



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

**Shell UK Oil Products Ltd
24 Grove Road (SouthBound)
Woodbridge
Suffolk
IP12 4LJ**

REF – 13/00018/B

Permit Details

Permit Holder: Shell UK Oil Products Ltd	
Installation Address:	Shell Woodbridge 24 Grove Road (Southbound) Woodbridge Suffolk IP12 4LJ
Registered Address of Company:	Shell UK Oil Products Ltd York Road London SE1 7NA

Provenance	Date
Application for Permit	7 December 1999
Permit Issued	7 December 1999
Permit Varied	20 May 2019

Shell UK Oil Products Ltd is hereby permitted by East Suffolk Council to carry on the process of Unloading Petrol into Storage at Petrol Stations, as prescribed in Part B of Schedule 1, The Environmental Permitting Regulations (England and Wales) 2016, at the above named installation as indicated on the attached map at reference 626046E,249497N and in accordance with the conditions detailed in Section 2 of this Permit.

Signed 
Environmental Health Officer

Date: 20 May 2019

Section One

Introductory Note

[This introductory note does not form a part of the Permit]

The following Permit is issued under the Environmental Permitting (England and Wales) Regulations to operate an installation carrying out activities covered by the descriptions contained in the Regulations, to the extent authorised by the Permit:

Aspects of the operation of the installation which are not regulated by conditions of the Permit are subject to the Operator using the best available techniques for preventing or, where that is not practicable, reducing emissions from the installation.

Techniques include both the technology used and the way in which the installation is designed, built, maintained, operated and decommissioned.

The Permit Conditions require the Operator to use Best Available Techniques (BAT), in each of the aspects of the management of the installation, to prevent and where that is not practicable to reduce emissions. The Conditions do not provide a definitive explanation of 'BAT'; In determining 'BAT', the Operator should pay particular attention to relevant sections of the Process Guidance Note PG1/14, and other relevant guidance.

Process Description

This process involves the unloading of petrol from tankers into storage, and motor vehicle refuelling, at service stations.

Petrol is unloaded from a road tanker into an underground storage tank. The fuel is gravity fed through vapour tight hoses. There are emissions associated with the escape of petrol vapour displaced when storage tanks are filled. The displaced vapours are returned to the tanker via hoses. [Stage 1 Vapour Recovery].

The integrity of the system is maintained by a pressure vacuum relief valve on the vent pipes which prevents discharges during filling. The maximum number of tanks that can be discharged simultaneously is 2.

PVR II Vapour recovery occurs when fumes that are displaced by the filling of petrol into vehicle petrol tanks at service stations are recovered through a vapour recovery system to a storage installation. This can be the service station's underground storage tank or other appropriate vessel.

Section Two

Permit Conditions

Pollution Prevention and Control Act 1999

The Environmental Permitting Regulations (England and Wales) 2016

Permit Reference No. 13/00018/B

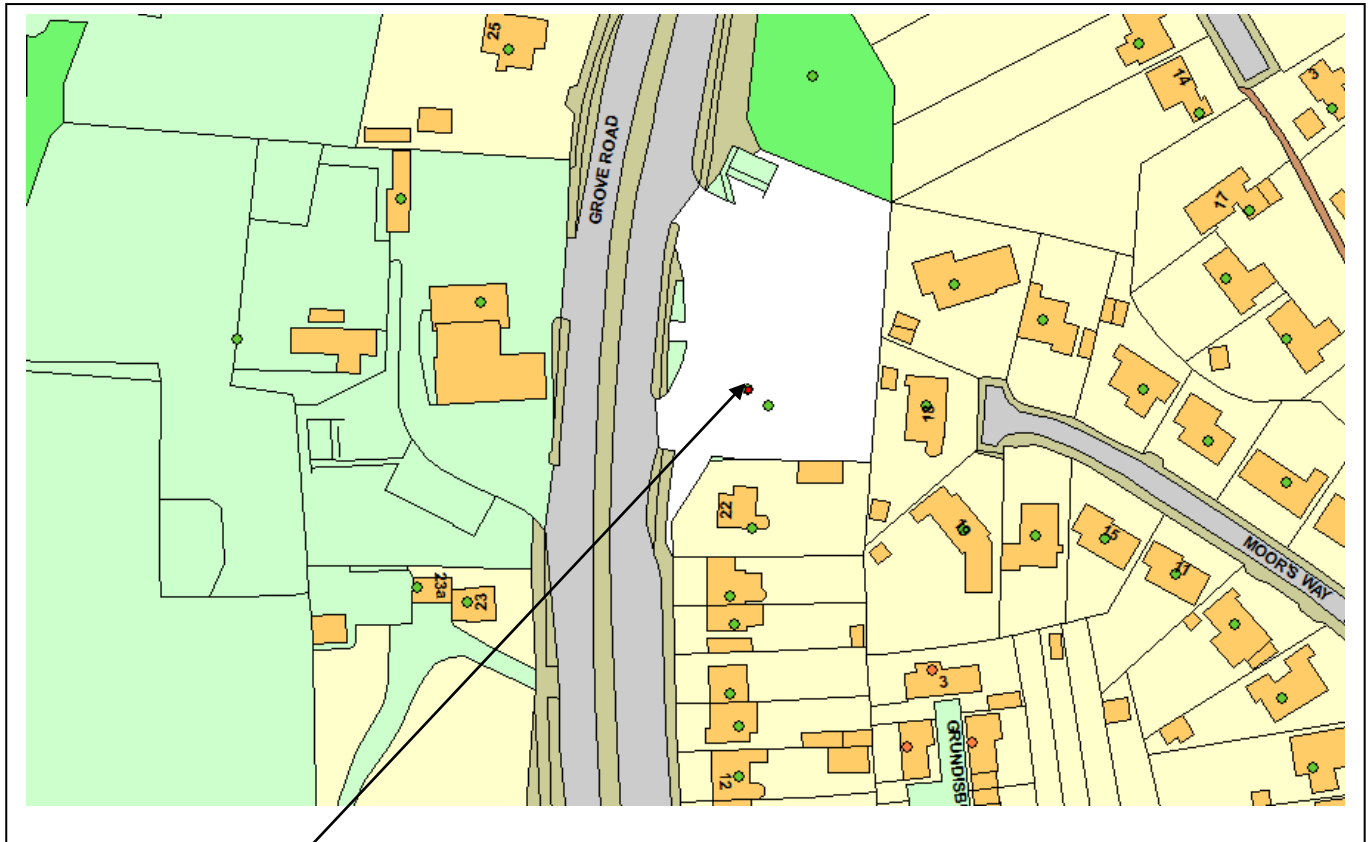
The conditions contained within this Permit are based upon Guidance Note/s: PG1_14 - Unloading Petrol into Storage at Petrol Stations

1. Vapours displaced by the delivery of petrol into storage tanks shall be returned through a vapour-tight connection line to either the mobile container delivering the petrol or a container on the site.
2. Petrol delivery shall only be carried out using the [Stage I] petrol vapour recovery system and deliveries shall only be made when the system is fully operational.
3. Motor vehicle refuelling with petrol shall only take place when the [Stage II] petrol vapour recovery system is fully operational and operating in accordance with the requirements of Condition 4.
4. The petrol vapour capture efficiency of the [Stage II] petrol vapour recovery system shall be equal to or greater than 85% but less than 115% as certified by the manufacturer in accordance with relevant European technical standards or type approval procedures.
5. Where the recovered petrol vapour is transferred to a storage tank, the vapour/petrol ratio shall be equal to or greater than 0.95 but less than or equal to 1.05.
6. Where an automatic monitoring system has been installed, the petrol vapour capture efficiency shall be tested and the results recorded at least once every three years by checking that the vapour/petrol ratio under simulated petrol flow conditions, or by any other appropriate methodology. Any such automatic monitoring system shall automatically detect faults in the proper functioning of the [Stage II] petrol vapour recovery system and in the automatic monitoring system itself, indicate faults to the operator and automatically stop the flow of petrol from any faulty dispenser if the fault is not rectified within seven days.
7. Where automatic monitoring systems have not been installed the in-service petrol vapour capture efficiency of the [Stage II] petrol vapour recovery systems shall be tested the results recorded at least once a year by checking that the vapour/petrol ratio under simulated petrol flow conditions, or by any other appropriate methodology.
8. Where automatic monitoring systems have not been installed a weekly functionality check shall be undertaken to verify the operation of the vapour recovery system.

9. A sign, sticker or other notification shall be displayed on, or in the vicinity of, the petrol dispenser, informing consumers that a [Stage II] petrol vapour recovery system is in use.
10. In the event of any incident at the site which could have an impact beyond the site boundary, the operator shall notify Council by telephone without delay on xxxxxxxx.
11. A copy of this permit shall be kept at the permitted installation. All staff who should be aware of its content, shall be told where it is kept.
12. All relevant staff shall receive the necessary training and instruction to enable them to comply with the conditions of this permit.
13. The operator shall notify the Council of any changes to the persons nominated in the application as the primary point of contact, and deputy.
14. Maintenance and testing of vapour recovery systems shall be recorded.
15. All records made in compliance with this permit shall be kept in a written or computer log book or by using some other systematic method, and shall be clear and legible. If any entry is amended, a clear statement of the reason for doing so shall be included. Unless otherwise stated in this permit, all records required to be taken shall be kept available for inspection for at least 4 years from the date of its being made. A copy of the manufacturer's instructions referred to in this permit shall be available for inspection on request.
16. The best available techniques shall be used to prevent or, where that is not practicable, reduce emissions from the installation in relation to any aspect of the operation of the installation which is not regulated by any other condition of this permit.
17. 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. 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.

Section Three

Location of Permitted Installation



Shell UK Oil Ltd
24 Grove Road (Southbound)
Woodbridge
Suffolk
IP12 4LJ

**Explanatory Notes
And
Appeals Procedure**

EXPLANATORY NOTE

These notes are provided for the operator of an installation or mobile plant to assist in the interpretation of their duties under the provisions East Suffolk Council. These notes do not form part of the Permit or conditions attached to it.

1. FEES

An application fee has been paid for this permit. In accordance with Environmental Permitting Regulations, the holder of a permit is required to pay an annual subsistence charge, which is subject to variation by Central Government. This charge is payable to this Council to ensure this Permit remains in force. An invoice will be sent for the appropriate subsistence charge each year.

2. TRANSFER OF PERMITS

Where you wish to transfer the Permit to another person (the proposed transferee) then the operator and the proposed transferee shall jointly make an application to the Council. The council will determine the transfer application providing it considers that the proposed holder will be the person who will have control over the operation of the installation and will ensure compliance with the conditions of the transferred Permit. A fee is also available. For further details on this please contact the Council.

3. PROCESS CHANGES

This Permit may be varied by the Council in future to take in changes recommended within updated Process Guidance notes. If at any time the process or any aspect of the activity regulated by this permit changes such that the conditions no longer reflect the activity and require alteration. You must notify the Environmental Protection Team at The Council. A summary log of all permit variation will be included.

If the change could result in a breach of the existing permit conditions or is likely to require a SUBSTANTIAL CHANGE to the installation you will be required to submit an application and pay the relevant fee. You should notify the Council 14 days before undertaking any such changes in the installation operation. If you have any doubt as to the changes being substantial you should seek the opinion of the Council before you proceed with application.

4. SURRENDER OF THE PERMI

Where an Operator intends to cease the operation of an installation (in whole or in part) the Environmental Protection Team at East Suffolk Council should be informed in writing, such notification must include the information specified in the Environmental Permitting (England and Wales) Regulations.

5. APPEALS

Anyone who is aggrieved by the conditions attached to a Permit can appeal to the Secretary of State for the Environment. Appeals must be made in accordance with the requirements of Regulation the Environmental Permitting (England and Wales) Regulations. The right to appeal does not apply in circumstances where a notice implements a Direction of the Secretary of State.

Appeals must be received by the Appeal Body at the following address no later than 2 months from the date of the Notice being appealed against.

The Planning Inspectorate
Environmental Team, Major and Specialist Casework
Room 4/04 Kite Wing
Temple Quay House
2 The Square
Temple Quay
BRISTOL
BS1 6PN

Tel: 0117 372 8812
Fax: 0117 372 6093

If an appeal is made, the main parties will be kept informed about the next steps, and will also normally be provided with additional copies of each other's representations.

To withdraw an appeal, which may be done at any time, the appellant must notify the Planning Inspectorate in writing and copy the notification to the local authority who must in turn notify anyone with an interest in the appeal.

The appeal must be in the form of a written notice or letter stating that the person wishes to appeal against the conditions of the Permit. The following items must be included:-

- a written notice;
- a statement of the grounds of appeal;
- a statement indicating whether the appellant wishes the appeal to be dealt with by written representations procedure or hearing;
- a copy of the relevant permit;
- a copy of any relevant correspondence between the appellant and the regulator; and
- a copy of any decision or notice, which is the subject matter of the appeal.
- a statement indicating whether the appellant wishes the appeal to be in the form of hearing or dealt with by way of written representations.

Appellants should state whether any of the information enclosed with the appeal has been the subject of a successful application for commercial confidentiality the Environmental Permitting (England and Wales) Regulations, and provide relevant details, see below. Unless such information is provided, all documents submitted will be open to inspection.

**An appeal will not suspend the effect of the Permit
The Permit must still be complied with.**

Apportioning Costs

Guidance from the Planning Inspectorate states that operator and regulator would be normally expected to pay their own expenses during an appeal. Where a hearing or enquiry is held as part of the appeal process, by virtue of the Environmental Permitting (England and Wales) Regulations, either the appellant or the local authority can apply for costs. Applications for costs are normally heard towards the end of the proceedings and will only be allowed if the party claiming them can show that the other side behaved unreasonably and put them to unnecessary expense. There is no provision for costs to be awarded where appeals are dealt with by written representatives.

6. COMPLIANCE

You will be liable for prosecution if you fail to comply with the conditions of this permit.

If found guilty, the maximum penalty for each offence if prosecuted in a Magistrates Court is £50,000 and/or 6 months imprisonment. In a Crown Court it is an unlimited fine and/or 5 years imprisonment.

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