

Waste Audit Report

This form will report compliance with environmental legislation as detailed in this report and as determined by an Officer of Natural Resources Wales

Permit Number	SP3495FG	Ref	HWAR2026007			
Operator / Permit holder	M&E Metal Recycling					
Date	14/04/2026					
Premises	Installation	Waste Permit	X	Exemption	Producer	CBD
Site contact (s)	Kevin Humphreys					
Officer's name (s)	Craig Coleman			Date issued	22/04/2026	

Section 1 Assessment Summary – Hazardous Waste

The assessment in this section is based on the requirements of *The Hazardous Waste (Wales) Regulations 2005*

A detailed explanation of any non-compliances identified and actions you may need to take are given in sections 2 & 4 below.

Compliance Summary

Compliance check type	Assessed during audit	Non-compliance identified
HW Consignment notes (waste received)	Not assessed	N/A
HW Consignment notes (waste removed)	Assessed	Yes
Mixing / treatment of hazardous waste	Not assessed	N/A
HW Records and returns	Not assessed	N/A
Storage	Not assessed	N/A

Section 2 – Waste Assessment Report Detail

Introduction

HAZARDOUS WASTE CONSIGNMENT NOTE AUDIT

NRW Officer Craig Coleman requested consignment notes from M&E Metal Recycling for their site located at Pentrebach Rd, Glyntaff, Pontypridd CF37 4BW in response to an incident that occurred on site in March 2026. These consignment notes were received on 14/04/2026 and audited by Craig Coleman. Consignment notes reviewed: MEBI NH/00547, CAJ698/14776, CAJ698/00020, & CAE98/00022

The consignment note procedure is set out in the Hazardous Waste (Wales) Regulations 2005 as amended and must be followed by all parties in the waste movement.

The hazardous waste audit has been carried out: -

- To measure compliance with the regulations;
- To make sure that hazardous waste is managed properly without polluting the environment or harming people's health or seriously affecting the local area;
- To make sure that registers and records, such as quarterly returns from sites that receive hazardous waste are accurate.

Our purpose was to review the company's compliance with environmental legislation and where appropriate to provide advice and guidance to assist in identifying and delivering improvements.

Audit Findings

The main findings of the audit are set out in the following sections. These will be followed by either **Actions** or **Recommendations**.

Actions indicate that we are requiring you to deliver this to meet your legal obligations. In general, these will tell you what you must do, not how to do it. These are not optional, and will normally be supported by:

- a timescale, within which the action must be delivered; and/or
- interim measures, that must be taken until such time as the action is delivered.

Recommendations are not themselves requirements and typically provide further advice and guidance on:

- how to deliver a required action, for example we might indicate how another company has successfully dealt with this issue;
- aspects of best practice;
- potential improvements that reduce the risk of problems occurring in future.

Hazardous waste premises registration

M&E Metal Recycling are registered as a hazardous waste producer with Natural Resources Wales under the premises code CAJ689. This is compliant with Regulation 21 of the Hazardous Waste (Wales) Regulations 2005.

1) Hazardous Waste Consignment Note Part A

Part A is correct on all notes.

2) Hazardous Waste Consignment Note Part B

Consignment note CAJ689/14776 has Slicker Recycling using SIC code 77310, which as noted on the paperwork is for renting and leasing of agricultural machinery and equipment. As listed on other consignment notes audited, 46770 (wholesale of waste and scrap) is a more appropriate code.

3) Hazardous Waste Consignment Note Part C

Part C is correct on all notes.

4) Hazardous Waste Consignment Note Part D

On consignment CAE98/00022 Part D is missing the signature of the consignor.

Under Regulation 35 of the Hazardous Waste (Wales) Regulations 2005, it is a legal requirement to ensure that each hazardous waste consignment note is fully completed, including signature, date and time of transfer, and the omission of these details is a non-compliance.

5) Hazardous Waste Consignment Note Part E

Part E is correct on all notes.

6) Consignee Return Data

Not assessed.

Summary

The consignment notes were reviewed for compliance with the Hazardous Waste (Wales) Regulations 2005 and associated ADR requirements. Overall:

All hazardous waste consignment notes reviewed were completed correctly in Parts A, C and E, with no issues identified. One minor non-compliance was noted in Part B on consignment note CAJ689/14776, where Slicker Recycling was recorded under SIC code 77310 (renting and leasing of agricultural machinery and equipment); based on other audited consignment notes, SIC code 46770 (wholesale of waste and scrap) would be more appropriate. A further non-compliance was identified in Part D on consignment note CAE98/00022, which was missing the consignor's signature; under Regulation 35 of the Hazardous Waste (Wales) Regulations 2005, consignment notes must be fully completed, including signature, date and time of transfer, and the omission of these details constitutes a breach of the Regulations.

Actions

To achieve full compliance with the Hazardous Waste (Wales) Regulations 2005 the operator should:

Review procedures for the completion of hazardous waste consignment notes to ensure all sections are completed accurately and in full for every movement of hazardous waste. In particular, the operator must ensure that the correct SIC code is consistently applied in Part B, reflecting the nature of the waste activity (for example, using SIC code 46770 – wholesale of waste and scrap where appropriate). The operator must also ensure that Part D is fully completed, including the signature, date and time of transfer, in line with the requirements of Regulation 35 of the Hazardous Waste (Wales) Regulations 2005. Staff responsible for preparing and signing consignment notes should be reminded of these legal requirements and provided with refresher training if necessary. The operator should implement routine internal checks of consignment notes prior to retention to prevent recurrence of these non-compliances.

Implementing these measures will strengthen duty of care, reduce regulatory risk, and ensure full compliance with hazardous waste legislation..

If you have any questions about the contents of this report, please do not hesitate to contact me.

Regards,

Craig Coleman

Hazardous Waste Regulation Officer

In this document 'Natural Resources Wales means the Natural Resources Body for Wales established by Article 3 of the Natural Resources Body for Wales (Establishment) Order 2012.

Section 3-Enforcement Response **Only one of the boxes below should be ticked**

You must take immediate action to rectify any non-compliances noted in section 1 and prevent repetition. Non-compliance with environmental legislation may result in enforcement action being taken, including criminal prosecutions. Please read the detailed assessment in Section 2 and the steps you need to take in Section 4 below.

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.	X
We will now consider what enforcement action is appropriate and notify you, referencing this form.	

Section 4- Action(s)

Where non-compliance has been identified in section 1 this section summarises the steps you need to take to return to compliance and also provides timescales for this to be done.

Non-compliance identified	Action Required / Advised	Due Date
Parts B, and D.	Please refer to detail provided within the Actions section of the report for further information.	Immediate (from date of this report)

Section 5 - Compliance notes

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

Non-compliance with environmental legislation 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 may include the issue of a formal caution or prosecution.
- Dependent upon the type of offence committed, a civil sanction Enforcement Undertaking (EU) offer may also be available to you as an alternative enforcement response.

See our Enforcement and Civil Sanctions guidance for further information

Not all legal requirements were assessed as part of this audit. It remains your responsibility to ensure that you comply with all relevant environmental legislation and maintain suitable records to evidence your compliance.

Section 6 – General Information

Data protection notice

The information on this form will be processed by Natural Resources Wales to fulfill its regulatory and monitoring functions. Natural Resources Wales 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
- 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.

Natural Resources Wales 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.

[Customer charter](#)

What do I do if I disagree with the report or have a complaint?

If you are unable to resolve the issue with the lead officer or their line manager you should contact our Customer Contact team on 0300 065 3000 (Monday to Friday 08:00 – 18:00), or email enquiries@naturalresourceswales.gov.uk for details of how to raise your dispute further through our Complaints and Commendations procedure.

If you are dissatisfied with our response, you can contact the Public Services Ombudsman for Wales by phone on 0300 7900203 or by email at ask@ombudsman.wales

Welsh Language Standards

We are committed to establishing Natural Resources Wales as a naturally bilingual organisation. We will provide compliance reports in your preferred language.