



Stronger in partnership

**The Manager**  
**AAK Dry Cleaners**  
122 High Street  
Chesham  
Buckinghamshire  
HP5 1EB

Olu Sokoya  
Senior Environmental Protection Officer

01895837361  
[olu.sokoya@southbucks.gov.uk](mailto:olu.sokoya@southbucks.gov.uk)

6<sup>th</sup> June 2018

**EP Permit ref H418/50/DRY8**  
**Variation ref H418/50/DRY8/18/VAR**

## Variation Notice

**Chiltern & South Bucks District Council**  
**The Environmental Permitting (England & Wales) Regulations 2016, Regulation 20**  
**PG NOTE: PG6/46 (11) – DRY CLEANERS PROCESS GUIDANCE**  
**Location: AAK Dry Cleaners, 122 High Street, Chesham, Buckinghamshire HP5 1EB**

To: The Proprietor, AAK Dry Cleaners, 122 High Street, Chesham, Buckinghamshire HP5 1EB

Chiltern & South Bucks District Councils ("the Council"), in the exercise of the powers conferred upon it by regulation 20 of the Environmental Permitting (England & Wales) Regulations 2016<sup>1</sup> ("the 2016 Regulations") hereby gives you notice as follows-

The Council has decided to vary the conditions of permit reference H418/50/DRY8 granted under regulation 13(1) of the 2016 Regulations in respect of the operation of the installation at AAK Dry Cleaners, 122 High Street, Chesham, Bucks HP5 1EB AA. This is required periodically i.e. every 6-8years to ensure permits are up to date and conditions fit for purpose.

The variation of the conditions of the permit and the date [s] on which they are to take effect are specified in Schedule 1 to this notice. There is no fee applicable for this variation.

Date.....6.6.18.....

**Environmental Health Manager**  
*(An authorised officer of the Council)*

## Schedule 1

<b>Variation to the conditions of the permit</b>	<b>Date(s) on which the variation is to take place</b>
Permit varied in line with Defra recommendations on permit reviews and in keeping with updates in the process guidance PG6/46 (11) to ensure permit conditions are relevant and fit-for-purpose.	8 <sup>th</sup> June 2018
Conditions 1-38 of H418/50/DRY8 replaced with Conditions 1 – 35 of H418/50/DRY8/18/VAR and supporting DOCUMENTS in appendices 1 - 5	8 <sup>th</sup> June 2018

Signed on behalf of Chiltern & South Bucks District Councils



.....  
**Environmental Health Manager**  
An authorised officer of the Council

Date: 6<sup>th</sup> June 2018

### **Guidance for operators receiving a Variation Notice**

(This guidance does not form part of the Variation Notice, but it is for the guidance of those served with the notice.) Further guidance can be found in the PPC [General Guidance Manual](#).

#### **Dealing with a Variation Notice**

This notice varies the terms of the permit specified in the Notice by amending or deleting certain existing conditions and/or adding new conditions. The Schedules attached to the notice explain which conditions have been amended, added or deleted and the dates on which these have effect.

The Council may have included a 'consolidated permit', which takes into account these and previous variations. Where a consolidated permit is not included this variation notice must be read in conjunction with your permit document.

#### **Offences**

Failure to comply with a Variation Notice is an offence under regulation 38(2) of the 2016 Regulations. A person guilty of an offence under this regulation could be liable to (i) a fine of up to £50,000 or imprisonment for a term not exceeding 6 months or both; or (ii) to an unlimited fine or imprisonment for a term not exceeding 5 years or both, depending on whether the matter is dealt with in the Magistrates or Crown Court.

#### **Appeals**

Under regulation 31 and Schedule 6 of the 2016 Regulations operators have the right of appeal against the conditions attached to their permit by a variation notice. The right to appeal does not apply in circumstances where the notice implements a direction of the Secretary of State/Welsh Ministers given under regulations 61 or 62 or a direction when determining an appeal.

Appeals against a Variation Notice do not have the effect of suspending the operation of the Notice. Appeals do not have the effect of suspending permit conditions, or any of the mentioned notices.

Notice of appeal against a Variation Notice must be given within **two months** of the date of the variation notification, which is the subject matter or the appeal. The Secretary of State/Welsh Ministers may in a particular case allow notice of appeal to be given after the expiry of this period, but would only do so in the most compelling circumstances.

#### **How to appeal**

There are no forms or charges for appealing. However, for an appeal to be valid, appellants (the person/operator making the appeal) are legally required to provide the Secretary of State or Welsh Minister with the following (see paragraphs 2(1) and (2) of Schedule 6 of the 2016 Regulations):

- written notice of the appeal
- a statement of the grounds of appeal;
- a copy of any relevant application;
- a copy of any relevant environmental permit;
- a copy of any relevant correspondence between the appellant and the regulator;
- a copy of any decision or notice which is the subject matter of the appeal; and
- a statement indicating whether the appellant wishes the appeal to be in the form of a hearing or dealt with by way of written representations.

Appellants should state whether any of the information enclosed with the appeal has been the subject of a successful application for confidentiality under regulation 48 of the 2016 Regulations, and provide relevant details – see below. Unless such information is provided all documents submitted will be open to inspection.

**Where to send your appeal documents**

Appeals should be despatched on the day they are dated, and addressed to:

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

If an appeal is made, the main parties will be kept informed about the next steps, and will also normally be provided with additional copies of each other's representations.

To withdraw an appeal – which may be done at any time - the appellant must notify the Planning Inspectorate in writing and copy the notification to the local authority who must in turn notify anyone with an interest in the appeal.

**Costs**

The operator and local authority will normally be expected to pay their own expenses during an appeal. Where a hearing or inquiry is held as part of the appeal process, by virtue of paragraph 5(6) of Schedule 6, either the appellant or the authority can apply for costs. Applications for costs are normally heard towards the end of the proceedings and will only be allowed if the party claiming them can show that the other side behaved unreasonably and put them to unnecessary expense. There is no provision for costs to be awarded where appeals are dealt with by written representatives.

**Confidentiality**

An operator may request certain information to remain confidential, ie not be placed on the public register. The operator must request the exclusion from the public register of confidential information at the time of supply of the information requested by this notice or any other notice. The operator should provide clear justification for each item wishing to be kept from the register. The onus is on the operator to provide a clear justification for each item to be kept from the register. It will not simply be sufficient to say that the process is a trade secret.

**H418/50/DRY8/18/VAR**

**Local Air Pollution Prevention and Control, (LA-IPPC)**



**PART B P E R M I T**

CDC Ref No.: H418/50/DRY8)

New CDC Ref No: H418/50/DRY8/18/VAR

Guidance :- PG Note 6/46 (11)

**Issued by:**

**CHILTERN & SOUTH BUCKS DISTRICT COUNCILS**

Incorporating the updated 4 Yearly Review for LA-IPPC (January 2018)

**Pollution Prevention and Control Act 1999**

**Pollution Prevention and Control (England & Wales) Regulations 2000**

**Part 2 of schedule 3 of the PPC Regulations, SI 2000/1973**

**Environmental Permitting (England & Wales) Regulations 2016**

**CLAIRE**  
Chiltern's Local AIR & Environment

**Original application received April 2008, Permit issued May 2008. Permit varied – March 2018**

## CHILTERN & SOUTH BUCKS DISTRICT COUNCILS



### POLLUTION PREVENTION AND CONTROL ACT 1999 Local Air Pollution Prevention and Control (LAPPC) Environmental Permitting (England & Wales) Regulations 2016

Permit ref. no: H418/50/DRY8/18/VAR

**Installation Details (i) Name and address of operation: + (if appropriate) registered number and office of company:**

AAK Dry Cleaners  
122 High Street  
Chesham  
Buckinghamshire  
HP5 1EB

**(ii) Address of permitted installation: [outlined on attached plan; + include location of dry cleaning machine(s):**

AAK Dry Cleaners  
122 High Street  
Chesham  
Buckinghamshire  
HP5 1EB

**The above named company is permitted to operate a dry cleaning installation containing the dry cleaning machine(s)**

Make	Model	Serial No:	Load Capacity	Installation Date	Dry Cleaning Solvent
FIRBIMATIC	3087	098C80266-2008	15KG	14/04/08	PERC

**Subject to compliance with the following conditions:**

**Residual BAT condition**

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 activity which is not specifically regulated by any condition of this permit.

## Conditions

1. 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.

2. 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 should retain records of solvent purchased for at least **12 months**.

**Note:** The solvent management balance sheet for dry cleaning installations in Appendix 4 can be used to demonstrate compliance with conditions (1) and (2) (above).

3. On a date stipulated by the local authority regulator 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
the record of regular maintenance during the previous 12 months, referred to in Condition 4, once a year	1 <sup>st</sup> March
a list of staff nominated and trained, in any intervening inspection period, in accordance with Conditions (6) and (7)	1 <sup>st</sup> March
<p>** it is expected that local authorities will specify quarterly submission of data initially unless they are satisfied from the inventory data already received that Condition (1) is being consistently met and, having regard to operator competence, that it is likely to be met in future. Where quarterly submission is initially required, the operator may at any time ask the authority to agree an annual submission. Agreement by the regulator should be notified in writing, such a request being judged on the same criteria.</p>	

4. The operator, (or a suitably qualified engineer), shall implement the schedule of procedures, checks and maintenance requirements to each dry cleaning machine as listed in B1.5 of the permit application dated [date].

5. 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 (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 VOC 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 activity to minimise those emissions; and
  - adjust the 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 notified within **24 hours** via telephone on 01494732058 and email to [envhealth@chiltern.gov.uk](mailto:envhealth@chiltern.gov.uk)

11. Dry cleaning machines shall be operated as full as the type of materials to be cleaned will allow. (For instance, full loads for light non-delicate materials such as suits. Delicate and heavy materials, such as, wedding dresses and blankets may need to be cleaned in part loads).

12. Where cleaning solvents containing VOC 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, 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, and
- 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 only be carried out if no other method of treating a particular stain on the material to be cleaned is available.

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.

- 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.

17. 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. (In those cases where several machines are supplied by a steam supply, where the operator can demonstrate that the maximum temperature can be controlled via the steam pressure controller, then this should be accepted by the local authority).

18. All new, and substantially refurbished machines, shall have a spillage tray with a volume greater than 110% of the volume of the largest single tank within the machine.

(Explanatory note that is not part of the permit conditions - This does not remove the need to comply with Health & Safety recommendations relating to the fitting of spill trays to existing machines.)

19. 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 should select and install a method that will achieve an equivalent degree of separation. [Where this is followed by a an activated carbon unit then the operator will need to demonstrate adequate procedures are in place to detect when the unit requires disposal via an acceptable route].

20. 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.)

21. 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; 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 1** - From a health and safety point of view: a well ventilated area should be used.)

**(Note 2** - A concrete floor, (if necessary coated with flooring paint), is seen as sufficient to demonstrate compliance with 'suitable impervious floor'.)

22. Equipment to clean up spillages shall be quickly accessible in all solvent handling and storage areas.

23. 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 6. The records shall be submitted together with annual documentation requirements in Condition 2 and/or within 7 days upon request by the Council.

24. 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.

### **New and Substantially Changed Installations Using PER Only**

The following requirements only apply to new or substantially changed installations using PER.

25. Where a continuous PER monitoring device has been fitted for Health and Safety reasons it shall be maintained and calibrated in accordance with the manufacturer's recommendations. As a high reading on the monitor indicates leaks and other malfunctions which have led to the release of PER then this will also indicate potential non-compliance with the environmental requirements of this permit. (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).

### **Bulk Storage of Dry Cleaning Solvents**

The following requirements only apply where bulk storage of dry cleaning solvents is carried out.

26. Where delivery vehicles are equipped with back-vent facilities, bulk storage tanks for dry cleaning solvents shall be back-vented to the delivery tank during filling.

27. When connecting hoses prior to delivery, the vapour return hose shall be connected before any delivery hose. The vapour return hose shall be connected at the road tanker end first, and then at the storage tank end.

28. Bulk storage tanks for solvent storage shall be light coloured to reduce potential breathing losses from storage tanks and located away from potential source of heat [where practicable bulk storage tanks should be located outside].

29. Delivery connections to bulk storage tanks shall be located within a bunded area, fixed, clearly labelled and locked when not in use.

30. Bulk storage tanks shall be fitted with a reliable means of measuring their contents. (For example a dial gauge; dipsticks are not recommended as they act as potential source of release; if they are used a screw cap must be fitted to prevent release of solvent when not in use.)

- All bulk storage installed after 19 May 2005 shall be fitted with high-level (visual and audible alarms or volume indicators to warn of overfilling with access restricted to only appropriately trained staff.

31. Prior to receipt of a bulk delivery of cleaning solvent the receiving tank shall be checked to ensure that it has sufficient capacity.

32. Bunding and containment of bulk tanks shall:

- completely surround the bulk liquid storage tanks; and
- be impervious and resistant to the liquids in storage; and
- be capable of holding 110% of the capacity of the largest storage tank.

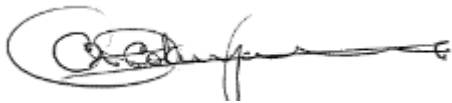
33. Emissions from the filling and topping up of the dry cleaning machine from bulk storage shall be minimised, by the use of closed transfer systems between the bulk storage tank and the machine.

34. Where solvent is hard piped from bulk storage tanks to machines, appropriate measures shall be in place to prevent storage tanks from draining into machines for example: prevention of gravity flow, or syphoning of solvent from the storage tank into the dry cleaning machine.

Classification: OFFICIAL

35. A competent person shall remain near the tanker and keep a constant watch on hoses and connections during unloading.

Signed on behalf of Chiltern & South Bucks District Councils



Date: 6<sup>th</sup> June 2018

**Senior Environmental Protection Officer**

*(An authorised officer of the Council & person to who documents should be sent)*

Signed on behalf of Chiltern & South Bucks District Councils



Date: 6<sup>th</sup> June 2018.

.....  
**Environmental Health Manager**

*(An authorised officer of the Council)*

### **Appendices**

Appendix 1 – Solvent management balance sheet

Appendix 2 – Monthly inventory sheet

Appendix 3 – Annual inventory sheet

Appendix 4 – Site OS map/location reference - H418/50/DRY98/18/VAR/P1

Appendix 5 – Hand sketch outline map

Classification: OFFICIAL

Choose address from drop down

Tel: 01895 837200 | Fax: 01895 832750

[www.chiltern.gov.uk](http://www.chiltern.gov.uk) | [www.southbucks.gov.uk](http://www.southbucks.gov.uk)



**Appendix 1 - Solvent Management Balance Sheet – Appendix 4 of Guidance PG6/46 (11)**

## Appendix 4: Solvent and product cleaned inventory

Weekly Inventory Sheet: All installations

Premises name: Load Number	Machine name or reference number:			Solvent Used								Week start date or week number			
	1	2	3	4	5	6	7	8	9	10	11	12	Daily total weight (kg)	Solvent added (litres)	
Monday	Weight (kg)														
Tuesday	Weight (kg)														
Wednesday	Weight (kg)														
Thursday	Weight (kg)														
Friday	Weight (kg)														
Saturday	Weight (kg)														
Sunday	Weight (kg)														
Make a note of the reason why any under-weight load was cleaned: B = Blankets    D = Delicates    L = Lights    O = Other    W = Wedding dress												Total for week:			
Maintenance or testing required this week	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday								
Still maintenance															
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:			

Note – where the weight of clothes added is recorded in units

units must be made using units that are compatible with the unit used for the weight of clothes.



Classification: OFFICIAL

Classification: OFFICIAL

Choose address from drop down

Tel: 01895 837200 | Fax: 01895 832750

[www.chiltern.gov.uk](http://www.chiltern.gov.uk) | [www.southbucks.gov.uk](http://www.southbucks.gov.uk)



CHILTERN  
District Council

SOUTH BUCKS  
District Council

Stronger in partnership

## Appendix 2 – Monthly Inventory Sheet

### Monthly Inventory Sheet: All installations

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

Machine: \_\_\_\_\_ Month and Year: \_\_\_\_\_

Week starting (date)

--	--	--	--	--	--

Weight of work processed (kg)

						Monthly Total (A)
--	--	--	--	--	--	-------------------

Solvent added (litres)

						Monthly Total (B)
--	--	--	--	--	--	-------------------

Solvent sent for disposal

						Monthly Total (C)
Total waste drum volume (litres)						(C)
Still cleaning correction factor :						(D)
0.15 for powder filter rake-out, or						
0.35 for ecological filter rake out, or						
0.5 for pump out						

Compliance this month

Table A:

Weight cleaned (kg) (A)	Solvent added (litres) (B)	Solvent disposed (litres) (C x D = E)	Net solvent use (litres) (B - E = F)	Consumption (kg/litres) (A ÷ F = G)	On target? ** (Yes / No)

\*\* The monthly result should only be used to provide a guide as to the performance of the machine. Solvent input and waste recovered will vary each month, affecting the Consumption (G).

Where:

Perchloroethylene is used, if G >80 kg/l = on target

Siloxane is used, if G >48.5 kg/l = on target

Hydrocarbons are used, if G >48.5 kg/l = on target

Notes:

--



INVESTORS  
IN PEOPLE | Bronze

Classification: OFFICIAL

**Appendix 3 – Annual Inventory Sheet**

**Annual Inventory Sheet: All installations**

date submitted \_\_\_\_\_

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

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

Machine: \_\_\_\_\_

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

**Monthly Compliance**

(complete "Table 1" with results from "Table A" from monthly inventory sheet)

Table 1:

Month	Weight cleaned (kg)	Solvent added (litres)	Solvent disposed (litres)	Net solvent use (litres)	Consumption (kg/litres)
Total	(A)	(B)	(C)	(D)	

**Annual Compliance**

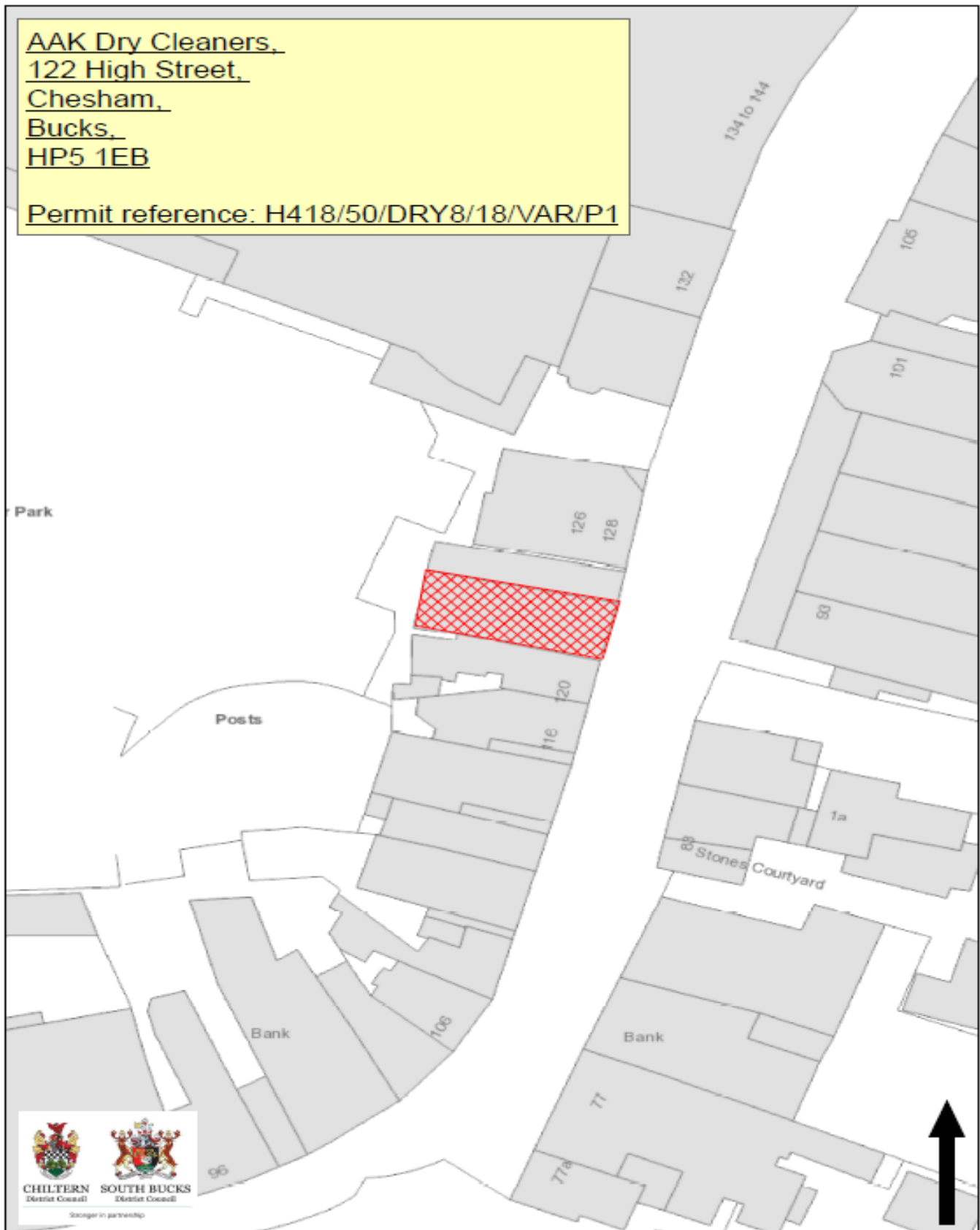
Spot cleaning correction factor (litres)*	(E)	
Corrected solvent input (litres)	(D + E = F)	

Solvent efficiency (kgs/litre)	(A ÷ F = G)	
Specific Gravity of Solvent being used :	(H)	
Perchloroethylene : 1600g/l		
Siloxane : 970 g/l		
HCS : 970 g/l		
Solvent emission (g/kg)	(H ÷ G = I)	

Have you met the requirement of the regulations? ( Is "I" <20g/kg ?)	
--	--

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

**Appendix 4 – Site Map/Location reference – H418/50/DRY98/18/VAR/P1**



© Crown Copyright and database rights 2017. Ordnance Survey 100023578.

**Appendix 5 – Hand sketch outline map**

