

Compliance Assessment Report CAR_NRW0039106

Permit being assessed: GP3191SA.

For: Motorworks, held by Gill Waste Recycling Ltd

At: Motorworks, Williamstown, R C T, CF40 1RL.

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

On 06/07/2021 between 12:00 and 12:30.

Parts of permit assessed: all

NRW Lead Officer: Magda Leonowicz, accompanied by Loku Ranasinghe.

Report sent to: Dean Gill, Site Manager on 21/12/2021.

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

Part of permitted activity assessed (criteria)	Assessment result	Permit condition
C1 - General Management - Staff competency/training	C3 Minor	1.1.1 The activities shall be managed and operated: b) by sufficient persons who are competent in respect of the responsibilities to be undertaken by them in connection with the operation of the activities.
G4 - Monitoring and Records, Maintenance and Reporting - Reporting and notification to Natural Resources Wales	C4 No impact	4.2.2 A summary report of the waste types and quantities accepted and removed from the site shall be made for each quarter. It shall be submitted to the Agency within one month of the end of the quarter and shall be in the format required by the Agency.
C2 - General Management - Management system and operating procedures	C3 Minor	1.1.1 The activities shall be managed and operated: (a) in accordance with a management system, which identifies and

Part of permitted activity assessed (criteria)	Assessment result	Permit condition
		minimises risks of pollution, including those arising from operations, maintenance, accidents, incidents and non-conformances and those drawn to the attention of the licence holder as a result of complaints ;
C2 - General Management - Management system and operating procedures	C3 Minor	1.1.3 Any persons having duties that are or may be affected by the matters set out in this licence shall have convenient access to a copy of it kept at or near the place where those duties are carried out.

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

Total number of non-compliances recorded	Total non-compliance score
4	12.1

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
C1	Provide details of a Technically Competent Manager for the site and evidence of their relevant qualifications or the evidence of registration for the relevant course.	31/01/2022
G4	Provide outstanding waste returns for the Q1 – 1st January to 31st March, and all subsequent quarterly waste returns moving forward; implementing procedures to ensure that all future returns are completed and submitted on time. For more information see the comment section.	31/01/2022
C2	To stay compliant with your permit, forward the copy of the confirmation when the interceptor was last cleaned	31/01/2022
C2	Ensure the hard copies of Permit and Working Plan/EMS are available in the office to the staff. I am attaching these documents to the e-mail. Please print them out and keep in a safe place and available to all the staff.	31/01/2022

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.

You are non-compliant with your permit.

At this time, we are issuing you with a warning for the non-compliance recorded above. Warnings may influence future enforcement response for continued or further non-compliance.

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

Waste Regulations Officers Loku Ranasinghe and Magda Leonowicz inspected Motorworks, Penrhiwfer Road, Williamstown, Rhondda, Mid-Glamorgan, CF401RL on 06/07/2021. The inspection was announced, and the purpose of the visit was to introduce Magda as a new Compliance Officer for the site and to carry out a routine inspection of the site. We met with the Site Manager and TCM Dean Gill upon arrival at the site, who provided a walk over tour of operations. During the walkover officers inspected waste activities. The weather during the inspection was dry and hot. The site was fully operating, clean and well managed during the visit.

Advice and Guidance

1. Waste returns:

Please be aware that if no waste has been accepted during a quarter you are still required to submit a NIL return. For future reference, the required timescales for submissions are as follows:

Quarterly Returns Period	Quarterly Returns Period
Q1 – 1st January to 31st March	30th April
Q2 – 1 st April to 30th June	31st July
Q3 – 1 st July to 30th September	31st October
Q4 – 1 st October to 31st December	31 st January

Failure to meet future waste returns deadlines may result in escalation of our scoring category for such a breach and may also result in further action.

Please submit waste returns to:

waste.returns@naturalresourceswales.gov.uk

or via post to: Natural Resources Wales, Customer Care Centre, Ty Cambria, 29 Newport Rd, Cardiff, CF24 0TP.

For more information on how to submit waste returns go to:

[Natural Resources Wales / Submit your waste return](#)

If you require further guidance, please follow the link for further information on '*How to comply with your Environmental Permit*':

[How to comply with your environmental permit \(cyfoethnaturiol.cymru\)](#)

Other guidance:

[Natural Resources Wales / Guidance to help you comply with your Environmental Permit](#)

The waste returns spreadsheet has been attached to this e-mail.

2. Register or renew as a waste carrier, broker or dealer

We have not been able to find your registration as a waste carrier on our public register.

If you give your waste to someone else, you must be sure they are authorised to take it. If you transport waste, you must be registered waste carriers. If you have not a valid registration, please register here:

<https://naturalresources.wales/permits-and-permissions/waste-permitting/register-as-a-waste-carrier-broker-or-dealer/?lang=en>

You will also need to complete a Duty of Care waste transfer note for each load of waste that leaves your site. Further information can be found on the GOV.UK Website at:

<https://www.gov.uk/managing-your-waste-an-overview/overview>

Action:

If you have not done so, register or renew as a waste carrier on

<https://naturalresources.wales/permits-and-permissions/waste-permitting/register-as-a-waste-carrier-broker-or-dealer/?lang=en> by 31/01/2022.

3. Fire Prevention and Mitigation Plan (FPMP)

If you store combustible waste at the site, you must have a Fire Prevention and Mitigation Plan (FPMP) written in line with the Current Fire Prevention and Mitigation Plan (FPMP)

Guidance. Your FPMP dated December 2017 is not written in line with the current FPMP Guidance V 2.0.

No Action needed:

You do not need to do anything but be aware that you will receive a request to make amendments to your FPMP to meet the requirements of the current FPMP Guidance in the future. We will notify you when your FPMP is being reviewed.

[Guidance No. 16 Fire prevention and mitigation plan - waste management \(naturalresources.wales\)](#)

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.