

EP Permit ref: P17/98

Variation ref: PPC 18-11

## Variation Notice

From: Huntingdonshire District Council

Council ("the Council")

To: <sup>(1)</sup>

Redwings Lodge Ltd, Great North Road, A1 South, Sawtry, Huntingdon PE28 5XP

Council ("the Council"), in the exercise of the powers conferred upon it by regulation 20 of the Environmental Permitting (England and Wales) Regulations 2010) <sup>(2)</sup> ('the 2010 Regulations') hereby gives you notice as follows-

The Council has decided to vary the conditions of permit reference granted under regulation 13(1) of the 2010 Regulations in respect of the operation of the installation/~~mobile plant~~ at

Redwings Service Station  
Old Great North Road  
Sawtry  
Huntingdon  
PE28 5XP

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. [A consolidated permit as varied by this notice ~~and by~~ variation notices ref is set out in Schedule 2].]

~~[You are hereby required to pay by no later than the sum of £~~  
~~- the fee prescribed in respect of a variation notice in the relevant charging scheme made under~~  
~~regulation 65 of the 2010 Regulations [and/or section 41 of the Environment Act 1995 for LA IPPC~~  
~~only where there are separate charges in relation to water discharges<sup>(3)</sup>].~~

Signed on behalf of Huntingdonshire District

Council

Dated 4 October 2011

Signed



Designation Head of Environmental & Community Health Services

An authorised officer of the Council

(1) The operator at the address shown on permit / application

(2) SI 2010/675, as amended

(3) 1995 c.25.

*Delete words in square brackets which do not apply.*

EP Permit ref: P17/98

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### Schedule 1

| Variation to the conditions of the permit | Date(s) on which the variation is to take place |
|---|---|
| Vary entire permit                        | 4 October 2011                                  |

Signed on behalf of Huntingdonshire District

Council

Dated 4 October 2011

Signed



Designation Head of Environmental & Community Health Services

An authorised officer of the Council

EP Permit ref: P17/98  
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## Schedule 2

Permit reference P17/98  
~~variation notices~~

as varied by this notice and

[and

]

(Insert amended or full consolidated permit).

## PERMIT

### Pollution Prevention and Control Act 1999

### Environmental Permitting (England and Wales) Regulations 2010

**Permit Reference:** P17/98  
**As varied by:** PPC15/05

Huntingdonshire District Council (the regulator) hereby permits Redwings Lodge Ltd Great North Road A1 South Sawtry Huntingdon PE28 5XP to operate an unloading of petrol into stationary storage tanks process as defined in Part 2 of Schedule 1 to the EP Regulations Section 1.2 Part B(c), and as described below in accordance with the following conditions which shall apply forthwith.

Address of permitted activity: Redwings Service Station  
Old Great North Road  
Sawtry  
Huntingdon  
PE28 5XP

Location plan can be seen on P17/98 (a) Location plan

#### Description of Activity

The unloading of petrol into stationary storage tanks at the above installation. The service station has five storage tanks, one of which is used for the storage of petrol. The installation only has Stage 1 Vapour Recovery installed.

#### 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 road tanker 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 a schedule of preventative maintenance as per P17/98 (b) preventative maintenance schedule.
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 a vapour leak if there is likely to be an effect on the local community, and in all cases such a vapour leak shall 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 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 condition 2 to 5 inclusive shall be reviewed in light on any modifications which occur to the facilities. The regulator shall be advised of any proposed alteration in operating procedures.
7. The vapour collection system shall of a size and design, as approved by the regulator, to minimise emission during the maximum petrol and vapour flow in accordance with conditions 1 and 8.
8. The number of tanker compartments being discharged simultaneously shall not exceed 2 excluding the diesel compartments.
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 mis-connection.
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. The vapour return hose shall be disconnected at the storage tank 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 tanks.
22. Petrol delivery and vapour return lines shall be tested in accordance with P17/98 (b) preventative maintenance schedule.
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.
25. 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.
26. Venting of the petrol vapour shall be through vent pipes.
27. 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 installation which is not regulated by any other condition of this permit.
28. If the operator proposes to make a change in operation of the installation, he must, at least 14 days before making the change, notify the regulator in writing. The notification must contain a description of the proposed change in operation. It is not necessary to make such a notification if an application to vary this permit has been made and the application contains a description of the proposed change. In this condition 'change in operation' means a change in the nature or functioning, or an extension, of the installation, which may have consequences for the environment

Signed:  Date: 04 October 2011 /  
Head of Environmental and Community Health Services

## **GENERAL NOTES**

### **1 Variation**

The regulator will ensure that the permit remains up to date in line with the requirements set out in Regulation 20(1). This may involve issuing a Variation Notice following amendment to the Secretary of State's Guidance Notes or following receipt of any direction from the Secretary of State.

### **2 Review of Conditions**

The regulator may at any time undertake a review of the conditions in this permit under Regulation 34(1). Where significant pollution is encountered or where there are changes in BAT or where the operational safety of the activity requires other techniques to be used an immediate review shall be undertaken.

### **3 Appeal**

The permitted operator can appeal in writing to the Secretary of State against the items listed in Regulation 31.

Appeals shall be addressed to:

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

### **4 Transfer of Permit**

The permitted operator who wishes to transfer the whole or part of the permit to a person who proposes to carry out the activity in the holder's place may do so in accordance with Regulation 21. Both the operator and the proposed transferee shall jointly make an application to the regulator to effect the transfer. An application shall include the permit and any fee prescribed in respect of the transfer under Regulation 19 and shall contain the operator's and the proposed transferee's contact details.

### **5 Variation of Conditions of Permits**

Under Regulation 20, the operator may apply to the regulator to vary the conditions contained within the permit. Such application shall be made in accordance with Part 1 of Schedule 5 and shall be accompanied by any fee prescribed in respect of the application under Regulation 19; and paragraphs 8 of Part 1 of Schedule 5 and paragraphs 5(3) and (4) of schedule 5 shall have effect with respect to such applications.

### **6 Other Legal Requirements**

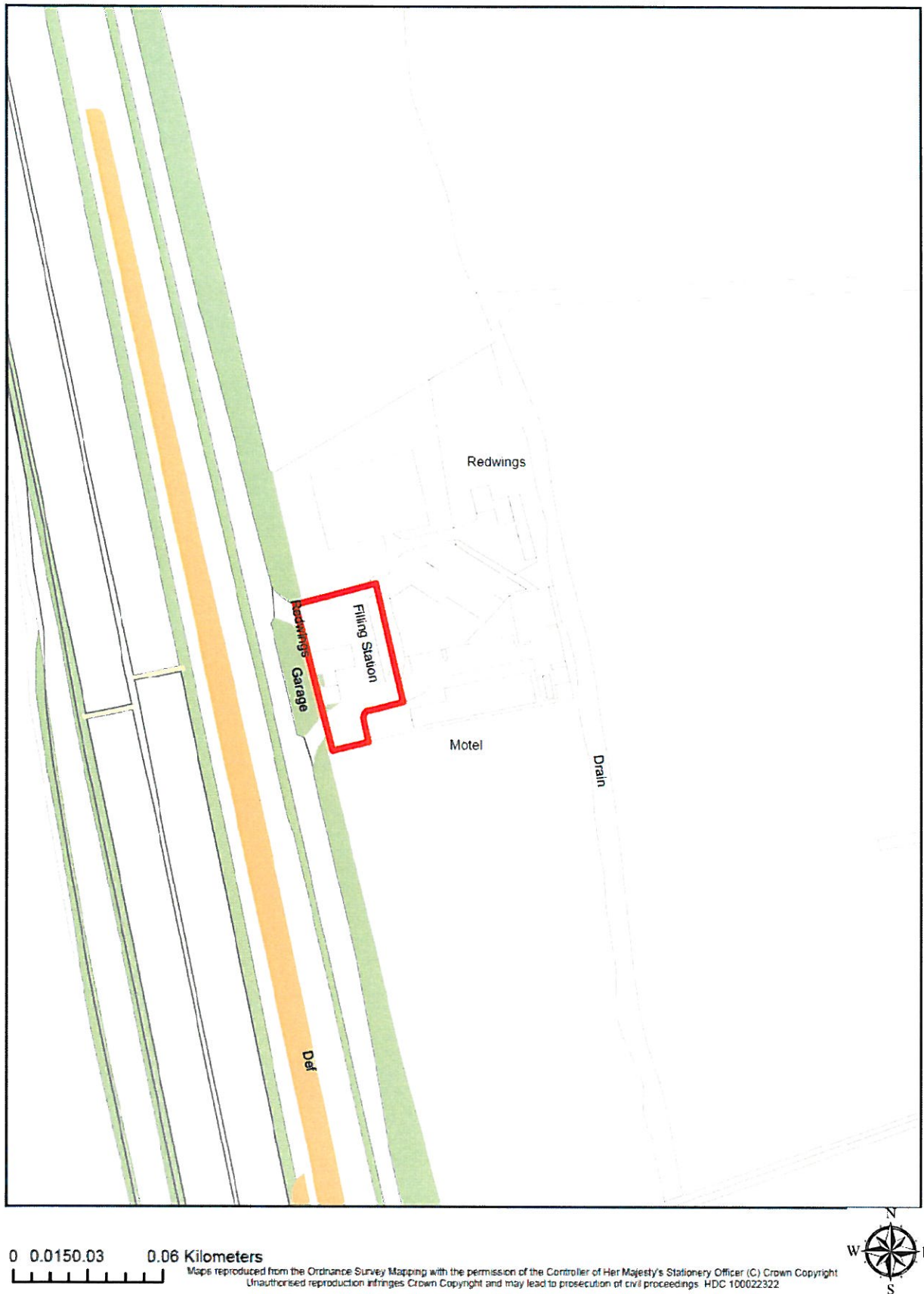
This permit is issued solely for the purpose of the Pollution Prevention and Control Act and its associated Regulations and the operator must ensure that he complies with all other statutory requirements.

### **7 Annual Subsistence Charge**

The Secretary of State has drawn up a charging scheme under Regulation 19. Under this scheme Local Authorities are required to levy an annual subsistence charge related to the permit. The Local Authority will invoice for the amount due which is subject to annual review by the Department of the Environment Food and Rural Affairs.



P17/98 (a) Location plan





P17/98 (b) preventative maintenance schedule.



*Revised 1993.*



ANNUAL INSPECTION OF STAGE  
IB VAPOUR RECOVERY SYSTEMS  
ON KUWAIT PETROLEUM  
MANAGED FORECOURTS

**PETROL PUMP & TANK SERVICES**

COMMON PLATT  
LYDIARD MILLICENT  
SWINDON SN5 9JZ

TEL: 01793 770494

# PETROIL PUMP & TANK SERVICES

## METHOD STATEMENT FOR ANNUAL INSPECTION OF STAGE 1B VAPOUR RECOVERY COMPONENTS FOR KUWAIT PETROLEUM

SITE: OB Reddings  
91 North Road, Al South  
Saunery, Humberston Camps

Inform site, licensing authority and environmental health officer the date of proposed site visit.

On arrival at site:

1. Discuss with site operator the proposed work
2. Agree a suitable area for vehicle parking
3. Obtain details of fuel deliveries
4. Assist site operator in carrying out risk assessment for proposed work
5. Cone off or fence working area

On completion:

1. Ensure that forecourt is left clean and tidy
2. Discuss with site operator the work carried out
3. Record details of work carried out in site register

# PETROIL PUMP & TANK SERVICES

## PROCEDURE FOR ANNUAL INSPECTION OF STAGE 1B VAPOUR RECOVERY COMPONENTS FOR KUWAIT PETROLEUM

### VAPOUR ADAPTOR, FLAME ARRESTOR AND ORANGE CAP

#### PROCEDURE

1. Remove orange dust cap
2. Remove poppeted adaptor
3. Remove arrestor screen from housing
4. Cap off open end of vapour recovery pipe with threaded cap
5. Replace components after servicing

#### Vapour Adaptor Service Procedure

1. Replace seal in female thread.
2. Open valve by placing pressure on probe and inspect seal plate for expansion. Replace if necessary.
3. Inspect front face of hose connection to ensure the surface is free from damage. Replace adaptor body if necessary.

#### Flame Arrestor Service Procedure

1. Immerse in cleaning fluid and thoroughly clean all particulate from screen.
2. Inspect screen for perforations and replace with new if necessary.

#### Orange Cap Service Procedure

1. Lubricate and check padlock for correct working. Replace if necessary.
2. Replace O ring seal (ensuring correct engagement).

### PRESSURE VACUUM VALVE

#### PROCEDURE

1. Firmly secure ladder or tower to vent stack
2. Remove pressure vacuum valve(s) using correct tools
3. Fit temporary vent cowl
4. Replace pressure vacuum valves after servicing

#### Pressure Vacuum Valve Service Procedure

1. Dismantle valve, check springs, valve seats and seals for damage.
2. Ensure flame arrestor gauze is free from paint and debris
3. Reassemble, using new components where required.
4. Install valve on test rig and check for correct pressure and vacuum settings.
5. Discard valve if it does not meet correct pressure and vacuum settings and install new.

#### PRESSURE EQUALISATION VALVE AND PIPEWORK (where installed)

1. Check valve for correct operation (i.e. self closing)
2. Lubricate and check padlock for correct working. Replace if necessary.
3. Ensure flame arrestor gauze on vent cowl is free from paint and debris.

#### SIGNAGE AND LABELS

1. Inspect and clean all vapour recovery signage.
2. Replace damaged and missing labels.

#### CONDENSATE DRAIN (on below ground vapour return pipework)

1. Drain condensate using drain valve (where fitted).
2. Where drain valve not fitted remove vapour adaptor and pump out condensate using hand pump.

#### **NOTE**

Details of all work carried out are to be recorded in the site register.

**Kuwait Petroleum (G.B.) Limited**

Burgan House, The Causeway, Steiner, Middx. TW18 7PA  
Telephone: 01784 457784 Telex: 8811733 Fax: 01784 457656



**Schedule Of Maintenance, Examinations and Testing of Vapour Balancing Controls**

The site pressure / vacuum relief valve is to be checked and inspected in accordance with the manufacturers instructions but the period between such inspections shall not exceed 3 years following installation. The inspections should include for ensuring that the valve seats correctly, there are no obstructions to normal operation and that the system is clean and in good order (all in accordance with PG1/14 section 32).

The vapour recovery adapter (connector) is to be checked to ensure that the flame arrestor, poppet sealer and connection itself are fully operational and are unobstructed.

All spirit and offset fill lines (where applicable) are to be tested in accordance with the petroleum licence. The vents and vapour return lines are to be tested at least every 5 years with the results of same being copied to the site register for examination at any time.

Overfill prevention devices are to be installed on those sites having a low level manifold so as to mitigate the risk of cross-contamination of product in the event of an overfill. These are to be checked periodically for correct operation in accordance with the manufacturers instructions.

The road tanker is to undergo a routine check every 4/6 weeks including correct seating of all pressure / vacuum relief valves, manifolds, return valves and all pipework relating to the system.

Vapour recovery hoses are to be the subject of an annual pressure test by the manufacturer. Any reported defects are to be rectified or the hose replaced.

The vapour recovery system is to be visibly checked for signs of vapour leaks by the site operator during each delivery or by the driver if 'driver controlled delivery' is taking place.

The results and findings of all such tests are to be logged in the site register which is to be maintained ready for inspection at all times.

## 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, available at <http://www.defra.gov.uk/environment/quality/industrial/las-regulations/guidance/>.

### 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 2010 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 2010 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 of 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 2010 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 2010 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

Or for appeals in Wales:

The Planning Inspectorate  
Crown Buildings  
Cathays Park  
CARDIFF  
CF10 3NQ

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.

The test of whether information is confidential for the purposes of being withheld from the public register is complex and is explained, together with the procedures, in chapter 8 of the PPC General Guidance Manual.

## National security

Information may be excluded from the public register on the grounds of National Security. If it is considered that the inclusion of information on a public register is contrary to the interests of national security, the operator may apply to the Secretary of State/Welsh Ministers, specifying the information and indicating the apparent nature of risk to national security. The operator must inform the local authority of such an application, who will not include the information on the public register until the Secretary of State/Welsh Ministers has decided the matter.