

Compliance Assessment Report

Report ID:
CAR_NRW0020645

This form will report compliance with your permit as determined by an NRW officer

Site	Newport Oil Treatment Plant EA/EPR/UP3336LT/V003	Permit Ref	ZP3334AQ
Operator/Permit holder	Hydrodec (UK) Limited		
Regime	Installations		
Date of assessment	08/06/2016	Time in	11:00 Out 14:30
Assessment type	Site Inspection		
Parts of the permit assessed	Permit review and site inspection		
Lead officer's name	Green, Rebecca		
Accompanied by			
Recipient's name/position	Adrian Saunders/ HSEQ Manager	Date issued	10/06/2016

Section 1 – Compliance Assessment Summary

This is based on the requirements of the permit under the Environmental Permitting Regulations. A detailed explanation is captured in "Compliance Assessment Report Detail" (Section 2) and any actions you may need to take are given in the "Action(s)" (section 4). This summary details where we believe any non-compliance with the permit has occurred, the relevant condition and how the non-compliance has been categorised using our Compliance Classification Scheme (CCS). CCS Scores can be consolidated or suspended where appropriate, to reflect the impact of some non-compliances more accurately. For more details of our CCS scheme, contact your local office.

Permit conditions and compliance summary	CCS Category	Condition(s) breached
A1 - Specified by permit	A	
B1 - Infrastructure - Engineering for prevention and control of emissions	A	
B4 - Infrastructure - Containment of stored materials	A	
C1 - General Management - Staff competency/training	A	
C2 - General Management - Management system and operating procedures	X	
C3 - General Management - Materials acceptance	A	
E5 - Emissions - Waste	A	
F3 - Amenity - Dust/fibres/particulates and litter	A	
G1 - Monitoring and Records, Maintenance and Reporting - Monitoring of emissions and environment	A	
G2 - Monitoring and Records, Maintenance and Reporting - Records of activity, site diary/journal/events	A	
G4 - Monitoring and Records, Maintenance and Reporting - Reporting and notification to Natural Resources Wales	X	

KEY: See Section 4 for breach categories, suspended scores will be indicated as such.

A = Assessed or assessed in part (no evidence of non-compliance), **N** = Not Assessed, **X** = Action only

Number of breaches recorded	0	Total compliance score (see section 5 for scoring scheme)	0
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If the Number of breaches recorded is greater than zero, please see Section 3 for our proposed enforcement response

Section 2 – Compliance Assessment Report Detail

This section contains a report of our findings and will usually include information on:

- The part(s) of the permit that were assessed (eg. Maintenance, training, combustion plant, etc)
- Where the type of assessment was 'Data Review' details of the report/results triggering the assessment
- Any non-compliances identified
- Any non-compliances with directly applicable legislation
- Details of any multiple non-compliances
- Information on the compliance score accrued inc.
- Details of advice given
- Any other areas of concern
- Any actions requested
- Any examples of good practice
- A reference to photos taken

Agenda

1. Introductions;
2. Permit review
 - a. requirements of existing permits;
 - b. Hydrodec's proposed variations/surrenders etc;
3. Review of, and progress with, actions from CAR_NRW0019585;
4. Compliance Action Plan (CAP) review;
5. AOB;
6. Site inspection.

Attending:

Adrian Saunders, HSEQ Manager, Hydrodec;
Adrian Pitman, Site Manager Newport, Hydrodec;
Mark Webster, Group Packaged Waste Manager, Hydrodec;
Ernie Price, Site Supervisor Newport, Hydrodec;
Marion Jones, HSEQ System Administrator, Hydrodec;
Rebecca Green, Compliance Officer, Natural Resources Wales (NRW).

1. Introductions.

Brief introductions were made and the agenda discussed.

2. Permit review.

a). Requirements of existing permits.

Permit conditions were explained, with particular emphasis on management systems and reporting requirements.

Several periodic procedure reviews are due this year. The reviews should also take into account the changing product mix at the Newport site. Procedures that should be reviewed this year and then every four years afterwards include –

Accident Management Plan;

Site Closure Plan; and

Site protection and Monitoring Plan, which could also include a review of the Site Condition Report to comply with the requirements of the Industrial Emissions Directive (IED).

Periodic reports must be submitted within 28 days of the end of the reporting period.

Annual reports, such as the Environmental Management System review, production volumes (oil and rags), emissions, raw material use and energy use must be submitted by 31st January following the year end.

A breach of any permit condition must be reported to NRW within 24 hours of discovery. The need to submit a Schedule 6 notification will be decided when NRW are first notified of the breach.

b). Proposed variation and surrender.

The variation will need to cover the new registered office address, additional EWC codes, a new 5.6 Activity (which should have been added when the permit was varied to comply with IED) and the new company name. It may be best to wait until the new name is agreed before applying for the variation.

The legal entity has not changed.

The permit which covers the tank at G D Environmental needs to be either surrendered or transferred to G D as soon as feasible.

3. Progress with actions from CAR_NRW0019585

The purpose of this visit and the permit review was to clarify the permit requirements and the performance standards that NRW expect of operators. Hydrodec personnel understand the permit and its requirements. This action is closed.

Data recording is comprehensive and retrievable, although not everyone knows where it is kept. This action is now closed.

Information gathering is adequate. The weakness is in its collation and submission to NRW. The action on CAR_NRW0019585 is now closed, but a request for the development of a system to alert relevant personnel that a report is due been made on this CAR. The system should be in place by the end of July. Details are given in Section 4 of this report. In addition, NRW would like to see a formal method for updating procedures and notifying relevant personnel.

NRW will audit the management systems in the second quarter of 2016 to ensure they are up to date and being used.

4. Compliance Action Plan (CAP).

The CAP for 2016/2017 was reviewed and a copy left with Hydrodec.

5. AOB.

The present state of the business was explained and future plans for the site discussed.

6. Site Inspection

The site was clean and tidy.

The laboratory has very good facilities, but the building is in urgent need of repair. This should be addressed as a matter of importance.

There is a composite sampler and flow meter with "V" notch on emission point S1, the discharge to foul sewer. It is a permit condition (3.6.3) that any equipment used to monitor emissions must be MCERTS approved. It is not clear whether the flow meter has this approval. Hydrodec should check on the status of this flowmeter and if it is not MCERTS approved then they should plan to replace it with one that is when the existing meter comes to the end of its life. The meter calibration was up to date.

END.



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EPR Compliance Assessment Report

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Operator/Permit holder	Hydrodec (UK) Limited	Date	08/06/2016

Section 3 – Enforcement Response

You must take immediate action to rectify any non-compliance and prevent repetition.

Non-compliance with your permit conditions constitutes an offence and can result in criminal prosecutions and/or suspension or revocation of a permit. Please read the detailed assessment in Section 2 and the steps you need to take in Section 4 below.

Other than the provision of advice and guidance, at present we do not intend to take further enforcement action in respect of the non-compliance identified above. This does not preclude us from taking enforcement action if further relevant information comes to light or advice isn't followed.

Section 4 – Action(s)

This section summarises the actions identified during the assessment along with the timescales for when they will need to be completed.

Criteria Ref.	CCS Category	Action required/advised	Due Date
See Section 1 above			
G4	X	Ensure there is a system in place to alert personnel before reports are due.	29/07/2016
C2	X	Ensure all procedures are updated regularly and relevant personnel informed when updates are issued.	29/07/2016

Section 5 – Compliance notes for the Operator

To ensure you correct actual or potential non-compliance we may

- Advise on corrective actions verbally or in writing
- Require you to take specific actions verbally or in writing
- Issue a notice
- Require you to review your procedures or management system
- Change some of the conditions of your permit
- Decide to undertake a full review of your permit

Any breach of a permit condition is an offence and we may take legal action against you

- We will normally provide advice and guidance to assist you to come back into compliance either after an offence is committed or where we consider that an offence is likely to be committed. This is without prejudice to any other enforcement response that we consider may be required.
- Enforcement action can include the issue of a formal caution, prosecution, the service of a notice and/or suspension or revocation of the permit.

See our Enforcement and Civil Sanctions guidance for further information

This report does not relieve the site operator of the responsibility to

- Ensure you comply with the conditions of the permit at all times and prevent pollution of the environment
- Ensure you comply with other legislative provisions which may apply

Non-compliance scores and categories

CCS category	Description	Score
C1	A non-compliance that could have a major environmental effect	60
C2	A non-compliance which could have a significant environmental effect	31
C3	A non-compliance which could have a minor environmental effect	4
C4	A non-compliance which has no potential environmental effect	0.1

Operational Risk Appraisal (Opra) - Compliance assessment findings may affect your Opra score and/or your charges. This score influences the resource we use to assess permit compliance.

Section 6 – General information

Data protection notice

The information on this form will be processed by the Natural Resources Wales (NRW) to fulfil its regulatory and monitoring functions and to maintain the relevant public register(s). The NRW may also use and/or disclose it in connection with:

- Offering/providing you with its literature/services relating to environmental matters
- Consulting with the public, public bodies and other organisations (eg. Health and Safety Executive, local authorities) on environmental issues
- Carrying out statistical analysis, research and development on environmental issues
- Providing public register information to enquirers
- Investigating possible breaches of environmental law
- Assessing customer service satisfaction and improving its service
- Freedom of Information Act/Environmental Regulations request

The NRW may pass it on to its agents/representatives to do these things on its behalf. You should ensure that any persons named on this form are informed of the contents of this data protection notice.

Disclosure of information

The NRW will provide a copy of this report to the public register(s). However, if you consider that any information contained in this reports should not be released to the public register(s) on the grounds of commercial confidentiality, you must write to your local area office within twenty working days of receipt of this form indicating which information it concerns and why it should not be released, giving your reasons in full.

Customer charter

What can I do if I disagree with this compliance assessment report?

If you are unable to resolve the issue with your site officer, you should firstly discuss the matter with officer's line managers using the informal appeals procedure. If you wish to raise your dispute further through our official Complaints and Commendations procedure, phone our general enquiry number 0300 065 3000 (Mon to Fri 08.00 – 18.00) and ask for the Customer Contact team or send an email to enquiries@naturalresourceswales.gov.uk. If you are still dissatisfied you can make a complaint to the Public Services Ombudsman for Wales. For advice on how to complain to the Ombudsman phone their helpline on 0845 607 0987.

Welsh Language

If you would like this form in Welsh please contact your Regulatory Officer.

