

Huntingdonshire

district council

Risk Assessment for Local Air Pollution Control Score Sheet

Name of authorised process Potton Limited PG Note 6/2(04)
 Name of operator Robert Bown LA Reference 02/01
 Inspector's Name Aaron Morley Date 17/8/05

Environmental Impact Appraisal

Component 1 - Inherent Environmental Impact Potential		
APRR Risk Rating Category	Possible Scores	Score Awarded
(A) Category 1	10	10
(B) Category 2	20	
(C) Category 3	30	

Component 2 - Progress with Upgrading		
Status of Upgrading	Possible Scores	Score Awarded
(A) Upgrading not complete but PG Note deadline has yet to be reached	5	
(B) Upgrading not yet complete and PG Note deadline has passed	10	
(C) Upgrading complete and meets BATNEEC Requirements	0	0
(D) Emissions control exceeds BATNEEC Requirements	-10	

Component 3 - Sensitivity and Proximity of Receptors (circle appropriate score)			
Proximity to Emission Source	Sensitivity of Receptors		
	(x) High	(y) Medium	(z) Low
(A) < 100m*	20	12	5
(B) 100 - 250m*	12	10	3
(C) 250 - 500m*	5	3	1
(D) >500m*	0	0	0

* All distances should be multiplied by a factor of 2 for mineral and cement & lime processes and by a factor of 4 for combustion, incineration (not cremation), iron & steel and non-ferrous metal processes.
 Note: Distances should be measured from the process itself, rather than the site boundary.

Component 4 - Other Targets		
	Possible Scores	Score Awarded
(A) Other air pollution problems in the local area to which process is a potential contributor	10	
(B) No such air pollution problems	0	0

Total Score for Environmental Impact Appraisal	Range 0 to 70	30
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Operator Performance Appraisal

Component 5 - Compliance Assessment				
Scale of Non-Compliance	Possible Scores			Scores Awarded
(A) Incident leading to justified complaint but no breach of specific authorisation condition or of general/residual BATNEEC condition	0 points			
(B) Incident leading to a justified complaint*	5 per incident			
(C) Breach of authorisation not leading to formal action	10 per incident			
(D) Incident leading to formal caution, Enforcement Notice or prosecution	15 per incident			
(E) Incident leading to a Prohibition Notice	20 per incident			
Total	(Max. 50)			0

* *Unjustified complaints may be e.g. those considered by the inspector to be unreasonable or which cannot be clearly linked to an incident at the process.*

Scoring for Component 6 - Assessment of Monitoring, Maintenance and Records				
Criterion	Possible Scores			Score Awarded
	(x) Yes	(y) No	(z) N/A	
(A) All monitoring undertaken to the degree required in the authorisation?	<input type="checkbox"/>	10	0	0
(B) Monitoring requirements reduced because results over time show consistent compliance?	-5	<input type="checkbox"/>	0	0
(C) Process operation modified where any problems indicated by monitoring?	<input type="checkbox"/>	5	0	0
(D) Fully documented and adhered to maintenance programme, in line with authorisation?	<input type="checkbox"/>	5	0	0
(E) Full documented records as required in authorisation available on-site?	<input type="checkbox"/>	5	0	0
(F) All relevant documents forwarded to the authority by date required?	<input type="checkbox"/>	5	0	0
Total score	(-5 to 30)			0

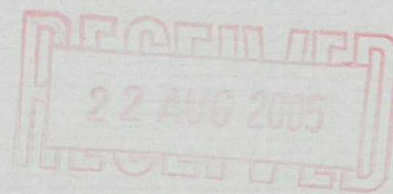
Component 7 - Assessment of Management, Training and Responsibility				
Criterion	Possible Scores			Scores Awarded
	(x) Yes	(y) No	(z) N/A	
(A) Documented procedures in place for implementing all aspects of the authorisation?	<input type="checkbox"/>	5	0	0
(B) Specific responsibilities assigned to individual staff for these procedures?	<input type="checkbox"/>	5	0	0
(C) Completion of individual responsibilities checked and recorded by the company?	0	5	<input type="checkbox"/>	0
(D) Documented training records for all staff with air pollution control responsibilities?	<input type="checkbox"/>	5	0	5
(E) Trained staff on site throughout periods where potentially air-polluting activities take place?	<input type="checkbox"/>	5	0	0
(F) Is an 'appropriate' environmental management system in place?	-5	<input type="checkbox"/>	0	0
Total	(-5 to 25)			0

Total Score for Operator Performance Appraisal	Range -10 to 105	0
OVERALL SCORE FOR THE PROECSS	Range -10 to 175	30
REGULATORY EFFORT CATEGORY * high=score of >80, medium 40-80 and low <40	LOW, MED, HIGH	LOW

Huntingdonshire

d i s t r i c t c o u n c i l

Mr Bob Bown
Potton Limited
Eltisley Road
GREAT GRANSDEN
Nr Sandy
Bedfordshire SG19 3AR



Our Ref: DOS/AJM/PPC/Q63Q7CELT/1

18 August 2005

Dear Mr Bown

Pollution Prevention and Control Act 1999
Pollution Prevention and Control (England and Wales) Regulations 2000
Permit 02/01 – Timber Activity - Compliance Inspection

I confirm my visit on 17 August 2005 during which time a routine compliance inspection was undertaken with respect to the above permit. At the time of visit I was satisfied that the operations on site were compliant with the conditions contained within the permit.

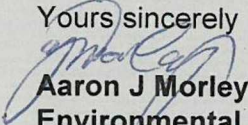
Following my visit a risk assessment was completed, the result of which showed the process to be of a "low" risk. The risk assessment score sheet is enclosed.

Three issues to follow up were:

- Ex-Snowflake Limited is still in the process of preparing a certificate of competency for the collection of the wood shavings. When this becomes available, a copy should go in your log book.
- The DISA dust filter system service schedule should also be kept in your log book.
- I look forward to receiving your amended process floor plan.

If you have any questions regarding the permit, please do not hesitate to contact me on the number below.

Yours sincerely


Aaron J Morley
Environmental Protection Officer
Environmental Health Services Division

☎: 01480 388360

Fax: 01480 388361

If you would like a translation of this letter, or would like a large text version or an audio version, please contact the Environmental Health Admin Team on 01480 388302 and we will try to accommodate your needs.

Tel 01480 388388 Fax 01480 388099

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