

SPECIMEN APPLICATION FOR AUTHORISATION

The following is a specimen application form which has been the subject of consultation with industry representatives and members of the former IPLA (Her Majesty's Inspectorate of Pollution/Local Authority Enforcement Liaison) Committee. Given the consistent nature of service station operations, it is likely to be more efficient for both industry and local enforcing authorities to make use of this form in all cases.

In accordance with the Environmental Protection (Prescribed Processes & Substances Etc) (Amendment) (Petrol Vapour Recovery) Regulations 1995, SI 2678, applications may not be made more than 15 months before the date on which authorisation is required. (See Clause 9). Operators are strongly advised to submit their applications no later than 9 months before the relevant date in order to allow local authorities sufficient time to determine the application. Operation without an authorisation after the relevant date would be an offence.

References to the term "process" are references to the unloading into storage of petrol. The operator of the process under the terms of the Act is most likely to be the person with management responsibility for the procedures on site. This does not, however, absolve other people of their responsibilities (for instance of drivers in the case of following unloading procedures or of the equipment owners in the case of installation of equipment) since action can be taken directly under section 158 of the Act.

Further advice on transfer of authorisations and on process changes may be found in General Guidance Note GG1—"Introduction to Part I of the Act"; ISBN 0 11 752423 9, published by HMSO, £5 net.

**Application for Authorisation; Part I,
Environmental Protection Act, 1990**

Section A: General Information

1. Name and address of premises where process is/will be carried out

SHELL ORWELL (780) IPSWICH BYPASS
 NACTON SUFFOLK Post Code IP10 0NZ
 Telephone No. 01473 Contact Name CHRISTOPHER HOGG
 321070 Position CURRENT SITE
 MANAGER

2. Name and address of applicant[s]

SHELL U.K. LIMITED
MERCURY HOUSE
HANGER GREEN
EALING
LONDON W5 3BA

Telephone No 0181 758-
-7819 Contact Name JAMES FLYNN

Position LOCAL AUTHORITY
LIAISON

3. Name and address of registered office (if applicable) In the case of partnerships, names and home addresses of the partners.

SHELL UK LTD.
SHELL MEX HOUSE
THE STRAND
LONDON, WC2R 0DX

Telephone No 0171 257-
-3000 Contact Name N/A

Position N/A

4. Name of the ultimate holding company (if applicable)

N/A

5. Address for correspondence if different from (1) above

SHELL U.K. LIMITED
MERCURY HOUSE
HANGER GREEN
EALING
LONDON W5 3BA

6. Enclose a map/plan with the application showing the location where the process is/will be carried out. Where the process is/will be carried out on only part of the premises please indicate the exact location on the plan enclosed.

7. Is the service station located under permanent living quarters or working areas? See Clause 9

YES	NO
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8. When was vapour balancing equipment installed or when will it be installed?

INSTALLED BETWEEN 1996/1997

Section B. Process and Control Information

9. Volume of petrol unloaded into the service station in each of the last three calendar years (see Clause 9 of this Note for the relevant timescales); in cubic metres (ie litres divided by 1000). Circle the appropriate band

YEAR	VOLUME OF PETROL/m ³			
1997	<100	100-500	501-1000	>1000
1996	<100	100-500	501-1000	>1000
1995	<100	100-500	501-1000	>1000

10. Are deliveries "Driver Controlled"

YES	NO
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11. At a maximum, how many tanker compartments discharge into storage tanks at any one time, or will do so once a vapour balancing system is in place. If the latter information is not known, a statement of what assessment will be made to determine this information and within what timescale. The information supplied under item 11 should be supplemented by a site specific assessment. (See Clause 17).

... UP TO THREE (03) ...

12. Measures taken or to be taken for vapour emission control, both during unloading and in storage

TANK VENTING SYSTEM HAS MANIFOLD STAGE 1B VAPOUR BALANCING SYSTEM INSTALLED.

13. Please attach process diagrams and plans of vapour balancing equipment (including height and location of tank vent pipes)

SEE ATTACHED PLAN

14. Unloading procedure and instructions (please attach)

SEE ATTACHED PACK.

15. Details of Supervision, Training and Qualifications of Operating Staff [Details should be specific to on-site staff and include general statements concerning delivery drivers]

SEE ATTACHED PACK

16. Schedule of maintenance of vapour balancing controls [please attach]

SEE ATTACHED PACK

17. Schedule of examination and testing for vapour balancing controls [please attach]

SEE ATTACHED PACK

18. Procedures or contingency measures in the event of vapour containment equipment failure. [please attach]

SEE ATTACHED PACK

You may also supply any other information you wish the Local Authority to take into account when considering your application.

I hereby certify that I am authorised to sign to sign this application and all the information contained in this application is correct to the best of my knowledge and belief.

Name (BLOCK CAPITALS): JAMES FLYNN

Signature: James Flynn Date: FRI 16TH OCT '9

Designation: LOCAL AUTHORITY LIAISON IPSWICH

Fee attached (cheques payable to the BOROUGH Council) £ 100 - 00