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1099

Payment Received  
28 Sept 06  
SR.

# Appendix 2: Outline Application Form

## Local Authority Pollution Prevention and Control

Pollution Prevention and Control Act, 1999

Pollution Prevention and Control (England and Wales) Regulations 2000 (as amended)

### When to use this form

Use this form if you are applying for a permit to a Local Authority to operate a dry cleaning installation as defined in Schedule 1 of The Solvent Emissions (England and Wales) Regulations, 2004 SI 107.

The appropriate fee must be enclosed with the application to enable it to be processed further. When complete send the form and fee and any additional information to:

Insert local authority address  
Ipswich Borough Council  
Civic Centre  
Civic Centre  
Ipswich

A1.1. Name of the premises  
Suffolk  
IPM 2EE  
JOHNSONS THE CLEANERS LTD

A1.2. Please give the address of the premises  
474, FELIXSTOWE ROAD  
IPSWICH  
SUFFOLK

Postcode IP 3 8SU Telephone 01473-712424

Ordnance Survey national grid reference 8 characters,  
(for example, SJ 123 456). There are a number of internet mapping sites which will convert a Post Code to a grid references

A1.3. Do you have an existing permit for a dry cleaning installation? NO

A2.1. The Applicant - Please provide the full name of company or corporate body or the name of the sole trader or the names of the partners  
JOHNSON DEANKE GROUP

Trading/business name (if different)  
JOHNSONS THE CLEANERS LTD

Registered Office address  
JOHNSONS THE CLEANERS UK LTD  
MILDMAY ROAD  
BOOTLE, MERSEYSIDE  
Postcode L20 5EW Telephone 0151-9336161

A2.2. Holding Companies

Is the operator a subsidiary of a holding company within the meaning of Section 736 of the Companies Act 1985?

No? **YES**

Yes? Name of ultimate holding company... **JOHNSONS SERVICE GROUP**

Ultir Johnson Service Group  
 Johnson House  
 ..... Abbots Park .....  
 ..... Monks Way .....  
 Pos Preston Brook  
 Runcorn **0151 9336161**  
 B. / Cheshire WA7 3GH

B1.2. A plan of the premises showing the location of:

- (a) the premises **DOC 1**
- (b) where the dry cleaning machine(s) will be installed **DOC 2**
- (c) where the dry cleaning solvents will be stored **DOC 2**
- (d) where the dry cleaning residue will be stored **DOC 2**
- (e) any drains within the installation and in the immediate area of the installation which may be affected as a result of any potential Volatile Organic Compound (VOC) release from the dry cleaning operations

must be attached.

B1.3. A description of the location and methods of storage of:

- (a) dry cleaning solvents
  - (b) dry cleaning residue
- } **DOC 2**

must be supplied.

B1.4. Make, model name/number, serial number, load capacity, date of installation and type of dry cleaning solvent used.

Make	Model	Serial Number	Load Capacity	Date of Installation	Dry Cleaning Solvent
<b>UNION</b>	<b>10000 400</b>	<b>32453</b>	<b>3246</b>	<b>1/6/00</b>	<b>PSE</b>

B1.5. Provide details, including a schedule, of checking and maintenance procedures for each machine. This should include the machine manufacturers' recommended operating procedures, checking and maintenance requirements and any other additional procedures undertaken by the operator. (This should be submitted in a form of a list of the activities carried out and there frequencies, for additional guidance see Section 3, paragraph 3.14) **DOC 3 & 4**

B1.6. Provide details of any other activities carried out within the dry cleaning installation which involve the use of organic solvents in particular spot clean solutions, water-proofing solutions and any other solvents or solvent borne preparations

**N/A**

B1.7. Provide details on the training and relevant qualifications regarding operating and maintaining the dry cleaning machine in accordance with this guidance.

DOC 5

B1.8. Specify how the product will be weighed and recorded weekly and annually.

DOC 6

B1.9. Provide details how the mass or volume of solvent used will be determined and recorded weekly and annually (due to the low use spot cleaning solvents they need only to be determined annually).

B2.0. Risk Phrase Solvents At the time of writing and in the future it is believed unlikely that these materials will be used within the dry cleaning industry. (Details of the risk phrases of the materials used can be found on the original suppliers packaging and in the Materials Safety Data Sheet (MSDS) for the product)

Are any substances or preparations which because of their VOC content are required carry one or more of the following risk phrases used within the installation:

- R45 - May cause cancer
- R46 - May cause heritable genetic damage
- R49 - May cause cancer by inhalation
- R60 - May impair fertility
- R49 - May cause harm to the unborn child.

Yes	No
	No

If Yes, provide full details of how and why these risk phrase materials are used and how the requirements of the amendment 1C of Schedule 1 of The Solvent Emissions (England and Wales) Regulations, 2004 SI 107, substitution, control and limiting of emissions of risk phrase materials will be met.

**C1. Fees and Charges**

The enclosed charging scheme leaflet gives details of how to calculate the application fee. Your application cannot be processed unless the application fee is correct and enclosed.

C1.1. Please state the amount enclosed as an application fee for this installation.

£ 134.00

Cheques should be made payable to:

Ipswich Borough Council

We will confirm receipt of this fee when we write to you acknowledging your application.

C1.2. Please give any company purchase order number or other reference you wish to be used in relation to this fee.

**C2. Annual charges**

If we grant you a permit, you will be required to pay an annual subsistence charge. If you don't pay, your permit can be revoked and you will not be able to operate your installation.

C2.1. Please provide details of the address you wish invoices to be sent to and details of someone we may contact about fees and charges.

.....  
 ..... Johnson Cleaners UK Ltd .....  
 ..... First Floor .....  
 Pos 26 The Rushes .....  
 LOUGHBOROUGH .....  
 Leicestershire LE11 5BG 01509 263746

**C3. Commercial confidentiality**

C3.1. Is there any information in the application that you wish to justify being kept from the public register on the grounds of commercial confidentiality?

Yes	No
	No

If Yes, please provide full justification, considering the definition of commercial confidentiality within the PPC regulations (See the general guidance manual).

**C4. Data Protection**

The information you give will be used by the Local Authority to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and/or disclose any of the information you give us in order to:

- consult with the public, public bodies and other organisations,
- carry out statistical analysis, research and development on environmental issues,
- provide public register information to enquirers,
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/ representatives who we ask to do any of these things on our behalf.

It is an offence under Regulation 32 of the PPC regulations, for the purpose of obtaining a permit (for yourself or anyone else) to:

- make a false statement which you know to be false or misleading in a material particular,
- recklessly make a statement which is false or misleading in a material particular.

If you make a false statement  
 we may prosecute you, and  
 if you are convicted, you are liable to a fine or imprisonment (or both).

**C5. Declaration**


**C5.1. Signature of current applicant(s)\***

I / We certify that the information in this application is correct. I / We apply for a permit in respect of the particulars described in this application (including supporting documentation) I / We have supplied.

Please note that each individual applicant must sign the declaration themselves, even if an agent is acting on their behalf.

For the application from:

Premises name: JOHNSONS THE CLEANERS

Signature: 

Name: MARTIN PALMER

Position: REGIONAL MANAGER.

Date: 1.9.06

Signature: .....

Name: .....

Position: .....

Date: .....

\* Where more than one person is defined as the applicant, all should sign. Where a company or other body corporate - an authorised person should sign and provide evidence of authority from the board of the company or body corporate.



Doc 3

Operator maintenance is carried out in accordance with the Manufacturer's instructions, and includes

Cleaning of Lint Screens and button traps twice daily/Raking out the still at least once per week /Checking of the vacuum pump and strainer once per week and a visual inspection for leaks once Per week.

Operator training is provided by the machine Manufacturer's agent over a two day period, an operators Manual of instruction is issued and a further seven days of training are provided by our internal Training Department.

Training records are available for inspection on request.

A Melvin

Technical Manager



**Dry Cleaning Skills Summary Of Training**

All JCUK branch staff are trained by a regional trainer, in the following tasks. Including a written health and safety exam. They then have a progress visit and a formal assessment in which they prove competence before being allowed to operate a dry cleaning machine without supervision.

Task	Evidence of learning	Qualification
<b>Health and safety of dry cleaning solvents and kit chemicals to include</b> <ul style="list-style-type: none"> <li>● Storage and disposal</li> <li>● Associated hazards COSHH</li> <li>● First aid</li> <li>● Fire fighting</li> <li>● Spillage procedure including environmental impact</li> </ul>	Written test Observation	JCUK Certificate in dry cleaning
<b>Overview of the dry cleaning machine and the dry cleaning process, to include</b> <ul style="list-style-type: none"> <li>● Safety interlocks</li> <li>● Solvent catchment tray</li> <li>● Possible causes of vapour/solvent leaks</li> <li>● Ventilation</li> <li>● Pressure seals</li> </ul>	Written test Observation	JCUK Certificate in dry cleaning
<b>Maintenance procedures</b> <ul style="list-style-type: none"> <li>● Filter maintenance and disposal of filter waste</li> <li>● Button trap lint screen maintenance and disposal of contaminated lint</li> <li>● Still maintenance and disposal of residue</li> <li>● Solvent top up procedures and disposal of used containers</li> </ul>	Written test Observation Machine reports Solvent mileage Disposal notice	JCUK Certificate in dry cleaning
<b>Dry cleaning process</b> <ul style="list-style-type: none"> <li>● Garment preparation</li> <li>● Loading capacity</li> <li>● Care labels</li> <li>● Stain removal</li> <li>● Wash cycle</li> <li>● Dry cycle</li> <li>● Solvent consumption</li> <li>● Water consumption</li> <li>● Gas consumption</li> </ul>	Written test Observation Machine reports Solvent mileage Disposal notice	JCUK Certificate in dry cleaning
<b>Breakdowns and engineering</b> <ul style="list-style-type: none"> <li>● Engineer contact</li> <li>● Log sheet for reporting problems</li> <li>● Recognition of machine faults and diagnosis</li> </ul>	Engineers reports	JCUK Certificate in dry cleaning
<b>Completion of weekly report and input into Epos system SWEG</b> <ul style="list-style-type: none"> <li>● Completion of report and recognition of problems</li> </ul>	SWEG reports	JCUK Certificate in dry cleaning



Doc 6

DATE	TOTAL WEIGHT CLEANED D/C (Kgs)	TOTAL WEIGHT CLEANED WASH (Kgs)	TOTAL WEIGHT CLEANED COMB. (Kgs)	SOLVENT USED (Litrs)	SOLVENT RECEIVED (Litrs)	RESIDUE REMOVED FROM BRANCH (Litrs)
TOTAL						

COMMENTS:

ANY OTHER SOLVENT LOSSES (SPILLAGE ETC.):

B1.8



Doc 2

Doc 8

QUARTER ENDING	TOTAL WEIGHT CLEANED	TOTAL SOLVENT USED	TOTAL SOLVENT RECEIVED	TOTAL RESIDUE REMOVED	TOTAL OTHER LOGGED
ANNUAL TOTAL					

COMMENTS

B10.0