POLLUTION PREVENTION & CONTROL ACT 1999
Environmental Permitting (England and Wales) Regulations 2010

Document A: Environmental Permit

RONTEC Watford Ltd.
Reference Number **PPC/142**

Coventry City Council ("the Council") in accordance with Section 13(1) of the Environmental Permitting (England & Wales) Regulations 2010 ("The EP Regulations"), hereby permits:

RONTEC Watford Ltd.

Whose registered office is:

RONTEC Watford Ltd.
14/14 Esplanade
St. Helier
Jersey
JE1 1BD

To operate an installation for the unloading of petrol into stationary storage tanks at a service station as defined in Part B(d) of Section 1.2 of Schedule 1 of the EP Regulations at the premises occupied by the Operator at:

Foleshill Road Service Station
650-654 Foleshill Road
Foleshill
Coventry
CV6 5HR

The permit is subject to the conditions specified in this document consisting of 12 pages and comprising documents A, B, C and Appendix 1.

Signed..... Date……..

Brian Walsh – Director of Community Services
A person authorised to sign on behalf of the Council

SCOPE

The installation comprises not just any relevant unit carrying out a Part B activity listed in Schedule 1 to the Regulations, but also directly associated activities which have a technical connection with that activity and which could have an effect on pollution.

All pollutant concentrations shall be expressed at reference conditions of 273K and 101.3kPa, without correction for water vapour content.

Technical Guidance documents used in the preparation of this document:

- Secretary of State's Guidance Note PG 1/14(06) - Secretary of State's Guidance for Unloading of Petrol into Storage at Petrol Stations.
- Secretary of State's Guidance – General Guidance Manual on Policy and Procedures for A2 and B installations.

Date Annual Fee Required:	1st April of each financial year
Date For Full Compliance:	Date permit issued
Permit Prepared By:	Steven Dewar
Permit Checked By:	Neil Chaplin

LEGISLATION

1. Pollution Prevention and Control Act 1999.
2. The Environmental Permitting (England & Wales) Regulations 2010 (as amended).

BRIEF DESCRIPTION OF THE INSTALLATION REGULATED BY THIS PERMIT

Definitions referred to in this permit

- An **Activity** is an industrial activity forming part of an installation. Different types of activity are listed within Schedule 1 of the EP Regulations and are broadly broken down into industrial sectors. Other “associated” activities may also form part of an installation.
- An **Installation** comprises not just any relevant unit carrying out a B activity listed within Schedule 1 to the EP Regulations, but also directly associated activities which have a technical connection with a schedule 1 activity and which could have an effect on pollution.
- An **Operator** is the person (e.g. a company or individual) who has control over the operation of an installation.
- **Volatile organic compound (VOC)** shall mean any organic compound having at 293K a vapour pressure of 0.01 kPa or more, or having a corresponding volatility under the particular conditions of use.
- **Organic solvent** shall mean any VOC which is used alone or in combination with other agents, and without undergoing a chemical change, to dissolve raw materials, products or waste materials, or is used as a cleaning agent to dissolve contaminants, or as a dissolver, or as a dispersion medium, or as a viscosity adjuster, or as a surface tension adjuster, or a plasticiser, or as a preservative.
- **Stack** includes structures and openings of any kind from or through which substances may be emitted to air.
- **Duct** includes enclosed structures through which gaseous substances may be conveyed.
- **Process vent** includes open terminations of ducts.
- **Authorised Officer** shall mean an officer authorised to carry out duties under the Pollution Prevention and Control Act 1999 and subordinate regulations
- **Logbook** shall mean any electronic or paper means of storage of the required information as agreed by the regulator
- **Local Authority** shall mean Coventry City Council
- **"m"** means metre
- **"m/s"** means metres per second

The location of the petrol storage tank vent pipes is marked in blue on the attached plan PPC/142/A. The Installation boundary is also marked in red on the attached plan PPC/142/A.

Description of Installation

Petrol is delivered to the filling station via road tanker. Petrol is offloaded into storage tanks by delivery hose under supervision of a competent person. Vapours from the delivery system controlled by the vapour recovery system.

This service station has 3 petrol storage tanks and 1 diesel storage tank.

Table 1

List of Process Areas within the Installation and Associated Emission Points, Pollutants of Concern and Abatement Plant Required

Row Number	Area/Machinery Identification	Pollutants Emitted	Emission Limit in Permit	Abatement Plant Required
1	3 petrol storage tanks	VOC's	None	Pressure relief valves and vapour recovery on delivery of fuel

DOCUMENT B

CONDITIONS

All conditions shall have immediate effect unless stated otherwise.

1. CONDITIONS

1.1 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 1.3, 1.4 and 1.5.

1.2 The operator shall implement the schedule of preventative maintenance as appended to this authorisation.

1.3 All reasonably practicable steps shall be taken to prevent uncontrolled leaks of vapour from vents, pipes and connectors from occurring. The Authority shall be advised without delay of the circumstances of such a vapour leak if there is likely to be an effect on a local community, and in all cases such a vapour leak should be recorded in the log book required under Condition 1.24

In this condition and in Condition 1.4, a vapour leak means any leak of vapour excepting those which occur through the vent mentioned in Condition 1.11, during potentially hazardous pressurisation.

1.4 The operator shall advise the Authority of the corrective measures to be taken and the timescales over which they will be allowed to be implemented in the event of a vapour leak described in Condition 1.3.

1.5 Instances of vapour lock shall be recorded in the log book and under the circumstances detailed in Condition 1.3 be reported to the Authority.

1.6 The procedures in Conditions 1.2 to 1.5 inclusive shall be reviewed in light of any modifications that occur to the facilities. The Authority shall be advised of any proposed alteration to operating procedures.

1.7 The vapour collection systems shall be of a size and design, as approved by the Authority, to minimise vapour emission during the maximum petrol and vapour flow in accordance with Conditions 1.1 and 1.8 i.e. when most tank compartments are being simultaneously discharged.

(In the case of existing vapour collection systems, an assessment shall be made of the maximum number of tanks which can be discharged whilst still maintaining the integrity of the vapour collection system.)

1.8 The number of tanker compartments being discharged simultaneously shall not exceed 2, excluding the diesel compartments.

1.9 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 use.

1.10 The fittings for delivery and vapour return pipes shall be different to prevent mis-connection.

1.11 Petrol storage tank vent pipe(s) 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.)

1.12 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.

1.13 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 1.8.

1.14 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.

1.15 Road tanker compartment dip testing shall not be performed whilst the vapour hose is connected.

1.16 A competent person shall remain near the tanker and keep a constant watch on hoses and connections during unloading. (A competent person is one who has received training in accordance with Clauses 13 and 35 of the Secretary of State's Process Guidance Note PG1/14(06)).

1.17 All road tanker compartment and vent discharge valves shall be closed on completion of the delivery.

1.18 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 first. The vapour return hose shall be disconnected at the storage tank end first.

1.19 All connection points shall be securely sealed after delivery.

1.20 If the storage tanks or road tanker compartments are dipped after delivery, the dip openings shall be securely sealed after dip testing.

1.21 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.

1.22 Petrol delivery and vapour return lines shall be tested in accordance with the schedule as appended to this authorisation (or such other schedule as may be agreed by the regulator).

1.23 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.

1.24 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 Clauses 1.3, 1.4 and 1.5.

1.25 Venting of the petrol vapour shall be through the vent pipes marked A (in blue) on the attached plan Reference PPC/142/A

2.0 GENERAL OPERATIONS

2.1 The operator shall undertake regular cleaning and preventative maintenance including inspection and repair/replacement on all plant and equipment concerned with the emission, capture, transport and control of emissions to atmosphere. Where necessary manufacturers guidelines shall be used to determine the regularity of maintenance. Records of preventative maintenance including inspections and any works undertaken shall be kept on site and made available to the local authority inspector on request.

2.2 Spares and consumables for plant and equipment used in the installation in particular that subject to continual use or wear shall be held on site or shall be available at short notice. Such plant or equipment shall not be used unless that plant or equipment is capable of working in accordance with the conditions of this permit.

2.3 Staff at all levels shall receive the necessary training and instruction in their duties relating to control of the activities and emissions to air. Records shall be kept which details all relevant training provided to staff, and these records shall be kept for a minimum of 2 years.

2.4 Any malfunction of plant or spillage of solvent based materials shall be remedied as soon as possible and process operations altered whilst the necessary work is undertaken.

2.5 Any incident likely to give rise to adverse atmospheric emissions or emissions that may have an impact on the local community shall be notified to the local authority immediately, and the details of incident including remedial action taken recorded in the process log book.

2.6 The operator shall make available on demand and without charge any of the records required to be kept by this permit.

2.7 If there is any intention to change any aspect of the prescribed installation from the description contained in the beginning of this permit, or any other aspect which may affect the substances or concentration or amount of substances being emitted to atmosphere, the operator shall notify the regulator of the proposed changes at least 4 weeks in advance before the changes take place.

2.8 Operators shall put in place some form of structured environmental management system (EMS), whether by adopting published standards (ISO 14001 or the EU Eco Management and Audit Scheme [EMAS]) or by setting up an EMS tailored to the nature and size of the particular process.

2.9 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.

24. The operator shall notify the regulator in writing of any proposed changes in operation of the installation at least 14 days before making the change. The notification shall 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.

DOCUMENT C

RESIDUAL DUTY

In relation to any aspect of the process not regulated by specific conditions in this permit, then Best Available Techniques shall be used:

For the purposes of The Environmental Permitting (England & Wales) Regulations 2010 (as amended), "best available techniques" means the most effective and advanced stage in the development of activities and their methods of operation which indicates the practical suitability of particular techniques for providing in principle the basis for emission limit values designed to prevent and, where practicable, generally to reduce emissions and the impact on the environment as a whole; and for the purpose of this definition –

a) "available techniques" means those techniques which have been developed on a scale which allows implementation in the relevant industrial sector, in the economically and technically viable conditions, taking into consideration the cost and advantages, whether or not the techniques are used or produced inside the United Kingdom, as long as they are reasonably accessible to the operator;

b) "best" means, in relation to techniques, the most effective in achieving a high general level of protection of the environment as a whole;

c) "techniques" includes both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned.

EXPLANATORY NOTES

These notes do not form part of the Permit

Health and Safety at Work and Other Statutory Requirements

This permit is issued under the Pollution Prevention and Control Act 1999 and associated regulations. It must not be taken to replace any responsibilities you may have under workplace health and safety legislation.

This permit only regulates air pollution matters and does not absolve you of the responsibility of any other statutory requirement, such as any need to obtain planning permission, hazardous substances consent or Building Regulations approval from the Council. Discharge consents from the local sewerage undertaker or a waste disposal licence from the Environment Agency may still be required.

Enforcement

You will be liable to enforcement action where;

(a) a change is made (without approval of the regulator) to the activities as outlined in the 'description of activities' at the start of this permit,
(b) any of the activities are carried on outside the boundary of the installation,
(c) a new activity (as defined within the Environmental Permitting (England and Wales) Regulations 2010(as amended)) is carried on without a proper permit, and
(d) any of the conditions of the permit are breached
(e) intentional false entries are made in relation to the operation and permit
(f) a false or misleading statement is made in relation to the operation and permit.

Annual Subsistence Charge

An annual subsistence charge for this permit commencing on 1st April each year is payable against an invoice issued by the Local Authority.

Reviews, Updates or Variations of This Permit

This permit shall be subject to review at intervals not exceeding six years from the date it is granted. It may also be reviewed and/or varied at the discretion of the Local Authority in case of changes in law or accepted standards of technology. These reasons are not exclusive.

Appeal against Permit Conditions

Anyone who is aggrieved by the conditions attached to a permit can appeal to the Secretary of State for the Environment. Appeals must be sent to the Secretary of State no later than 6 months from the date of the decision (normally the date on the bottom of the permit). Appeals relating to operations in England shall be sent 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. Further guidance can be found in the Environmental Permitting General Guidance Manual at:
http://www.defra.gov.uk/publications/files/env-permitting-general-guidance-a.pdf

The appeal must be in the form of a written notice or letter stating that the person wishes to appeal and listing the condition(s) which is/are being appealed against. The following five items must be included:

(a) a statement of the grounds of appeal;
(b) a copy of any relevant application;
(c) a copy of any relevant permit;
(d) a copy of any relevant correspondence between the person making the appeal ("the appellant") and the Council;
(e) a statement indicating whether the appellant wishes the appeal to be dealt with:-
    (i) by a hearing attended by both parties and conducted by the Planning Inspectorate or
    (ii) by both parties sending the Planning Inspectorate written statements of their case (and having the opportunity to comment on one another's statements).

At the same time, the notice of appeal and documents (a) and (e) must be sent to the Council, and the person making the appeal shall inform the Secretary of State that this has been done.

Please note:

An appeal 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.