

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

Site	Llandygai Transfer Station	Permit Ref	NP3494FP		
Operator/Permit holder	Watkin Jones & Son Ltd				
Regime	Waste Operations				
Date of assessment	03/12/2018	Time in	13:00	Out	14:30
Assessment type	Site Inspection				
Parts of the permit assessed	see below				
Lead officer's name	Hughes, Julie				
Accompanied by					
Recipient's name/position	Stephen Blay/ TCM	Date issued	11/02/2019		

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
A1 - Specified by permit	A	
B4 - Infrastructure - Containment of stored materials	A	
D1 - Incident Management - Site security	A	
F1 - Amenity - Odour	A	
F2 - Amenity - Noise	A	
F3 - Amenity - Dust/fibres/particulates and litter	A	
F4 - Amenity - Pests/birds and scavengers	A	
F5 - Amenity - Deposits on road	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

A routine site visit took place on Monday 3rd December 2018. Present were Julie Hughes Regulating Officer, Stephen Blay and Miles Littlewood of Watkin Jones.

The visit commenced on the permitted site before moving to the Watkin Jones offices to continue with discussions regarding the Permit.

A quantity of waste soil had been brought onto site following the closure of the old bus depot on Beach Road, Bangor.

At present there is no quality protocol being followed to allow any material leaving the site to be classed as a product, therefore all material held at the transfer station will continue to be classified as waste and need to comply with Duty of Care.

Infrastructure – The site hardstanding should be constructed of a granular material, must be even with no standing water. At the time of the visit the site infrastructure was not ideal with some water running off site. It was agreed that Watkin Jones would assess the current condition of the surface and repair/replace with suitable material – agreed to be completed by Spring 2019.

Environmental Management System (EMS) - Change of Technically Competent Manger and proposed changes to several procedures require that the EMS version 1.3 dated 24/5/17 to be reviewed and updated as necessary. Updated copy of EMS received by NRW on 7th January 2019.

WAMITAB – Mr Stephen Blay has been appointed as QA & Environmental Manager for Watkin Jones. Stephen will also take on the role of Technically Competent Manager who will oversee all activities of the permit. Evidence has been provided to NRW showing that Stephen has enrolled onto a WAMITAB course.

Update received from Stephen – the course file has been submitted for approval by the assessor. If successful Stephen should receive his certificate mid-February 2019. On receipt a copy of the WAMITAB certificate should be sent to NRW for their files.

Waste returns should be submitted on time using the correct spreadsheet. All waste accepted or leaving the site should be recorded on the waste returns.

Submission dates for returns:

Q1 January 1 to March 31 deadline for return April 30

Q2 April 1 to June 30 deadline for return July 31

Q3 July 1 to September 30 deadline for return October 31

Q4 October 1 to December 31 deadline for return January 31

Site notice board will require updating with emergency contact numbers for the new TCM and the incident hotline number for NRW which has changed to 03000 653000. It was agreed that any update to the site notice board will be completed by 19th January 2019.

Duty of Care – to ensure compliance with Duty of care Watkin Jones will be updating their procedures to

ensure that all waste transfer notes are completed correctly.

Action plan – Stephen Blay agreed to provide an action plan for all works discussed during the meeting. The action plan has been received by NRW, a site visit to check compliance will be carried out in the Spring of 2019.

EPR Compliance Assessment Report

**Report ID:
CAR_NRW0034608**

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Operator/Permit holder	Watkin Jones & Son Ltd	Date	03/12/2018

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.

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			

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.