

**LAPPC****Reduced Fee Activity****Inspection Frequency Risk Assessment**

Name of permitted process Offton Motors	Ref EP/12
Operator / Site contact Nick Robinson	PG Note PG1/1/04
Date of Upgrading Compliance	Date of last Risk Assessment 15/12/11
Inspector's Name Matt Kidger	Date 12/03/14

**Operator Performance Appraisal**

Table B1.1: Compliance Assessment		
Scale of Non-Compliance (per Incident)	Yes	No
(a) Incident leading to justified complaint but no breach of any permit condition	0	0
(b) Incident leading to a justified complaint *	5	0
(c) Breach of permit not leading to formal action	10	0
(d) Incident leading to formal caution, Enforcement Notice or prosecution	15	0
(e) Incident leading to a Prohibition Notice or Suspension Notice	20	0
<b>Where facility has been on reduced charges due to Mothballing or Reduced operating levels</b>		
(f) Failure to notify the regulator of restart or increase in level of operation to above the threshold requiring a permit at the installation in accordance with a acceptance letter.	15	
<b>Total (0 to 50)</b>	<b>0</b>	
<i>* 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.</i>		

<b>Table B1.2: Assessment of Monitoring, Maintenance and Records</b>			
Criterion	Possible Scores		
	Yes	No	N/A
(a) All monitoring undertaken to the degree required in the permit?*	0	10	0
(b) Process operation modified where any problems indicated by monitoring?	0	5	0
(c) Fully documented and adhered to maintenance/service plan, in line with permit?	0	5	0

### Reduced Fee Activity Inspection Frequency Risk Assessment

(d) Full documented records as required in permit available on-site?	0	5	0
(F) All relevant documents forwarded to the authority by date required?*	-5	10	0
Total (-5 to 35)	0		
* These aspects relate to the operator's performance within the 12 months immediately preceding the assessment or review of the assessment. Failure to monitor to the degree required or to forward documents on time more than twelve months ago should be excluded.			

**Table B1.3: Assessment of Management, Training and Responsibility**

Criterion	Possible Scores		
	Yes	No	N/A
(a) Documented procedures in place for implementing all aspects of the permit?	0	5	0
(b) Specific responsibilities assigned to individual staff for these procedures?	0	5	0
(c) Completion of individual responsibilities checked and recorded by the company?	0	5	0
(d) Documented training records for all staff with air pollution control responsibilities?	0	5	0
(e) Trained staff on site throughout periods where potentially air-polluting activities take place?	0	5	0
(f) Is an 'appropriate' environmental management system in place?	-5	0	0
<b>Total (-5 to 25)</b>	<b>5</b>		

Total Score for OPA	Range -10 to 110	5
Regulatory effort category	Low / med / high	Low

### Determining the level of regulatory effort

Score	Category	Hours Per Year			
		Small waste oil burners, dry cleaners, petrol stations with PVRI and gas odorisers	PVR/II petrol stations	Vehicle refinishers	Mobile plant (First and second permit only)
Less Than 30	Low	1.5 <sup>*1</sup>	2.2 <sup>*1</sup>	4.4 <sup>*2</sup>	12.5 <sup>*2</sup>
30 to 55	Medium	3.1	4.4	7.1	20
Over 55	High	4.6	6.6	10.7	30
		<sup>*1</sup> Regulatory effort assumes a 3 year inspection frequency for Low risk category		<sup>*2</sup> Regulatory effort assumes a 2 year inspection frequency for Low risk category	