

**PETROLEUM ENFORCEMENT LIAISON GROUP  
MINUTES  
FROM 22<sup>nd</sup> PELG MEETING HELD ON 14 MAY 2003**

**PRESENT:**

Mr P Thomas ( <b>Chair</b> )	South East (SELCOG)
Ms Moira Buchan (Secretariat)	HSE-LAU
Ms Margaret Patchell	(Minutes Sec) HSE-LAU
Mr David Pumford	HSE-HID
Mr John Hazeldean	HSE-HID
Mr Stewart McEwen	HSE-CFPD
Mr Steve Quick	LGA
Mr Phil Monger	PRA
Ms Alison Edwards	LACORS
Mr Chris Hunt	UKPIA
Mr Rory Hennessy	AUKOI & BRC
Mr Rob Tunnicliff	Midlands
Mr Ian Hillier	Scotland/TSI
Mr Ted Beckley	CoSLA

**Agenda item 1:**

**WELCOME, INTRODUCTION AND APOLOGIES**

- The chair Phil Thomas welcomed Members to 22<sup>nd</sup> PELG meeting.
- Apologies were received from the following members:  
Roger Marris

**Agenda item 2:**

**MINUTES OF 21<sup>st</sup> PELG MEETING**

Minutes agreed subject to amendment to Ian Hillier's organisation's title, ie TSI.

**Agenda item 3:**

**ACTION POINTS CARRIED FORWARD FROM 21<sup>st</sup> PELG MEETING.**

➤ **3.12 Priority planning**

Unfortunately, contrary to what was reported at the last meeting on 9 January 2003, the strategic review of HELA was still to be completed. It was hoped that enough progress would be made by the next meeting to allow proper discussion.

**Action: LAU**

➤ **3.13 Liaison with EA/SEPA**

A letter, from PELG to EA/SEPA, pointing out the need to avoid duplication of effort in inspection and the value of consistency in approach to liaison arrangements should be drafted. Moira Buchan and Andy Berry would work together on the draft and circulate to it Members for comment before being sent.

**Action: LAU + Andy Berry**

➤ **3.16 Competence of Petroleum inspectors**

Moira Buchan would send an email to Members giving details about how section 18 guidance applies to PLA inspectors.

**Action: LAU**

➤ **3.17 Data collection on petroleum enforcement**

As this was linked to the HELA's strategic review, it was agreed that discussion would be held over to the next meeting.

**Action: LAU**

➤ **Interpretation questions relating to DSEAR**

5(b) A PETEL had been prepared which covered HSE's Operational Circular (OC). Arrangements were being made to have it placed on HSE's Website.

**Action: CFPD1**

5(c) LACORS was carrying out a revision of licensing conditions, which was to be completed by end-December 2003. Once a draft proposal was prepared it would go out for consultation. The revised licensing conditions were likely to be more risk assessment based, with a short list of conditions. John Hazeldean was keen that revised licensing conditions should be consistent with ACOP. Chris Hunt agreed with LACORS approach.

**Action: All Members**

➤ **Enforcement allocation for Maintenance/decommissioning works on petrol tanks/pipework**

6 Stewart McEwen appealed for examples, by email, of issues which could be used to consult HSE Solicitors and inform any future guidance on the topic.

#### **Agenda item 4:**

##### **➤ i. Update on DSEAR**

- The Unloading Petrol From Road Tankers ACOP had been published on 6 May 2003 and was available from HSE Books. Details about how get a copy were given. Each LA should have received a copy through the normal distribution channels for HSC/E publications. Arrangements were in hand to provide non-LA Members with a copy.
- There was some discussion about the issue of recording ullage data. It was stressed that the ultimate legal duty to record ullage rested with the site operator and that Members needed to bear in mind the legal standing of guidance material as described in the publication, ie if a duty holder undertook an activity in a way other than that way described in the guidance material, provided that what they did was as safe as the way described in the guidance material, they should not be subject to any enforcement action. It was agreed that HSE would give the issue further consideration and, if it was felt necessary, arrange for the production of further guidance.
- DSEAR's 4 Technical ACOPs would be published and available by June 2003. The General ACOP still had to be 'approved' by the Commission and it was hoped that it would be published late summer. It was suggested that as the General ACOP had yet to be approved by the Commission, perhaps it would be useful to give detail of some of the more recent developments, eg LACORS' revision of licensing conditions consultation exercise and Roger Marris's pilot exercise. Members agreed, however, that a PETEL would be a better way to address these issues.

##### **➤ Proposed changes to how HSE issues petroleum LACs**

It was agreed that these would still be issued LAC 65/## format and that they should still be badged HELA/LACORS PETELs.

**Action: LAU/CFPD1**

#### **Agenda item 5:**

##### **➤ LAPS agreement - PRA and Warwickshire**

There will be a new section on the LAU web pages devoted to LAPS. It was suggested that Members access the new pages when they were available and comment if necessary. It was agreed that PLA Regional representatives would receive an email giving information on the existence of the LAPS which they could then cascade. It was suggested that a PETEL should be produced listing all the petrol-related LAPS. An article for The Bulletin was also mooted.

**Action: LAU/CFPD1**

#### **Agenda item 6:**

##### ➤ **Electrical testing**

PRA have produced their own forms as a temporary fix. Dave Pumford informed Members that the IP were keen to resolve the issue and had suggested 4 dates in June for a meeting. It was agreed that interested parties would provide their availability.

**Action: Phil Monger and David Pumford**

#### **Agenda item 7:**

##### ➤ **LPG nozzles and cold burns**

Discussion concluded that the main reason for this safety issue arising was because of a lack of Standards. As the problem was with work equipment, it was suggested that there was a section 6 issue and that John Worth HSE, FOD should be consulted. Phil Monger suggested the issue should be taken to BSI. Steve Quick suggested CIEH with perhaps an article in EHJ.

**Action: Steve Quick and Phil Monger**

#### **Agenda item 8:**

##### ➤ **i Representation on PELG**

John Hazeldean suggested consideration be given to having a representative of manufacturing equipment on PELG. After much discussion it was agreed that it would be more appropriate for industry representatives to be co-opted onto PELG Technical Sub-committee or its working groups as necessary.

##### ➤ **ii PETEL – Dispensing Control Measures**

A number of issues were raised in the discussion, including:

- (a) the legality of the use of mobile phones on a petrol forecourt, eg hazardous zones and their temporary nature;
- (b) pre-authorisation should not be permitted at attended sites
- (c) the role of DSEAR risk assessments in ensuring adequate controls are in place on the forecourt.

It was agreed John Hazeldean would make changes and then circulate the revised draft to Members for further consideration.

**Action: John Hazeldean**

#### **Agenda item 9:**

➤ Stewart McEwen reminded Members that, as previously agreed, the Minutes of the Technical Sub-committee had been circulated in advance of the main PELG meeting.

Members were informed that it had been decided to include guidance on the use of mobile phones on petrol station forecourts within the PETEL on forecourt controls which was considered earlier under Agenda item 8ii.

- The Sub-committee had suggested that the issue of standardisation of forecourt signs should be considered by PELG. Following a brief discussion it was decided that, as there was no particular driver for such standardisation, the issue should be closed.

**Action: PELG Technical Sub-committee**

#### **Agenda item 10:**

##### ➤ **Any Other Business**

- The action concerning CHIP 3 and safety data sheets was closed and the item discharged.
- Andy Berry requested a change to the date of next PELG meeting. It was agreed the date would change to the 9 October 2003.

#### **Agenda item 11:**

##### **Date of next meeting**

- 9 October 2003