

Mr S R Chandrakumar  
S R Services  
153 Lonsdale Road  
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EN2 7NB

**Environmental Health**

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

Our Ref: 14/DT/04091  
Your Ref:  
Date: 8<sup>th</sup> April 2014

**Environmental Permitting (England and Wales) Regulations 2010  
Texaco Filling Station, Elizabeth Way, Harlow, Essex. CM19 5AR**

Dear Sir

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)

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>	Texaco Service Station, The Pinnacles, Harlow, Essex. CM19 5AR
<b>Installation Type</b>	Loading and offloading of petroleum
<b>Permit Reference</b>	EPR/b/1/14 SR Services
<b>Site Representative Seen</b>	S R Chandrakumar
<b>Regulator/representative</b>	Harlow Council: David Taylor
<b>Inspection Date</b>	31 <sup>st</sup> March 2014
<b>Report Date</b>	7 <sup>th</sup> April 2014
<b>Duration of Inspection</b>	<1 hour
<b>Review of permit conditions undertaken</b>	A review of permit conditions will be undertaken during 2014 following publication of the new process guidance note.

### Recent History

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

### Future Developments

	Comments	Action
<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

### Risk Assessment

<b>Risk Assessment Score</b>	20
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<b>Summary of changes</b>	None
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### Summary of Inspection

Training records out of date. No maintenance procedure available
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### Actions Required

<b>Reference to any breach of condition (or not) and other compliance issues as necessary</b>	See below
<b>Other relevant information</b>	

### Compliance Checking

Inspection List	✓, ✗ or N/A	Condition/observation details	Action Required
<b>Logbook and Records</b>			
<b>Storage tank summary</b>	✓	Tanks 1 and 2 unleaded Tank 3 diesel	None
<b>Records of uncontrolled leaks</b>	✓	None reported	None
<b>Stage I vapour recovery test certificate</b>	✓	15 <sup>th</sup> March 2013	None
<b>Stage II vapour recovery</b>	✓	N/A	None
<b>PVRV checks</b>	✓	15 <sup>th</sup> March 2013	None
<b>Competent person(s)</b>	✓	3 persons trained but all certificates are out of date.	Ensure that all persons receive appropriate training and that this is regularly updated.
<b>Copy of permit</b>	✓		None
<b>Maintenance records/schedule</b>	✓	No procedure available	Please provide a copy of your maintenance procedure for the maintenance of all tanks, dispensing equipment and valves used to prevent the escape of vapours
<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</b>	✓	Appear satisfactory	None

<b>seals</b>			
<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>	✓	Water logged	Reduce water levels
<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	5
(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>5</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	5
(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	5
(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>15</b>

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

Actual score = <b>20</b>	Score band = <b>0 -30</b>	Category = <b>low</b>
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