



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

Site	A J Spares			Permit Ref	104608		
Operator/ Permit holder	Cobb Andrew						
Date	18/06/2014			Time in	10:02	Out	10:40
What parts of the permit were assessed	Permitted area						
Assessment	Site Inspection	EPR Activity:	Installation	Waste Op	X	Water Discharge	
Recipient's name/position	Andrew Cobb						
Officer's name	Jeanette A Vernon, Faye Whitham			Date issued	24/06/2014		

Section 1 - Compliance Assessment Summary

This is based on the requirements of the permit under the Environmental Permitting Regulations. A detailed explanation and any action you may need to take are given in the "Detailed Assessment of Compliance" (section 3). 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

Condition(s) breached

a) Permitted activities	1. Specified by permit	A	
b) Infrastructure	1. Engineering for prevention & control of pollution	A	
	2. Closure & decommissioning	NA	
	3. Site drainage engineering (clean & foul)	N	
	4. Containment of stored materials	A	
	5. Plant and equipment	N	
c) General management	1. Staff competency/ training	N	
	2. Management system & operating procedures	C4	1.1.3;
	3. Materials acceptance	A	
	4. Storage handling, labelling, segregation	A	
d) Incident management	1. Site security	A	
	2. Accident, emergency & incident planning	N	
e) Emissions	1. Air	A	
	2. Land & Groundwater	A	
	3. Surface water	N	
	4. Sewer	N	
	5. Waste	NA	
f) Amenity	1. Odour	A	
	2. Noise	A	
	3. Dust/fibres/particulates	A	
	4. Pests, birds & scavengers	A	
	5. Deposits on road	A	
g) Monitoring and records, maintenance and reporting	1. Monitoring of emissions & environment	N	
	2. Records of activity, site diary, journal & events	N	
	3. Maintenance records	N	
	4. Reporting & notification	N	
h) Resource efficiency	1. Efficient use of raw materials	N	
	2. Energy	N	

KEY: C1, C2, C3, C4 = CCS breach category (* suspended scores are marked with an asterisk),

A = Assessed (no evidence of non-compliance), N = Not assessed, NA = Not Applicable, O = Ongoing non-compliance – not scored

Number of breaches recorded	1	Total compliance score (see section 5 for scoring scheme)	0.1
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If the Total No Breaches is greater than zero, then please see Section 3 for details of 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 (e.g. 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 suspended or consolidated scores.
- details of advice given
- any other areas of concern
- all actions requested
- any examples of good practice.
- a reference to photos taken

This report should be clear, comprehensive, unambiguous and normally completed within 14 days of an assessment.

This report summarises the visit to site on 18th June 2014 by myself and my colleague Faye Whitham. This was a prearranged visit to check on site compliance with the environmental permit. We were shown around the site by Andrew Cobb.

There was no depollution/dismantling activity taking place at the time of the visit. It is understood that the site is limiting the amount of vehicles onsite to create more space. Some vehicles are being brought on site with the purpose of being repaired and sold.

At the time of inspection vehicle parts were stored in an orderly manner in old shipping containers, and work was underway to create additional storage.

Site Identification Board

As discussed we ask that all sites have a site identification board. At present you do have an ID board but we require it to contain additional information. Details of what is required can be found in guidance document 'How to comply with your environmental permit' page 35 (which can be found on our website www.environment-agency.gov.uk).

To summarise: It needs to be easily readable from outside the site in daylight hours and must include:

- permit holders name (company name at least)
- operators name if different
- an emergency contact name and the operators telephone number
- a statement that it is permitted by the Environment Agency
- permit number (EAWML 104608)
- Environment Agency national numbers, 03708 506506 and 0800 80 70 60 (incident hotline)

Please arrange for this additional information to be displayed.

Permit

At the time of the visit you did not have a copy of the permit on site. It is a condition of your permit that 'any person having duties that are or may be affected by the matters set out in these standard rules shall have convenient access to a copy of them kept at or near the place where those duties are carried out'.

Therefore you have been scored a CCS Score of 4 under Condition 1.1.3 for this permit breach.

Please ensure that a copy of your permit is kept onsite with immediate effect. (I have enclosed a copy for you with this report).

Spills/Spill Kit

It is understood that there is sand onsite which is used in the event of a spill. It is good practice to have materials like this readily available. You may want to label the area where this is stored so that it is clearly visible if an incident occurs. Any materials used to soak up an oil spill should be disposed of at a facility licensed to accept such waste and the appropriate paperwork obtained.

Subsistence Fees

You have been given advice and guidance and a notice of demand for the outstanding payment of your subsistence fees. As discussed on site if you do not arrange for the payment of your fees **I will have no choice but to suspend your permit**. If you have not already done so please contact the Finance Department immediately to arrange payment. You can contact them on the general Finance number 0845 607 0330, it is your 'Permit Subsistence Fees' that are outstanding and your Account Number is 297298.

Environment Management System (EMS) & Technically Competent Management (TCM)

At the time of this visit I was familiarising myself with the layout and overall activities carried out on site and we did not discuss management systems or technical competence on this occasion. Please could you send me a copy of your most recent Environment Management System for our records. Please could you also send me the details of the Technically Competent Manager for the site and confirmation that they are registered on an approved competence scheme (e.g. copy of the course certificate).

Actions Required:

- **Update site identification board**
- **Keep a copy of the permit on site**
- **Contact the Finance Department**
- **Send a copy of most recent EMS and details of TCM**

Please contact me on the details below if you have any queries.

Kind regards,


Jeanette Vernon

Environment Officer - Barnsley, Doncaster & Rotherham EPR Waste Team

Tel: 01709 312891

Email: jeanette.vernon@environment-agency.gov.uk

Environment Agency, Bowbridge Close, Bradmarsh Business Park, Templeborough, Rotherham S60 1BY

 Environment Agency	EPR Compliance Assessment Report	Report ID: 104608/0212798	
This form will report compliance with your permit as determined by an Environment Agency officer			
Site	A J Spares	Permit	104608
Operator/ Permit	Cobb Andrew	Date	18/06/2014

Section 3- Enforcement Response		Only one of the boxes below should be ticked	
<p>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.</p>			
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.			
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.			
We will now consider what enforcement action is appropriate and notify you, referencing this form.			

Section 4- Action(s)			
Where non-compliance has been detected and an enforcement response has been selected above, this section summarises the steps you need to take to return to compliance and also provides timescales for this to be done.			
Criteria Ref.	CCS Category	Action Required/Advised	Due Date
See Section 1 above			
C2	C4	Keep a copy of your permit onsite	Immediately

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 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 which 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 Environment Agency to fulfill its regulatory and monitoring functions and to maintain the relevant public register(s). The Environment Agency 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 (e.g. 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 and taking any resulting action
- preventing breaches of environmental law
- assessing customer service satisfaction and improving its service
- Freedom of Information Act/Environmental Information Regulations request.

The Environment Agency 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 Environment Agency 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 28 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 the officer's line managers. If you wish to raise your dispute further through our official Complaints and Commendations procedure, phone our general enquiry number 03708 506 506 (Mon to Fri 08.00–18.00) and ask for the Customer Contact team or send an email to enquiries@environment-agency.gov.uk. If you are still dissatisfied, you can make a complaint to the Ombudsman. For advice on how to complain to the [Parliamentary and Health Service Ombudsman](#) phone their helpline on 0345 015 4033.