

PETROLEUM ENFORCEMENT LIAISON GROUP

ACTION NOTES OF THE 27th PELG MEETING HELD ON THURSDAY 27 JANUARY 2005

Alan Plom (Chair)	HSE - LAU
Peter Roberts	HSE - CFPD
John Hazeldean	HSE - HID
Penny Taylor	HSE - HID
Ted Beckley	COSLA
Alison Edwards	LACORS
Rob Tunnicliff	Midlands
Brian Baker	South East
Roger Marris	North East
Harry Eggar	North West
Andy Berry	London
Phil Monger	PRA
James Barbour	UKPIA
Jon Naylor	Environment Agency

Welcome, introduction and apologies

1 Alan Plom (Chairing the meeting in the absence of Allan Davies who was on leave) welcomed members to the 27th PELG meeting. It was Alan's first meeting for some time and he briefly re-introduced himself.

2 Apologies were received from: Michael Webber (South West), Steve Quicks (Midlands), Steve Gray (Wales), Rory Hennessy (AUKOI) and Chris Hunt (UKPIA was represented instead by James Barbour). Phil Thomas has resigned from the group and the SELCOG representative is now Brian Baker. Jon Naylor represents the Environment Agency, who have accepted the invitation to participate in PELG.

Notes of the 26th PELG meeting

3 There were two comments on the accuracy of the meeting notes – Andy Berry was an attendee, but was not recorded and Robin Ainsworth's first name is, in fact, Rupert.

Action notes of previous PELG meeting

4 The following action notes were carried forward from the previous meeting:

- a. Competence of petroleum officers etc. – although members had agreed to discharge the item for the time being, Alan Plom thought it would be useful to update members on the ongoing HSE strategic programme 'Local Authorities and HSE Working Together'. This strategy is being taken forward by HSE and LACORS and there was a need to ensure that the PLAs were

engaged in this process. Similarly there was a need to remember that information sent out specifically to EHOs should also take into account the many PLA enforcers who were not within this discipline. HSC's Section 18 Guidance to LAs (which does not strictly apply to all PLAs) is also being reviewed as part of the Programme. The strategy will be revisited in paragraph 4d below. Progress on the strategy will remain as a standing item on the agenda for future meetings, to be addressed by the LAU representative.

Action: LAU

- b. LPG nozzles and cold burns – see main agenda item 11.
- c. Vapour hoses – problems with valves – the Energy Institute have not been in touch. John Hazeldean and Roger Marris will maintain a watching brief.

Action: John Hazeldean & Roger Marris

- d. Incident reporting etc – Alan Plom noted that details of prosecutions can already be passed to HSE/LAU for inclusion in the national statistics. He also mentioned that two initiatives were underway which would have an impact in this general area. Gareth Broughton of HSE's LAU is currently leading a project to develop an 'Extranet' - this is intended to provide a route for LAs and HSE to exchange information, and give LA officers access to the full range of technical guidance and support available to HSE inspectors. However, following the Freedom of Information Act most of HSE's guidance is now available via HSE's website.

Therefore, initially, the guidance currently on the HELA Training Coordination website will be migrated on to the HSE Extranet. The principal support functions of the Extranet will be available this year, with additional functionality being developed over the life of the programme. Alan will contact Gareth concerning involvement for the PLAs. It is possible that the Extranet may eventually contain details of incidents – although there will be the usual problems of quality of input and categorisation.

Action: LAU

Alan also mentioned that a study was currently being undertaken in to the Support, Information and Training Needs of local authorities, which would also be looking at delivery mechanisms and ways to assess the competence of inspectors. Dr Nadine Mellor of the Health and Safety Laboratory is conducting the survey – Alan will see if it possible for her to address the next PELG meeting.

Action: LAU

- e. Discussion Paper – Aims, objectives and membership of PELG - see main agenda items 5 and 6.
- f. PETELS and guidance – see main agenda item 7.

g. PETEL 65/51 – John Hazeldean had prepared a final draft of the document and it was issued as PETEL 65/59 to PELG regional representatives. See also agenda item 8.

h. Emergency pump isolation switch - The latest draft of the ‘Blue Book’ has removed the need for an emergency isolation switch, intended for use by members of the public at staffed sites. It is still required for unstaffed sites.

Item discharged

i. Refilling LPG cylinders – latest developments – see main agenda item 11.

Action points from the PELG Technical Sub-committee

5 The final meeting of the PELG Technical Subcommittee was held on 9 September. However, there were a few outstanding actions, which still need to be cleared:

- Petrol extractor pumps – neither John Hazeldean nor Graham Milne have taken this topic any further. Andy Berry will make further enquires.

Action: Andy Berry

- Electrical safety – the final draft of the ‘Blue Book’ is almost ready. Members agreed that the wording on electrical safety is acceptable.

Item discharged

- Plastic petrol containers research project – it was agreed that the fruits of this project would be used in due course to update PETEL 65/9 but for the time being the item could be discharged

Item discharged

- LPGA Autogas codes of practice – nothing to report at the moment.

Action: HSE (ongoing)

- Delivery forms – Peter Roberts will contact Phil Monger

Action: Peter Roberts

- The draft PETEL 65/19a on disused tanks has been finalised and distributed to PELG members for cascading. It will appear on the HSE website in due course. Peter Roberts will also send a copy to Jon Naylor.

Action: Peter Roberts

- West Yorkshire guidance document – a PETEL is now on HSE’s website with a link to the guidance (PETEL 65/58). Peter Roberts will arrange for the withdrawal of HS(G)41.

Action: Peter Roberts

Aims, objectives and membership of PELG

6 A paper (PELG/2005/INF/01) – ‘Aims, objectives and membership of PELG’ - had been distributed to members before the meeting. Members were broadly content with the paper. Two suggestions were made:

- That a fifth aim should be added, namely that PELG would need to take into account HSC’s strategic objective concerning local authorities and HSE working together;
- That consideration needs to be given as to whether the Scottish Environment Protection Agency should be invited to be a member of the Group.

7 Peter Roberts will provide a final version of the paper, which will then be distributed to members.

Action: Peter Roberts

PELG working arrangements

8 A paper (PELG/2005/INF/02) – ‘working arrangements for PELG’ - had been distributed to members before the meeting. Members were content with the contents of the paper. The meeting agreed that members of any proposed ‘start and finish’ groups should possess the necessary expertise to contribute to the work; however, there should be greater efforts to share out the work to avoid unacceptable burdens on particular individuals. It was agreed that the paper could be provided to individual PLAs, via the cascade mechanism.

Item discharged

Guidance, LAPS, PETELs etc

9 Given that the meeting was running behind schedule and that this topic was likely to provoke considerable discussion, it was agreed that it should be carried over to the next meeting.

Action: PELG Secretariat

PETEL 65/59 paragraph 6

10 PETEL 65/59 replaces 65/51. A final draft was prepared and sent out to members for comment. Various changes were made to the draft to take account of these comments, and it was then sent on to members for distribution. Some PLAs and LACORS then raised objections to the second sentence of paragraph 6, which gave a limited dispensation to the normal prohibition on dispensing petrol to under-16s. The PETEL has not appeared on either the HSE or LACORS websites.

11 Members discussed the issue at some length. While there might be some justification for allowing under-16s to dispense, under the supervision of an adult, it also perhaps sends out a slightly confused message to enforcers. Alison Edwards made it clear that LACORS were opposed to the inclusion of the sentence, to the extent that they could not allow it to be published under the HELA/LACORS/PETEL banner as it, in effect, contradicted a standard licence condition.

12 Under the circumstances, the PELG Chair and Secretary decided the sentence should be removed. A revised edition of the PETEL will be sent out to PELG members, and will appear on the HSE website in due course.

Action: Peter Roberts

Winter grade fuel – splashbacks

13 Winter grade fuel is introduced at the beginning of September. Following this year's introduction there had been a number of incidents of splashbacks, some of a quite serious nature. The Group thought it was quite likely that these may have been due to a combination of factors – high temperature on the days in question, the composition of the fuel and the temperature of the delivery (ie, 'hot product'). It was agreed that Andy Berry and the relevant UKPIA person should further discuss the issues.

Action: Andy Berry & UKPIA

Chip & Pin – problems with emergency phone setup

14 It is apparent that while a chip and pin transaction is taking place, the outgoing phone line (if it is an analogue line) is not available for emergency calls. After some discussion, members agreed that this was not a problem – a transaction could be terminated if an emergency arose.

Item discharged

Autogas – recent developments

15 A 'start and finish' working party has been established to look at recent possible problems with Autogas facilities including installation, maintenance and dispensing problems. It will also address the problem of customers suffering cold burns while dispensing Autogas. The party will report back to the next PELG meeting.

Action: Working Party

16 Penny Taylor has now received verbal advice from HSE's Solicitors that the filling of cylinders by members of the public is not an 'at work' activity. When written confirmation is received, Penny will make contact DTI to advise them that the cylinders will need to comply with the standards expected for consumer products, especially design issues and marking compatibility.

Action: Penny Taylor

Impact of Landfill Directive

17 This item is included for information. The Landfill Directive covers the management of hazardous waste. This includes the contents of separators at filling stations, thus operators will need to ensure that the uplift and disposal of waste from separators is properly managed. Enforcement of the legislation is by the Environment Agency.

Item discharged

European Standards availability and revisions to the Blue Book

18 The new edition of the Blue Book is due to be published in early April. The book quotes European Standards and it will be necessary to ensure all references are correct. Brian Baker is involved in this work and needed to contact someone who is likely to be knowledgeable in this area. He was advised to contact Martin Hunnybun at the Energy Institute.

Item discharged

Adblue

19 This item is included for information. Adblue is a fuel additive designed for catalytic emission reduction, primarily for HGVs. It is likely to be introduced at a limited number of filling stations over the next few months. It is not flammable but will involve the installation of a small above ground tank and some dispensing equipment.

Item discharged

Licence fees

20 Peter Roberts mentioned that the fees are scheduled to increase to £37 / £52 / £105 for the various categories. This information is provisional – until the Minister has signed the Regulations, there is no guarantee either that the fees will increase by the suggested amount, or that the Regulations will come into force on the expected date.

Item discharged

Any other business

21 One item was raised under ‘any other business.’ West Sussex Council had a number of questions concerning the refuelling of helicopters. Peter Roberts will draft a response to this and copy it to members.

Action: Peter Roberts

Dates of future meetings

22 Further meetings have already been arranged for 28 April, 7 July and 6 October 2005.