

The Manager  
Harlow SF Connect  
Southern Way  
Harlow  
Essex  
CM20

**Environmental Health**

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

Our Ref: B/01/01069

Your Ref:  
Date: 27/04/16

**Environmental Permitting (England and Wales) Regulations 2010  
Harlow SF Connect, Harlow, Essex CM20 2AG**

Dear Sir

As part of our inspection programme I wish to confirm my visit of the 22<sup>nd</sup> April 2016, to the above premises.

I would like to take this opportunity to thank Alan Stubbings for his 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 further.

Yours faithfully



Steven Adams  
Senior Environmental Health Officer  
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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>	BP Service Station, Southern Way, Harlow, Essex. CM18 7BH
<b>Installation Type</b>	Filling Station
<b>Permit Reference</b>	EPR/b/1/14 (06)
<b>Site Representative Seen</b>	Alan Stubbings
<b>Regulator/representative</b>	Harlow Council: Steven Adams
<b>Inspection Date</b>	22 <sup>nd</sup> April 2016
<b>Report Date</b>	27 <sup>th</sup> April 2016
<b>Duration of Inspection</b>	30 Minutes
<b>Review of permit conditions undertaken</b>	Carried out in 2014

### Recent History

	Comments	Action
<b>Number of justified complaints received</b>	None	None
<b>Process/Installation changes</b>	None	None

### Future Developments

	Comments	Action
<b>Information relating to EPR</b>	Current Guidance issued 12/2013 LAPPC Risk Method updated July 2013	For information
<b>Other relevant information</b>	None	None

### Risk Assessment

<b>Risk Assessment Score</b>	15 Low
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Summary of changes	Increased by 15 points
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### Summary of Inspection

<p>An unlabeled vent pipe and the cause of water held in the filling connection chamber could not be established at time of visit.</p> <p>Unable to verify that staff training modules fully cover the permit conditions.</p>
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### Actions Required

Reference to any breach of condition (or not) and other compliance issues as necessary	Unable to verify that staff training modules fully cover the permit conditions.
Other relevant information	None

### Compliance Checking

Inspection List	✓, x or N/A	Condition/observation details	Action Required
<b>Logbook and Records</b>			
Incident Log book present? Any incidents of vapour leaks? Any incidents of vapour locks?	✓	No reported incidents	None
Is the certification for the servicing of the Stage I vapour recovery system present on site?	✓	23/03/2016	None
Is the certification for the servicing of the Stage II vapour recovery system present on site? <i>Hydrocarbon capture not less than 85%</i>	✓	23/03/2016	None
Petrol delivery and vapour recovery systems for vehicle petrol tanks shall be tested in accordance with manufacturer's specifications.	✓	23/03/2016	None
Has the vapour containment integrity been tested? (every 3 years)	✓		
Has the effectiveness of the vapour recovery system been tested? (every 3 years?)	✓		
Is the certification for the servicing of the pressure relief valves (PVRV) present on site?	✓	23/03/2016	None
Are there training details for staff and competence records?	x	Training records held electronically, unable to verify training content	Please forward me a copy of your training module covering the

		regarding the permit conditions.	permit conditions and vapour recovery.
Is there a copy of the permit on site?	✓	Yes	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. In-house examinations carried out daily.	None
<b>Notifications received by the regulator of accidents, breakdowns or emissions likely to affect the local community during the period under review.</b>	✓	Alleged petrol surcharging to nearby residential property investigated but no evidence of leak detected.	None
<b>Site inspection</b>			
Storage tank summary	✓	1. Unleaded 2. Diesel 3. Ultimate diesel 4. Ultimate unleaded	None
Are connection points on tank filling pipes and vapour return pipes fitted with secure seals?	✓	Secured and locked.	None
Condition of filling connection points	x	Filling points serving tank 2 and 4 are under water.	If released into the environment, water contaminated with petrol and diesel can travel significant distances and pollute the soil and water supplies. Therefore it should be either removed from the filling station by a hazardous waste disposal specialist or disposed of through the petrol interceptor at the filling station.
Are the fittings for delivery and vapour return pipes different?	✓	Yes	None
Vent pipes are clearly labelled, securely supported and protected?	x	There is a vent pipe near to the tanker filling points approximately 1 metre in height.	Investigate the use of the unlabeled stand alone white pvc vent pipe adjacent to the tank filling points.
Are connections for vapour return and delivery hose clearly locked and labelled? Is there clear notices/signage near the vapour return connection point reading: “ connect vapour return line before off-	x ✓	Labels on points 2 and 4 under water. All delivery points locked.	Investigate and resolve the cause of the standing water