

## **Environmental Health**

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

Our  
Ref:EPR/3.01/21/V1  
Albury/Lodge  
B/01/01069  
Your Ref:  
Date: 22/06/2022

### **Environmental Permitting (England and Wales) Regulations 2016 Harlow S F Connect, Harlow, Essex CM20 2AG**

Dear Zafar,

As part of our inspection programme I wish to confirm my visit of the 9<sup>th</sup> June 2022, to the above premises.

I would like to take this opportunity to thank you for your 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 sincerely

Peter Hayden  
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>	Zafar, Site Manager
<b>Regulator/representative</b>	Harlow Council: Peter Hayden
<b>Inspection Date</b>	9 <sup>th</sup> June 2022
<b>Report Date</b>	22 <sup>th</sup> July 2020
<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>	The Council's Authorised Process public register now online <a href="http://www.harlow.gov.uk/environmental-permits">http://www.harlow.gov.uk/environmental-permits</a>	None

### Risk Assessment

<b>Risk Assessment Score</b>	Low
<b>Summary of changes</b>	0 score

### Summary of Inspection

Service Station maintained to a good standard
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### 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

Inspection List	✓, ✗ or N/A	Condition/observation details	Action Required
<b>Logbook and Records</b>			
<b>Incident Log book present?</b> <b>Any incidents of vapour leaks?</b> <b>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>	✓	11/01/2021 - Seen	None
<b>Is the certification for the servicing of the Stage II vapour recovery system present on site?</b> <i>Hydrocarbon capture not less than 85%</i>	✓	31/08/2021 - Seen	None
<b>Petrol delivery and vapour recovery systems for vehicle petrol tanks shall be tested in accordance with manufacturer's specifications.</b> <b>Has the vapour containment integrity been tested? (every 3 years)</b> <b>Has the effectiveness of the vapour recovery system been tested? (every 3 years?)</b>	✓  ✓  ✓	31/08/2021 - Seen	None
<b>Is the certification for the servicing of the pressure relief valves (PVRV) present on site?</b>	✓	11/01/2018	None
<b>Are there training details for staff and competence records?</b>	✓	Training records cover the permit conditions. Seen	None

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.  Electrical report 7/01/2022  Seen	None
Notifications received by the regulator of accidents, breakdowns or emissions likely to affect the local community during the period under review.	✓	None	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	✓	Vapour recovery value checked, satisfactory	None
Are the fittings for delivery and vapour return pipes different?	✓	Yes	None
Vent pipes are clearly labelled, securely supported and protected?	✓	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”	✓  ✓  ✓  ✓	Yes  Yes  Yes  Yes	None
Condition of manholes	✓	Satisfactory	None
General Housekeeping	✓	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	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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