

The Manager  
Tesco Supermarket  
Church Langley  
Harlow,  
Essex.  
CM17 9TE

## **Environmental Health**

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

Our Ref: 014/DT/03104  
Your Ref:  
Date: 15<sup>th</sup> May 2014

**Tesco Filling Station, Church Langley Way, Harlow, Essex. CM17 9TE**

Dear Sir or Madam

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

David Taylor

Senior Environmental Health Officer  
Tel: 01279 446105 Fax: 01279 446639  
[david.taylor@harlow.gov.uk](mailto:david.taylor@harlow.gov.uk)

Copy: Tesco head office via email [admin.petroleum@uktesco.com](mailto:admin.petroleum@uktesco.com)

Harlow District Council  
 Civic Centre  
 The Water Gardens  
 Harlow  
 Essex.  
 CM20 1WG



## 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, Church Langley Way, Harlow, Essex. CM17 9TE
<b>Installation Type</b>	Filling Station
<b>Permit Reference</b>	PPC1/1.4/TESCO A2.1/98
<b>Site Representative Seen</b>	Stella Martin
<b>Regulator/representative</b>	Harlow Council: David Taylor
<b>Inspection Date</b>	31 <sup>st</sup> March 2014
<b>Report Date</b>	15 <sup>th</sup> May 2014
<b>Duration of Inspection</b>	<1 hour
<b>Review of permit conditions undertaken</b>	New revised permit to be issued before January 2015

### Recent History

	<b>Comments</b>	<b>Action</b>
<b>Number of complaints received</b>	None	None
<b>Process/Installation changes</b>	Harlow Council was notified that the pumps and stage II vapour recovery equipment were to be replaced during 2014. A number of documents have been lodged with the council including certificate of conformity for the proposed stage II system. The information also covers staff training, loading and discharging procedures, schedule or preventative maintenance and, pro-forma record sheets.	Please see notes below.

### Future Developments

	<b>Comments</b>	<b>Action</b>
<b>Information relating to EPR</b>	New Process Guidance issued 12/2013 LAPPC Risk Method March 2009 updated July 2013	For information

<b>Other relevant information</b>	None	None
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### Risk Assessment

<b>Risk Assessment Score</b>	5
<b>Summary of changes</b>	None

### Summary of Inspection

Satisfactorily managed installation but certain records could not be located.
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### Actions Required

<b>Reference to any breach of condition (or not) and other compliance issues as necessary</b>	<p>The stage II VR certificate appears' to relate to the installation before the pumps and VP II were replaced during August 2013. I should be grateful if you would provide a commissioning certificate for the new installation.</p> <p>Certain maintenance and check records (on the forms provided by Tesco in April 2013) could not be found at the time of my visit. I regret that my visit was unannounced and therefore it is likely that these checks are being undertaken but the records were not immediately available. I should be grateful if you would clarify what periodic checks are made by staff and how these are recorded. I am aware that the site relies on DCD but I am unclear on the extent of training undertaken by PFS staff and no records could be located.</p>
<b>Other relevant information</b>	None

### Compliance Checking

Inspection List	✓, ✗ or N/A	Condition of observation details	Action Required
<b>Logbook and Records</b>			
<b>Storage tank summary</b>	✓	1 and 4 Diesel 2, 3, 5, and 6 unleaded	None
<b>Records of uncontrolled leaks</b>	✓	None	None
<b>Stage I vapour recovery test certificate</b>	✓	27 <sup>th</sup> November 2013	None
<b>Stage II vapour recovery</b>	✓	19 <sup>th</sup> October 2011	
<b>PVRV checks</b>	✓	27 <sup>th</sup> November 2013	None
<b>Competent person(s)</b>	✓	No information available	
<b>Copy of permit</b>	✓	On site	None
<b>Maintenance records/schedule</b>	✓	Provided April 2013	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>Condition of filling connection point seals</b>	✓	Not examined in detail	
<b>Connection points secure?</b>	✓	Yes	None
<b>Different vapour and filling fittings?</b>	✓	Yes	None
<b>Signs correct, clear and clean?</b>	✓	Yes	None
<b>Condition of manholes</b>	✓	Not inspected	None
<b>General Housekeeping</b>	✓	Satisfactory	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	5	0	5
(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>5</b>

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

Actual score = 5	Score band = <30	Category = Low
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