

## Compliance Assessment Report

Report ID:  
CAR\_NRW0033908

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

Site	Cowbridge Compost Ltd	Permit Ref	BP3095SR			
Operator/Permit holder	Cowbridge Compost Ltd					
Regime	Waste Operations					
Date of assessment	06/07/2018	Time in	10:00	Out	12:00	
Assessment type	Site Inspection					
Parts of the permit assessed	Operational and storage area					
Lead officer's name	Tye, Laoni					
Accompanied by	Ward, Adam					
Recipient's name/position	John Homfray/ Director	Date issued	10/09/2018			

### 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
B4 - Infrastructure - Containment of stored materials	C3	2.1.1

**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	1	Total compliance score (see section 5 for scoring scheme)	4
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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

Thank you for your time when Environment officers Laoni Tye and Adam Ward visited site on the 6<sup>th</sup> July 2018. The purpose of the visit was to conduct a site handover to the new regulatory officer. We met with John Homfray briefly who explained that the sites TCM was no longer on site. We were accompanied around by Gary Gooze, site manager, who is going to be taking over responsibility from Mr Hallett as TCM and manager for the site. Details of the visit along with a breach are recorded below.

### Breach

#### **B4 – Containment of stored materials. Category 3 breach.**

Condition 2.1.1 states that the operator is only authorised to carry out the activities in schedule 1 table S1.1 (the activities). Table S1.1 states that the storage and physical treatment of wastes shall take place on an impermeable surface with sealed drainage system.

There was green waste being stored on hardstanding in front of one of the composting buildings which is not in line with this condition. This is only a minor breach and we were told that green waste is deposited here as the first stage of the composting process before it is moved into the building. Please ensure all stages of the composting process happens on an impermeable surface with sealed drainage system to comply with your permit conditions.

### **Other comments on the visit**

There was a stockpile of mixed waste within one of the buildings which contained the trommel and some empty vale of Glamorgan LA bins. We were told that this was contamination that had come in with the loads of green waste. Please ensure that waste acceptance procedures are being abided to and are robust enough so that these volumes are not found on site. Any contamination should be quarantined (as you have done) but then removed from site as soon as possible. You have not been breached on this occasion, but we would not expect to see piles of quarantined wastes building up in areas of the site. Any mixed municipal waste as part of the transfer station should be stored within the IVC building.

**Action:** Please ensure this waste is removed from site and let us know when this has been actioned.

**TCM**

At the time of the visit the TCM, Mike Hallett had just left the business and Gary Googe was taking over as site manager. Mike Hallett had been responsible for most of the running's of the site and there was some concern over the fact that Gary would be new to the role and would be required to gain technical competence qualifications. Since the site is already operational, there is no grace period to gain these qualifications and an interim measure will therefore need to be put in place to ensure that a TCM attends site on a regular basis. This will likely require the site to hire someone in until a time that the certifications are awarded to on site personnel. If the site is not attended and managed by a TCM then this will be a breach of the permit conditions so please ensure this is actioned.

Action: Please ensure there is a fully qualified TCM on site on a regular basis until such a time that site personnel are fully qualified. Please send confirmation of this to your site officer along with the relevant certificates that demonstrates competency.

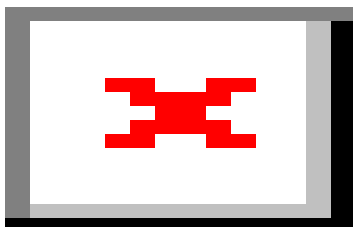
We are please to hear that both John Homfray (Director) and Gary Googe, along with Jamie Cooper and Mark Chinn are already signed up to training courses and are in the process of gaining qualifications. We thank you for your quick action on this and appreciate being kept up to date on progress.

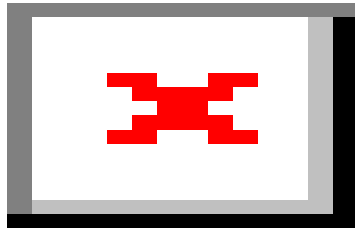
**Drainage**

Adam Ward advised that there was a drainage survey recently on site but had not yet been reviewed by NRW. Can you please send this to your new regulatory officer for review.

**Bio-aerosol monitoring**

Please note that these are due to be reported to us every 4 months, the next reporting period begins in September, please send us though the results once completed.

**Photographs**



Any questions please get in touch.

## EPR Compliance Assessment Report

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Operator/Permit holder	Cowbridge Compost Ltd	Date	06/07/2018

### 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			
B4	C3	Waste to be stored on impermeable surface with a sealed drainage system	28/09/2018

## 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](mailto: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.