

Petrol Station Inspection Form

July
2013



1. General Information	
Local Authority	North East Lincolnshire Council
Name/address of site	Tesco Filling Station, Hewitts Circus Retail Park, Hewitts Avenue, Cleethorpes, North East Lincolnshire. DN35 9QR
Name of Licensee(s)	Tesco Stores Ltd.
Registered Office	PO Box 400, Cirrus Building, Shire Park, Welwyn, Hertfordshire. AL7 1AB
Authorisation/Permit Reference	EP/200200020/V2
Inspection date and duration	25/7/2013 2 hrs
Inspector's name	GRAHAM BARR
Person met on site (Name & Position)	Debbie Green (General Assistant)
Six yearly review of permit conditions undertaken	January 2012
Weather/Site Conditions	<input checked="" type="checkbox"/> Dry <input type="checkbox"/> Recently Rained <input type="checkbox"/> Raining <input type="checkbox"/> Windy

2. Inspection Related to:	Routine visit	Follow up visit	Complaint investigation	New application	Revised application	4 year review
Tick relevant box:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Recent History of the Authorisation Process/Installation (since last inspection)	
Number of justified complaints (even if zero) within the last 12 month period	0
Process/Installation changes since last inspection relevant to the Permit/Authorisation (Variation required) (Condition 6)	0
Process/Installation changes since last inspection NOT relevant to the Permit/Authorisation (Variation not required) (Condition 6)	0

3. Documentation on site	Comments
Is there a copy of the permit on site?	Yes
Date of last inspection	15/11/2013 / Stage II 12/6/2013
Are Petroleum Delivery Certificates kept?	Yes
Is the incident logbook present (Condition 24)	Yes
Any incidents of vapour leaks? (Condition 3)	No
Any incidents of vapour locks? (Condition 5)	No
Is the certification for the servicing of the vapour recovery system (Condition 22) and pressure relief valves present on site (every 3 years) (Condition 23)?	Yes.

Are the following recorded in the logbook (Cond. 24)	
<ul style="list-style-type: none"> 1. Maintenance inspections 2. Examinations and testing 3. Inventory checking 4. Installation and repair work carried 	Yes
Are there training details for staff and competence records (Cond. 24 and 26)	Yes
4. External Inspection	Comments
Total number of tanks	6
Number of tanks holding unleaded/leaded replacement:	4
Are they vented through the manifold?	Yes
Number of tanks holding diesel:	2
Are they vented separately?	Yes
Are connection points on tank filling pipes and vapour return pipe fitted with secure seals? (Cond. 9)	Yes
Are the fittings for delivery and vapour return pipes different? (Cond. 10)	Yes
Are connections for vapour return and delivery hose clearly locked and labelled? (Cond.13)	
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 (Readable but faded) (No more than two can be discharged – excluding the diesel compartments)
Are pressure relief valves fitted on petrol storage tank vent pipes? (Cond. 11)	
Are deliveries driver controlled? If yes, are the following functioning correctly:	Yes
<ul style="list-style-type: none"> 1. Lights 2. Phone alarm 3. Tank capacity printout 4. emergency procedures 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓

5. Checklist During Deliveries	Comments
Is a competent person overseeing the delivery? (Condition 16)	Yes when DAD / LCD.
Is manual dip testing carried out before delivery, and are dip openings securely sealed before delivery? (Condition 14)	No offset fill Electronic Print Outused
Is the vapour return hose connected before the delivery hose, with the tanker end connected before the storage tank (Condition 12)	Yes
Are more than 2 tanker compartments discharged at once? (Condition 8)	No

Is the delivery hose disconnected before the vapour return hose, at the road tanker end first? With the vapour recovery hose disconnected at the storage tank end first (Condition 18)	Yes
Are all road tanker vents and discharge valves closed on completion of delivery? (Condition 17)	Yes
Are all connection points securely sealed after delivery? (Condition 19)	Yes

6. Further Information		
Number of deliveries Annually	360 approx.	
Deliveries day or night	Both	
Last Maintenance Check	VR II 12/6/2013 Gillbarco Vapour - Reak	1B 11/2/2013 Euro-Tank Environmental Ltd

7. Stage II Controls	Comments	
Are the vapours displaced by the filling of petrol into vehicle petrol tanks recovered through the use of the Torex (Clean Air – CA-40/80) Active recovery system as petrol at the dispenser. (Condition 26)	Yes + Weekly Whistle test carried out.	
Detecting System fault - are visual inspections of each pump carried out weekly by site staff? Whilst automatic system not in place!	" Stage II vapour monitor system in place "	
The stage II vapour recovery equipment shall be certified by the manufacturer to have a hydrocarbon capture efficiency not less than 85%. Is a copy of this certificate held at the premises? (Condition 24 & 27)	Yes.	
Petrol delivery and vapour recovery systems for vehicle petrol tanks shall be tested in accordance with the manufacturer's specifications. (Condition 30)	Prior commissioning?	to Within the past 3yrs?
Has the vapour containment integrity been tested? (Condition 30)	Insert Date	Insert Date
Integrity test every three years!		"
Has the Effectiveness of the vapour recovery system been tested?	Prior commissioning?	to Within the past 3yrs?
	Insert Date	Insert Date
Effectiveness test every three years!		"
Does the automatic monitoring system detect faults in the proper functioning of the petrol vapour recovery system including the automatic monitoring system itself? (Condition 31)	Warning control panel for Stage II Vapour Monitoring Status in rear office	

Does the monitoring system automatically cut off the flow on the faulty delivery system if the fault is not rectified after 1 week?	VR tests results file shows that failures → 7 days. Take out of use until fault rectified
Operators shall be notified without delay if the results from any monitoring or tests mentioned above identifies adverse results, vapour recovery equipment failure or leaks if there is likely to be an effect of the local community.	All faults when found are notified & rectified

8 Recommendations and Actions Required