

# Permit With Introductory Note

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



**Permit reference: EP41/3**

**Ipswich Borough Council** (hereinafter known as the Regulator) in exercise of its powers under Regulation 20 of The Environmental Permitting (England and Wales) Regulations 2010, hereby authorises:

**Mr John Victor Hercus and Mrs Gloria Helen Hercus trading as Lennox Belstead** (hereinafter known as the Operator)

whose Registered Office is at:

**Lennox Belstead  
308 Sheldrake Drive  
Ipswich  
IP2 9LF**

to operate an installation at:

**Lennox Belstead  
308 Sheldrake Drive  
Ipswich  
IP2 9LF**

to the extent authorised by and subject to the conditions of this Permit.

Signature:

**Ben Hunter  
Principal Environmental Health Officer  
The Authorised Officer for this purpose**

Date:

*2nd October 2013*

Permit issued by:

Environmental Protection Services  
Ipswich Borough Council  
Floor 3 West  
Grafton House  
15-17 Russell Road  
Ipswich  
IP1 2DE

Telephone: 01473 433115  
Fax: 01473 433062  
Website: [www.ipswich.gov.uk](http://www.ipswich.gov.uk)  
Email: [environmentalprotection@ipswich.gov.uk](mailto:environmentalprotection@ipswich.gov.uk)

## INSTALLATION DETAILS

Lennox Dry Cleaning located at 308 Shel Drake Drive, Ipswich, Suffolk, IP2 9LF is permitted to operate a dry cleaning installation using the dry cleaning machine described below subject to compliance with the conditions detailed in this permit and within the site boundary shown on the Site Plan in Appendix 1:

Make	Model	Serial Number	Load Capacity	Date of Installation	Dry Cleaning Solvent
Fibrimatic	F155TT	113HO0085	15 Kg	May 2012	Perchloroethylene

## PERMIT CONDITIONS

- Operations shall 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.
- 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. Further, the operator shall retain records of solvent purchased for at least 12 months.

Note: The revised solvent management balance sheet for dry cleaning installations (found on the DEFRA website: [www.defra.gov.uk](http://www.defra.gov.uk)) can be used to demonstrate compliance with conditions 1 and 2 above.

- 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 this information should be sent
The monthly inventory sheets for the previous quarter.	Once a quarter
The record of regular maintenance during the previous 12 months, referred to in Condition 4.	Once a year
A list of staff nominated and trained in accordance with Conditions 6 and 7.	Once a year

- The operator shall implement the schedule of procedures, checks and maintenance requirements to each dry cleaning machine as listed in Appendix 2.
- The operator shall notify the regulator 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 volatile organic compounds from the installation, in particular changes to the matters in condition 4.

6. All operating staff shall know where the operating manual for each dry cleaning machine can be found and have ready access to it.
7. All operating staff shall be trained in the operation of each dry cleaning machine and the control and use of dry cleaning solvents. The training received shall be recorded.
8. The machine shall be installed and operated in accordance with supplier recommendations, so as to minimise the release of volatile organic compounds to air, land and water.
9. In the case of abnormal emissions, malfunction or breakdown leading to abnormal emissions the operator shall:
  - investigate immediately and undertake corrective action; adjust the process or activity to minimise those emissions; and
  - adjust the process or activity to minimise those emissions; and
  - promptly record the events and actions taken
  - in this condition abnormal emission will include any detectable solvent smell other than in the area of the dry cleaning machine
10. In cases of non-compliance causing immediate danger to human health or threatens to cause an immediate significant adverse effect upon the environment, operation of the activity shall be suspended; and the regulator informed within 24 hours.
11. Dry cleaning machines shall be operated as full as the type of materials to be cleaned will allow (eg 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).
12. Where cleaning solvents containing VOCs are not received in bulk they shall be stored:
  - in the containers they were supplied in with the lid securely fastened at all times other than when in use; and
  - within spillage collectors, of suitable size and made of impervious and corrosion-proof materials and
  - away from sources of heat and bright light; and
  - with access restricted to only appropriately trained staff.
  - 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 which 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.

(Note: from a health and safety point of view a well ventilated area should be used.)
13. Spot cleaning with organic solvents or organic solvent borne preparations shall not be carried unless they are the only method of treating a particular stain on a material to be cleaned.
14. The dry cleaning machine loading door shall be kept closed when not in use.

(Note: Where an extract fan is fitted to maintain a negative pressure within the machine during unloading, the exhaust from this fan should be directed to a carbon adsorption filter prior to discharge to atmosphere).

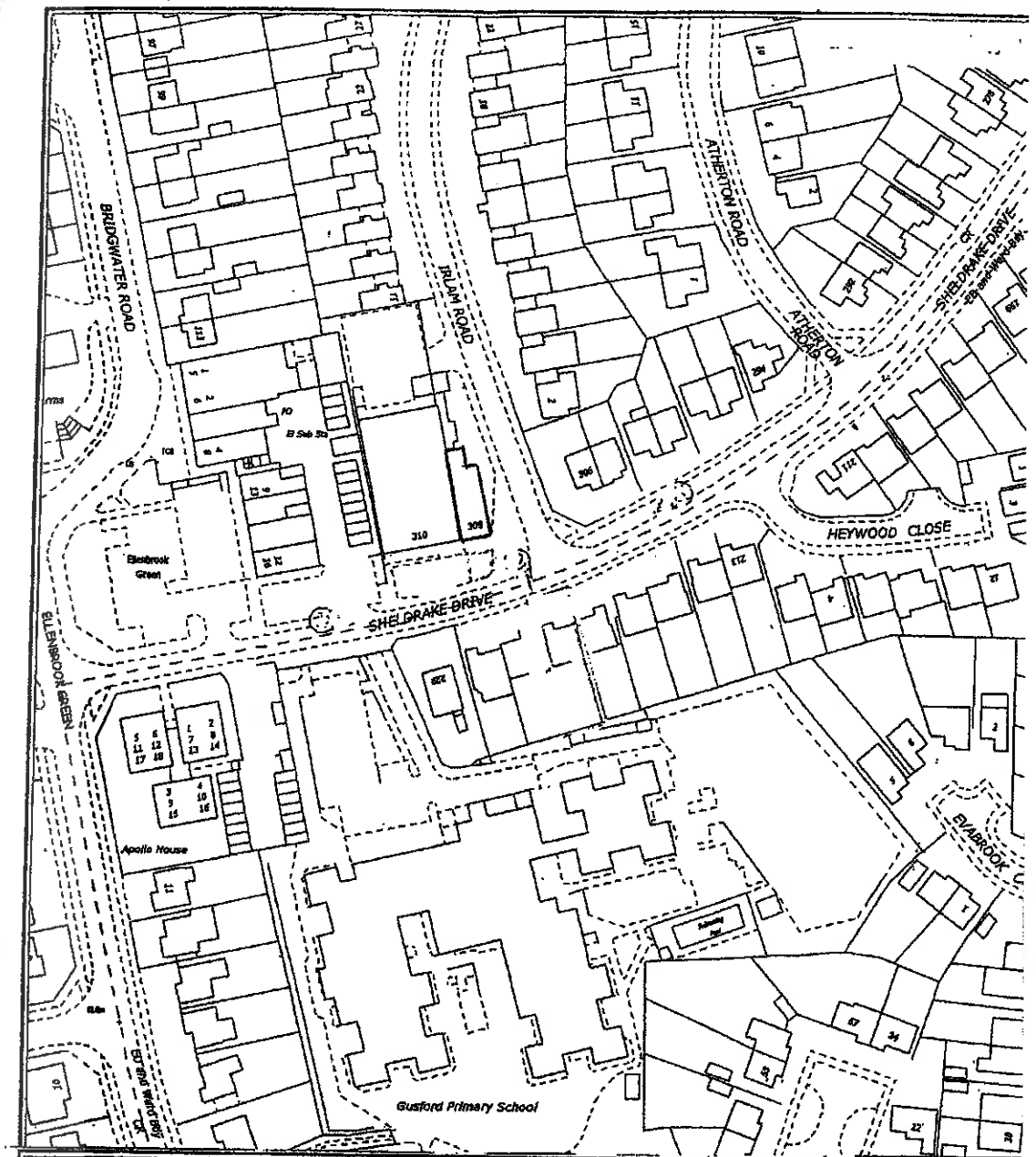
15. The dry cleaning machine loading door shall be closed before the start-up of the machine, and kept closed at all times through the drying and cleaning cycle.
  - All machines installed after 19 May 2005 shall have interlocks to prevent start-up of the machine until the loading door is closed and to prevent opening of the loading door until the machine cycle has finished and the cage has stopped rotating.
  - All machines installed after 19 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.
16. 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.
17. All machines installed after 19 May 2005 shall have interlocks to automatically shut down the machine if the still, button trap and lint filter doors are not properly closed.
18. 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.
19. All new and substantially refurbished machines shall have a spillage tray with a volume greater than 110% of the volume of the largest tank within the machine.  
(Note: This does not remove the need to comply with health and safety recommendations relating to the fitting of spill trays to existing machines)
20. All machines installed after 19 May 2005 shall have a secondary water separator to minimise potential solvent losses. Where this is not an integral part of the machine then the operator shall select and install a method that will achieve an equivalent degree of separation.
21. Prior to disposal, containers contaminated with solvent shall be stored with the lids securely fastened to minimise emissions from residues during storage prior to disposal, and labelled so that all that handle them are aware of their contents.  
(Note: Empty containers should where possible, be returned to the supplier.)
22. Solvent contaminated waste, for example still residues, shall be stored:
  - in suitable sealed containers with the lid securely fastened at all times other than when in use; and
  - on a suitable impervious floor (such as a concrete floor, if necessary coated with flooring paint); and
  - away from any drains which may become contaminated with residues as a result of spillage
  - away from sources of heat and bright light; and
  - with access restricted to only appropriately trained staff.

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

23. Equipment to clean up spillages shall be quickly accessible in all solvent handling and storage areas.
24. The operator shall maintain records incorporating details of all maintenance, testing, 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 7. The records shall be available within 7 days upon request by the regulator.
25. Spares and consumables in particular, those subject to continual wear shall be held on site, or should be available at short notice from guaranteed suppliers, so that plant breakdowns can be rectified rapidly.
26. Where a continuous PER monitoring device has been fitted for health and safety reasons, it shall be maintained and calibrated in accordance with the manufacturers recommendations. As a high reading on the monitor indicates leaks and other malfunctions which have lead to the release of PER, then this will also indicate potential non compliance with the environmental requirements of this permit.  
(Note: An alternative is to use a hand-held device to detect leaks as this can be used in close proximity to the machine to detect minor leaks that would not be detected by a remote monitor).

**Appendix 1**

Appendix 1



<p><b>IPSWICH BOROUGH COUNCIL</b>  <b>IPSWICH PLANNING SERVICES</b>          M. J. Smith BA, Dip EP, M.R.T.P.I. Head of Development Control and Conservation</p>		
<p>Title</p> <p style="text-align: center;"><b>308 Sheldrake Drive.</b>  <b>Location Plan.</b></p>		
<p>Number <b>A 11,556.</b></p>		<p>Scale <b>1:1,250.</b></p> <p>Date</p>
<p>Scale <b>1:1,250.</b></p> <p>Date</p>		

Reproduced from the Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationery Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. LA 0783LX 2002.

## Appendix 2

### Maintenance

1. Remove lint, clean and replace,
  - Clean lint screen every three loads.
2. Clean button trap every three loads.
3. Discharge water from compressor daily.
4. Check lubrication oil level daily.
5. Check tank levels every three loads.
6. Check door seals and clean daily.
7. Clean out still Monday and Thursday,
  - Check seals.
8. Drain separator Monday,
  - Check seals.
9. Check tank seals daily.
10. Check inline solvent pipes weekly.
11. Run maintenance program 20,
  - All filters cleaned every week.

All other maintenance by engineers, yearly check as when required.