

WARWICK DISTRICT COUNCIL: Health & Community Protection

Service Request No.	379883	Investigating Officer:	PML
Date Received:	13/08/2020	Response Target:	19/08/2020
		Completion Target:	02/09/2020
Request	Concerning: Category:	Variation of Permit Air - EPA part 1 enquiry/permit application	

Client	
Alarm:	Mr Paolo Zaffino
Name:	
Address:	Lockett House 13 Church Street Kidderminster DY10 2AH
Tel No.	
Mobile.	
Client	
Access:	

Premises	Shell Garage
Name:	
Address:	3-5 Clarendon Avenue Leamington Spa Warwickshire CV32 5PY
Tel No.	01926 452960
Mobile.	

Text

See attached email.

[illegible]

Part B Application form

Application to vary a permit for a Part B service station to add PVR Stage II

**Local Authority Pollution Prevention and Control
Pollution Prevention and Control Act, 1999
Environmental Permitting (England and Wales) Regulations 2016**

Introduction

When to use this form

Use this form if you are applying for a variation to an existing service station permit in order to extend it to cover the operation of PVR Stage II.

When complete, send the form and any additional information to:

Warwick District Council

If you need help and advice

We have made the application form as straightforward as possible, but please get in touch with us at the local authority address given above if you need any advice on how to set out the information we need.

LAPPC application form: to be completed by the operator		
For Local Authority use		
Application reference	Officer reference	Date received

A1.1. Name of the premises

Shell Leamington

A1.2. Please give the address of the premises

Clarendon Avenue

Leamington Spa

Postcode CV32 5PY

Telephone.... **01926 814817**

A1.3. Reference number of existing PVR Stage I permit for the installation

62

A2.1. The applicant - Please provide the full name of company or corporate body or the name of the sole trader or the names of the partners

Shell UK Oil Products Ltd

Trading/business name (if different); As above

Registered Office address

Shell Centre,

York Road,

London

Postcode .SE1 7NA

Telephone; 020 7934 1234

A2.2. Holding companies

Is the operator a subsidiary of a holding company within the meaning of section 1159 of the Companies Act 2006?

☐

No

X

Yes

If yes? Name of ultimate holding company;

Shell Transport & Trading Company PLC

Ultimate holding company registered office address

Shell Centre,
York Road,
London

Postcode .SE1 7NA

.Telephone; 020 7934 1234

A3 Who can we contact about your application?

It will help to have someone who we can contact directly with any questions about your application. The person you name should have the authority to act on behalf of the operator - This can be an agent or consultant.

Name **Paolo Zaffino – Lockett & Co**
Position **Duly Authorised Agents**
Address **Lockett House, 13 Church Street, Kidderminster**
Postcode; **DY10 2AH**

Telephone; [REDACTED]

Email address; [REDACTED]

B. About the installation

B1.1 Is PVR Stage II equipment already fitted:

No

Yes X

B1.2 If the answer to B1.1 is "no",

a) when do you intend to fit it

b) what arrangements are in place (e.g. contract with installers) to fit it

B2.1 What systems have been installed or is it intended to install to comply with PVR Stage II?

Doc Reference:

B2.2 What is or will be the vapour/petrol ratio?

The petrol vapour capture efficiency of the Stage II petrol vapour recovery system shall be equal to or greater than 85%. Where the recovered petrol vapour is transferred to a storage tank, the vapour/petrol ratio shall be equal to or greater than 0.95.

B2.3 Please attach process diagrams and plans of VPR Stage II system, including pipework layout.

Doc Reference

B2.4 What arrangements will be/have been made for preventative maintenance of the PVR Stage II equipment.

The VR Stage II system prevents vapours being discharged into the atmosphere during the filling of the vehicle fuel tank by routing the vapours back to the underground tank from where they are transferred to the tanker during a fuel delivery and taken back to the terminal.

Doc Reference; Shell Vinci

B2.5 What arrangements will be/have been made to ensure relevant staff are adequately familiar with/trained in the use of the PVR Stage II equipment.

.....

Doc Reference: Vapour Recovery: Operations, Training, Emergency Procedure and records

B2.6 Please attach procedures and contingency measures in the event of vapour containment equipment failure (including the system for vapour recovery during filling of vehicle petrol tanks).

Doc Reference; Vapour Recovery: Operations, Training, Emergency Procedure and records

B2.7 Please provide a certificate to confirm conformity of the PVR Stage II equipment with approval for use under the regulatory regimes of at least one European Union or European Free Trade Association country and to confirm that the hydrocarbon capture efficiency of the equipment is not less than 85% (ie that at least 85% of the displaced vapours are recovered, according to the relevant 'type approval' test (see Section 5.16 of PG1/14(06)), expressed as the ratio of the volume of hydrocarbon vapours displaced to the volume of petrol discharged.

Doc Reference; Wayne Cert No. VR2-1508_1-111 EU_180511

B2.8 What arrangements will be put in place to test delivery systems and vapour recovery systems, including the testing of the vapour/petrol ratio? Please provide details of testing of the vapour containment integrity in accordance with the manufacturer's specifications (to be undertaken prior to commissioning and periodically at least once every 3 years thereafter and always following substantial changes or significant events that lead to the removal or replacement of any of the components required to ensure the integrity of the containment system).

Doc Reference; Shell Vinci

B2.9 Is an "automatic monitoring system" installed, or will it be installed, to automatically detect faults in the proper functioning of the petrol vapour recovery system including the automatic monitoring system; to indicate faults to the operator; and to automatically cut off the flow of fuel on the faulty delivery system if the fault is not rectified within 1 week?

☐ No

X Yes

B3 Additional Information

Please supply any additional information, which you would like us to take account of in considering this application.

Doc Reference:

C1. Fees and Charges

C1.1. Please enclose the relevant sum if this variation involves a substantial change, i.e. an increase in emissions to air, and state the amount enclosed.

£257.00

Cheques should be made payable to:

We will confirm receipt of this fee when we write to you acknowledging your application.

C1.2. Please give any company purchase order number or other reference you wish to be used in relation to this fee.

C2. Annual charges

If we grant you a permit, you will be required to pay an annual subsistence charge. If you don't pay, your permit can be revoked and you will not be able to operate your installation.

C2.1. If different to details provided in relation to your current PVR Stage I permit, please provide details of the address you wish invoices to be sent to and details of someone we may contact about fees and charges.

c/o Lockett & Co

Lockett House, 13 Church Street

Kidderminster

Postcode; DY10 2AH.....Telephone; 01562 864488

C3. Commercial confidentiality

C3.1. Is there any information in the application that you wish to justify being kept from the public register on the grounds of commercial or industrial confidentiality?

If **Yes**, please provide full justification, considering the definition of commercial confidentiality within the EP Regulations (See the General Guidance Manual).

C4. Data Protection

The information you give will be used by the Local Authority to process your application. It will be placed on the relevant public register and used to monitor compliance with the permit conditions. We may also use and or disclose any of the information you give us in order to:

- consult with the public, public bodies and other organisations,
- carry out statistical analysis, research and development on environmental issues,
- provide public register information to enquirers,
- make sure you keep to the conditions of your permit and deal with any matters relating to your permit
- investigate possible breaches of environmental law and take any resulting action,
- prevent breaches of environmental law,
- offer you documents or services relating to environmental matters,
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows)
- assess customer service satisfaction and improve our service.

We may pass on the information to agents/ representatives who we ask to do any of these things on our behalf.

It is an offence under regulation 38 of the EP Regulations, for the purpose of obtaining a permit (for yourself or anyone else) to:

- make a false statement which you know to be false or misleading in a material particular,
- recklessly make a statement which is false or misleading in a material particular.

If you make a false statement

- we may prosecute you, and
- if you are convicted, you are liable to a fine or imprisonment (or both).

C5 Declaration: previous offences (delete whichever is inapplicable)

I/We certify

EITHER

No offences have been committed in the previous five years which are relevant to my/our competence to operate this installation in accordance with the EP Regulations.

OR

~~The following offences have been committed in the previous five years which may be relevant to my/our competence to operating this installation in accordance with the Regulations:~~

Signature;

Name; Elizabeth Baxter

Position; Operations assistant

Date; 12/08/2020

6 Declaration

C6.1 Signature of current operator(s)*

I/We certify that the information in this application is correct. I/We apply for a permit in respect of the particulars described in this application (including supporting documentation) I/We have supplied.

Please note that each individual operator must sign the declaration themselves, even if an agent is acting on their behalf.

For the application from:

Premises name; Shell Leamington

Signature;

A black rectangular box redacting the signature of Elizabeth Baxter.

Name; Elizabeth Baxter

Position; Operations assistant

Date; 12/08/2020

Peter Lawson

From: Paolo Zaffino [REDACTED]
Sent: 12 August 2020 15:47
To: Peter Lawson
Cc: Paulette Samuels; Donna Lockett
Subject: RE: Shell U.K. Oil Products Vapour Recovery Permits + Petroleum Storage Certificates

Hi Peter

I have received the as-built drawings at 1:05pm today. Waiting for signature of the revised application which wont come until tomorrow.

In regards to whom you can contact regarding technical info, I understand from Shell this would be Artelia UK:
Peter Burrell – [REDACTED]
William Culver [REDACTED]

Kind Regards,

Paolo Zaffino
Operations Manager



LOCKETT & CO
Retail, Licensing and Training Consultants

Tel: 01562 864488 Fax: 01562 863539

www.lockett.co or [REDACTED]

Lockett House, 13 Church Street, Kidderminster, Worcestershire, DY10 2AH



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We believe this e-mail is virus free but we cannot guarantee this. Recipients should therefore check for viruses and similar harmful devices and we cannot accept liability for any which may occur.

From: Peter Lawson <Peter.Lawson@warwickdc.gov.uk>

Sent: 12 August 2020 15:06

To: Paolo Zaffino [REDACTED]

Cc: Paulette Samuels <Paulette.Samuels@warwickdc.gov.uk>; Donna Lockett [REDACTED]

Subject: RE: Shell U.K. Oil Products Vapour Recovery Permits + Petroleum Storage Certificates

Good Afternoon Paolo,

I hope you are well and enjoying the nice weather.

Further to our previous exchange of emails.

I see that the work at Shell Leamington is near completion. However Warwick District Council has still yet to receive the promised application for the permit for the new vapour recovery system. Nor have we received any contact from Shell regarding our written request for technical discussion with their nominated representative.

Are Lockett and Co able to address this or direct us to a named individual at Shell who can resolve this matter. It would be unsatisfactory if we were to write to Shell about their permit and find that correspondence redirected to Lockett and Co if resolution is outside Lockett & Co control.

Kind Regards

Peter Lawson Bsc(Hons) MSc CMCIEH
Chartered Environmental Health Practitioner
Senior Environmental Health Officer

Warwick District Council
Tel: 01926 456715
Email: peter.lawson@warwickdc.gov.uk

From: Peter Lawson
Sent: 13 July 2020 11:26
To: 'Paolo Zaffino' [REDACTED]
Cc: Paulette Samuels <Paulette.Samuels@warwickdc.gov.uk>; Donna Lockett [REDACTED]
Subject: RE: Shell U.K. Oil Products Vapour Recovery Permits + Petroleum Storage Certificates

Good Morning,

Thank you for the update on the progress of the application form for Shell Leamington.

We did receive some drawings before the lockdown it would be helpful to have updated drawings of what has actually been installed.

I note from looking through the fence that works exposed at the beginning of lockdown have now been concreted in.

With regard to payment, I am advised by our finance people that we are not currently set up to accept payments for permits on line.

It either requires them to send you an invoice or a cheque made payable to Warwick District Council. When making cheque payment please quote: Code 4350-9358 on the back of the cheque as this will ensure that the payment can be allocated to the correct department.

Kind Regards

Peter Lawson Bsc(Hons) MSc CMCIEH
Chartered Environmental Health Practitioner
Senior Environmental Health Officer

Warwick District Council
