

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	Tony Ahmet
Inspection Date	12 th November 2015
Duration of Inspection	30 Minutes
Review of permit conditions undertaken	Not required
Regulator	Harlow Council, representative; Steven Adams
Report Date	16 th November 2015

Recent History

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

Future Developments

	Comments	Action
Information relating to EPR	None	None
Other relevant information	None	None

Risk Assessment

Risk Assessment Score	15
Summary of changes	Risk score reduced as solvent loss calculated at 16.31g/kg of laundry, fully compliant.

Summary of Inspection

The operation is well managed by experienced staff although no recorded training held.

Actions Required

Reference to any breach of condition (or not) and other compliance issues as necessary	Condition 8.All operating staff must have been trained in the operation of each dry cleaning machine and the control and use of dry cleaning solvents. The training received must be recorded.
Other relevant information	

Compliance Checking

Inspection List	✓, x or N/A	Condition of observation details	Action Required
Logbook(s)			
Records -			
Evidence of weekly weighing records	✓	Comprehensive weekly records are being maintained.	None
Solvent usage being recorded	✓		
Waste disposal records	✓		
Servicing and maintenance records and checks	✓	Daily maintenance tasks are undertaken in-house. The machine is serviced annually; the current certificate is dated 24 th November 2014 the service engineer is available at short notice.	None
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)	✓		
Operating Instructions Available	✓	No formal training records are available. The operator has an understanding of how the machine works and as a copy of the operating manual.	Review any training or supervision requirements in the use of solvents and the dry cleaner. Please record all staff training.
Machine manual available on site	✓		
Training records for staff	x		
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	✓		

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? No decanting to other containers stored within a bund/tray (5/10 liter containers)	✓ ✓ ✗	Solvent in original containers ordered when required no bulk storage. Waste solvent was stored on a concrete hard standing, away from surface water drains. Although the container was secure and suitable for purpose, it is not stored within a bund/tray.	None Place a spillage tray under the container.
Spill kit available?	✓	Old blankets and duvets available	None
Current permit on site	✓		
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. <i>No recorded training record</i>	10 points per breach	10
(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):		10

* *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:				5

4 - Determination of Regulatory Effort from Scores

Actual score = 15	Score band = 0 to 25	Category = Low
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Mr T Ahmet
Harlow Dry Cleaners
14 The Stow
Harlow
Essex
CM20 3AH

Environmental Health

Harlow Council
Civic Centre

The Water Gardens
Harlow
Essex CM20 1WG
www.harlow.gov.uk

Our Ref: 11/DT/01899
Your Ref:
Date: 16th November 2015

The Environmental Permitting Regulations 2010 Harlow Dry Cleaners

Dear Sir

As part of our inspection programme I wish to confirm my visit of the 12th November 2015, to the above premises.

I can confirm that comprehensive weekly records are being maintained and I am pleased to confirm that the annual solvent emitted per Kg of work processed is 16.31g; this limit currently complies with the regulations.

Although you have a great deal of experience in the dry cleaning industry I would like to draw to your attention Condition 8 of the above permit as shown below;

All operating staff must have been trained in the operation of each dry cleaning machine and the control and use of dry cleaning solvents. The training received must be recorded.

The following steps must be taken to ensure your business complies fully with the above regulations;

1. Organise a customised training program for the dry cleaning system including machine operation and solvent use for all dry cleaning staff. Please keep a list of all staff and the training undertaken.

Please find enclosed a short report for your records.

I would like to take this opportunity to thank you for your assistance during the inspection.

Thank you for in anticipation of your co-operation, please do not hesitate to contact me should you wish to discuss this matter further.

Yours faithfully

Steven Adams

Senior Environmental Health Officer
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