

Compliance Assessment Report

Report ID:
CAR_NRW0017484

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

Site	Harris Salvage	Permit Ref	JP3394FA			
Operator/Permit holder	Daniel Harris					
Regime	Waste Operations					
Date of assessment	05/04/2016	Time in	14:00	Out	15:30	
Assessment type	Audit					
Parts of the permit assessed	see below					
Lead officer's name	Thomas, Rhys					
Accompanied by	Wilby, David					
Recipient's name/position	Daniel Harris/ Site Manager	Date issued	20/04/2016			

Section 1 – Compliance Assessment Summary

This is based on the requirements of the permit under the Environmental Permitting Regulations or the licence under the Water Resources Act 1991 as amended by the Water Act 2003. 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	
B5 - Infrastructure - Plant and equipment	A	
C1 - General Management - Staff competency/training	C3	2.3.1
C2 - General Management - Management system and operating procedures	A	
C3 - General Management - Materials acceptance	A	
D1 - Incident Management - Site security	A	
D2 - Incident Management - Accidents, emergency and incident planning	A	
G2 - Monitoring and Records, Maintenance and Reporting - Records of activity, site diary/journal/events	A	

KEY: See Section 5 for breach categories, suspended scores will be indicated as such.

A = Assessed or assessed in part (no evidence of non-compliance), **X** = Action only,

O = Ongoing non-compliance, not scored.

Number of breaches recorded	1	Total compliance score (see section 5 for scoring scheme)	4
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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

Pre-arranged site audit carried out by Environment Officers Rhys Thomas and David Wilby. Accompanied on site by site operative Wayne. The purpose of the visit was to carry out a part audit focussing on ELV depollution and site infrastructure. During the visit weather was dry.

Audit comments:

ELV Depollution: The site's ELV depollution procedure was inspected during the audit. Details of the procedure are summarised below:

Vehicle depolluted – Ford Fiesta:

- Battery was removed from vehicle.
- Fluids contained in the vehicle's reservoirs were drained; brake fluid, power steering, coolant, screen wash.
- Brake cables are drained from the bleed nipples.
- Oil filter removed and drained.
- Engine oil and transmission oil drained.
- Fuel drained.
- Shock absorbers are initially kept on the vehicle. These are subsequently removed from the vehicle before it leaves site.
- Air conditioning de-gassing equipment was on site however operative does not have relevant F-Gas certification to carry out the procedure. Employee from the car sales garage with the appropriate certification carries out the procedure when there are a few cars that need doing.
- The vehicle's airbag had already been removed prior to being received on site. Site do not accept vehicles with airbags.

The ELV depollution procedure was compliant with the requirements set out in the ELV Directive. All depolluting equipment were in good working order and staff demonstrated competent knowledge of the procedure to carry out the depollution to the required standard.

Fuel storage – All fluids removed from ELVs are stored in drums within the bunded workshop area. Signage placed on the workshop wall identify what fluids are stored within the drums. Drums are stored on pallets so that any leakage is more likely to be spotted. All storage drums appeared to be in good condition.

Spillages – The ELV workshop has a concrete lip across the entrance which acts as a bund to prevent any spillages from leaking out of the building. Absorbent granules are kept in the workshop to soak up any minor spillages. Control of minor spillage procedure was put into

practice during the visit and was compliant with the procedures set out in table 5.1 of the permit.

Site drainage – site has a drainage channel running across the concrete pad outside the workshop building, which runs into a sump on site. Drainage channel was clean and free from debris at time of inspection.

Site surfaces – The concrete pad on site appears to be in good condition. Maintenance has been carried out on part of the hardstanding surface due to water flowing down from the cliff face. This is likely to be due to the wet weather experienced over recent months. Please ensure that the hardstanding surfaces on site are regularly maintained to ensure they are free from standing water and meet the requirements set out in table 3.1 of the permit.

All site surfaces, along with the site drainage and storage areas for tanks and drums should be inspected on a monthly basis and details of the inspection, along with any maintenance carried out, should be recorded in the site diary. As discussed during the visit, a record should also be kept of all materials that are re-used within the business, such as coolant and air conditioning gas.

It appears from waste returns data, and review of documentation carried out at the first part audit, that waste tyres have not been removed from site for a considerable time. Please be advised that table 2.1 of the permit specifies that the maximum storage time for all residual wastes from depollution and treatment of ELV's is 3 years.

All outstanding waste returns for 2014 have now been submitted, thank you. Annual returns for 2015 are now due. Copies of the waste returns forms along with some guidance was left with Wayne during the visit. If you require any further guidance in completing the returns please contact Rhys Thomas on the details provided below.

The following breach of permit condition has been noted:

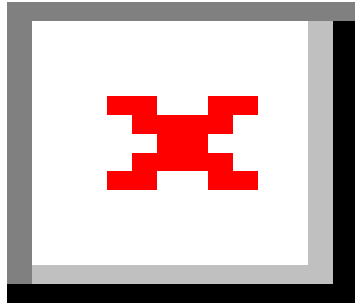
C1 Management – Staff Competency and Training, Permit Condition 2.3.1 CCS Score C3.

As has previously been mentioned you are required to have a technically competent person for your site. To date this requirement has not been complied with. It is understood that site operative Wayne is working towards WAMITAB certification. It was discussed during the visit that arrangements are being made for a suitably certified TCM to provide appropriate cover for site, until Wayne has achieved WAMITAB certification. This cover has not yet been put in place therefore it continues to be a breach of permit conditions.

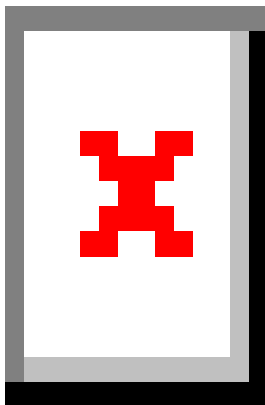
Action: Please contact Natural Resources Wales to advise us when TCM cover is being provided. The covering TCM should sign in to the site diary during all visits to site so that a record of attendance is maintained.

Thank you for your time during the audit. If you would like to discuss anything mentioned in this report please contact Rhys Thomas on 03000 65 3765, rhys.thomas@cyfoethnaturiolcymru.gov.uk.

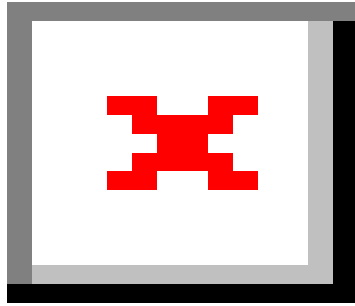
Photographs:



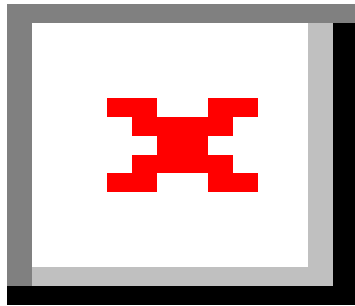
1. Vehicle depolluted during audit.



2. Oil being drained from ELV during depollution procedure.



3. General view of ELV storage area.



4. General view of ELV storage area.

EPR Compliance Assessment Report

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Operator/Permit holder	Daniel Harris	Date	05/04/2016

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.

In respect of the above non-compliance you have been issued with a warning. At present we do not intend to take further enforcement action. This does not preclude us from taking additional enforcement action if further relevant information comes to light or offences continue.

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			
C1	C3	Ensure that the required certification is achieved or alternatively arrange for suitable TCM cover for site.	18/05/2016

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 report should not be released to the public register(s) on the grounds of commercial confidentiality, you must write to your local area office within fifteen 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.