



**Notification of Transfer of Whole Permit Under  
The Environmental Permitting (England and Wales)  
Regulations 2010 (As Amended)**

Transfer notice number:  
PB/28/WK201621549

Dudley Metropolitan Borough Council in exercise of its powers under Regulation 21 and Part 1 of Schedule 5 of the Environmental Permitting (England And Wales) Regulations 2010 (As Amended) (SI 2010 No 675) (the regulations) is satisfied that the named transferee will be the operator of the regulated facility formerly known as Shell Sedgley Road and is able to operate the facility in accordance with the conditions of the Permit and therefore accepts the transfer of permit reference PB/28/WK201621549 issued under the regulations.


*Name of transferee: Motor Fuel Limited*

*Whose registered office is: Clock House Court, 5-7 London Road, Hertfordshire, AL1 1LA*

*Company registration number: 5206547*

*Shall operate a regulated facility at: Sedgley Road Service Station, Sedgley Road, Dudley, DY1 4LQ*

This notice shall take effect from 12<sup>th</sup> July 2016

  
Name: .....Date: 12<sup>th</sup> July 2016  
Lynda Fawthrop  
Principal Environmental Health Officer  
*Authorised to sign on behalf of Dudley MBC*



## Amendment to Environmental Permit Status Log

Name of Installation: Sedgley Road Service Station

Permit Reference: PB/28/WK201621549

The status log of the permit sets out the permitting history, including any changes to the permit reference number. The status log below replaces the status log in permit reference PB/28/WK201223229, issued on 20<sup>th</sup> August 2012

Status Log of the Permit		
Detail	Reference	Date
Environmental Permit issued to Totalfinaelf UK Limited	PET/PB/28	19 <sup>th</sup> September 2006
Permit Transferred to Rontec Watford Limited	PET/PB/28/WK/201143761	12 <sup>th</sup> December 2011
Transfer to Shell UK Oil Products Limited	PET/PB/28/WK/201221761	20 <sup>th</sup> August 2012
Variation Notice	PET/PB/28/WK201223229	20 <sup>th</sup> August 2012
Permit Transfer to Motor Fuel Limited	PET/PB/28/WK201621549	12 <sup>th</sup> July 2016

**Consolidated Permit  
Variation Notice WK/201223229**



**Hereby Permit**

Shell UK Oil Products Limited,  
Shell Centre,  
London SE1 7NA

**To Operate A Part B Installation Of Unloading Petrol  
into Stationary Tanks at:**

Shell Sedgley Road,  
Sedgley Road,  
Dudley DY1 4LQ

**Under The Provisions of**

THE ENVIRONMENTAL PERMITTING (ENGLAND AND WALES)  
REGULATIONS 2010 (AS AMENDED)

**Permit Reference Number:**

PET/PB/28

**Date Initial Permit issued:**

19<sup>th</sup> July 2006

**Variation Notice and Consolidated Permit issued:**

20<sup>th</sup> August 2012

A handwritten signature in black ink, appearing to read "T. Glews", is positioned above the printed name of the signatory.

Signed ..... **Dated:** 20<sup>th</sup> August 2012  
**T Glews, Environmental Protection Manager**  
(Authorised to sign on behalf of Dudley Metropolitan Borough Council)

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## INTRODUCTORY NOTE TO PERMIT

This Environmental Permit (The Permit) is issued by Dudley Metropolitan Borough Council (the Council) under Regulation 13(1) of the Environmental Permitting (England and Wales) Regulations 2010 (As Amended) (S.I. 2010 No.675), to operate an installation prescribed in Part 2 to Schedule 1 of those Regulations, to the extent specified in the conditions of this permit.

The requirements of this Permit shall be effective from the date of service unless otherwise specified within the Permit. Where a Variation Notice has been served the conditions contained within that Variation Notice shall be effective from the date that the Notice is served, unless a specific implementation date is allocated to specific conditions.

For the purpose of this permit the legal operator of the installation is Shell UK Oil Products Limited, Shell Centre, London SE1 7NA. Company register number: 3625633.

## DESCRIPTION OF INSTALLATION

The unloading of petrol into stationary storage tanks at the station within the Installation boundary marked on the plan attached to this Permit as Appendix 1 - Site Plan PET/PB/28.

This service station has three petrol storage tanks and the annual volume of petrol unloaded from mobile containers into the stationary storage tanks is in excess of 1000m<sup>3</sup> per year.

The Installation falls within the definition of Part 2, Section 1.2, Part B (d) and (e) of Schedule 1 of the Environmental Permitting (England and Wales) Regulations 2010 (As Amended). The unloading of diesel into stationary storage tanks and the filling of motor vehicles with diesel is not covered by this permit.

## STATUS LOG

Status Log of the Permit		
Detail	Reference	Date
Environmental Permit issued to Totalfinaelf UK Limited	PET/PB/28	19 <sup>th</sup> September 2006
Permit Transferred to Rontec Watford Limited	PET/PB/28/WK/201143761	12 <sup>th</sup> December 2011
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Variation Notice	PET/PB/28/WK201223229	20 <sup>th</sup> August 2012

## **1.0 THE PERMITTED INSTALLATION**

- 1.1 The permitted Installation shall be comprised of the activities specified in the Table below.

<b>Activity listed in Schedule 1, Part 2 of EP Regulations</b>	<b>Description of specified activity</b>
Section 1.2 Part B (d)	Unloading of petrol into stationary storage tanks at a service station where the total quantity of petrol unloaded is greater than 1000m <sup>3</sup> in a 12 month period.

- 1.2 The activities authorised under Condition 1.1 shall not extend beyond the site, being the area shown hatched on the Site Plan PET/B/28 in Appendix 1 to this Permit.
- 1.3 If the operator proposes to make a change in operation of the installation, the operator must, at least 28 days before making the change, notify the regulator in writing. The notification must contain a description of the proposed change in operation. It is not necessary to make such a notification if an application to vary this permit has been made and the application contains a description of the proposed change. In this condition “change in operation” means a change in the nature or functioning, or an extension, of the installation, which may have consequences for the environment.

## **2.0 SITE CONSTRUCTION**

- 2.1 Vapours displaced by the delivery of petrol into storage installations at this service station shall be returned through a vapour tight connection line to the mobile container delivering the petrol. Unloading operations shall not take place unless these arrangements are in place and properly functioning, subject to Conditions 3.1, 3.2 and 3.3 below.
- 2.2 The vapour collection system(s) shall be of a size and design as approved by the Council, to minimise vapour emissions during the maximum petrol and vapour flow in accordance with Conditions 2.1 and 4.1.
- 2.3 The connection points on the tank filling pipes and vapour return pipe, and dipstick aperture points shall be fitted with secure seals to reduce vapour leaks when not in active use. If apertures are provided on storage tanks for the use of a dipstick, these shall be securely sealed when not in use.
- 2.4 The fittings for delivery and vapour return pipes shall be different to prevent misconnection
- 2.5 The petrol storage tank vent pipe shall be fitted with a pressure vacuum vent valve to minimise vapour loss during unloading and storage of petrol. The

pressure vacuum vent valve shall be sized and weighted to prevent vapour loss, except when storage tanks are subject to potentially hazardous pressurisation.

- 2.6 Adjacent to each vapour return connection point there shall be a clearly legible and durable notice instructing “*Connect vapour return line before off-loading*” or similar wording. In the case of direct fill operations where the filling points are underground, the sign may be located nearby above ground providing that it is easily visible from the ground. In addition, either:

- (a) the sign shall also refer to the maximum number of tanker compartments which may be unloaded simultaneously, or
- (b) a clear statement of the maximum tanker compartments which may be unloaded simultaneously shall be included on the Petroleum Delivery Certificate.

- 2.7 The venting of petrol vapour shall be through the vent pipes serving the vapour balancing system.

### **3.0 ON-SITE PROCEDURES**

- 3.1 All reasonably practicable steps shall be taken to prevent uncontrolled leaks of vapour from vents, pipes and connectors from occurring. The Council shall be advised immediately of the circumstances of any such vapour leak if there is likely to be an effect on the local community, and in all cases details of any vapour leak shall be recorded in accordance with Condition 6.3.

In this Condition, and in Conditions 3.2, a vapour leak means any leak of vapour excepting those which occur through the pressure vacuum vent valve as described in Condition 2.5 during potentially hazardous pressurisation.

- 3.2 The operator shall immediately advise the Council of the corrective measures to be taken and the timescales over which they will be implemented in the event of a vapour leak described in Condition 3.1.
- 3.3 Instances of vapour lock shall be recorded in accordance with Condition 6.3 and under the circumstances detailed in 3.1, be advised to the Council immediately.
- 3.4 Manhole entry points to storage tanks shall be kept securely sealed except when maintenance and testing are being carried out which requires entry to the tank.
- 3.5 The procedures in Conditions 3.1, 3.2 and 3.3 shall be reviewed in light of any modifications which occur to the facilities. The Council shall be advised of any proposed alteration. If necessary, a Variation Notice shall then be served by the Council to alter the conditions of the Permit before the proposed alteration is implemented.

#### **4.0 DELIVERY PROCEDURES**

- 4.1 The number of tanker compartments being discharged simultaneously shall not exceed two, excluding the diesel compartment, unless the diesel storage tank is vented through the same vapour balancing system as the petrol storage tanks.
- 4.2 When connecting hoses prior to delivery, the vapour return hose shall be connected before the delivery hoses. The vapour return hose shall be connected by the road tanker end first and then at the storage tank end.
- 4.3 If dip testing of storage tanks or road tanker compartments is performed before delivery, the dip openings shall be securely sealed prior to the delivery taking place.
- 4.4 Road tanker compartment dip testing shall not be performed whilst the vapour hose is connected, except in the case of split compartment deliveries where dip testing is carried out, which can be safely undertaken to the satisfaction of the Petroleum Licensing Authority.
- 4.5 A competent person shall remain near the tanker and keep a constant watch on hoses and connections during unloading. A competent person may be an employee of the Service Station operator, or the tanker driver, however, the competent person shall have received the necessary training as detailed in the definition attached in this Permit.
- 4.6 All road tanker compartment vent and discharge valves shall be closed on completion of the delivery.
- 4.7 On completion of the delivery the delivery hoses must be discharged and disconnected before the vapour return hose is disconnected. Delivery hoses shall be disconnected at the road tanker end first whilst the vapour return hose shall be disconnected at the storage tank end first.
- 4.8 All connection points shall be securely sealed after delivery.
- 4.9 If the storage tanks or road tanker compartment are dipped after delivery, the dip openings shall be securely sealed immediately after dip testing.

#### **5.0 STAGE 1 VAPOUR RECOVERY CONTROLS**

- 5.1 Petrol delivery and vapour return lines shall be tested prior to commissioning and at least once every 5 years thereafter for vapour containment integrity.
- 5.2 Pressure vacuum relief valves or other similar devices on fixed tank vents shall be checked for correct functioning, including extraneous matter, seating and corrosion at least once every three years.



- 5.3 The Operator shall maintain records at the installation incorporating details of all maintenance, examination and testing, inventory checking, installation and repair work carried out, along with details of training given to operating staff at the service station.

The records shall also detail any suspected vapour leak, together with action taken to deal with any leak in accordance with Conditions 3.1, 3.2 and 3.3.

- 5.4 Essential spares and consumables shall be held on site or shall be available from a guaranteed supplier at short notice so that equipment breakdown can be rectified rapidly.

## **6.0 MANAGEMENT**

- 6.1 Without prejudice to the other conditions of this Permit, the Operator shall implement and maintain an Environmental Management System, organisational structure and allocate resources that are sufficient to ensure compliance with conditions of this Permit.

- 6.2 All staff shall be fully conversant with those aspects of the Permit conditions, which are relevant to their duties and shall be provided with adequate training and written operating instructions to enable them to carry out their duties.

- 6.3 The Operator shall ensure that all records required to be made by this Permit and other records made by it in relation to the operation of the Installation shall:

- (a) be made available for inspection by the Council at any reasonable time;
- (b) be supplied to the Council on demand and without charge;
- (c) be legible;
- (d) be made as soon as reasonably practicable;
- (e) indicate any amendments which have been made and shall include the original record wherever possible; and
- (f) be retained at the Installation, or other location agreed by the Council in writing, for a minimum period of 4 years from the date when the records were made, unless otherwise agreed in writing.

## APPENDIX 1 – SITE PLAN PET/PB/28

