

Harlow District Council

Environmental Health Department
The Water Gardens
Harlow
Essex.
CM20 1WG



LA-PPC Inspection Report

General Information

Inspection Type	Full / Compliance
Local Authority	Harlow District Council
Site Name and Address	Harlow Dry Cleaners, 14 The Stow, Harlow, Essex, CM20 3AH
Installation Type	Dry Cleaning PG 6/46 (11)
Permit Reference	EPR/DC002
Site Representative Seen	
Inspection Date	24 th November 2018
Duration of Inspection	30 Minutes
Review of permit conditions undertaken	Not required
Regulator	Harlow Council, representative;
Report Date	23 rd November 2018

Recent History

	Comments	Action
Number of complaints received	None	None
Process/Installation changes	None	None

Future Developments

	Comments	Action
Information relating to EPR	Current Guidance 6/46(11) issued June 2014	For information
Other relevant information	The Council's Authorised Process public register is now online https://www.harlow.gov.uk/environmental-permits	For information
Proposes change by the operator	Considering a replacement of dry cleaning equipment	If the operator proposes to make a change in the operation of the installation, he must, at least 14 days before making the change, notify the regulator.

Risk Assessment

Risk Assessment Score	0
Summary of changes	Risk score reduced due to confidence in management and machine operators

Summary of Inspection

The operation is well managed by experienced staff.

Actions Required

Reference to any breach of condition (or not) and other compliance issues as necessary	None
Other relevant information	None

Compliance Checking

Inspection List	✓, x or N/A	Condition of observation details	Action Required
Logbook(s)			
No more than 20g of solvent per kilogram of product cleaned?	✓	2017/18 solvent emissions are 12.25g	None
Records - Evidence of weekly weighing records Solvent usage being recorded Waste disposal records	✓ ✓ ✓	Comprehensive weekly records are being maintained.	None
Servicing and maintenance records and checks availability of spares machine within bunded area machine door interlocked when in use 2 x water separators (post 2004 machines) Waste storage drum in suitable position (pumping drum usually kept adjacent to still)	✓ ✓ ✓ ✓ ✓ ✓	Daily maintenance tasks are undertaken in-house. The machine is serviced annually; the service engineer is available at short notice.	None
Operating Instructions Available Machine manual available on site Training records for staff	✓ ✓ ✓	The operator has an understanding of how the machine works and as a copy of the operating manual.	None
Metric weighing scales available	✓		None
Records of abnormal events and spillages + remedial action taken	✓	No events	None

Regulator informed about abnormal events?	N/A		
Is the machine operated with full loads	✓		None
Is solvent used for stain spotting (practice dying out and soaps being used)	✓	Soap based stain remover used	None
Storage of solvents; in manufacturer's containers, away from drains and sources of heat?	✓	Solvent in original containers ordered when required no bulk storage.	None
No decanting to other containers stored within a bund/tray (5/10 liter containers)	✓ ✓	Waste solvent was stored on a concrete hard standing, away from surface water drains. Waste solvent stored in a container within a large drum to collect/prevent spillages.	None
Spill kit available?	✓	Old blankets and duvets available	None
Current permit on site	✓		None
Site Inspection			
Premises well laid out and good housekeeping in place, no solvent odour witnessed.			

Risk Assessment – Dry Cleaners

1 - Compliance Assessment Harlow Dry Cleaners 14 The Stow, Harlow, Essex.

Scoring for Compliance Assessment

Scale of Non-Compliance	Possible Score	Score Awarded
(A) Incident leading to justified complaint but no breach of any specific permit condition or of the general/residual BAT condition.	0 points	0
(B) Incident leading to a justified complaint*.	5 points per incident	0
(C) Breach of permit not leading to formal action.	10 points per breach	0
(D) Incident leading to formal caution, Enforcement Notice or prosecution.	15 points per incident	0
(E) Incident leading to a Prohibition Notice or Suspension Notice.	20 points per incident	0
Total (Max. 50):		0

* Unjustified complaints may be e.g. those considered by the inspector to be unreasonable or which cannot be clearly linked to an incident at the process.

2 - Assessment of Monitoring, Maintenance and Records

Scoring for Assessment of Monitoring, Maintenance and Records

Criterion	Possible Score			Score Awarded
	Yes	No	N/A	
(A) Are loads weighed & weights recorded for all loads? Does the operator maintain a weekly inventory of solvent usage, product cleaned, and solvent waste sent for recovery or disposal?	0	10	0	0
(B) Process operation modified where any problems indicated by monitoring?	0	5	0	0
(C) Fully documented and adhered to maintenance/ service plan in place in line with the permit?	0	5	0	0
(D) Full documented records as required in permit available on-site?	0	5	0	0
(E) All relevant documents forwarded to the authority by date required?	-5	10	0	0
Total:				0

¹ These aspects relate to the operator's performance within the twelve months immediately preceding the assessment or review of the assessment. Failure to monitor to the degree required or to forward documents on time more than twelve months ago should be excluded.

3 - Assessment of Management, Training and Responsibility

Scoring for Assessment of Management, Training and Responsibility

Criterion	Possible Score			Score Awarded
	Yes	No	N/A	
(A) Are all operating staff aware of where the operating manual for each dry cleaning machine can be found and do they have ready access to it?	0	5	0	0
(B) Are nominated trained members of staff exclusively permitted to operate the machines	0	5	0	0
(C) Are all operating staff trained in the operation of each dry-cleaning machine and the control and use of dry cleaning solvents?	0	5	0	0
(D) Are records kept of training received by operating staff?	0	5	0	5
(E) Are suitably trained or experienced staff on site while machines are operating?	0	5	0	0
(F) Is an 'appropriate' environmental management system in place and working effectively?	-5	0	0	0
Total:				0

4 - Determination of Regulatory Effort from Scores

Actual score = 0	Score band = 0 to 25	Category = Low
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