

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 2016

Installation Address: S & R Dry Cleaners Limited
 Unit 1 Tesco Superstore
 Church Langley Way
 Harlow
 Essex
 CM17 9TE

Permit Reference: EPR/DC003

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 2016. (S.I 2016 No. 1154) (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 2016 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 council 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 have 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: 31st October 2007
(Or authorised if formerly operated
under the Environmental Protection Act)

Permit Ref. No:EPR/DC003



**Pollution Prevention and Control Act 1999
The Environmental Permitting (England and Wales) Regulations 2016**

Permit to Operate a Scheduled Installation

Transfer Application Dated: 3rd May 2018

Harlow Council (the Regulator) in exercise of its powers under regulation 13 of the Environmental Permitting (England and Wales) Regulations 2016 (S.I 2016 No. 1154) hereby authorises S & R Dry Cleaners Limited ('the operator')

Whose Registered office is;

Unit 1, Tesco Superstore
Church Langley Way
Harlow, Essex
CM17 9TE

Company registration no; 11016947

To operate an installation at; Unit 1, Tesco Superstore, Church Langley Way,
Harlow, Essex. CM17 9TE

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

Signed:

A handwritten signature in black ink, appearing to be "Mark M.", written over a horizontal line.

16th May 2018

Environmental Health Manager
Authorised by Harlow Council
to sign on their behalf.

Description of Activity

S & R Dry Cleaners Limited (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 2016 (the regulations) as amended and described below in accordance with the following conditions.

S & R Dry Cleaners Limited operate 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 its 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 |
|----------|---------|---------------|---------------|-------------------|------------------|
| Renzacci | Club 35 | 19454 | 15kg | July 2004 | Perchlorethylene |

Permit Conditions

THE PERMITTED INSTALLATION

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 12 months. Note: The solvent management balance sheet for dry cleaning installations in schedule B 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 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 supplier 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 19th 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.

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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. *This does not remove the need to comply with Health & Safety recommendations relating to the fitting of spill trays*
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:

| Information to be sent to the Council | Frequency at which information should be sent |
|--|--|
| Monthly inventory sheets for the previous 12 months covering July to June inclusive. | Once a year no later than 31 st 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 st July |
| A list of staff nominated and trained, in accordance with conditions (7) and (8) | Once a year no later than 1 st July |

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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: | | | | | | | | | | | | | |

Issue No3

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:

Issue No3

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) |
|-------|---------------------|------------------------|---------------------------|--------------------------|-------------------------|
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| 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.

