

EP Permit ref: P13/98

Variation ref: PPC 12/12

Variation Notice

From: Huntingdonshire District

Council ("the Council")

To: ⁽¹⁾

Malthurst Petroleum Limited
Vincent House
4 Grove Lane
Epping
Essex CM16 4LH

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⁽²⁾ ('the 2010 Regulations') hereby gives you notice as follows-

The Council has decided to vary the conditions of permit reference P13/98 granted under regulation 13(1) of the 2010 Regulations in respect of the operation of the installation/~~mobile plant~~ at

Hemingford Service Station
London Road
St Ives
Cambridgeshire
PE27 5EU

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].]

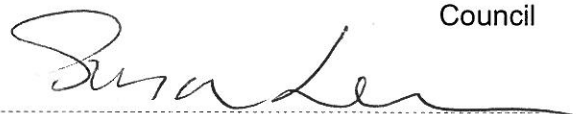
~~[You are hereby required to pay by no later than the sum of £ the fee prescribed in respect of a variation notice in the relevant charging scheme made under regulation 65 of the 2010 Regulations [and/or section 41 of the Environment Act 1995 for LA IPPC only where there are separate charges in relation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

Signed on behalf of Huntingdonshire District

Council

Dated 13 September 2012

Signed



Designation Head of Environmental and 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

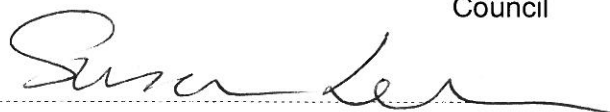
Variation to the conditions of the permit	Date(s) on which the variation is to take place
Transfer permit to new operator	13 September 2012
Vary Condition 2.	13 September 2012
Insert P13/98(b) Preventative Maintenance Schedule.	13 September 2012

Signed on behalf of Huntingdonshire District

Council

Dated 13 September 2012

Signed



Designation Head of Environmental and Community Health Services

An authorised officer of the Council

EP Permit ref: P13/98
Variation ref: PPC 12/12

Schedule 2

Permit reference P13/98

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: P13/98
As varied by: PPC07/05 & PPC19/11

Huntingdonshire District Council (the regulator) hereby permits Malthurst Petroleum Limited Vincent House 4 Grove Lane Epping Essex CM16 4LH to operate a 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: Hemingford Service Station
London Road
St Ives
Cambridgeshire
PE27 5EU

Location plan can be seen on P13/98 (a) Location plan

Description of Activity

The unloading of petrol into stationary tanks at a service station at the above address. The service station has six storage tanks, four of which are used for the storage of petrol. The installation only operates stage I vapour recovery.

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 the schedule of preventive maintenance as shown in P13/98(b) Preventative Maintenance Schedule.
3. All reasonable practicable steps shall be taken to prevent uncontrolled leaks of vapour from vents, pipes and connections 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 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 over which they will be implemented in the event of a vapour lead described in condition 3.
5. Instances of vapour lock shall be recorded in the log book and, under 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 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 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 dipsick 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. The 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 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 not 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 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 premise 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 and 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 vent pipes.
26. 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:

13 September 2012

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.

P13/98(a) Location plan



00.00501 0.02 Kilometers



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**VAPOUR RECOVERY MAINTENANCE SCHEDULE
AND OTHER DUTIES**

DAILY CHECKLIST

FORECOURT STORAGE

1. Grade / Capacity / Number labels present and intact.
2. Tank fill pipe covers in place.
3. Padlocks present and working.
4. Manhole wells free of water.
5. Vapour recovery outlet pipe locked and labeled.
6. Maximum hoses connected label present (two).

FORECOURT EQUIPMENT

1. Pumps numbered and visible to sales assistant.
2. Pump hoses and nozzles free of leaks.
3. Pump hoses in good condition, no splits.
4. Pump price agree with pole sign.
5. Forecourt litterbins not visibly full, with liner.
6. Public address system working and audible.

EMERGENCY EQUIPMENT

1. Correct amount of extinguishers in place.
2. Fire extinguisher gauges show no pressure loss.
3. Condemned fire extinguishers removed from use.
4. Fire buckets $\frac{3}{4}$ full with clean dry sand and placed.
5. Fireman's switch clearly labeled and accessible.
6. Warning signs on canopy stanchions in place.
7. Sources of ignition checked and removed.
8. Site telephone working.
9. Fire exit(s) marked and clear of obstructions.

EMERGENCY ADMINISTRATION

1. Service station site register available to all staff.
2. Emergency contact lists available to site staff.
3. Service station procedures available to site staff.

SITE ADMINISTRATION

1. Daily dips taken, Fairbanks reports completed.
2. Site fuel measuring system working.
3. Wet stock records available for last 12 months
4. Petroleum delivery records available for last 12 months

WEEKLY CHECKLIST

FORECOURT STORAGE

1. Water dip recorded.
2. Manhole covers intact
3. Vent pipes secure and brackets intact.
4. Interceptors, manholes and gullies, no contamination.
5. Tank fill pipes undamaged, screw threads intact.

FORECOURT EQUIPMENT

1. Pumps secured to islands
2. Manhole lifting equipment available.
3. Pump panels removed, no obvious leaks, screed intact.
4. Pump nozzle cut offs working.

EMERGENCY EQUIPMENT

1. Emergency stop button tested and working.
2. Tanker delivery signs available and adequate.
3. Cones available and adequate.

SITE ADMINISTRATION

1. Staff training up to date and records complete.
2. Accident book on site, filled in correctly.
3. All legal notices displayed.

LEGAL NOTICES

1. Petroleum notice displayed and in date.
2. Electrical test certificate displayed and in date.
3. Health and safety policy displayed.
4. Health and safety poster completed and displayed
5. Petroleum conditions poster displayed.
6. Interceptor cleaning certificate displayed.
7. Vapour recovery authorisation/permit displayed.
8. Vapour recovery inspection certificate displayed.
9. Current pump to tank plan displayed.

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.