



# Environmental Permit

**Pollution Prevention and Control Act 1999**

Environmental Permitting (England and Wales) Regulations 2010 (as amended)

Shell Sceptre  
St Albans Road  
Watford  
Hertfordshire  
WD24 7RU

**Regulated activity:**

***Unloading of petrol into storage, and motor vehicle refuelling, at service stations***

**Permit Number:**

***PS/06/15***

**Permit Issued by:**

Community and Customer Services  
Watford Borough Council  
Town Hall  
Watford  
Hertfordshire  
WD17 3EX

Tel: (01923) 226400  
Fax: (01923) 278100

Email: [envhealth@watford.gov.uk](mailto:envhealth@watford.gov.uk)  
Website: [www.watford.gov.uk](http://www.watford.gov.uk)

***The address for all correspondence in relation to this permit***

## Contents

<b>Introductory Note</b>	<b>iii</b>
<b>Permit</b>	<b>1</b>
<b>Operating Conditions</b>	<b>3</b>
 <b>Schedule A:</b>	
Installation Boundary	5
Site Layout	6

### *Permit Status Log*

Superseded Authorisations/Permits relating to this Installation		
Holder	Date of Issue	Reference
Shell UK Retail	10 December 1999	SS2/AG/99
Shell UK Oil Products Limited	12 January 2005	SS2/JH/05
Shell UK Oil Products Limited	23 March 2006	SS2/JH/06
Shell UK Oil Products Limited	17 July 2009	SS/02/ddp/09-10
Shell UK Oil Products Limited	18 January 2011	PS/06/11

## **INTRODUCTORY NOTE**

### ***This introductory note does not form a part of the Permit***

The following permit is issued under Regulation 13 of the Environmental Permitting (England and Wales) Regulations 2010 (S.I. 2010 No. 675) (as amended) to operate an installation carrying out one or more of the activities listed in Schedule 1 Section 6 of those Regulations, to the extent authorised by the permit.

The permit includes conditions that must be complied with.

### **General Principles**

The Local Authority Pollution Prevention and Control (LAPPC) regime is concerned with preventing, or where that is not practicable, reducing emissions into the air (Regulation 35(b) Schedule 8(3)). This is achieved by, among other things, requiring operators to use the best available techniques (BAT). This, together with a consideration of local circumstances, provides the main basis for setting emission limit values and operational controls.

### **Confidentiality**

The permit requires the operator to provide information to Watford Borough Council. The Council will place the information onto the public registers in accordance with the requirements of the Environmental Permitting (England and Wales) Regulations 2010 (the 'Regulations'). If the operator considers that any information provided is commercially confidential, it may apply to the Council to have such information withheld from the register as provided in the Regulations. To enable the 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**

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 Council shall be contacted.

### **Surrender 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. Such notification must include the information specified in regulation 24(3) of the Regulations.

### **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 Regulations. A transfer will be allowed unless the Council 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 Environmental Permitting (England and Wales) Regulations 2010. 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 Secretary of State. Appeals must be made in accordance with the requirements of Regulation 31 and Schedule 6 of the Regulations. Appeals should be received by the Secretary of State at the following address:

The Planning Inspectorate  
Environment Team, Major & Specialist Casework  
Room 4/04 Kite Wing  
Temple Quay House

2 The Square  
Temple Quay  
Bristol BS1 6PN

**Please Note:** An appeal brought under Regulation 31 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 also allows the Secretary of State 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.

## **References**

1. Process Guidance Note 1/14(13): Statutory guidance for unloading of petrol into storage, and motor vehicle refuelling, at service stations; Department for Environment Food and Rural Affairs; December 2013.
2. Environmental Permitting General Guidance Manual on Policy and Procedures for A2 and B Installations; Department for Environment Food and Rural Affairs; April 2012.
3. Environmental Permitting (England and Wales) Regulations 2010, Statutory Instrument 2010 No. 675 (as amended).

**End of introductory note**

**WATFORD BOROUGH COUNCIL**  
**POLLUTION PREVENTION AND CONTROL ACT 1999**  
**Environmental Permitting Regulations 2010 (as amended)**

**Permit Reference Number:** PS/06/15

**Name and address of operator:** Shell UK Oil Products Limited  
Retail  
PO Box 403  
Staines  
Middlesex  
TW18 3ZB

**Registered office of company:** Shell Transport and Trading Company PLC  
Shell Centre  
York Road  
London  
SE1 7NA

**Company Registration Number:** 0140141

**Address of Permitted Installation:** Shell Sceptre  
St Albans Road  
Watford  
Hertfordshire  
WD24 7RU

The installation boundary and key items of equipment mentioned in permit conditions are shown on the plans contained within Schedule A to this permit.

Signed

Date



27 July 2015

.....  
**Richard Brown**  
**The Authorised Officer for this purpose**

### **Activity Description:**

Fuel is stored in a total of **10no.** underground storage tanks at this site, incorporating vapour balancing systems on the **6no.** petrol tanks ('Stage Ib' vapour recovery). There are **2no.** vapour balancing systems at this site. Fuel deliveries are carried out by the road tanker driver, using a standard DUD system. Prior to delivery, the ullage is checked using an electronic wet stock control system to ensure the amount to be delivered matches the capacity of the storage tank. Mobile tankers delivering fuel are connected to the vapour balancing systems prior to the commencement of the delivery using a vapour recovery hose. Petroleum-laden vapours displaced from the storage tanks during unloading are carried through the vapour recovery hose and are collected in the road tanker. The vapour balancing systems incorporate high-level vent pipes that are fitted with pressure/vacuum valves to minimise emissions of petrol vapour to the atmosphere during tank breathing. The pressure/vacuum valves also protect the fuel storage tanks from rupture in case of hazardous pressurisation. At the end of the delivery, the road tanker disconnects from the vapour balancing systems, and returns to the petrol refinery. Diesel tanks do not generally form part of the vapour balancing systems. Diesel tanks are usually vented to their own vent pipes fitted with pressure/vacuum valves separately unless otherwise stated.

Petrol is dispensed through **8no.** nozzles, which incorporate a petrol vapour extraction system ('Stage II' vapour recovery). Petroleum-laden vapours emitted during vehicle refuelling are captured and returned to the service station storage tanks. An automatic monitoring system, is installed at this site, to automatically detect faults in the proper functioning of the Stage II petrol vapour recovery system including the automatic monitoring system; to indicate faults to the operator; and to automatically cut off the flow of fuel on the faulty delivery system if the fault is not rectified within a seven day period.

## **CONDITIONS**

The operator is authorised to operate the activity listed in Section 1.2, Part B(d) in Part 2 of Schedule 1 to the Environmental Permitting Regulations, at the installation subject to the following conditions.

### **Petrol Delivery**

1. Vapours displaced by the delivery of petrol into storage tanks shall be returned through a vapour-tight connection line to either the mobile container delivering the petrol or a container on the site.
2. Petrol delivery shall only be carried out using the Stage I petrol vapour recovery system and deliveries shall only be made when the system is fully operational.

### **Motor Vehicle Refuelling**

3. Motor vehicle refueling with petrol shall only take place when the Stage II petrol vapour recovery system is fully operational and operating in accordance with the requirements of Condition 4.
4. The petrol vapour capture efficiency of the Stage II petrol vapour recovery system shall be equal to or greater than 85% but less than 115% as certified by the manufacturer in accordance with relevant European technical standards or type approval procedures.
5. Where the recovered petrol vapour is transferred to a storage tank, the vapour/petrol ratio shall be equal to or greater than 0.95 but less than or equal to 1.05.
6. Where an automatic monitoring system has been installed, the petrol vapour capture efficiency shall be tested and the results recorded at least once every three years by checking that the vapour/petrol ratio under simulated petrol flow conditions, or by any other appropriate methodology. Any such automatic monitoring system shall automatically detect faults in the proper functioning of the Stage II petrol vapour recovery system and in the automatic monitoring system itself, indicate faults to the operator and automatically stop the flow of petrol from any faulty dispenser if the fault is not rectified within seven days.
7. A sign, sticker or other notification shall be displayed on, or in the vicinity of, the petrol dispenser, informing consumers that a Stage II petrol vapour recovery system is in use.

### **Incident Reporting**

8. In the event of any incident at the site which could have an impact beyond the site boundary, the operator shall notify the Council by telephone without delay on 01923 226400.

### **Management**

9. A copy of this permit shall be kept at the permitted installation. All staff who should be aware of its content shall be told where it is kept.
10. All relevant staff shall receive the necessary training and instruction to enable them to comply with the conditions of this permit.
11. The operator shall notify the Council of any changes to the persons nominated in the application as the primary point of contact, and deputy.
12. Maintenance and testing of vapour recovery systems shall be recorded.
13. All records made in compliance with this permit shall be kept in a written or computer log book or by using some other systematic method, and shall be clear and legible. If any entry is amended, a clear statement of the reason for doing so shall be included. Unless otherwise

stated in this permit, all records required to be taken shall be kept available for inspection for at least 4 years from the date of its being made. A copy of the manufacturer's instructions referred to in this permit shall be available for inspection on request.

#### Best available techniques

14. 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.

#### Process changes

15. 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.

#### Right to Appeal

You have the right of appeal against this permit within 6 months of the date of the decision (details are provided within the introductory note). You will normally be expected to pay your own expenses during an appeal.

You will be liable for prosecution if you fail to comply with the conditions of this permit. If found guilty, the maximum penalty for each offence if prosecuted in a Magistrates Court is £50,000 and/or 6 months imprisonment. In a Crown Court it is an unlimited fine and/or 5 years imprisonment.

Our enforcement of your permit will be in accordance with the Regulators' Compliance Code.



## Installation Boundary



## Site Layout

