

## Risk Assessment for Local Air Pollution Control

Name of permitted activity: Sawtry Service Station PG Note: PG1/14(13)

Discussed with: Matthew Bellamy LA Reference: P17/98

Inspector's Name: Dave Bass Date: 11/10/2016

### Operator Performance Appraisal

Component 1 - Compliance Assessment				
Scale of Non-Compliance	Possible Scores			Scores Awarded
(A) Incident leading to justified complaint but no breach of specific permit condition or of general/residual BAT condition	0 points			
(B) Incident leading to a justified complaint*	5 per incident			
(C) Breach of permit 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			
<b>Total</b>	<b>(Max. 50)</b>			<b>0</b>
* 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 2 - Assessment of Monitoring, Maintenance and Records				
Criterion	Possible Scores			Scores Awarded
	Yes	No	N/A	
(A) Are emissions monitored as required in the permit? Are emissions and emissions monitoring recorded as required in the permit?	0	40	0	0
(B) Monitoring requirements reduced because results over time show consistent compliance?	0	0	0	0
(C) Has a written maintenance programme been provided to the regulator with respect to pollution control equipment?	0	5	0	0
(D) Is there a log book at the authorised premises incorporating details of all maintenance, examination and testing, inventory checking, installation and repair work carried out?	0	5	0	0
(E) Full documented records as required in permit available on-site?	0	5	0	0
(F) All relevant documents forwarded to the authority by date required?	-5	40	0	0
<b>Total score</b>	<b>(-5 to 35)</b>			<b>0</b>

Component 3 - Assessment of Management, Training and Responsibility				
Criterion	Possible Scores			Scores Awarded
	Yes	No	N/A	
(A) Are procedures in place to ensure proper management, supervision and training for process operations, proper use of equipment and effective preventative maintenance on all plant and equipment concerned with the control of emissions to air?	0	5	0	0
(B) Are all staff with responsibility for operating the installation trained to be aware of their responsibilities under the permit?	0	5	0	0
(C) Does the operator maintain, and make available on request, a statement of training requirements for each operational post?	0	5	0	0
(D) Does the operator keep, and make available, a record of the training received by each person whose actions may have an impact on the environment?	0	5	0	0
(E) Is there a competent trained person who remains near the tanker during unloading? (Delivery drivers may be trained as the competent person)	0	5	0	0
(F) Is an 'appropriate' environmental management system in place?	-5	0	0	-5
<b>Total</b>	<b>(-5 to 25)</b>			<b>-5</b>
<b>Total Score for Operator Performance Appraisal</b>	<b>Range -10 to 110</b>			<b>-5</b>

Overall scores	Score given
<i>Operator Performance Appraisal</i>	
Compliance Assessment	0
Assessment of Monitoring, Maintenance and Records	0
Assessment of Management, Training and Responsibility	-5
<b>Total score</b>	<b>-5</b>

<b>OVERALL SCORE FOR THE PROCESS</b>	Range -10 to 110	-5
<b>REGULATORY EFFORT CATEGORY</b>		
* high=score of >55, medium 30-55 and low <30	LOW, MED, HIGH	LOW

### Comments

Site is an unmanned site. They have a contract with the neighbouring business who acts as a caretaker who is meant to keep the site clean and report any defects (they have record sheets to complete). They have an area manager who role is supposed to check that the caretakers are doing their role (no formal procedure), the site also has 6 monthly maintenance checks by a 3<sup>rd</sup> party. No information is kept on site, currently documents are available upon request but company is in the process of setting up an electronic system which will have all the documents uploaded to and enable regulators to login to view relevant documents. Deliveries are DCD and procedures are in place to ensure too much fuel is not delivered. Company has an EMS and some improvements have already been implemented (LED lights) and they are looking at other energy saving techniques.