

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

Our Ref: 16/SA/03215
Your Ref:
Date: 26th February 2018

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 21st February 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 Nicky Raymen 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



Steven Adams
Senior Environmental Health Officer
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Copy: Tesco head office via email admin.petroleum@uktesco.com
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LA-PPC Inspection Report

General Information

Inspection Type	Compliance
Local Authority	Harlow District Council
Site Name and Address	Tesco Filling Station, East Road, Edinburgh Way, Harlow, Essex. CM20 2TG
Installation Type	Filling Station
Permit Reference	EPR/B/1/14 Tesco East Road
Site Representative Seen	Nicky Raymen
Regulator/representative	Harlow Council: Steven Adams
Inspection Date	21st February 2018
Report Date	26 th February 2018
Duration of Inspection	<1 hour
Review of permit conditions undertaken	Revised permit issued in 2015 in accordance with revised process guidance.

Recent History

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

Future Developments

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

Risk Assessment

Risk Assessment Score	0
Summary of changes	None

Summary of Inspection

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

Actions Required

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

Compliance Checking

Inspection List	✓, x or N/A	Condition/observation details	Action Required
Logbook and Records			
Storage tank summary	x	1 and 4 Diesel 2 and 5 Unleaded 3 and 6 Super unleaded Changed to 1 and 6 Super unleaded 2 and 5 Unleaded 3 and 4 Diesel	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.
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?	✓	Certificate dated 16/01/18	None
Is the certification for the servicing of the Stage II vapour recovery system present on site?	✓	Certificate dated 04/01/17	None
Is the certification for the servicing of the pressure relief valves (PVRV) present on site?	✓	Stage II vapour/petrol ratio tested 04/01/17, meets condition 4, 95%-105% capture efficiency	None
Are there training details for staff and	✓	Permit conditions covered in	None

competence records?		bronze training for all staff	
Is there a copy of the permit on site?	✓	Yes	None
Maintenance records/schedule <ul style="list-style-type: none"> • Maintenance inspections • Examination and testing • Inventory Checking • Installation and repair work carried out 	✓	Full details of maintenance available on site.	None
Notifications received by the regulator of accidents, breakdowns or emissions likely to affect the local community during the period under review.	✓	None	None
Site inspection			
Are connection points on tank filling pipes and vapour return pipes fitted with secure seals?	✓	Yes	None
Are all connection points secured?	✓	Secured and padlocked	None
Are the fittings for delivery and vapour return pipes different?	✓	Yes	None
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-loading” “the maximum number of tanker compartments which can be discharged”	✓	Satisfactory	None
Condition of manholes	✓	Manholes securely sealed	None
General Housekeeping	✓	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
Total (Max. 50):		0

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
Total:				0

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
Total:				0

4 - Determination of Regulatory Effort from Scores

Actual score = 0	Score band = <30	Category = Low
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