

---

Harlow District Council  
Civic Centre  
The Water Gardens  
Harlow, Essex.  
CM20 1WG



## **Environmental Permit with Introductory Note**

### **Pollution Prevention and Control Act 1999 Environmental Permitting (England and Wales) Regulations 2010**

Installation Address: **Harlow Dry Cleaners  
14 The Stow  
Harlow,  
Essex.  
CM20 3AH**

Permit Reference no: **EPR/DC002**

---

## **Introductory Note**

*This introductory note does not form part of the permit.*

The following permit is issued under regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010. (S.I. 2010/675) (the E.P. Regulations) to operate an installation carrying out one or more of the activities listed in Part 2 of Schedule 1 of those regulations to the extent authorised by the permit.

This permit includes conditions that have must be complied with. It should be noted that aspects of the operation of the installation which that are not regulated by specific conditions are subject to 'Best Available Techniques' condition placed in the permit. The operator shall therefore use Best Available Techniques for the prevention, or where prevention is not practicable, for the reduction in emissions from the installation. Please note techniques include both the technology used and the way in which the installation is designed, built, maintained, operated and commissioned.

### **Brief description of the installation regulated by this permit;**

Dry Cleaning Installation as prescribed by Section 7 of Schedule 1 to the Environmental Permitting (England and Wales) Regulations 2010 utilising equipment as detailed in Schedule A of this permit subject to the following conditions.

### **Confidentiality**

This permit requires the operator to provide information to Harlow Council (the regulator). The regulator will place the information onto public registers in accordance with the requirements of the EP Regulations. If the operator considers that any information provided is commercially confidential, the operator may apply to the regulator to have such information withheld from the register as provided by the regulations. To enable the regulator to determine whether the information is commercially confidential, the operator should clearly identify the information in question and should specify clear and precise reasons.

### **Variations to the Permit**

Your attention is drawn to the variation procedure condition in the permit. This may be varied in the future. If at any time the activity or any aspect of the activity regulated by the following conditions changes, such that the conditions no longer reflect the activity and require alteration, the regulator should be contacted.

---

## **Surrender or the permit**

Where an operator intends to cease the operation of an installation (in whole or part) the regulator should be informed in writing and such notification must include the information specified in regulation 24 of the EP regulations.

## **Transfer of the permit in part or full**

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 existing and proposed holders in accordance with regulation 21 of the EP regulations. A transfer will be allowed unless the regulator considers that the proposed holder will not be the person who will have control of the operation or will not ensure compliance with the conditions of the newly transferred permit.

## **Health and safety**

The permit relates to discharges to air and the prevention or limitation of air pollution. The permit does not imply conformance with health and safety requirements. The operator will retain responsibilities under health and Safety legislation.

## **Appeal against permit conditions**

Anyone who is aggrieved by the conditions attached to a permit can appeal to the appropriate authority (Secretary of State for the Environment, Food and Rural Affairs) in England. Appeals must be made in accordance with the requirements of Regulation 31 of the EP Regulations.

Appeals should be received by the Secretary of State for the Environment, Food and Rural Affairs at the following address;

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

---

Date first Permitted: 16<sup>th</sup> July 2007  
(Or authorised if formerly operated  
under the Environmental Protection Act)

Permit Ref. No: **EPR/DC002**



**Pollution Prevention and Control Act 1999  
The Environmental Permitting (England and Wales) Regulations 2010**

**Permit to Operate a Scheduled Installation**

Original Application Received: 31<sup>st</sup> October 2006

Harlow Council (the Regulator) in exercise of its powers under regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010 (SI 2010 No. 675) hereby authorises Mistdale Ltd. ('the operator')

Whose Registered office is;

**64 Malvern Drive  
Woodford Green  
Essex  
IG8 0JP**

Company registration no; 03544996

To operate an installation at;

**Harlow Dry Cleaners  
14 The Stow  
Harlow,  
Essex.  
CM20 3AH**

To the extent authorised by and subject to the conditions in this permit.

Signed:

8<sup>th</sup> August 2012

**Environmental Health Manager**

Authorised by Harlow Council to sign on their behalf.

---

## Description of Activity

Mistdale Limited (trading as Harlow Dry Cleaners) (the operator) is hereby permitted by Harlow Council (the regulator) to operate a scheduled process at the address given above, namely dry cleaning (Schedule 1 [Part B] section 7] of the Environmental Permitting (England and Wales) Regulations 2010 (the regulations) as amended and described below in accordance with the following conditions.

Mistdale limited (trading as Harlow Dry Cleaners) operates a dry cleaning activity. Items are tagged and sorted into suitable loads and prepared ready for cleaning in the dry cleaning machine. Heavily soiled items are pre-treated with spot cleaning solution. Spot cleaning solutions supplied by specialist manufacturers may contain small amounts of organic solvents. The operator is not permitted to make up their own solutions using organic solvents. Laundry is weighed to optimise the cleaning cycle. The machine must be used at or near it's design capacity in order to minimise solvent losses. The items are then cleaned in solvent using the most appropriate programme. Additional cleaning detergents or waterproofing agents may be added to the dry cleaning solvent during the cleaning cycle as required. At the end of the cleaning cycle the solvent is evaporated from the cleaned items and retained in the dry cleaning machine. Moisture present in the clothes is retained by a water separator. Dirty solvent may be drained from the machine and collected by a specialist licensed waste contractor.

Schedule A; The following dry cleaning equipment is in use at the installation;

Make	Model	Serial Number	Load capacity	Installation date	Solvent used
Union	L850	604 A4 0490 C	20kg	February 2003	Perchloroethylene

## Permit Conditions

1. 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 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.
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 dry cleaning facility which is not regulated by any other condition of this permit.
3. Operations must be carried out in such a manner that no more than 20 grams of solvent per kilogram of product cleaned and dried shall be emitted as measured and reported annually. The 20 grams includes all organic solvents used within the installation e.g. dry cleaning solvent, water-proofing solutions and spot cleaning solutions.
4. A weekly inventory of solvent usage, product cleaned and solvent waste sent for recovery or disposal shall be maintained and held on site for inspection by the regulator for at least 18 months. Note: The solvent management balance sheet for dry cleaning installations in Appendix A to this permit can be used to demonstrate compliance with conditions (3) and (4) (above).
5. The operator shall implement the schedule of procedures, checks and maintenance requirements to each dry cleaning machine as listed in the manufacturer's instructions and as outlined in The Secretary of State's Guidance for Dry Cleaning Process Guidance Note 6/46 (11) paragraph 3.14.

- 
6. The regulator shall be advised in writing 14 days prior to any proposed significant alteration to the operation, or modification of the installation which may have an effect on emissions of VOC from the installation, in particular changes to the matters listed in condition (5).
  7. All operating staff must know where the operating manual for each dry cleaning machine can be found and have ready access to it.
  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.
  9. The machine shall be installed and operated in accordance with the manufacture's recommendations, so as to minimise the release of VOC to air, land and water.
  10. In the case of abnormal emissions, malfunction or breakdown leading to abnormal emissions the operator must:
    - (a) investigate immediately and undertake corrective action;
    - (b) adjust the process or activity to minimise those emissions; and
    - (c) promptly record the events and actions taken.
    - (d) In this condition abnormal emission will include any detectable solvent smell other than in the area of the dry cleaning machine.
  11. In cases of non-compliance causing immediate danger to human health, operation of the activity must be suspended; and the regulator informed within 24 hours.
  12. Dry cleaning machines shall be operated as full as the type of materials to be cleaned will allow. (e.g. Full loads for light non delicate materials such as suits. Delicates and heavy materials, such as wedding dresses and blankets may need to be cleaned in part loads).
  13. Where cleaning solvents containing VOC are not received in bulk they shall be stored:
    - (a) in the containers they were supplied in with the lid securely fastened at all times other than when in use; and
    - (b) within spillage collectors (*where fitted*), of suitable impervious and corrosion-proof materials and capable of containing 110% of the largest container or, where no spillage collector is fitted or required, away from any drains which may become contaminated as a result of spillage; and
    - (c) away from sources of heat and bright light; and
    - (d) with access restricted to only appropriately trained staff.

Note: from a health and safety point of view: a well-ventilated area should be used.

14. Where cleaning solvents containing VOC are not received in bulk, the lids of the containers shall only be removed when the container is next to the cleaning machine ready for filling. Cleaning solvents shall be obtained in containers of a size that allows the entire container to be emptied into the machine at each topping up. Once emptied the lid of the container shall be replaced securely.
15. Spot cleaning with organic solvents or organic solvent borne preparations shall not be carried out unless they are the only method of treating a particular stain on the material to be cleaned.
16. The dry cleaning machine loading door shall be kept closed when not in use.
17. The dry cleaning machine loading door shall be closed before the start-up of the machine, and kept closed at all times through the drying and cleaning cycle.
  - (a) All machines installed after 19<sup>th</sup> May 2005 shall have interlocks to prevent start-up of the machine until the loading door is closed and to prevent opening of the loading door until the machine cycle has finished and the cage has stopped rotating.

(b) All machines installed after 19<sup>th</sup> May 2005 shall have interlocks to automatically shut down the machine under any of the following conditions: cooling water shortage, failure of the cooling ability of the still condenser, failure of the cooling ability of the refrigeration system or failure in the machine heating system resulting in the inability to dry the load.

18. The still, button trap and lint filter doors shall be closed before the start-up of the machine and kept closed at all times through the drying and cleaning cycle.
19. The still shall have a thermostatic control device or equivalent with which to set a maximum temperature, in accordance with manufacturers' recommendations for the solvent used.
20. The heat source shall automatically switch off at the end of the distillation process. (Continuous distillation during operation is acceptable.)
21. The spillage tray serving the dry cleaning machine shall have a volume greater than 110% of the volume of the largest single tank within the machine.
22. Prior to disposal, containers contaminated with solvent shall be stored with the lids securely fastened to minimise emissions from residues during storage, and labelled so that all who handle them are aware of their contents.
23. Solvent contaminated waste, for example still residues, shall be stored:
  - (a) in suitable sealed containers with the lid securely fastened at all times other than when in use; and;
  - (b) on a suitable impervious floor; and;
  - (c) away from any drains which may become contaminated with residues as a result of spillage,
  - (d) away from sources of heat and bright light; and
  - (e) with access restricted to only appropriately trained staff.
24. Equipment to clean up spillages must be quickly accessible in all solvent handling and storage areas.
25. The operator shall maintain records incorporating details of all maintenance, testing and repair work carried out on each dry cleaning machine and the scales used to weigh the loads, along with details of training required under condition 8. The records shall be available within 7 days upon request by the regulator.
26. Spares and consumables, in particular those subject to continual wear, shall be held on site, or shall be available at short notice from guaranteed suppliers, so that plant breakdowns can be rectified rapidly.
27. A copy of the following shall be sent to the Council at the frequency given below:

<b>Information to be sent to the Council</b>	<b>Frequency at which information should be sent</b>
Monthly inventory sheets for the previous 12 months covering July to June inclusive.	Once a year no later than 31 <sup>st</sup> July
The record of regular maintenance during the previous 12 months from July to the following June inclusive referred to in condition 5).	Once a year no later than 31 <sup>st</sup> July
A list of staff nominated and trained, in accordance with conditions (7) and (8)	Once a year no later than 1 <sup>st</sup> July

Appendix 1: Solvent and Product Cleaned Inventory

# Weekly Inventory Sheet: All installations

Premises name:		Machine name or reference number:					Solvent Used					Week start date or week number		
Load number		1	2	3	4	5	6	7	8	9	10	11	Total weight	Solvent added
Mon	Weight													
Tues	Weight													
Wed	Weight													
Thu	Weight													
Fri	Weight													
Sat	Weight													
Sun	Weight													
B= Blankets D = Delicates L = Lights O = Other W = Wedding Dress												Total for week:		
Still maintenance		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday						
Lint filter checked & cleaned														
Button trap checked & cleaned														
Notes:														
List your planned preventative maintenance in the 'maintenance or testing required this week' boxes. Record what you have done for each maintenance item with a tick. Make notes about Solvent tank levels, other maintenance, servicing or solvent leaks / spills in the space above.												Signed:		



---

Monthly Inventory Sheet: All installations

Site: \_\_\_\_\_ Solvent: \_\_\_\_\_

Machine: \_\_\_\_\_ Month and year: \_\_\_\_\_

Week Starting

--	--	--	--	--

Weight of work processed (KG)

					Monthly total

Solvent added (litres)

					Solvent added

Solvent sent for disposal

					Monthly total
Total waste drum volume (litres)					
Still correction factor (0.15 for powder filter rake out, 0.35 for ecological filter rake out, 0.5 for pump out)					

Compliance this month

Weight cleaned (KG)	Solvent added (litres)	Solvent disposed (litres)	Net solvent use (litres)	Consumption KG/litres)	On target?

Notes:

Annual Inventory Sheet:

Site: \_\_\_\_\_

Machine \_\_\_\_\_

Year: \_\_\_\_\_ Solvent: \_\_\_\_\_

Monthly compliance

Month	Weight Cleaned (kg)	Solvent added (litres)	Solvent disposed (litres)	Net solvent use (litres)	Consumption (kg/litres)
Total					

Annual Compliance

Spot cleaning correction factor (litres)	
Corrected effectiveness (kgs/litres)	
Solvent Effectiveness (kgs/litres)	
Solvent emission (g/kg)	
Have you met the requirement of the regulations?	

\* Spot Cleaning Correction factor: A figure of 6.25 litres per annum should be used as the spot cleaning factor, whichever solvent is used.