This environmental permitting regime is known and referred to as Local Authority Pollution Prevention and Control, LAPPC. Installations permitted under this regime are known as B installations. Use this form if you are sending an application for a ‘Part B’ permit to a Local Authority under the Environmental Permitting (England and Wales) Regulations 2007 (“the EP Regulations”).

Before you start to fill in this form

You are strongly advised to read the relevant parts of the DEFRA general guidance manual issued for LA-IPPC and LAPPC, republished in 2008 and available at http://www.defra.gov.uk/environment/ppc/localauth/pubs/guidance/manuals.htm. This contains a list of other documents you may need to refer to when you are preparing your application, and explains some of the technical terms used. You will also need to read the relevant Process Guidance note. The EP Regulations can be obtained from The Office of Public Sector Information, or viewed on their website at: http://www.opsi.gov.uk/stat.htm.

Which parts of the form to fill in

You should fill in as much of this form as possible. The appropriate fee must be enclosed with the application to enable it to be processed further. When complete return to: Room 3.73, Economy & Environment, Engineering & Environmental Services, Council Offices, Wellington Road, Ashton-under-Lyne, Tameside, OL6 6DL.

Other documents you made need to submit

There are a number of other documents you may need to send us with your application. Each time a request for a document is made in the application form you will need to record a document reference number for the document or documents that you are submitting in the space provided on the form for this purpose. Please also mark the document(s) clearly with this reference number and the application reference number, if you have been given one, it will be at the top of the form overleaf. If you do not have either of these, please use the name of the installation.

Using continuation sheets

In the case of the questions on the application form itself, please use a continuation sheet if you need extra space; but please indicate clearly on the form that you have done so by stating a document reference number for that continuation sheet. Please also mark the continuation sheet itself clearly with the information referred to above.

Copies

Please send the original and 5 copies of the form and all other supporting material, to assist consultation.
When to use this form

Use this form if you are applying for a permit to Tameside MBC to operate a dry cleaning installation as defined in Schedule 1 of The Solvent Emissions (England and Wales) Regulations, 2004 SI 107 and incorporated into the PPC Regulations, as amended.

If you need help and advice
We have made the application form as straightforward as possible, but if you need any advice on how to set out the information we need please contact Craig Richardson on (0161) 342 2389 or email at craig.richardson@tameside.gov.uk.
LAPPC Application Form: to be completed by the operator

For Local Authority use

Application Reference:  Officer Reference:  Date received:

A  Introduction

A1.1  Name of Installation

______________________________________________________________________________

A1.2  Please give the address of the installation

______________________________________________________________________________
______________________________________________________________________________

Postcode:  Telephone ________________

Ordnance Survey national grid reference 8 characters, for example SJ 123 456 (can be obtained from typing postcode into one of the on-line mapping sites).

A1.3  Existing permit

Do you have an existing permit for a dry cleaning installation?

______________________________________________________________________________

A 2.1  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

______________________________________________________________________________

Trading/business name (if different)

______________________________________________________________________________

Registered Office address

______________________________________________________________________________

Postcode: ______________________

Principal Office address (if different)

______________________________________________________________________________
______________________________________________________________________________

Postcode: ______________________


A2.2 Holding Companies

Is the operator a subsidiary of a holding company within the meaning of Section 736 of the Companies Act 1985? (Please circle appropriate answer)

No  Yes  name of ultimate holding company

Ultimate holding company

Registered office address

______________________________________________

______________________________________________

Postcode:

B About the installation

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

(a) the premises
(b) where the dry cleaning machine(s) will be / are installed
(c) where the dry cleaning solvents will be / are stored
(d) where the dry cleaning residue will be / is stored
(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.

Doc Ref: ______________________________________

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

(a) dry cleaning solvents
(b) dry cleaning residue

must be supplied.

Doc Ref: ______________________________________

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

<table>
<thead>
<tr>
<th>Make</th>
<th>Model</th>
<th>Serial No.</th>
<th>Load Capacity</th>
<th>Date of Installation</th>
<th>Dry Cleaning Solvents</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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 their frequencies, for additional guidance see Section 3, paragraph 3.14. Reproduced at the end of this application form).

Doc Ref:_________________________________________________________________

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 cleaning solutions, water-proofing solutions and any other solvents or solvent borne preparations.

Doc Ref:_________________________________________________________________

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

Doc Ref:_________________________________________________________________

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

Doc Ref:_________________________________________________________________

B1.9 Provide details of 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).

Doc Ref:_________________________________________________________________

B2.0 Risk Phrase Solvents

At this time 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 materials used can be found on the original suppliers packaging)

Are any substances or preparations which, because of their VOC content are required to 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
- R61 May cause harm to the unborn child.

No ☐ Yes ☐

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.

Doc Ref:_________________________________________________________________
C 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.

£___________________________ Cheques should be made payable to: Tameside MBC.

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 will 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.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Postcode: ______________________ Telephone: ______________________

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 or industrial confidentiality?

No [ ] Yes [ ]

Please provide full justification, considering the definition of commercial confidentiality within the EP regulations. (See the general guidance manual)

Doc Reference:____________________________________________________________
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,
- make sure you keep to the conditions of your permit and deal with any matters relating to your permit,
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- offer you documents or services relating to environmental matters,
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows)
- 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 38 of the EP 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).
LAPPC Application Form: to be completed by the operator

For Local Authority use

Application Reference: Officer Reference: Date received:

C5 Declaration: previous offences (delete whichever is inapplicable)

I / We certify

EITHER

No offences have been committed in the previous five years which are relevant to my / our competence to operate this installation in accordance with the EP Regulations.

OR

The following offences have been committed in the previous five years which may be relevant to my / our competence to operating this installation in accordance with the Regulations:

________________________________________________________________________

________________________________________________________________________

Signature:_______________________________________________________________

Name:_______________________________________________________________

Position:____________________________________________________________

Date:_______________________________________________________________

C6 Declaration

C6.1 Signature of current operators(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 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:

Installation name:________________________________________________________

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.
3.14 A survey of dry cleaning operations, carried out in 1996, indicated that 41% of the most up to date closed circuit carbon adsorption machines failed to comply with the requirements, whilst 60% of the refrigerated closed circuit failed to comply. Hence, maintenance and training of the operators in methods of optimising the consumption of dry cleaning solvent are key in ensuring compliance with the requirements of the SED.

Manufacturers of machines supply operating and maintenance manuals for their machines in order to optimise the machine performance. Good practice and common requirements in these manufacturers’ manuals are checks daily, weekly and at other intervals in the following areas: (particularly for PER machines). The following describes typical checks found in machine manufacturers’ manuals.

Daily leak tests from areas such as:
- cage door gasket
- button trap lid
- air duct inspection hatch
- filter seals
- lint filter
- main bearing seal
- vapour line
- filter dump valve
- fan housing inspection hatch
- heating coil battery
- fresh air dampers
- solvent valves
- recovery head
- cooling coil battery
- still doors
- solvent tank sight glasses
- solvent pipe flanges

Vapour leaks are best detected during the early stages of the drying cycle.

Weekly checks of common components:
- all drying and still thermostats
- level controls in the cage and still
- the still pressure relief valve
- draining line on the drum
- for by-passing of the lint filter, which may lead to blocking of the drying circuit
- button trap is functioning correctly and debris cannot pass trap.

Common parts of machines which may need replacement or cleaning include:
- door seals: wipe clean all door seals daily and replace annually
- button trap (manual): clean sieve twice daily and after lint loads
- lint filter (manual): clean twice daily
- water separator: drain and clean every two weeks; drain excess water daily
- solvent pump: check for leaks after repair or maintenance
- filters: drain spent cartridges in the machine overnight; check for leaks after replacement
- still: empty at least once per week
- recovery condensers: clean condenser fins on air cooled refrigeration systems on a monthly basis.