

The Manager  
Tesco Supermarket  
East Road, Edinburgh Way,  
Harlow,  
Essex.  
CM20 2TG

## **Environmental Health**

Harlow Council  
Civic Centre  
The Water Gardens  
Harlow  
Essex CM20 1WG  
[www.harlow.gov.uk](http://www.harlow.gov.uk)

Our Ref: 16/SA/03215  
Your Ref:  
Date: 26<sup>th</sup> May 2022

### **Tesco Filling Station, East Road, Edinburgh Way, Harlow, Essex. CM20 2TG**

Dear Sir or Madam

As part of our inspection programme I wish to confirm my visit of the 16<sup>th</sup> March 2018, to the above premises.

I can confirm that all the required records covering maintenance and staff training were made available at the time of my visit or very soon after.

I would like to take this opportunity to thank Lily Stone for her assistance during the inspection.

Please find enclosed an inspection report for the above installation.

Please do not hesitate to contact me should you wish to discuss this matter.

Yours faithfully

Peter Hayden  
Senior Environmental Health Officer  
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Harlow District Council  
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## LA-PPC Inspection Report

### General Information

<b>Inspection Type</b>	Compliance
<b>Local Authority</b>	Harlow District Council
<b>Site Name and Address</b>	Tesco Filling Station, East Road, Edinburgh Way, Harlow, Essex. CM20 2TG
<b>Installation Type</b>	Filling Station
<b>Permit Reference</b>	EPR/B/1/14 Tesco East Road
<b>Site Representative Seen</b>	Lily Stone
<b>Regulator/representative</b>	Harlow Council: Peter Hayden
<b>Inspection Date</b>	16th March 2022
<b>Report Date</b>	26 <sup>th</sup> May 2022
<b>Duration of Inspection</b>	<1 hour
<b>Review of permit conditions undertaken</b>	Revised permit issued in 2015 in accordance with revised process guidance.

### Recent History

	<b>Comments</b>	<b>Action</b>
<b>Number of justified complaints received</b>	None	None
<b>Process/Installation changes</b>	Site re-pump Jan-Feb 2017 Storage tank combination changed	None

### Future Developments

	<b>Comments</b>	<b>Action</b>
<b>Information relating to EPR</b>	Process Guidance Note 1/14(13) issued December 2013	For information
<b>Other relevant information</b>	The Council's Authorised Process public register now online <a href="http://www.harlow.gov.uk/environmental-public-register">http://www.harlow.gov.uk/environmental-public-register</a>	None

### Risk Assessment

<b>Risk Assessment Score</b>	0
<b>Summary of changes</b>	None

### Summary of Inspection

Satisfactory installation: all required records made available at time of visit or soon after has requested.

### Actions Required

<b>Reference to any breach of condition (or not) and other compliance issues as necessary</b>	None
<b>Other relevant information</b>	None

### Compliance Checking

<b>Inspection List</b>	<b>✓, x or N/A</b>	<b>Condition/observation details</b>	<b>Action Required</b>
<b>Logbook and Records</b>			
<b>Storage tank summary</b>	✓	1 and 6 Super unleaded 2 and 5 Unleaded 3 and 4 Diesel	None
<b>Incident Log book present? Any incidents of vapour leaks? Any incidents of vapour locks?</b>	✓	No reported incidents	None
<b>Is the certification for the servicing of the Stage I vapour recovery system present on site?</b>	✓	Certificate seen dated 16/09/21	None
<b>Is the certification for the servicing of the Stage II vapour recovery system present on site?</b>	✓	Certificate seen dated 30/01/20	Slight delay in obtaining
<b>Is the certification for the servicing of the pressure relief valves (PVRV) present on site?</b>	✓	Stage II vapour/petrol ratio tested 30/01/2020, meets condition 4, 95%-105% capture efficiency	Slight delay in obtaining
<b>Are there training details for staff and competence records?</b>	✓	Permit conditions covered in bronze training for all staff	None
<b>Is there a copy of the permit on site?</b>	✓	Yes - seen	None

<b>Maintenance records/schedule</b> <ul style="list-style-type: none"> <li>• Maintenance inspections</li> <li>• Examination and testing</li> <li>• Inventory Checking</li> <li>• Installation and repair work carried out</li> </ul>	✓	Full details of maintenance available on site. Electrical report seen valid until 05/22	None
<b>Notifications received by the regulator of accidents, breakdowns or emissions likely to affect the local community during the period under review.</b>	✓	None	None
<b>Site inspection</b>			
<b>Are connection points on tank filling pipes and vapour return pipes fitted with secure seals?</b>	✓	Yes, checked vapour recover outlet valve, no corrosion and good seal.	None
<b>Are all connection points secured?</b>	✓	Secured and padlocked	None
<b>Are the fittings for delivery and vapour return pipes different?</b>	✓	Yes	None
<b>Are connections for vapour return and delivery hose clearly locked and labelled?</b>  <b>Is there clear notices/signage near the vapour return connection point reading:</b> “ connect vapour return line before off-loading”  “the maximum number of tanker compartments which can be discharged”	✓  ✓ ✓	Satisfactory, Driver Controlled Delivery	None
<b>Condition of manholes</b>	✓	Manholes securely sealed	None
<b>General Housekeeping</b>	✓	Very Good	None

**1 - Compliance Assessment****Scoring for Compliance Assessment**

Scale of Non-Compliance	Possible Score	Score Awarded
(A) Incident leading to justified complaint but no breach of any specific permit condition or of the general/residual BAT condition.	0 points	0
(B) Incident leading to a justified complaint*.	5 points per incident	0
(C) Breach of permit not leading to formal action.	10 points per breach	0
(D) Incident leading to formal caution, Enforcement Notice or prosecution.	15 points per incident	0
(E) Incident leading to a Prohibition Notice or Suspension Notice.	20 points per incident	0
<b>Total (Max. 50):</b>		<b>0</b>

**2 - Assessment of Monitoring, Maintenance and Records****Scoring for Assessment of Monitoring, Maintenance and Records**

Criterion	Possible Score			Score Awarded
	Yes	No	N/A	
(A) Are emissions and emissions monitoring recorded as required in the permit?	0	10	0	0
(B) Process operation modified where any problems indicated by monitoring?	0	5	0	0
(C) Has a written maintenance programme for pollution control equipment been provided to the regulator?	0	5	0	0
(D) Is there a log book at the permitted premises incorporating details of all maintenance, examination and testing, inventory checking, installation and repair work carried out?	0	5	0	0
(E) All relevant documents forwarded to the authority by date required?	-5	10	0	0
<b>Total:</b>				<b>0</b>

**3 - Assessment of Management, Training and Responsibility****Scoring for Assessment of Management, Training and Responsibility**

Criterion	Possible Score			Score Awarded
	Yes	No	N/A	
(A) Are procedures in place to ensure proper management, supervision and training for process operations, proper use of equipment and effective preventative maintenance on all plant and equipment concerned with the control of emissions to the air?	0	5	0	0
(B) Are all staff with responsibility for operating the installation trained to be aware of their responsibilities under the permit?	0	10	0	0
(C) Does the operator maintain, and make available on request, a statement of training requirements for each operational post?	0	5	0	0
(D) Does the operator keep, and make available, a record of the training received by each person whose actions may have an impact on the environment?	0	5	0	0
(E) Is there a competent trained person who remains near the tanker during unloading? (Delivery drivers may be trained as the competent person.)	0	5	0	0
(F) Is an 'appropriate' environmental management system in place and working effectively?	-5	0	0	0
<b>Total:</b>				<b>0</b>

**4 - Determination of Regulatory Effort from Scores**

Actual score = <b>0</b>	Score band = <b>&lt;30</b>	Category = <b>Low</b>
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