

# **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 03/16**

**Top Stop Services  
Stadium Garage  
387-389 Pye Green Road  
Cannock  
WS11 5RW**

**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](mailto: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**

Top Stop Services ,Stadium Garage, 387-389 Pye Green Road, Cannock WS11 5RW 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 03/16**

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")

**Top Stop Services**

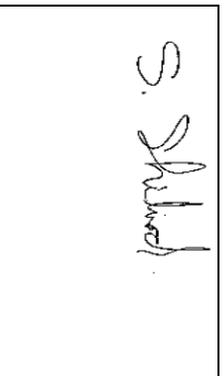
Whose registered offices are:

**Stadium Garage**  
**387-389 Pye Green Road**  
**Cannock**  
**WS11 5RW**

To operate an installation at:  
**Top Stop Services**  
**Stadium Garage**  
**387-389 Pye Green Road**  
**Cannock**  
**WS11 5RW**

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. Shindler".

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

Dated

A rectangular box containing the date "9th August 2016" printed in a bold, sans-serif font.

## INSTALLATION DESCRIPTION

The unloading of petrol from mobile containers into stationary storage tanks at Top Stop Services, Stadium Garage, 387-389 Pye Green Road, Cannock WS11 5RW. The service station has 4 storage tanks of which 2 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.

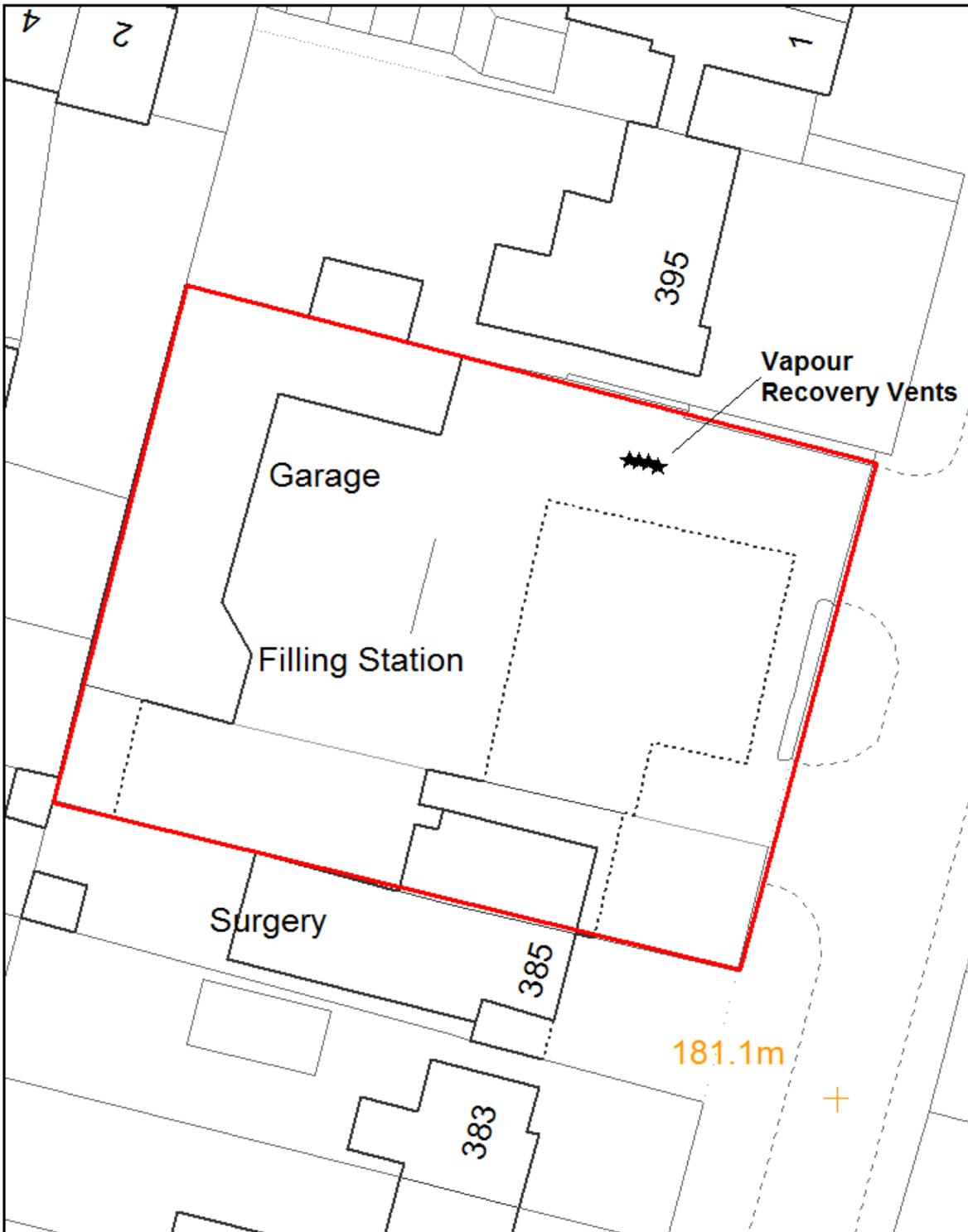
**End of Conditions**

	<b>Top Stop Services Pye Green Road Cannock WS11 5RW</b>	<b>Site Location</b>	
	NOT TO SCALE	DATE <b>August 2016</b>	



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	<b>Top Stop Services</b>	<b>Site Plan</b>	
	<b>Pye Green Road</b>		
	<b>Cannock</b>		
	<b>WS11 5RW</b>		
	NOT TO SCALE	DATE	August 2016



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**Annex: Schedule of Preventative Maintenance**

Description	WEEK 1 03/08/2015 – 09/08/2015							WEEK 2 10/08/2015 – 16/08/2015							WEEK 3 17/08/2015 – 23/08/2015							WEEK 4 24/08/2015 – 30/08/2015						
	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S
Clean pump & island																												
Empty waste bins and pick up litter																												
Restock paper towels and disposable gloves																												
Clean toilet & Check toilet paper and soap																												
Check Car/Jet wash & top up chemical																												
Check emergency exit are free from obstruction																												
Stock up oil display																												
Clean and tidy up customer service area																												
Visually check pumps and delivery hoses for damage leaks																												
Ensure forecourt area clean, tidy & there are no obstructions																												
Check Emergency Signage is clean, legible&not Damaged																												

Checked by: \_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Position)

Description	WEEK 5						
	31/08/2015 – 06/09/2015						
	M	T	W	TH	F	S	S
Clean pump & island							
Empty waste bins and pick up litter							
Restock paper towels and disposable gloves							
Clean toilet & Check toilet paper and soap							
Check Car/Jet wash & top up chemical							
Check emergency exit are free from obstruction							
Stock up oil display							
Clean and tidy up customer service area							
Visually check pumps and delivery hoses for damage leaks							
Ensure forecourt area clean, tidy & there are no obstructions							
Check Emergency Signage is clean, legible&not Damaged							

Checked by: \_\_\_\_\_  
 (Print Name)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Position)