

CANNOCK CHASE DISTRICT COUNCIL



THE ENVIRONMENTAL PERMITTING (ENGLAND AND WALES) REGULATIONS 2010 (as amended)

**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 05/16**

**Hednesford Filling Station
Hill Top
Uxbridge Street
Hednesford
Staffordshire
WS12 5DE**

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

Hednesford Filling Station, Hill Top, Uxbridge Street, Hednesford, Staffordshire WS12 5DE 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 brought 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 05/16

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")

Rontec Watford Limited

Whose registered offices are:


13/14 Esplanade
St Helier
Jersey
JE1 1BD

To operate an installation at:

Hednesford Filling Station
Hill Top
Uxbridge Street
Hednesford
Staffordshire
WS12 5DE

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

Signed



A rectangular box containing a handwritten signature in black ink that reads "S. Shelwood".

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

Dated

5th September 2016

INSTALLATION DESCRIPTION

The unloading of petrol from mobile containers into stationary storage tanks at Hednesford Filling Station, Hill Top, Uxbridge Street, Hednesford, Staffordshire WS12 5DE. The service station has 4 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 & 13.
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.

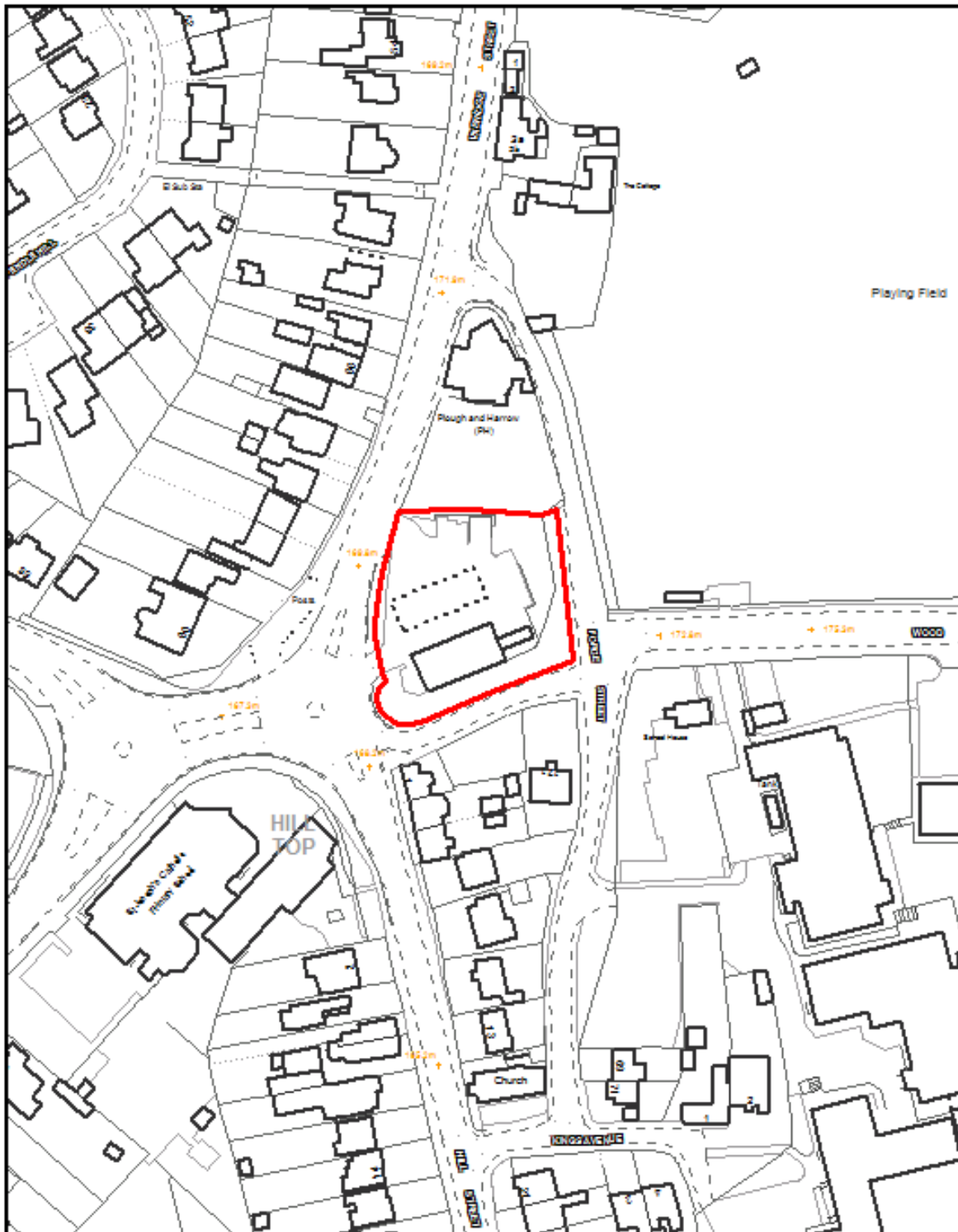
Staff at all levels shall have the necessary training and instruction in their duties relating to control of the process and emissions to air. In order to minimise risk of emissions, particular emphasis should be given to control procedures during start up, shutdown and abnormal conditions.

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.

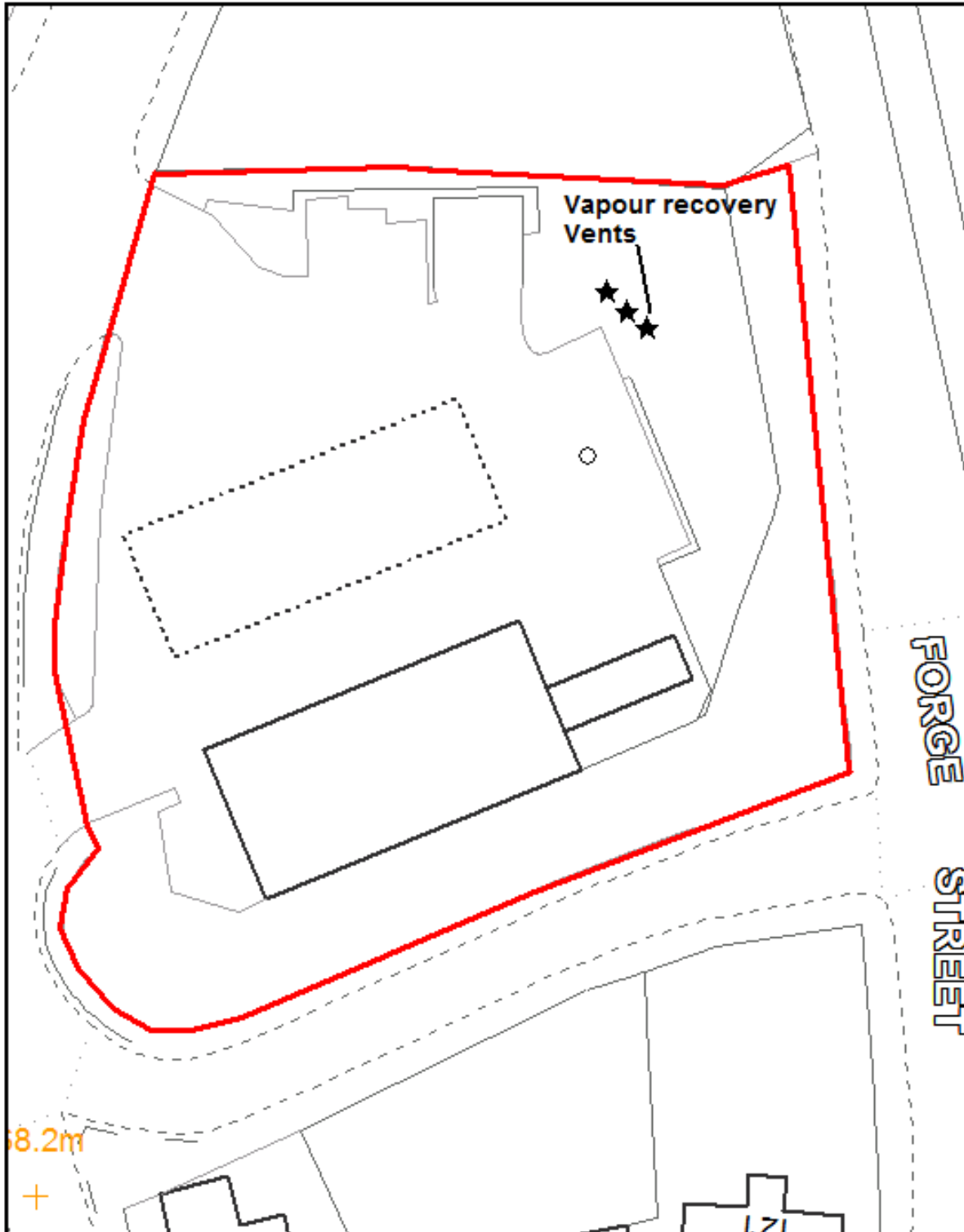
End of Conditions

	Hednesford Filling Station Uxbridge Street Hednesford WS12 5DE	Site Location	
	NOT TO SCALE	DATE September 2016	



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	Hednesford Filling Station Uxbridge Street Hednesford WS12 5DE	Site Plan	
	NOT TO SCALE	DATE September 2016	



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Annex: Schedule of Preventative Maintenance

Schedule of preventative maintenance and checks to be carried out by site staff.

Periodic Checks – prompted by hand-held terminal (HHT)**Daily**

InFocus ID	Question
976	Fuel order review – dips & sales checked minimum 2 days stock available
977	Fuel paperwork completed - All discrepancies Investigated & reported
978	All pump nozzles working & correctly labelled and faults reported
979	Forecourt clean & tidy - no debris & litter
980	Glove & paper towel dispensers full, waste bins emptied
981	First Aid box available
982	Poster boards clean, correct and undamaged
983	Price sign working & correct price on pole and at pumps
984	Wet stock reconciliation -completed or investigated
985	Fire Extinguishers - in working order and in correct place
986	Sand buckets - correct no's & 2/3rd full off clean and dry sand
987	Tannoy - working, ready for use, audible at pumps
988	Car wash - working, clear of debris, customer notice at till
989	Jet wash - working & hoses checked, Customer notice at till
990	Vacuum - working, unblocked, emptied
991	Air-Line - working, hose checked for splits & defects
992	Forecourt spillages & slip hazards - cleared up safely

Weekly

InFocus ID	Question
993	Pumps - hoses checked, pump heads working
994	Emergency stop fireman switch -accessible working and signage adjacent
995	CCTV - switched on working & viewing forecourt
996	Forecourt surface - pothole/defect free
997	Tanker fill points - locked/ correctly labelled clean signage
998	Forecourt lighting - all in working order including price sign
999	Petroleum signage - all safety signage clean, readable & undamaged
1000	Cashier, clear view of forecourt, unobstructed by signs or shop goods
1001	Rock Salt (Oct - April) -available/used whenever icy
1002	DCD - has printer roll,keys,fire extinguisher, sand and phone in order
1003	Leak detection - where installed - tested as per instruction

Monthly

InFocus ID	Question
1183	Are there 3 competent persons fully trained to accept fuel deliveries?

Quarterly

InFocus ID	Question
1004	Petrol licence - In date copy held within site register
1005	Vapour recovery permit - In date copy held within site register
1006	Petroleum signage - full audit completed - missing signs ordered
1007	LPG audit, completed in full where site applicable
1008	Fuel delivery book, last 12 months available & completed correctly
1009	PFS drainage unblocked, waste transfer notes kept in site register 3yrs
1010	Competent persons register, Up to date and signed off
1011	Staff training records, completed for all staff including manager
1012	Vent pipes, secure, numbered & in good state of repair
1013	Tank chambers / offset fill: in good repair, clear of water & fuel
1014	Vapour recovery Inspection certificate available & dated last 12 months
1026	PFS site plan available? showing forecourt layout & hazardous zones
1028	Electrical test Inspection certificate available & dated last 12 months
1030	Earth rod point accessible & unobstructed, particularly from vegetation
1032	Canopy cladding clean and secure
1034	Petrol site register completed and all documents correctly filed
1036	DSEAR, risk assessment, in register & completed within last 3 years?

Annual Checks

Vapour recovery system inspection and testing.

Emergency procedure**SIGNIFICANT RELEASE OF VAPOUR TO THE ATMOSPHERE.
(WHERE LIKELY TO HAVE AN IMPACT ON LOCAL COMMUNITY)**

- Stop the delivery.
- Close down all pumps.
- Strictly enforce "No Smoking" procedures.
- Notify Emergency Services
- Notify Environmental Health Dept. of Local Authority
- Complete Incident Report Form and retain in Site Register