# **Derry City and Strabane District Council**

**GRANT/RENEWAL OF PETROL LICENCES**

**IMPORTANT**

An application for a Petroleum Licence consists of:

* Completed application form (see Council website for electronic version)
* Completed up to date certificates as required
* Appropriate fee, effective from May 2012

For details of fees *The Health and Safety (Fees) Regulations (NI) 2012* see the schedule overleaf. This legislation can be accessed from the following website: <http://www.hseni.gov.uk>

The application must be signed by:

* In the case of a sole trader, the licensee
* In the case of a registered company, the company secretary
* In the case of a partnership, one of the partners.

Please note that when an application is received for the grant or renewal of a petrol licence the application must be accompanied by the following documents:

(a) An Electrical Periodic Inspection certificate/report for a Filling Station supplied by an approved contractor that has been assessed under UKAS Accreditation standard EN45011 and competent to carry out work in Filling Stations. You must satisfy yourself that the engineer has been assessed for the **hazardous area extension**, the qualifications for such work are known as Compex Certificates.

(b) A current Certificate of Inspection for Fire Extinguishers. Confirming that all fire fighting equipment on site is in good working order and suitable for the purpose for which it is intended to British Standard BS 5306 (2009).

Council would bring to your attention the Fire and Rescue Services (N.I.) Order 2006, Part 3, which requires the owners of buildings other than private dwellings to carry out and maintain a Fire Risk Assessment for those premises together with The Dangerous Substances and Explosive Atmospheres Regulations (NI) 2003, which require employers and the self employed in the workplace to carry out a risk assessment for any work activities involving dangerous substances.

 **Failure to submit these documents** along with a properly completed application form and fee will result in your licence being delayed or withheld.

Petroleum - Spirit Licences

(HSENI) SCHEDULE OF FEES

(Effective from 30 July 2012)

##  SCHEDULE

# **Quantities Stored Fee**

### **Not exceeding 2,500 litres £ 42.00**

**Exceeding 2,500 litre**

**But not exceeding 50,000 litres £ 58.00**

**Exceeding 50,000 litres £ 120.00**

**Transfer of Licence £ 8.00**

**For details of fees see The Health and Safety (Fees) Regulations (NI) 2012. This legislation can be accessed from the following website:** [**http://www.hseni.gov.uk**](http://www.hseni.gov.uk)