

Compliance Assessment Report

Report ID:
CAR_NRW0026895

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

Site	The Recycling Building	Permit Ref	KP3790VF		
Operator/Permit holder	South Wales Wood Recycling Ltd				
Regime	Waste Operations				
Date of assessment	10/01/2017	Time in	09:45	Out	10:15
Assessment type	Audit				
Parts of the permit assessed	A				
Lead officer's name	Morgan, David				
Accompanied by					
Recipient's name/position	George Harvey/ Commercial Manager	Date issued	12/01/2017		

Section 1 – Compliance Assessment Summary

This is based on the requirements of the permit under the Environmental Permitting Regulations. 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
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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 inspection was undertaken on 10th January 2017.

Introduction

Prior to the inspection of The Recycling Building, where grade A wood operations primarily take place, we discussed the site history and previous regulation of the site. It appears that in the past, both permits on site (EPR/KP3790VF - The Recycling Building and EPR/FP3095ET – Locks Yard) have been operated and regulated as one entity.

Natural Resources Wales' future approach to regulation of the site

As mentioned in our discussion, Natural Resources Wales intends to regulate both permits as separate entities. As a result, this must be reflected in the operational documentation for the site (i.e. Environment Management System, Accident Plans etc.). Whereas we understand the majority of the procedures and practices will be similar, if not the same for the two sites, there must be distinct clarity between the two in order for both sites to be regulated as separate entities.

Following a review of the Environment Management System for the site, it has been noted that it is not uncommon for waste to be transferred between both permitted operations for storage and/or treatment. The transfer of this waste between permitted sites doesn't require Duty of Care Waste Transfer Notes. However, transfers of waste between the permitted sites must be recorded in your waste returns. Also, transfers of waste in this instance will count towards the annual tonnages for the site. A transfer of wood from The Recycling Building to Locks Yard will be an 'output' from The Recycling Building and an 'Input' into Locks Yard. When this material leaves Locks Yard it will also have to be recorded as an 'Output' from Locks Yard. Inputs and Outputs between the two permitted sites must be recorded.

It is the intention of Natural Resources Wales that all future compliance inspections will be conducted separately. An alternative option would be to consolidate both permits.

Inspection

An inspection of The Recycling Building was undertaken and all waste appeared to be of Grade A (Untreated) wood with little or no contamination. The building was not at capacity and there was a clear working area.

A number of panels in the building are damaged. It was noted on site that the business hopes to refurbish it in the near future. Replacing broken/missing panels will prevent waste escaping the permit boundary in the future.

A brief inspection around the building (permit boundary) proved that waste was not leaving this permitted site. General housekeeping around the building has improved and waste was not stockpiled against the building.

No non-compliances were recorded during the inspection.

EPR Compliance Assessment Report

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Operator/Permit holder	South Wales Wood Recycling Ltd	Date	10/01/2017

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 reports should not be released to the public register(s) on the grounds of commercial confidentiality, you must write to your local area office within twenty 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.