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## **Castle Donington Transfer Station**

### **Application to transfer the Environment permit Reference Number EPR/FP3898SY**

#### **Contents**

##### **Part A**

- Directors Details

##### **Part D2 - Operator Ability**

- Relevant Offences
- Technical Ability
- Finances
- Management Systems



## Part A, Qu 5 and Appendix 1 – Directors Details - SUEZ Recycling and Recovery UK Ltd

### Details of Directors

Appointment	Name	Date of Birth
Director	Christopher Thorn (Mr)	
Director	John Scanlon (Mr)	
Director	Gary Mayson (Mr)	
Secretary	Mark Thompson (Mr)	

## Part D2 - Operator Ability

### Relevant Offences

Summary of Offences.

Formal Cautions 0 - 5 yrs					
Date	Site	Company Name	Enforcement	Action	Permit/Consent Reference
26 February 2019	Coleshill	SUEZ Recycling & Recovery UK Limited	Issue of formal caution by Severn Trent Water in relation to a sample of discharge in association with the Trade Effluent Consent being breached. This was investigated and a report submitted to the water authority.	The formal caution was issued in relation to breaches of the effluent discharge consent for the following parameters : suspended solids, COD (Chemical Oxygen Demand) and Phosphorous. The acceptance of the formal caution prevented any further enforcement action and the matter was deemed to be closed.	Trade Effluent Consent 008354V



### Technical Ability

The required personal details for the Technically Competent Manager for the Castle Donington Transfer Station are as follows:

Name	Date of Birth	Phone	E-mail
Maddie Pettit		01159 316550	maddie.pettit@suez.com



CIWM

# CERTIFICATE OF TECHNICAL COMPETENCE

***This Certificate confirms that***

***Magdalena Pettit***

***Has demonstrated the standard of technical competence required for the  
management of a facility of the type set out below***

## ***Facility Type***

Level 4 in Waste Management Operations -

Managing Treatment

Non-Hazardous Waste (4TMNH)

## **Authorising Signatures:**

Chief Executive Officer:

Director:

Date of Issue: 12/01/2023

Certificate No: 5215379



**Qualification Title:**

**CIWM (WAMITAB) Level 4 Medium Risk Operator  
Competence for Non-hazardous Waste Transfer**

**Qualification Accreditation Number:**

601/8527/2

**This Certificate is awarded to**

**Magdalena Pettit**

Verification date: 20/12/2022

Authorised:



**Katie Cockburn**  
Professional Services Director

Learner ID: 121879

Certificate No.: 5214630

Date of Issue: 06/01/2023



The qualifications regulators logos on this certificate indicate that the qualification is accredited only for England and Wales. Qualifications Wales regulates this qualification where it is awarded to learners assessed wholly or mainly in Wales.





CIWM

# Operator Competence Certificate

**Title:**

**Non-hazardous Waste Transfer**

**This Certificate is awarded to**

**Magdalena Pettit**

Verification date: 20/12/2022

Authorised:

**Katie Cockburn**  
Professional Services Director

Learner ID: 121879

Certificate No.: 5214630

Date of Issue: 06/01/2023

**CIWM Chief Executive Officer**



The Chartered Institution  
of Wastes Management

This certificate is awarded by the Chartered Institution of Wastes Management (CIWM) and provides evidence to meet the Operator Competence requirements of the Environmental Permitting (EP) Regulations, which came into force on 6 April 2008.



## Units achieved by

**Magdalena Pettit**

### Units gained:

		Level
A/508/0756	Maintain health and safety in the waste resource management industry	L4
F/508/0757	Manage the environmental impact of work activities	L4
F/508/0760	Manage the movement, sorting and storage of waste	L4
J/508/0887	Manage the reception of non-hazardous waste	L3
Y/508/0988	Manage transfer and disposal from non-hazardous waste transfer and recovery operations	L4
K/508/0977	Manage site operations for the transfer of waste	L4

Verification date: 20/12/2022

Authorised:



Katie Cockburn  
Professional Services Director

Learner ID: 121879

Certificate No.: 5214630

Date of Issue: 06/01/2023

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CIWM

## Qualification Title:

CIWM (WAMITAB) Level 4 Medium Risk Operator  
Competence for Non-Hazardous Waste Treatment and  
Transfer

## Qualification Accreditation Number:

601/8528/4

## This Certificate is awarded to

Magdalena Pettit

Verification date: 12/01/2023

Authorised:

Katie Cockburn  
Professional Services Director

Learner ID: 121879

Certificate No.: 5215369

Date of Issue: 20/01/2023



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## Units achieved by

**Magdalena Pettit**

### Units gained:

		Level
A/508/0756	Maintain health and safety in the waste resource management industry *	
F/508/0757	Manage the environmental impact of work activities *	
F/508/0760	Manage the movement, sorting and storage of waste *	
J/508/0887	Manage the reception of non-hazardous waste *	
K/508/0980	Manage transfer and disposal from non-hazardous waste treatment and recovery operations	L4
M/508/0995	Manage site operations for the treatment of non-hazardous waste	L4

Verification date: 12/01/2023

Authorised:



Katie Cockburn  
Professional Services Director

Learner ID: 121879

Certificate No.: 5215369

Date of Issue: 20/01/2023

\*Unit/s marked with an asterisk have been achieved previously

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## Units achieved by

**Magdalena Pettit**

### Units gained:

Level

R/508/0861	Control work activities on a waste management facility	L4
K/508/0882	Identify and implement improvements to waste management operations	L4
M/508/0883	Control maintenance and other engineering operations	L4
T/508/0884	Procedural Compliance	L4
A/508/0885	Manage and maintain systems for responding to emergencies	L4
Y/508/0974	Manage an inspection visit at your site from regulatory bodies	L4

Authorised:



Verification date: 06/12/2022

Learner ID: 121879

Certificate No.: 5215374

Date of Issue: 20/01/2023



Katie Cockburn  
Professional Services Director

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CIWM

# Operator Competence Certificate

**Title:**

**Non-Hazardous Waste Treatment and Transfer**

**This Certificate is awarded to**

**Magdalena Pettit**

Verification date: 12/01/2023

Authorised:

Katie Cockburn  
Professional Services Director

Learner ID: 121879

Certificate No.: 5215369

Date of Issue: 20/01/2023

CIWM Chief Executive Officer



The Chartered Institution  
of Wastes Management

This certificate is awarded by the Chartered Institution of Wastes Management (CIWM) and provides evidence to meet the Operator Competence requirements of the Environmental Permitting (EP) Regulations, which came into force on 6 April 2008.





CIWM

## Units achieved by

**Magdalena Pettit**

### Units gained:

J/508/0758 Organise the transportation of loads on a waste management facility

Level

L4

Authorised:

Verification date: 06/12/2022

Learner ID: 121879

Certificate No.: 5215377

Date of Issue: 20/01/2023

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Katie Cockburn  
Professional Services Director

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CIWM

# CERTIFICATE OF TECHNICAL COMPETENCE

***This Certificate confirms that***

***Magdalena Pettit***

***Has demonstrated the standard of technical competence required for the  
management of a facility of the type set out below***

## ***Facility Type***

Level 4 in Waste Management Operations -

Managing Transfer

Non-Hazardous Waste (4TSNH)

## **Authorising Signatures:**

Chief Executive Officer:

Director:

Date of Issue: 12/01/2023

Certificate No: 5215381





CIWM

# Continuing Competence Certificate

This certificate confirms that

Magdalena Pettit

Has met the relevant requirements of the Continuing Competence scheme for the following award(s) which will remain current for two years from 05/12/2024

TSNH            Transfer - Non Hazardous Waste  
TMNH            Treatment - Non Hazardous Waste

**Expiry Date:**  
**05/12/2026**

Verification date: 27/11/2024

Authorised:

Responsible Officer

Learner ID: 121879

Certificate No.: 5268769

Date of Issue: 05/12/2024

CIWM Chief Executive Officer



The Chartered Institution  
of Wastes Management



## Management Systems

All SUEZ operations are controlled by an Integrated Management System (IMS) comprising quality, environmental and health and safety requirements which are certified to ISO 14001, ISO 9001 and ISO 45001 standards.

It should be noted that SUEZ IMS system is a live system and is continually updated. The full SUEZ IMS covers all SUEZ activities, therefore not all sections of the IMS are applicable to a particular site type.

A summary of SUEZ Integrated Management System is included below:

### Safety, Health, Environment & Quality - IMS

#### 1 Integrated Management System

- 1.1 Integrated Policy Statement
- 1.2 IMS Policy Manual
- 1.3 Management of Change
- 1.4 Surface Water Discharges From Waste Facilities.
- 1.5 Management Roles & Responsibilities
- 1.6 Fair Culture in Health and Safety
- 1.9 Process Safety Management

#### 2 IMS System Procedure

- 2.0.1 Fire Risk Assessment
- 2.1 Environmental Aspects
- 2.2 Legal and Other Requirements
- 2.3 Objectives, Targets & Management Programmes
- 2.4 Training, Awareness & Competence
- 2.5 Customer Focus and Related Processes
- 2.6 Complaints
- 2.7 Control of Documents
- 2.8 Assessment and Approval of Suppliers and Contractors
- 2.9 Communication & Consultation
- 2.10 Purchasing & Verification of Products and Services
- 2.11 Accident Investigation & Reporting
- 2.12 Site Inspection, Audit and Reporting
- 2.13 Managing Non-Conformance, Corrective & Preventive Action
- 2.14 Control of Records
- 2.15 Audits
- 2.16 Management Review
- 2.18 H&S Specific Responsibilities
- 2.0 Risk Assessment & Safe Working Procedures

#### 3 IMS Operational Procedure All Sites

- 3.1 Duty of Care
- 3.2 Hazardous Waste Administration
- 3.6 Surface Water Management



## Safety, Health, Environment & Quality - IMS

- 3.7 Oil & Fuel Storage
- 3.8 Emergency Preparedness & Response
  - 3.8.1 Serious Incidents Protocol
  - 3.8.2 Critical Incident Communications Procedure
- 3.9 Control of Contractors and Visitors
- 3.10 Service Enquiries & Sales
- 3.11 Control & Operation of Vehicles, Plant & Equipment
- 3.12 Handling & Storage of Hazardous Substances
- 3.13 Avery Weighman
- 3.14 Offices, Premises & Welfare Facilities
- 3.15 Manual Handling
- 3.16 Asbestos Management
- 3.18 Control of Legionella
- 3.19 Lifting Equipment
- 3.20 Use of Abrasive Wheels
- 3.22 Construction Design & Management (CDM)
- 3.23 Provision of First Aid
- 3.24 Working At Height
- 3.25 Work Equipment
- 3.26 Noise
- 3.27 Occupational Health
- 3.29 Mobile Plant
- 3.30 Radio Communications
- 3.32 Lone Working
- 3.33 Control of Ozone and Fluorinated Green House Gases
- 3.34 Transfrontier Shipment of Waste (Notifiable Wastes)
- 3.35 Transfrontier Shipment of Waste (Annex VII/Green List)
- 3.39 Personal Protective Equipment (PPE)
- 3.38 Security Shredding and Destruction of Information
- 3.37 PERNS
- 3.28 Zone Access Restriction (Traffic & Pedestrian Management)
- 3.41 Containment Wall Selection and Management
- 3.3 Persistent Organic Pollutants (POPs) in Soft Furnishings
- 3.31 Hand Arm Vibration (HAVs)
  - 3.36.1 Amenity Control and Monitoring
  - 3.36.2 Amenity Complaints

## 4 IMS Activity Specific Requirements

- 4.1 Landfill Safety
- 4.2 Refuse Transfer Station & HWRC Safety
- 4.3 Composting Safety

## **Safety, Health, Environment & Quality - IMS**

- 4.4 Waste Collection Safety
- 4.5 MRF and Paper Recycling Safety
- 4.6 Cleansing Services Safety
- 4.7 SUEZ recycling and recovery UK Power Safety
- 4.8 Energy from Waste Plants Safety
- 4.9 Quarry Safety
- 4.10 Vehicle & Fabrication Workshops Safety
- 4.11 Road Gritting & Snow Clearance Safety
- 4.12 Works On Highways Safety

## **5 IMS Production Quality Management**

- 5.1 Materials Acceptance, Sampling & Testing Procedure (Schedule 9A Sites)
- 5.3 Methodology for Input Sample Collection
- 5.4 Methodology for Product Sample Collection
- 5.5 Material Testing Table Methodology
- 5.6 Customer Review & Validation
- 5.7 Trading Claims Process

## **6 IMS Production Quality Management Wood Processing**

- 6.1 Wood Materials Acceptance Criteria
- 6.2 Waste Wood Regulatory Position Statements 249 and 250

## **7 IMS Radioactive & NORM Waste Disposal**

- 7.1.1 Clifton Marsh Prior Risk Assessments

## **8 IMS Process Safety**

- 8.1 Application of Dangerous Substances and Explosive Atmosphere Regulations (DSEAR)
- 8.2 Process Hazard Analysis and Review (PHA/R)
  - 8.2.1 Hazard and Operability (HAZOP) Study
  - 8.2.3 Structured 'What-If' Technique (SWIFT)
  - 8.2.4 Access, Lifting and Maintenance Study (ALM)
  - 8.2.5 Failure Mode and Effect Analysis (FMEA)
- 8.3 Permit to Work
- 8.4 Isolation of Energy Sources
- 8.6 Mechanical Integrity
- 8.7 Management of Plant and Equipment Change
  - 8.7.1 Temporary Operating Instruction
  - 8.7.2 Override Management
- 8.8 Electrical Safety
  - 8.8.1 High Voltage rules
- 8.9 Pre Start-Up Safety Review
- 8.10 Confined Space
- 8.9 Pre Start-Up Safety Check

## **9 IMS Landfill Energy**

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## Safety, Health, Environment & Quality - IMS

- 9.1 SUEZ recycling and recovery UK G01 Procedure to measure Methane, Carbon Dioxide and Oxygen
- 9.2 SUEZ recycling and recovery UK GWL01 Procedure to measure Groundwater levels
- 9.3 SUEZ recycling and recovery UK S01: Procedure to Sample Raw Waters and Leachate
- 9.4 SUEZ recycling and recovery UK A01 Procedure to measure Methane and Hydrogen Sulphide in Air
- 9.5 L01 Procedure to Measure and Record Leachate Levels