CANNOCK CHASE DISTRICT COUNCIL

THE ENVIRONMENTAL PERMITTING (ENGLAND AND WALES) REGULATIONS 2010

Permit to Operate the Unloading of Petrol into Storage from Mobile Containers at a Service Station under Section 1.2 Part B (d)

PERMIT REFERENCE:
Ref: 1.2 Part B (d) EPR 06/14

Chase Service Station
Cannock Road
Hednesford
Cannock
WS12 4AA

Regulator Contact Details

Cannock Chase District Council
Environmental Health
Civic Centre
PO Box 28
Beecroft Road
Cannock
WS11 1BG

Tel: 01543 462621

Fax: 01543 462317

E-mail: environmentalhealth@cannockchasedc.gov.uk

This introductory note does not form a part of the Permit

The following Permit is granted under Regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010 (S.I.2010/675) ("the EP Regulations") to operate an installation carrying out one or more of the activities listed in Part B to Schedule 1 of those Regulations, to the extent authorised by the Permit.

The Permit includes conditions that have to be complied with.

Techniques include both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned.

Brief description of the installation regulated by this permit

Chase Service Station, Cannock Road, Hednesford, Cannock Staffordshire WS12 4AA is permitted to operate an installation unloading of petrol into stationary storage tanks at the service station.

Contacting the Regulator

This Permit has been issued by Cannock Chase District Council as the Regulator for this installation and the address above (Pg 2) is the Principle contact address for all matters relating to the Permit.

Confidentiality

The Permit requires the Operator to provide information to Cannock Chase District Council. The Council will place the information onto the public registers in accordance with the requirements of the EP Regulations. If the Operator considers that any information provided is commercially confidential, it may apply to Cannock Chase District Council to have such information withheld from the register as provided in the EP Regulations. To enable Cannock Chase District Council 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 Notification Procedure condition in the permit. This Permit 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.

Revocation of the permit

Where an Operator intends to cease the operation of an installation (in whole or in part) the regulator should be informed in writing, The Regulator may revoke a permit in whole or in part, and may require the operator to take steps-

to avoid a pollution risk resulting from the operation of the regulated facility; or

to return the site to a satisfactory state, having regard to the state of the site before the facility was put into operation.

Transfer of the permit or part of the permit

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 the existing and proposed holders, in accordance with Regulation 21 of the EP Regulations. A transfer will be allowed unless the Authority considers that the proposed holder will not be the person who will have control over the operation of the installation or will not ensure compliance with the conditions of the transferred Permit.

Responsibility under workplace health and safety legislation

This Permit is given in relation to the requirements of the EP Regulations. It must not be taken to replace any responsibilities you may have under Workplace 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 and the Welsh Ministers in Wales) Appeals must be made in accordance with the requirements of Regulation 31 and Schedule 6 of the EP Regulations.

Appeals should be received by the Secretary of State for Environment, Food and Rural Affairs or the Welsh Ministers at the following addresses:

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

Or for appeals in Wales:

The Planning Inspectorate
Crown Buildings
Cathays Park
CARDIFF
CF10 3NQ

Please Note

An appeal bought under Regulation 31 (1) (b) and Schedule 6, in relation to the conditions in a permit will not suspend the effect of the conditions appealed against; the conditions must still be complied with.
In determining an appeal against one or more conditions, the Act allows the Secretary of State in addition to quash any of the other conditions not subject to the appeal and to direct the local authority either to vary any of these other conditions or to add new conditions.

End of Introductory Notes

Permit

Permit Number: 1.2 Part B (d) EPR 06/14

Cannock Chase District Council (the Regulator) in exercise of its powers under Regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010 (S.I.2010/675 hereby permits

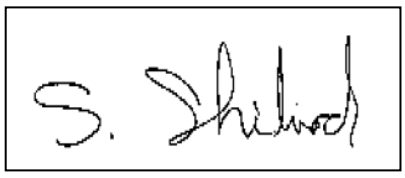
("the operator"), **St Albans Operating Company Limited**

Whose registered offices are:
Clock House Court, 5-7 London Road
St Albans
Hertfordshire
AL1 3RH

To operate an installation at:
Chase Service Station
Cannock Road
Hednesford
Cannock
WS12 4AA

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

Signed



Head of Environmental Health
The Proper Officer Designated to sign on behalf of the Council.
Cannock Chase District Council

Dated

30th October 2014

INSTALLATION DESCRIPTION

The unloading of petrol from mobile containers into stationary storage tanks at Chase Service Station, Cannock Road, Hednesford, Cannock WS12 4AA. The service station has 6 storage tanks of which 3 store petrol.

CONDITIONS

1. Vapours displaced by the delivery of petrol into storage installations at service stations shall be returned through a vapour tight connection line to the mobile container delivering the petrol. Unloading operations may not take place unless the arrangements are in place and properly functioning, subject to conditions 3, 4 and 5.

2. The operator shall implement the schedule of preventative maintenance as referred to on pages 12-16.

3. All reasonably practicable steps shall be taken to prevent uncontrolled leaks of vapour from vents, pipes and connectors from occurring. The regulator shall be advised without delay of the circumstances of such a vapour leak if there is likely to be an effect on the local community, and in all cases such a vapour leak should be recorded in the log book required under condition 24.

   In this condition and in condition 4, a vapour leak means any leak of vapour excepting those which occur through the vent mentioned in condition 11 during potentially hazardous pressurisation.

4. The operator shall advise the regulator of the corrective measures to be taken and the timescales over which they will be implemented in the event of a vapour leak described in condition 3.

5. Instances of vapour lock shall be recorded in the log book and, under the circumstances detailed in condition 3, be advised to the regulator.

6. The procedures in conditions 2 to 5 inclusive shall be reviewed in light of any modifications which occur to the facilities. The regulator shall be advised of any proposed alterations in operating procedures.

7. The vapour collection systems shall be of a size and design, as approved by the regulator, to minimise vapour emissions during the maximum petrol and vapour flow in accordance with conditions 1 and 8 (i.e. when most tank compartments are being simultaneously discharged).

8. The number of tanker compartments being discharged simultaneously shall not exceed two.

9. The connection points on the tank filling pipes and vapour return pipe shall be fitted with secure seals to reduce vapour leaks when not in active use. If apertures are provided on storage tanks for the use of a dipstick, these shall be securely sealed when not in active use.

10. The fittings for delivery and vapour return pipes shall be different to prevent misconnection.

11. Petrol storage tank vent pipes shall be fitted with a pressure vacuum relief valve to minimise vapour loss during unloading and storage of petrol. The pressure vacuum relief valve shall be sized and weighted to prevent vapour loss, except when the storage tanks are subject to potentially hazardous pressurisation.

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

13. Adjacent to each vapour return connection point for the storage tank, there shall be a clearly legible and durable notice instructing "connect vapour return line before off-loading" or similar wording. The sign shall also refer to the maximum number of tanker compartments which may be unloaded simultaneously in accordance with condition 8.

14. If dip testing of storage tanks or road tanker compartments is performed before delivery, the dip openings shall be securely sealed prior to the delivery taking place.

15. Road tanker compartment dip testing shall not be performed whilst the vapour hose is connected.

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

17. All road tanker compartment vent and discharge valves shall be closed on completion of the delivery.

18. On completion of unloading the vapour hose shall not be disconnected until the delivery hose has been discharged and disconnected. The delivery hose shall be disconnected at the road tanker end first.

19. All connection points shall be securely sealed after delivery.

20. If the storage tanks or road tanker compartments are dipped after delivery, the dip openings shall be securely sealed after dip testing.

21. Manhole entry points to storage tanks shall be kept securely sealed except when maintenance and testing are being carried out which require entry to the tank.

22. Petrol delivery and vapour return lines shall be tested in accordance with the schedule of preventative maintenance as referred to in condition 2 or such other schedule as may be agreed by the regulator.

23. Pressure vacuum relief valves on petrol storage tank vents shall be checked for correct functioning, including extraneous matter, seating and corrosion at least once every three years.

24. The operator shall maintain a log book at the authorised premises incorporating details of all maintenance, examination and testing, inventory checking, installation and repair work carried out, along with details of training given to operating staff at the service station.

    The log book shall also detail any suspected vapour leak together with action taken to deal with any leak, in accordance with Conditions 3, 4 and 5.

25. Venting of the petrol vapour shall be through the vent pipes marked on the attached plan reference; page 11 of this permit. Vent pipes should normally discharge not less than 3 metres above the grounds, nor within 3 metres of any opening windows or ventilation air inlets.

26. Training

    All service station operators must follow the procedures for safe operation for petrol unloading operations laid down in petroleum licence conditions and in the Carriage of Dangerous Goods by Road Regulations 1996, SI 2095.

    Staff at all levels shall have the necessary training and instruction in their duties relating to control of the process and emissions to air. In order to minimise risk of emissions, particular emphasis should be given to control procedures during start up, shutdown and abnormal conditions.

    Training of all staff with responsibility for operating the process shall include:-

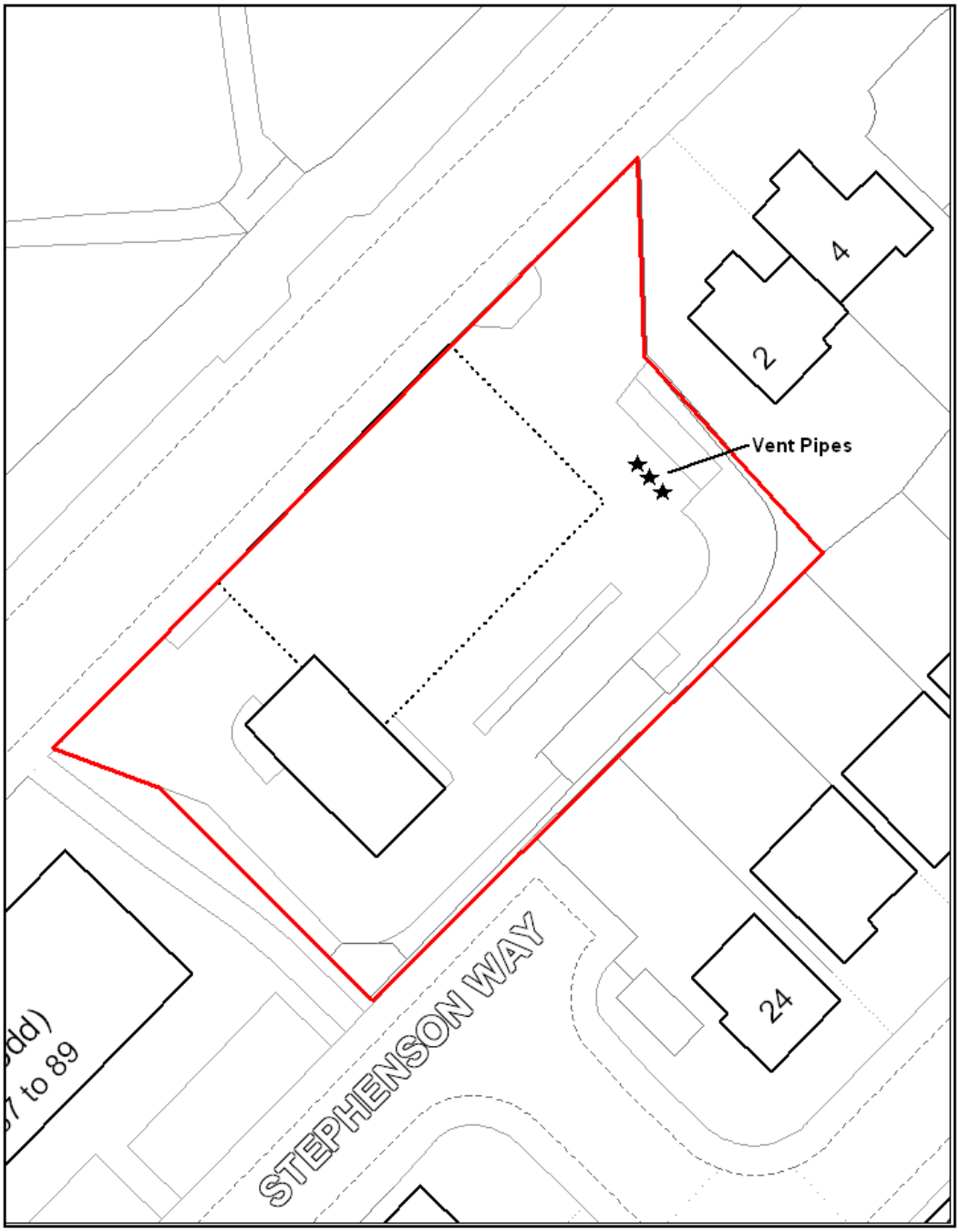
    - awareness of their responsibilities under the permit; in particular supervising and performing unloading operations of tankers
    - action to minimise emissions during abnormal conditions.

End of Conditions

Chase Service Station
Cannock Road
Hednesford, Cannock
WS12 4AA

Site Plan

NOT TO SCALE | DATE October 2014



Chase Service Station
Cannock Road
Hednesford, Cannock
WS12 4AA

Site Location

NOT TO SCALE | DATE October 2014

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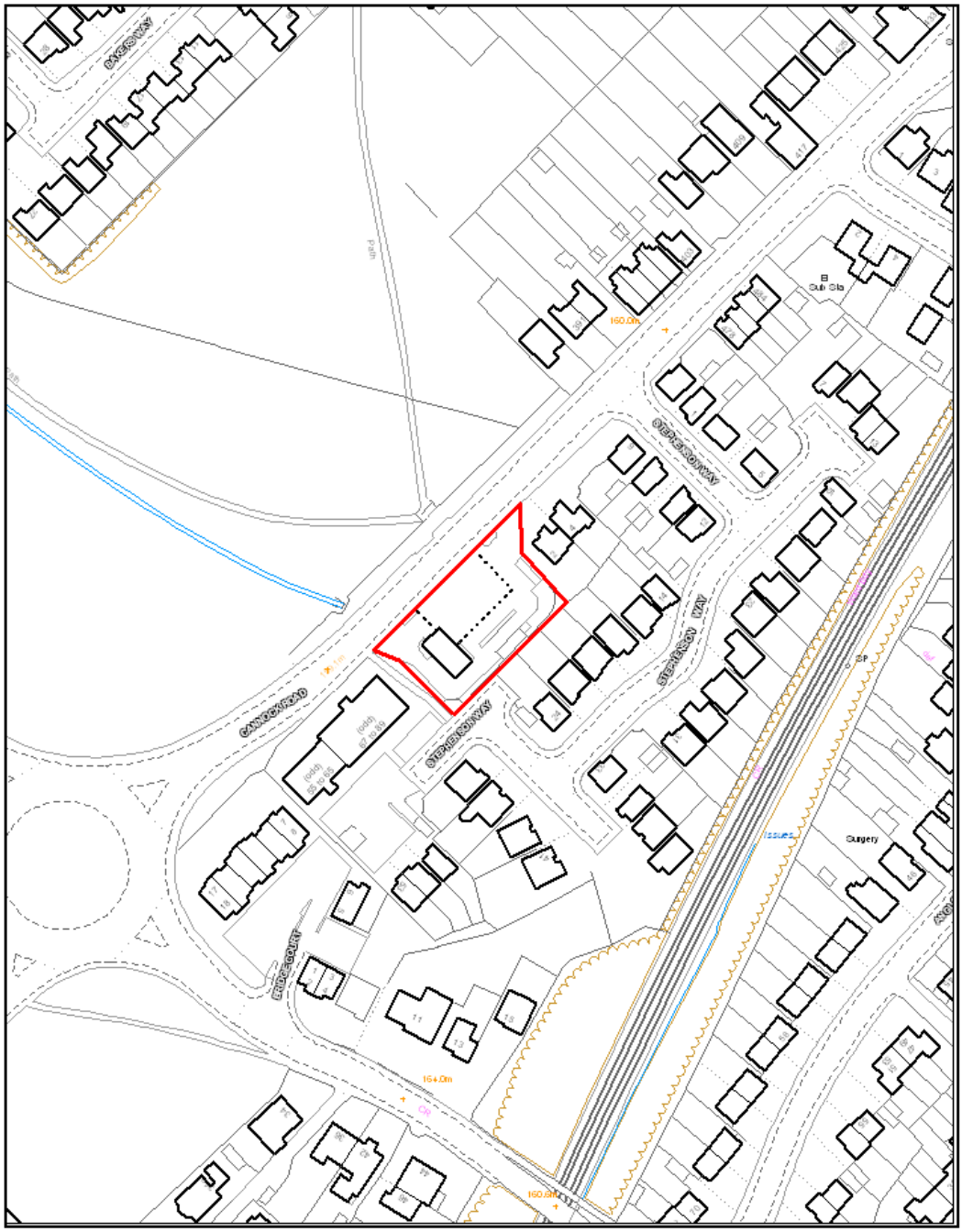

St Albans Operating Company Limited Integrated Management System	Approved	J Clarke
	Issued By	M Bird
	Issued	Oct 2014
Maintenance Schedule for Petrol Vapour Recovery (PVR) Systems		

Introduction

The purpose of this schedule is to ensure that service station fuel dispensing equipment is working safely and to design specification.

Systems include all equipment pipework and processes required for :

PVR Stage 1b – transfer of vapour displaced from the underground storage tanks during filling from the delivery road tanker from the vents to the road tanker.

PVR Stage 2 – collection of vapour displaced from the vehicle tanks while being filled at the petrol dispensers and transfer to the underground fuel storage tanks.

1. Maintenance Contract

The maintenance contract is administered by St Albans Operating Company Limited

Contact: Operations Manager
St Albans Operating Company Limited
Clock House Court, 5-7 London Road
St Albans
Hertfordshire
AL1 1LA

Tel: 01727 898890

2. Site Particulars

See site plans for an indication of the principal components comprising:

Storage tanks, tank fill points and vapour connection, tank vents and vent manifold, fuel dispensers.

3. Maintenance Schedule

a) Pressure/ Vacuum/ Orifice vent valve – located at the top of the petrol vents valve to be visually checked annually for correct and free operation, replace if defective.
Check and clear flame arrestor gauze as needed, replace if defective, replace valve every 3 years.
b) Vapour recovery adaptor (for connection of the tanker vapour hose) to be checked for tightness when closed and free operation, report for replacement/corrective action if defective, check and clear flame arrestor cartridge (where fitted)
c) Check continuity of electrical bonding while progressing other checks (visual only – annual electrical test will confirm if proper earthing) report any defects
d) Pipework – carry out annual tightness test of vapour containment system to include offset fills, vent pipes, vent manifold and vapour return pipes. Report any defects.
e) Carry out visual check of dispenser external hoses, nozzles and associated fittings to confirm no damage which might potentially allow the loss of liquid or vapour. Report any defects for correction.
f) Signage – confirm all appropriate signage is present and complete including tank contents labels identifying tank number, capacity and grade, vent labels identifying which tank they are connected to and all statutory safety signs at vents and fill points.

4. Additional items for Sites with Stage 2 Vapour recovery systems

a) Site Staff confirm proper operation of Stage 2 VR system in pumps on a weekly basis in accordance with the pump manufacturer's instructions. Defects identified are recorded and repaired within 7 days.

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Maintenance Schedule for Petrol Vapour Recovery (PVR) Systems		

b) Air/Liquid recovery ratio of dispenser checked in accordance with manufacturer's instructions to be within prescribed limits on an annual basis. Correct as needed. Maintain records in site register.
c) Pressure test to confirm tightness of the vapour return pipes every 3 years. Repair any leaks identified. Maintain a record on site of the checks and any corrective works.

5. General

a) All contractors carrying out testing or other maintenance works must present their method statement and clearance certificate, incorporating a suitable risk assessment , to the Contract Manager for signature before works commence.
b) Clearance certificates must be completed and signed off by Contract Manager/ appropriate competent person on completion of works.

St Albans Operating Company Limited Integrated Management System					Approved	J Clarke		
					Issued By	M Bird		
					Revision	Rev-04/13		
Part		**Section**		Stage II Vapour Recovery – System Testing	**Issued**	01/10/14	**Page**	1

Title	Vapour Recovery System Testing (where stage II system is fitted)
Purpose	To ensure that service station fuel dispensing equipment is working safely and to design specification.

Introduction	**PPE Requirements**	**Use**
1.1 SAOCL acknowledge the importance of ensuring that equipment used on a Company owned station should be fit for purpose and appropriately maintained / serviced (PUWER 1998) SAOCL also acknowledge the hazards associated to petroleum vapours and therefore the need to ensure the functionality of all associated equipment. 1.2 Stage II Vapour Recovery systems are designed to reduce hydrocarbon emissions by capturing harmful petrol vapours that would otherwise escape to atmosphere during refuelling of vehicles. 1.3 This Task Instruction has been issued to give clear instructions on the requirement to perform a functional test of the vapour recovery system on petrol dispensers.	**General** Hi-Vis Jacket Safety Glasses Safety Helmet Safety Footwear Overalls / Coveralls Gloves (PVC / Leather)	**Ye s** **No** **No** **No** **No** **Ye s**
Health, Safety & Environmental Responsibilities	**Equipment**	

1.4 All testing must only be carried out by competent personnel and the Contract Manager, supported by the assigned SAOCL representative, will ensure that all Company expectations in respect of health, safety, environmental and operational performance are effectively met. 1.5 The competent person assigned must read and fully understand the task instruction before carrying out the task. 1.6 The Area Manager will ensure that any person given responsibility to perform the test has read and fully understood the task instruction and has received training in carrying out the activity.	Whistle Test Unit Clean Cloth

Whistle Test Unit

1. With the O-ring facing the spout, slide the tester onto the spout, and lightly tighten by pushing and turning it into the vapour spout.
2. Insert the spout fully into the vehicle fuel tank so that the automatic shut off is working as usual.
3. Pull the lever fully and dispense a few litres, the test kit should make an audible sound if the vapour recovery suction unit is working correctly.
4. If there is no audible sound from the test kit, the vapour recovery system may be defective. If in doubt repeat the test with the spare test unit to verify the results.

5. Once you have obtained the result of the test remove the test unit, ensure it is cleaned and store in the container provided. Do not continue to fill the tank of the vehicle with the test unit in place as this will shorten the life span of the kit.
6. Some spouts may be damaged or worn. If the test unit does not fit tightly to the spout/vapour inlet consideration should be given to changing the spout.
7. The test can still be carried out by using the soft seal provided with the unit. Place the soft seal onto the spout before fitting the test unit. This will help to obtain a better seal.
8. If the O-ring on the test unit shows signs of wear replace it with the spare O-ring provided.
   - Only use the O-ring provided as it is electrically conductive and ensures electrical continuity between the test unit and the nozzle
9. **As a minimum at least one pump per week must be tested for compliance and the results must be recorded on the checklist** ***Appendix A***

LED Indication

1. On visual inspection confirm the LED status.
2. If the LED status is 'Green' the system is functioning correctly.
3. If the LED status is 'Red' the system may be faulty.
4. On identification of a faulty system an engineer should be contacted.
5. Ensure both pass and fail checks are recorded on the checklist ***Appendix A***

Appendix A

Site Name/Number .....

Week Ending	Pump Number	Check carried out by	Pass/ Fail	Engineer Contacted (if fail)

St Albans Operating Company Limited Integrated Management System						Approved	J Clarke	
						Issued By	M Bird	
						Revision	Rev-04/13	
Part		**Section**		Stage II Vapour Recovery – System Testing	**Issued**	01/10/14	**Page**	4

Week Ending	Pump Number	Check carried out by	Pass/ Fail	Engineer Contacted (if fail)