

Compliance Assessment Report

Report ID:
CAR_NRW0036293

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

Site	Tir John Civic Amenity Site		Permit Ref	TB3797TM	
Operator/Permit holder	City and County of Swansea				
Regime	Waste Operations				
Date of assessment	05/02/2020	Time in	13:20	Out	13:45
Assessment type	Audit				
Parts of the permit assessed	Routine site inspection				
Lead officer's name	Wakeford, Sally				
Accompanied by	Kinhead, James				
Recipient's name/position	Mr Chris Fender/ Manager	Date issued	07/02/2020		

Section 1 – Compliance Assessment Summary

This is based on the requirements of the permit under the Environmental Permitting Regulations or the licence under the Water Resources Act 1991 as amended by the Water Act 2003. A detailed explanation is captured in "Compliance Assessment Report Detail" (Section 2) and any actions you may need to take are given in the "Action(s)" (section 4). 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	CCS Category	Condition(s) breached
B1 - Infrastructure - Engineering for prevention and control of emissions	X	
B3 - Infrastructure - Site drainage engineering (clean and foul)	A	
B4 - Infrastructure - Containment of stored materials	A	
C2 - General Management - Management system and operating procedures	X	
C4 - General Management - Storage, handling labelling and Segregation	A	
	X	
F3 - Amenity - Dust/fibres/particulates and litter	A	
F5 - Amenity - Deposits on road	A	
G2 - Monitoring and Records, Maintenance and Reporting - Records of activity, site diary/journal/events	A	

KEY: See Section 5 for breach categories, suspended scores will be indicated as such.

A = Assessed or assessed in part (no evidence of non-compliance), **X** = Action only,

O = Ongoing non-compliance, not scored.

Number of breaches recorded	0	Total compliance score (see section 5 for scoring scheme)	0
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If the Number of breaches recorded is greater than zero, please see Section 3 for 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 (eg. 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 advice given
- Any other areas of concern
- Any actions requested
- Any examples of good practice
- A reference to photos taken

Waste Regulation Officers Sally Wakeford and James Kinkead of Natural Resources Wales (NRW) carried out a routine site inspection of Tir John civic amenity site, Port Tennant on 05/02/2020. Also attending from NRW was Ethan Banfield from the permitting department of NRW. This was an unannounced inspection to assess compliance with permit **EPR-TB3797TM**.

The weather was sunny and dry.

NRW officers were Met by Simon on site who accompanied Officers on a site tour.

Waste Storage.

The site is well organised, tidy, and all waste is being segregated and stored adequately. All waste containers are in good condition. Appropriate and easily visible signage was provided for each waste container. No loose waste litter or debris was observed on site or outside the perimeter.

It was noticed by NRW officers on site that the quarantine container and paint disposal container are both located on the asphalt area of the site (**see image 1**).



Image 1: Red quarantine container (left) and waste paint container (right) are currently stored on a permeable asphalt surface.

Section 4.7.2 of your **site work plan** states that the quarantine waste container is to be stored on an impenetrable surface. **Action: As asphalt is a permeable surface, we advise that the quarantine container be moved to one of the two impermeable concrete pads.**

Section 4.4.4 of your **work plan** states that all wastes, unless stated in **section 4.6**, will be placed in containers on an impermeable surface. **Section 4.6.13** of this plan states that hazardous household wastes (including paint) will not be accepted on site. As you registered a variation to include hazardous household waste for this site in 2015, this section should now be updated. **Action: please update the site work plan to include instruction on the storage of waste paints on site. Please also update section 4.6.8 regarding the storage of waste refrigeration equipment, which is also being accepted on site. Please send a copy of this updated work plan to NRW.**

Site infrastructure.

One of the impenetrable concrete pads has a large fault developing across the concrete expansion gap (see **image 2**). No pooling of water or obvious spills or contamination were observed at the fault. **Advice: We recommend that the fault in the impermeable surface is suitably repaired or sealed to prevent possible ground contamination from spills or container leakages.**



Image 2: Break in impermeable surface.

Additional observations:

Apart from the items described above, the site is very well maintained and organised. the drainage serving the two impermeable concrete pads were clear of debris or obvious blockages. A daily site diary is being kept and updated by staff. A copy of the environmental permit was produced in the site office upon request.

NRW would like to thank Simon for taking the time to accompany us on this inspection.

EPR Compliance Assessment Report

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Operator/Permit holder	City and County of Swansea	Date	05/02/2020

Section 3 – Enforcement Response

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.

Section 4 – Action(s)

This section summarises the actions identified during the assessment along with the timescales for when they will need to be completed.

Criteria Ref.	CCS Category	Action required/advised	Due Date
See Section 1 above			
C2	X	Please update current work plan to include hazardous household waste storage and send a copy to NRW.	01/04/2020
C4	X	As asphalt is a permeable surface, we advise that the quarantine container be moved to one of the two impermeable concrete pads.	21/02/2020
B1	X	We recommend that the fault in the impermeable surface is suitably repaired or sealed to prevent possible ground contamination from spills or container leakages.	05/02/2021

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 verbally or 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 that 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 Natural Resources Wales (NRW) to fulfil its regulatory and monitoring functions and to maintain the relevant public register(s). The NRW 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 (eg. 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
- Assessing customer service satisfaction and improving its service
- Freedom of Information Act/Environmental Regulations request

The NRW 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 NRW 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 fifteen working 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 officer's line managers using the informal appeals procedure. If you wish to raise your dispute further through our official Complaints and Commendations procedure, phone our general enquiry number 0300 065 3000 (Mon to Fri 08.00 – 18.00) and ask for the Customer Contact team or send an email to enquiries@naturalresourceswales.gov.uk. If you are still dissatisfied you can make a complaint to the Public Services Ombudsman for Wales. For advice on how to complain to the Ombudsman phone their helpline on 0845 607 0987.

Welsh Language

If you would like this form in Welsh please contact your Regulatory Officer.