

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

Site	Bessemer Close Transfer Station	Permit Ref	VP3199FC		
Operator/Permit holder	Biffa Waste Services Ltd				
Regime	Waste Operations				
Date of assessment	06/01/2020	Time in	14:00	Out	15:00
Assessment type	Site Inspection				
Parts of the permit assessed	Part of permit assessed				
Lead officer's name	Coleman, Craig				
Accompanied by	Elysia Lovelock				
Recipient's name/position	Simon Milford/ Site Manager	Date issued	10/01/2020		

## 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	A	
B3 - Infrastructure - Site drainage engineering (clean and foul)	A	
B4 - Infrastructure - Containment of stored materials	A	
C1 - General Management - Staff competency/training	A	
C2 - General Management - Management system and operating procedures	X	
D1 - Incident Management - Site security	A	
F3 - Amenity - Dust/fibres/particulates and litter	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.

<b>Number of breaches recorded</b>	<b>0</b>	<b>Total compliance score</b> (see section 5 for scoring scheme)	<b>0</b>
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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

### **Biffa Site Visit, Leckwith (Cardiff), (EPR/VP3199FC) – 06/01/2020**

Environment officers Craig Coleman and Elysia Lovelock attended the Biffa facility in Leckwith, Cardiff; on 06/01/2020 to meet with Simon Milford regarding the completion of repair works to their main waste handling building following fire which damaged the roof of the structure 24/04/2017. Graham Peacock, who is a member of the Biffa environmental consultancy team also attended the inspection.

#### **(B1) Engineering to control emissions:**

Biffa's facility at Lethwick accepts food waste which is stored on site prior to be transported to a waste facility for treatment. The food waste is stored under cover in a dedicated building which has controls in place to reduce and prevent any fugitive odours from escaping from the building. There is an extraction unit within the building to aerate the building which captures the odour in a filter system, the storage room has also had sealant installed along the edges of the building to minimise any possibility of odours escaping. The site maintains a strict control system for vehicles accessing the storage room which utilises roller shutter doors which are closed unless waste is being delivered or removed.

#### **(B3) Site drainage engineering (Clean and Foul):**

The site has benefits from an impermeable surface that spans the whole of the facility. The floor surface is in good condition which prevents any surface water from the site from percolating in to the ground water and the nearby River Ely. There are trench drains that collect any runoff from the waste food storage area that drains directly in to the sealed drainage system.

#### **(B4) Containment of stored materials:**

All work to repair the main waste building on site has been completed. Biffa had installed a temporary building at the Eastern edge of the site to allow for business continuity when the repairs were completed. Both buildings are well constructed and utilise roller shutter doors when not in operation. They both benefit from impermeable surfaces which drain in to the sealed drainage system.

The waste held on site is well separated and has individual sections for different waste streams. The site is allowed to accept asbestos, all asbestos that is stored on site is done so in a sealed container that. The unit was in good condition and well maintained.

**(C1) Staff competency and training:**

During the inspection the operator was asked to produce their operator competence certificates. Mr Milford has provided his WAMITAB certificate which is valid until 22/02/2020. Mr Milford said that Ms Vicky Williams would be taking over as the competent person for the site moving forward, he has provided Ms Williams WAMITAB competence certificate which is valid until 15/04/2021.

**(C2) Management Systems:**

Biffa would like to continue using the building erected at the Eastern edge of the facility moving forward for waste storage. As this will now be a permanent addition to the site operations Natural Resources Wales would request that the sites Environmental Management System (EMS) and Fire Prevention and Mitigation Plan (FPMP) are updated to reflect the change in site operations. Mr Milford stated during the visit that the site would not be seeking to increase sites tonnage limits or storage times, as such no variation in the permit is required.

**Action:** Submit an updated copy of the sites Environmental Management System (EMS) and Fire Prevention and Mitigation Plan (FPMP) by 24/02/2020 to Craig Coleman via email.

**(D1) Site security:**

The site is secured by a boundary fence and an electronic gate which is closed and locked when the site is closed. During operational hours the gatehouse is occupied and all visitors entering site must report to the office to sign in. There site also benefits from CCTV surveilling the site.

**(F3) Dust/fibres/particulates and litter:**

The overall condition of the site was very clean, there was no litter on the floor and the boundary surrounding the site was clear of litter and debris from site activity.

Craig Coleman

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*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.*

## EPR Compliance Assessment Report

**Report ID:  
CAR\_NRW0036166**

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Site	Bessemer Close Transfer Station	Permit Ref	VP3199FC
Operator/Permit holder	Biffa Waste Services Ltd	Date	06/01/2020

### 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.

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.

### 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	Action: Submit an updated copy of the sites Environmental Management System (EMS) and Fire Prevention and Mitigation Plan (FPMP) by 24/02/2019 to Craig Coleman via email.	24/02/2020

## 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.