

Compliance Assessment Report

Report ID:
CAR_NRW0032672

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

Site	Pic Up Spares Ltd	Permit Ref	AP3498FR			
Operator/Permit holder	Pic Up Spares Ltd					
Regime	Waste Operations					
Date of assessment	18/12/2017	Time in	10:15	Out	11:15	
Assessment type	Audit					
Parts of the permit assessed	All permitted areas					
Lead officer's name	Medcraft, Jodie					
Accompanied by						
Recipient's name/position	Marc Swain/ Operator and TCM	Date issued	05/01/2018			

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
D2 - Incident Management - Accidents, emergency and incident planning	X	

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	0	Total compliance score (see section 5 for scoring scheme)	0
-----------------------------	---	--	---

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

Present

Marc Swain – Pic Up Spares

Andrea Boycott – Pic Up Spares

Jodie Medcraft – Natural Resources Wales

The purpose of the inspection was to assess the compliance of Pic Up Spares (Winch Wen) with their Environmental Permit EPR/AP3498FR.

I was met on site by Marc Swain, the Technically Competent Manager for the site and showed to the office where we were met by Andrea Boycott.

Fire Prevention and Mitigation Plan

The environmental permit for the site was recently varied to include the treatment of catalytic converters through the de-canning activity. As part of this variation, the operator was required to comply with the conditions of an improvement programme. This involved submitting a written Fire Prevention and Mitigation Plan, produced in line with the standards set out in the current fire prevention and mitigation plan guidance for waste. The deadline for the submission of this document was the 18th December 2017. This deadline was met by the Operator.

A discussion was had with regards to the content of the submitted document. I advised that I would require some amendments to be made to the document in order to include more detail.

Waste storage and operations

Despite being busy, the yard appeared well organised and well managed. The process of de-canning of catalytic converters on site is still going well. The activity is primarily undertaken by Tim Swain only, and carried out first thing in the morning when minimal staff are present and operations are quiet. It is noted that Health and Safety on the site is a high priority. The operator is continuously looking for ways to improve standards. The most recent addition has been a trolley which is used to transport vehicle doors around site.



Environmental Permit and Environment Management System

Copies of the Environmental Permit and Environment Management System are readily available on site. As part of the recent permit variation the Working Plan has been updated and re-submitted. Marc Swain is the Technically Competent Manager for the site and the WAMITAB qualification remains up to date.

No non-compliances were recorded during this visit.

Many thanks to all for your time during the inspection.

EPR Compliance Assessment Report

**Report ID:
CAR_NRW0032672**

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

Site	Pic Up Spares Ltd	Permit Ref	AP3498FR
Operator/Permit holder	Pic Up Spares Ltd	Date	18/12/2017

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.

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			
D2	X	Please re-submit an updated Fire Prevention and Mitigation Plan with the changes as discussed.	02/02/2018

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.