

Compliance Assessment Report CAR_NRW0038393

Permit being assessed: BB3795FV.

For: Alun Griffiths (Contractors) Limited, held by Alun Griffiths (Contractors) Limited

At: Rover Way, Cardiff Docks, Cardiff, CF10 4TS.

Type of assessment carried out: Site Inspection, Reason: Routine.

On 07/05/2021 between 10:30 and 11:30.

Parts of permit assessed: First Permit Inspection

NRW Lead Officer: Yeliz Marshall, accompanied by Laoni Tye.

Report sent to: Emma Thomas, Future Generations Manager on 15/06/2021.

1. Summary of our findings (full details in section 4)

Part of permitted activity assessed (criteria)	Assessment result	Permit condition
A1 - Specified by permit	Action only (X)	

Result types are explained in more detail in the 'Important Information' section below.

Total number of non-compliances recorded	Total non-compliance score
0	0

How we use the non-compliance score to calculate your annual fee is explained in the 'Important Information' section below.

2. What action is required?

Criteria	Action needed	Complete by
A1	Inform NRW (South Central Waste Regulation Team) once the site is fully operational – at the latest; 3 months after the site is operational.	31/10/2021

Action criteria codes are listed in the 'Important information' section below.

3. What will happen next?

Any non-compliance we have identified and recorded on this form is an offence. It can result in criminal prosecution and/or suspension or revocation of your permit.

At this time, we do not intend to take any further action.

This statement does not stop us from taking additional enforcement action if further relevant information comes to light or offences continue.

4. Details of our assessment

Following the issue of the EPR Waste Permit on 07/09/2020 by NRW permitting team, Senior Waste Regulation Officers (NRW South Central Waste Regulation Team) have undertaken a first permit inspection visit, at Alun Griffiths (Contractors) Limited (the

Operator), Rover Way, Cardiff Docks site on 07/05/2021.

The Operator was represented by a Director of the company along with their Future Generations Manager and the Site Manager for the Rover Way site during the visit.

NRW officers explained the purpose of their visit as a first permit inspection visit. The Operator's representatives confirmed that the site infrastructure is fully in place but the site is not yet operational. It was confirmed that the site will be operational within weeks; awaiting planning approval. NRW officers were still able to assess compliance against the permit and collect evidence on the day and with follow up emails. However, it is necessary to visit the site, once it is fully operational, to determine whether the operational procedures are followed. This was agreed with the operator during the visit and confirmed below as an action.

ACTION: – Inform NRW (South Central Waste Regulation Team) once the site is fully operational – at the latest; 3 months after the site is operational.

It is understood that the current TCM (WAMITAB certificate valid until 08/08/2021), is soon to be undertaking further responsibilities within the Executive Board of the company, therefore there is a need to share/handover his role as a TCM to ensure that there is sufficient time of the TCM role allocated for the site. The site manager is also WAMITAB qualified and the competency certificate was provided via email as evidence but it was noted that the certificate was issued just over two years ago on 10/04/2019 therefore it is now expired. This was not a concern at this time as the current TCM's certificate is still valid, but the Operator needs to ensure that they operate the site as a competent operator in accordance with the permit.

The drainage system is enclosed and the bunding is in place and the site has a hard surface in accordance with the permit, as the site is not within a groundwater protection zone (confirmed in the risk assessment submitted as part of the permit application).

The Cardiff docks entry is via a gate with 24 hour security. The site is fully fenced and there is a CCTV in place at the entrance to the site.

There is a centrally managed GPS load tracking system in place to ensure that duty of care requirements are complied with and the waste is consigned correctly (evidence provided subsequently). Under this system, the weighbridge tickets will be automatically uploaded, which will enable waste returns to be automatically generated for submission to NRW (evidence to be sought at the next visit). The Operator confirmed that they have a waste acceptance testing criteria validation system in place, where Basic Characterisation and Compliance Testing undertaken by the producer of the waste. In addition to this, the Operator will also undertake verification testing of wastes accepted at the site (evidence to be sought at the next visit).

The Operator has a business management system including an Environmental Management system, which is audited against ISO14001:2015 (evidence provided subsequently) by an external auditing company. The audit process works by way of sampling sites, which means the auditors select a number of different sites to audit at each visit. This site has not been audited against ISO14001 yet. In addition, there is an internal auditing process, where auditing undertaken with the benefit of using a software that is installed on the employee mobile phones, which enables auditors to upload actions with

photos, live on the auditing system that are visible to the directors (evidence to be sought at the next visit).

The representatives of the Operator spoke of their commitment to sustainability and use of technology such as waste transfers via EPOD tracking system to improve environmental protection (evidence provided subsequently).

NRW officers, explained the purpose of the Compliance Classification Scheme (CCS) for Environmental Permit compliance checking and what we communicate to the permit holder using Compliance Assessment Reports (CAR).

End of the visit.

Subsequent to the visit, the following documents were provided by the Future Generation Manager via email as evidence.

1. Copy of WAMITAB Certificate for the Site Manager
2. Screenshots highlighting waste transfers via EPOD system tracking bookings for Wyndcliffe Rock Face
3. EMS Summary for Cardiff site
4. Screenshot of Griffiths Management System
5. ISO14001:2015 certificate
6. Recent ISO14001:2015 audit plan for a different Alun Griffiths site as an example (Rover Way site is not audited yet)

If you have any queries about this report, or to discuss completion of any actions, please contact the NRW Officer named above.

Important information

Legal status of this report

Your permit is issued to you under the Environmental Permitting Regulations. You have a responsibility to comply with the conditions of your permit and prevent pollution/harm of the environment. You must also ensure that you comply with any other relevant legislation that may apply to your site's operations.

This report explains the findings of our assessment and any action you are required to take. We categorise non-compliance using our guidance for assessing non-compliance at regulated sites.

When we find potential non-compliance/s we will normally give you advice on how to maintain compliance.

To correct non-compliance, we may:

- require you to take specific actions
- issue a notice
- review the conditions of your permit.

Any advice and guidance we give will be without prejudice to any other enforcement response that we consider may be required.

Assessment results and non-compliance categories (used in section 1):

Assessment result	Description
Assessed (A)	Assessed or assessed in part, no evidence of non-compliance found
Action only (X)	Action only relating to the activity assessment
Ongoing (O)	Ongoing non-compliance, not scored

Non-compliance category	Description	Score
C1 Major	Potential to have a major, serious, persistent and/or extensive impact or effect on the environment, people and/or property	60
C2 Significant	Potential to have a significant impact or effect on the environment, people and/or property	31
C3 Minor	Potential to have a minor or minimal impact or effect on the environment, people and/or property	4
C4 No environmental impact	Non-compliance at a regulated site that cannot foreseeably have any impact on the environment, people and/or property	0.1

How we use assessment scores

The number and severity of non-compliances recorded in a year will affect your annual subsistence fee the following year. A non-compliance factor is added to your site's Operator

Performance Risk Appraisal (OPRA) score when we calculate your fee to reflect the additional resource we use to assess permit compliance.

What are suspended scores?

In line with our guidance, we may suspend scores for up to six months to allow time for remedial action to be taken. Suspended scores will be re-instated if the action is not completed.

Full list of Industry and Waste action criteria (used in section 1 and 2):**A: Permitted activities**

- A1 Specified by permit

B: Infrastructure

- B1 Infrastructure – Engineering for prevention and control of emissions
- B2 Infrastructure – Closure and decommissioning
- B3 Infrastructure – Site drainage engineering (clean and foul)
- B4 Infrastructure – Containment of stored materials
- B5 Infrastructure – Plant and equipment

C: General management

- C1 General management – Staff competency/training
- C2 General management – Management system and operating procedures
- C3 General management – Materials acceptance
- C4 General management – Storage, handling, labelling and segregation

D: Incident management

- D1 Incident management – Site security
- D2 Incident management – Accidents, emergency and incident planning

E: Emissions

- E1 Emissions – Air
- E2 Emissions – Land and groundwater
- E3 Emissions – Surface water
- E4 Emissions – Sewer
- E5 Emissions – Waste

F: Amenity

- F1 Amenity – Odour
- F2 Amenity – Noise
- F3 Amenity – Dust/fibres/particulates and litter
- F4 Amenity – Pests/birds and scavengers
- F5 Amenity – Deposits on road

G: Monitoring and records, maintenance and reporting

- G1 Monitoring and records, maintenance and reporting – Monitoring of emissions and environment
- G2 Monitoring and records, maintenance and reporting – Records of activity, site diary/journal/events
- G3 Monitoring and records, maintenance and reporting – Maintenance records
- G4 Monitoring and records, maintenance and reporting – Reporting and notification to Natural Resources Wales

H: Resources efficiency

- H1 Resource efficiency – Efficient use of raw materials
- H2 Resource efficiency – Energy efficiency

Enforcement response

Any permit condition non-compliance is an offence and we may take legal action against you. Action we take can include prosecution, serving a notice on you and/or suspension or revocation of your permit. See our Enforcement and Sanctions Guidance for further information.

Data protection notice

You should make sure that anyone named in this report knows that the information it contains will be processed by Natural Resources Wales to fulfil its regulatory and monitoring functions and to maintain the relevant public register(s).

We may also use and/or disclose the report in connection with:

- offering or providing you with our literature or 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
- providing public register information to enquirers
- investigating possible breaches of environmental law
- assessing customer service satisfaction and improving our service
- Freedom of Information Act or Environmental Information Regulations requests.

We may also pass it on to our agents or representatives to do these things on our behalf.

Disclosure of information – this report will be available to view on-line

If you think this report contains commercially confidential information that should not be placed on our public register, you must contact your local Natural Resources Wales office within **fifteen working days** of receiving this report, using the contact details in the accompanying email or letter. You must give a full explanation of why it should not be added to our public register, including specifying which information is commercially confidential. We will assess your request and respond to you within 20 working days to let you know if we agree to your request.

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

If you disagree with this compliance assessment report, you should contact the lead officer without delay to discuss your concerns.

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.