

EP Permit ref: P05/98

Variation ref: PPC 34/11

## Variation Notice

From: Huntingdonshire District

Council ("the Council")

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

BP Oil UK Ltd  
Witan Gate House  
500-600 Witan Gate  
Milton Keynes  
Bucks MK9 1ES

Huntingdonshire District 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 P05/98 granted under regulation 13(1) of the 2010 Regulations in respect of the operation of the installation/~~mobile plant~~ at

Brampton Hut  
A1 A14  
Great North Road  
Brampton  
Huntingdon  
PE28 4NQ

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 3 November 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.*

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### Schedule 1


Variation to the conditions of the permit	Date(s) on which the variation is to take place
Change of head office details	3 November 2011
Vary all permit conditions	3 November 2011

Signed on behalf of Huntingdonshire District

Council

Dated 3 November 2011

Signed



Designation Head of Environmental & Community Health Services

An authorised officer of the Council

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## Schedule 2

Permit reference P05/98 as varied by this notice and  
~~variation notices~~  
[and ]

(Insert amended or full consolidated permit).

# PERMIT

## Pollution Prevention and Control Act 1999

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

**Permit Reference:** P05/98  
**As varied by:** PPC22/08

Huntingdonshire District Council (the regulator) hereby permits BP Oil UK Ltd Witan Gate House 500-600 Witan Gate Milton Keynes Bucks MK9 1ES to operate an unloading of petrol into stationary storage tanks 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: Brampton Hut  
A1 A14  
Great North Road  
Brampton  
Huntingdon  
PE28 4NQ

Location plan can be seen on P05/98 (a) Location plan

### Description of Activity

The above named company is permitted to operate an installation unloading of petrol into stationary tanks and filling of vehicle petrol tanks at the service station above subject to compliance with the following conditions. The installation has eight petrol storage tanks which three are used for the storage of petrol. The installation operates both Stage I and Stage II vapour recovery systems.

### 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 seen in P05/98(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 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 document 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. This document shall be contained in the log book and made available to regulator upon request.
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 and conditions 24 to 26 inclusive shall be reviewed in light of any modifications which occur to the facilities. The regulator shall be advised of any proposed alteration in operating procedures.
7. The vapour collection systems shall be of a size and design, as approved by the regulator, to minimise vapour emission during the maximum petrol and vapour flow in accordance i.e. when most tank compartments are being simultaneously discharged.
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 tank.
22. Petrol delivery and vapour return lines shall be tested in accordance with the schedule of preventative maintenance as seen in P05/95(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. Vapours displaced by the filling of petrol into vehicle petrol tanks at service stations shall be recovered through the use of a vapour recovery system to the specification shown in Section 6 of PG1/14(06). Filling of vehicle petrol tanks shall not take place unless such a system is in place and fully functioning.
25. The vapour recovery system referred to in condition 24 shall be certified by the manufacturer to have a hydrocarbon capture efficiency of not less than 85%. Equipment used shall be approved for use under the regulatory regimes of at least one European Union or European Free Trade Association country.
26. The vapour recovery equipment referred to in Condition 24 shall be designed, installed and tested in accordance with the relevant British, European and international standards or national methods in place at the time that the equipment was installed.

27. Petrol delivery and vapour recovery systems for vehicle petrol tanks shall be tested in accordance with the manufacturer's specifications prior to commissioning and for:
- (a) Vapour containment integrity at least once every three years, and always following substantial changes or significant events that lead to the removal or replacement of any of the components required to ensure the integrity of the containment system.
  - (b) Effectiveness of the vapour recovery system at least once every three years where an automatic monitoring system is in place and every year in other cases.
  - (c) In accordance with the manufacturer's specification with details of this testing retained with the service station log book.
28. Where an automatic monitoring system has been fitted, this shall:
- (a) Automatically detect faults in the proper functioning of the petrol vapour recovery system including the automatic monitoring system itself and indicate faults to the operator. A fault shall be deemed to be present where continuous monitoring during filling of vehicle petrol tanks indicates the V/P ratio averaged over the duration of filling has fallen below 85% or has exceeded 115% for ten consecutive filling operations. This only applies to filling operations of at least 20 seconds duration and where the rate of petrol dispensed reaches at least 25 litres per minute.
  - (b) Automatically cut off the flow of fuel on the faulty delivery system if the fault is not rectified within one week.
  - (c) Be approved for use under the regulatory regime of at least one European Union or European Free Trade Association country.
29. Where an automatic monitoring system has not been fitted the operator shall undertake a weekly check to verify functionality of the system for recovery of vapours during filling of vehicle petrol tanks including:
- (a) A test of functionality of the vapour recovery system using appropriate equipment.
  - (b) An inspection for torn, flattened or kinked hoses and damaged seals on vapour return lines.
30. The operator shall also undertake a weekly check to verify functionality of the system for recovery of vapours during filling of vehicle petrol tanks, including:
- (a) A test of functionality of the vapour recovery system using appropriate equipment.
  - (b) An inspection for torn, flattened or kinked hoses and damaged seals on vapour return lines.
31. Operators shall be notified without delay if the results from any monitoring or tests mentioned in Conditions 27, 28, 29 or 30 identifies adverse results, vapour recovery equipment failure or leaks if there is likely to be an effect on the local community, The operator should advise the regulator of the corrective measures to be taken and the timescales over which they will be implemented.
32. Effective preventative maintenance shall be employed on all aspects of the installation including all plant, buildings and the equipment concerned with the control of emissions to air. Preventative maintenance for all vapour recovery systems shall be carried out in accordance with the manufacturer's instructions
33. Spares and consumables needed shall be held on site, or should be available at short notice from guaranteed suppliers, so that plant breakdowns can be rectified rapidly.

34. 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.
- (a) 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.
  - (b) The operator shall record in the log book details of all maintenance; examination and testing; installation and repair work carried out on equipment for recovery of vapours during filling of vehicle petrol tanks.
  - (c) The operator shall also hold at the premises the certificate referred to in Condition 25 and the results of testing undertaken in accordance with Condition 29.
35. Venting of the petrol vapour shall be through the vent pipes.
36. 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.
37. 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: 

Head of Environmental and Community Health Services

Date: 03 November 2011



## 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.

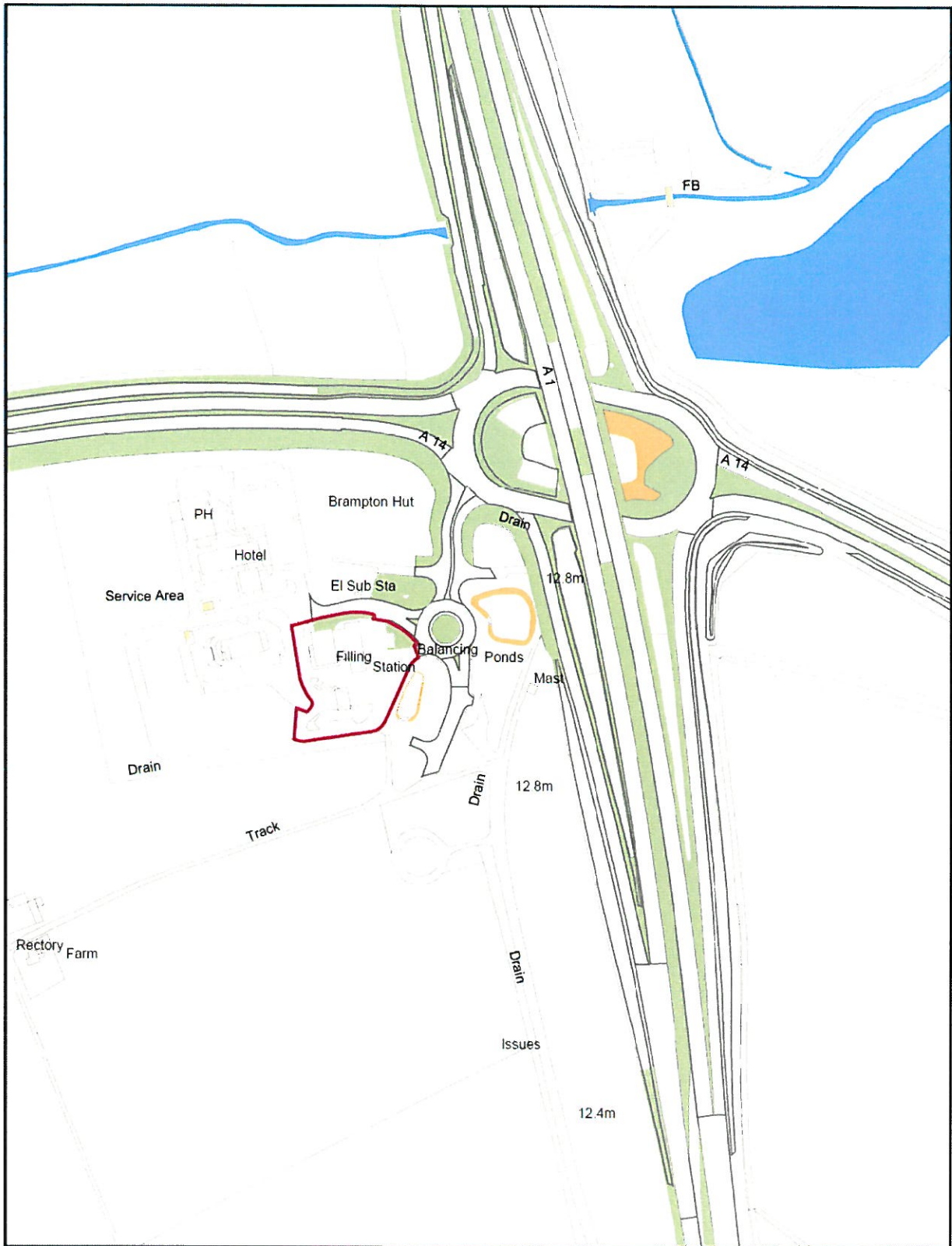
### **6 Other Legal Requirements**

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.

P05/98(a) Location plan



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## **P05/98(b) preventative maintenance schedule**

### **BP Oil UK Ltd**

#### **Maintenance Schedule for Petrol Vapour Recovery (PVR) Systems**

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 vehicle tanks while being filled at petrol dispensers and transfer to the underground fuel storage tanks.

#### **1. Maintenance Contract**

The maintenance contract is administered by BP Oil UK Ltd

Contact:                   The Fuels Maintenance Manager  
BP - Global Alliance  
Witan Gate House  
Central Milton Keynes  
MK9 1ES  
  
Tel 01908 853616

#### **2. Site Particulars**

- a. See site layout plans attached for an indication of principal components comprising:
  - i. 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 top of 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.
  - i. Type fitted - Risbridger RIS-VENT with orifice or equivalent
- b. Vapour recovery adaptor ( for connection of the tanker vapour hose) to be checked for tightness when closed and for correct and free operation, report for replacement / corrective action if defective. check and clear flame arrestor cartridge (where fitted) .
  - i. Vapour adaptor type fitted - Risbridger Vapour Retainer ref 3416 or equivalent
- c. Check continuity of electrical bonding while progressing other checks ( visual only – annual electrical test will confirm 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 No., 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 pump manufacturer's instructions. Defects identified are recorded and repaired within 7 days.
  - b. Air/Liquid recovery ratio of dispenser checked in accordance with manufacturers 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
  
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 site manager for sign of before commencing any work.
  - b. Clearance certificates must be signed by the site manager / appropriate competent person on completion of works

## 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 or 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.