and olfactory assessments of emissions:

- date and time of observation
- weather conditions (including wind direction)
- results of the observation(s)
- action taken
- identification of observer undertaking the assessment.

8.4 The Operator shall ensure that adverse results observed from the assessments carried out in accordance with conditions 8.1 and 8.2 are investigated immediately to identify the cause of the emission and allow the appropriate corrective action to be taken. The actions shall be recorded in the log book.

8.5 The Operator shall ensure that a log book containing the details and results of all visual assessments and records of all inspections and observations made in accordance with permit conditions is kept. These records shall include the time and date of inspection, the nature, colour, persistency and intensity of any emission and the name of the person carrying out the assessment. The log book shall be kept on the premises and made available for inspection by the Regulator. Such records shall be kept for a minimum of two years and shall be furnished in writing to the Regulator on demand.

8.6 In any case of abnormal emissions the operator shall:

- Identify the cause of the emissions and take corrective action immediately;
- Adjust the process or activity to minimise the emissions;
- Record details of the incident describing the nature and extent of the problems and the remedial actions taken in the log book.

8.7 The Operator shall inform the Regulator within one day in cases where:

- An emission is likely to have an effect on neighbouring premises; or
- There is a failure of any arrestment plant or significant malfunction of plant equipment

The report to the Regulator shall include:

- The date and time of the incident;
- The cause and nature of the incident;
- Details of any abnormal emissions;
- Remedial action taken.

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- 8.8 Emissions of bitumen fume and total particulate matter from the Reaction Tank shall be tested at least once in every twelve month period, in order to determine compliance with the emission limits laid down in conditions 3.6 and 3.7 of this Permit.
- 8.9 Emissions of bitumen fume and total particulate matter shall be tested in accordance with the main procedural requirements of reference test method for bitumen as described in BS EN 13284-1:2017.
- 8.10 At least 7 days prior to any non-continuous monitoring being carried out, the Operator shall ensure that monitoring protocols are submitted to the Regulator for approval. The monitoring protocols shall include the proposed date and time of the testing, the method to be used and the pollutants to be monitored.
- 8.11 The results of any non-continuous monitoring shall be forwarded to the Regulator within 8 weeks of completion of the testing.
- 8.12 The introduction of dilution air into ducts or stacks in order to comply with emission limits is not permitted.
- 8.13 Where the results of any non-continuous monitoring demonstrate a breach of the emission concentration limit, the Operator shall investigate the matter as soon as possible. The investigation shall include the following steps:
- Close down the process or plant responsible for the breach;
  - Identify the cause of the breach;
  - Carry out any necessary works or repairs to ensure compliance with the emission concentration limit;
  - Re-test the plant to demonstrate compliance with the emission concentration limit specified;
  - Submit the emissions monitoring re-test results report to Sheffield City Council's Environmental Protection Service within 7 days of receipt of the results;
  - Record details of investigation and outcomes in the log book.

## **Section 9 – General Operations**

- 9.1 Effective preventive maintenance shall be employed on all plant and equipment concerned with the control of emissions to the air. Filter systems fitted to storage silos and production plant shall be serviced every six months.
- 9.2 Essential spares and consumables (especially those subject to continual wear) shall either be held on site or available at short notice from suppliers in order to rectify any breakdowns and ensure the effective and efficient operation of the process.



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- 9.3 Any malfunction or breakdown leading to abnormal emissions shall be dealt with promptly and process operations adjusted until normal operations can be restored. Records of breakdowns and plant failure shall be kept and analysed in order to eliminate common failures. The records shall be made available for inspection by the Regulator on demand.
- 9.4 In the event of any malfunction or accident which leads to the escape of particulate matter, fume or odour in such quantities as to have an effect upon the occupiers of other premises in the neighbourhood, the Operator shall notify the Regulator by telephone or email message within one day, with details of the nature of the problem, the action taken so far, and the proposed action to deal with the situation.
- 9.5 A high standard of housekeeping shall be maintained.
- 9.6 External surfaces of the process building, ancillary plant and open yards and storage areas shall be inspected every 6 months and cleaned if necessary to prevent the accumulation of dusty material in circumstances where the dust may become wind entrained. Particular attention shall be paid to roofs, guttering, roadways, external storage areas and yards. Cleaning operations shall be carried out by methods which minimise emissions of particulate matter to air and dry sweeping of dusty deposits is not permitted.
- 9.7 Stacks and associated ductwork shall be inspected at least once every 6 months, and where the inspection reveals it necessary, the stacks and ductwork shall be cleaned. The inspection and any remedial action shall be recorded in the logbook.
- 9.8 The installation shall be supervised by suitably trained personnel that are fully conversant with the requirements of this Permit.
- 9.9 Appropriate staff shall receive formal training and instruction in their duties relating to control of the activity and emissions to air. The training shall include:-
- Awareness of responsibilities under the Environmental Permit;
  - Minimising emissions on start-up and shut-down; and
  - Minimising emissions during abnormal conditions;
  - Minimising emissions from the storage and handling of raw materials and products used in the process.
- 9.10 A copy of this Permit shall be kept on the premises.
- 9.11 The Operator shall maintain trainings records of the skills and training requirements for all staff whose tasks in relation to the Installation may have an impact on the environment and shall keep records of all relevant training.
- 9.12 The process shall operate and adhere to the provisions of an appropriate Environmental Management System such as ISO 14001.

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- 9.13 A responsible person shall be nominated to act on behalf of the company, who will be responsible for ensuring that tests, emissions monitoring and maintenance measures that are required under this Permit are carried out. The responsible person shall be named in the logbook.
- 9.14 Complete and immediate access to the premises shall be granted to the Regulator upon request.
- 9.15 The Operator shall give written notification to the Regulator 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) Any proposed change in the operation of the installation; and
  - d) Resumption of the operation of any part of, or all of the Permitted Installation after a cessation notified under (b) above.
- 9.16 The Operator shall notify the following matters to the Regulator in writing, within 14 days of their occurrence:
- a) Any change in the trading name, registered name or registered office address of the business
  - b) A change to any particulars of any ultimate holding company, including details of an ultimate holding company where Billian –UK Ltd has become a subsidiary;
  - c) Any steps taken with a view to the company/operator going into administration, entering into a company voluntary arrangement or being wound up.

All reports and notifications required by this Permit, or under any Regulation under the Environmental Permitting Regulations 2016, 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 sent to:

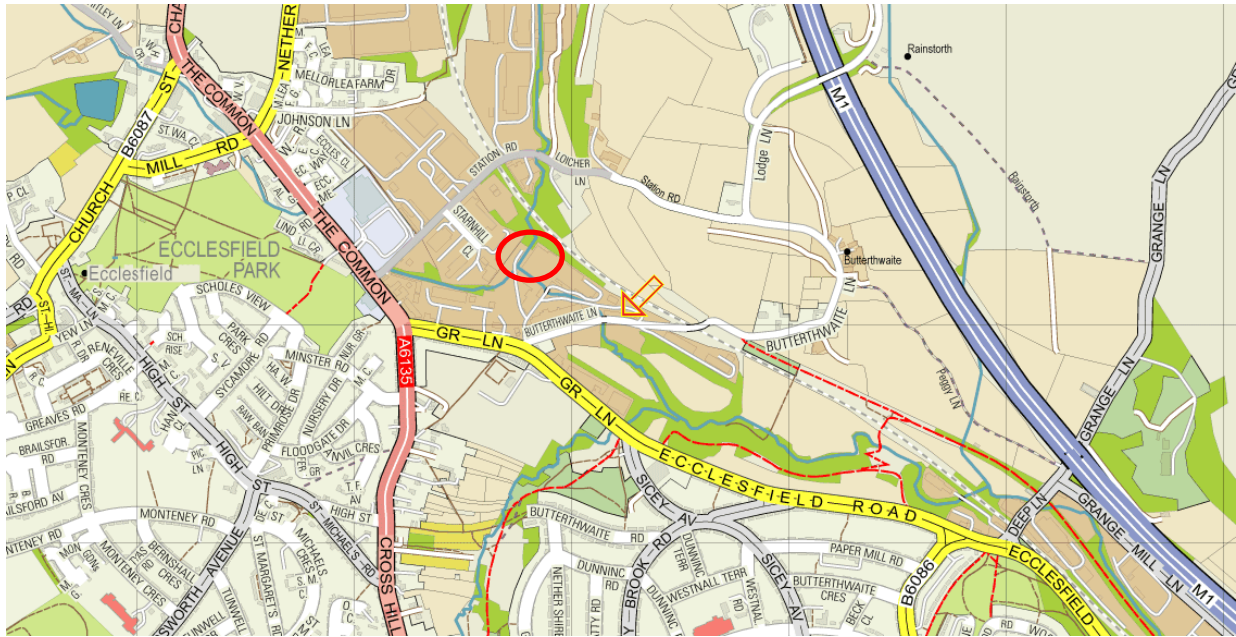
**Sheffield City Council,  
Environmental Protection Service  
5<sup>th</sup> Floor (North)  
Howden House  
1 Union Street  
Sheffield  
S1 2SH**

**Tel: 0114 273 4651**

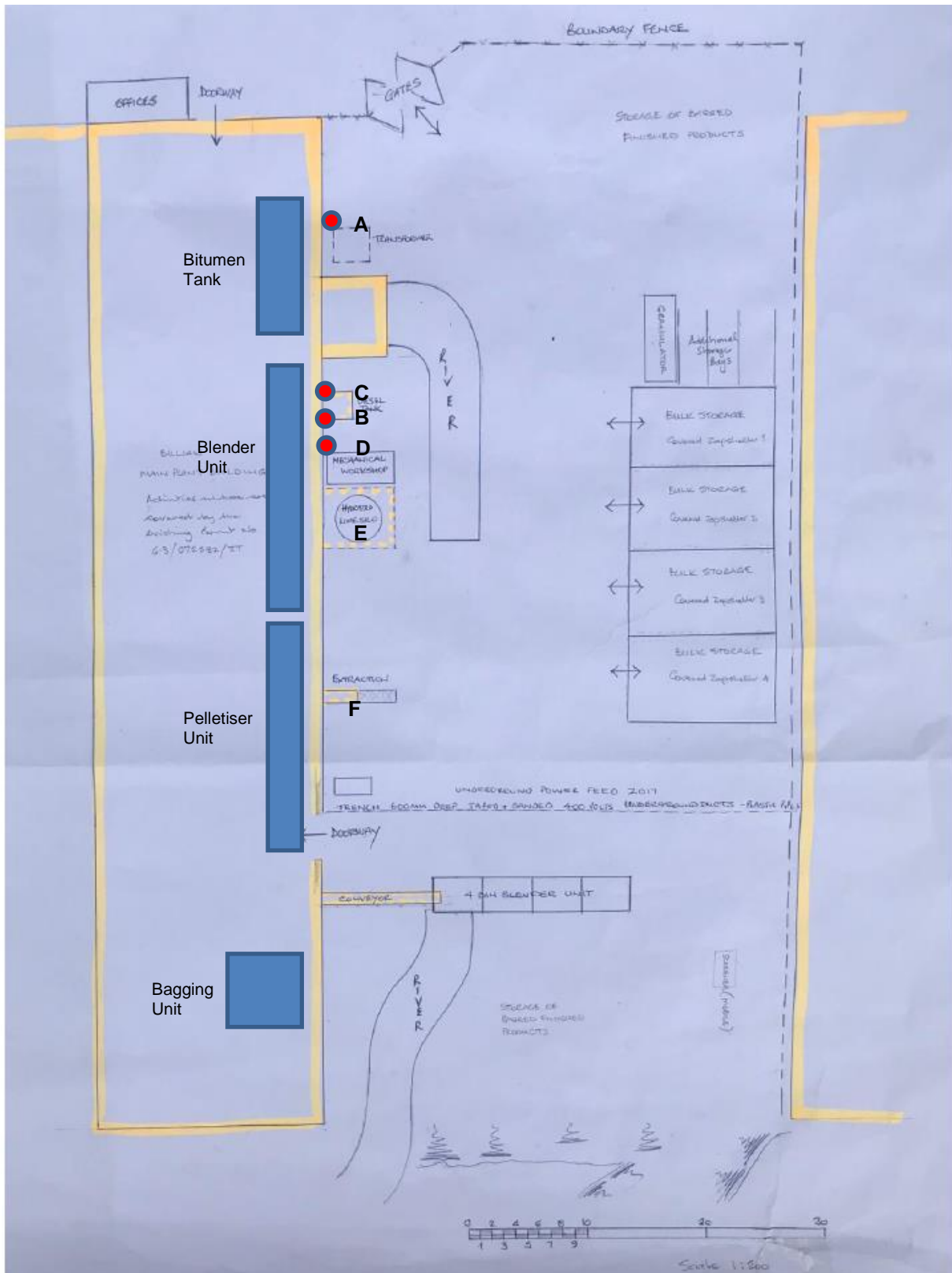
Email: [epsadmin@sheffield.gov.uk](mailto:epsadmin@sheffield.gov.uk)



Schedule 1 – Installation Location (circled) and boundary (shown in red)



## Schedule 2 – Site Schematic and Emission Points



Description	Point
Products of combustion from gas oil burners Breather vent on heated bitumen tank	A
Blender unit reaction tank. Bitumen fume	B
LEV from small inspection hatch on reaction vessel	C
LEV from small inspection hatch on reaction vessel	D
Pulse jet filter unit on hydrated lime silo	E
DCE Bag filter unit from Palletising plant	F

