

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Validation Request for further information - Application reference EPR/LB3304MN/A003 - Samuel Gledhill and Sons Limited - Elland (Low) Edge Quarry, Lower Edge Road, Brighouse, HD6 3LE
Date: 21 August 2026 10:31:24
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[K McKay Continuing Competence Certificate exp 03.27.pdf](#)
[Katie McKay WAMITAB.pdf](#)
[Claire Lilley - WAMITAB.PDF](#)
[C Lilley Continued Competence.pdf](#)

Good morning Liz,

I'm well thank you, hope you are too.

Apologies for any confusion with regard to the TCM. The MS document text wasn't updated to include the name of the new TCM, Katie McKay, but the appendices and form B2 were.

I've attached Katie's competence certificates to show she has the relevant competence, *WAMITAB Level 4 Medium Risk Operator Competence for Non-Hazardous Waste Treatment and Transfer*. I've also attached the certificates of another colleague, Claire Lilley, to demonstrate that she also has the required competence.

Katie's competence certificate is on page 5 of the attached "Katie McKay WAMITAB" pdf and Claire's is on page 4 of the attached "Claire Lilley – WAMITAB" pdf. Their continued competence certificates are also attached.

I hope this resolves the matter but if it doesn't, please let me know asap.

Kind regards,

Mike.

Michael Kelly

Technical Specialist
Vertase

[REDACTED]

From: [REDACTED]
Sent: 20 August 2026 16:50
To: [REDACTED]

Subject: Validation Request for further information - Application reference EPR/LB3304MN/A003
- Samuel Gledhill and Sons Limited - Elland (Low) Edge Quarry, Lower Edge Road, Brighouse, HD6 3LE

Good afternoon Michael

I hope you are well.

We are contacting you following our initial review of your application. We call this initial review 'validation'. Please note that your application is still on our work queue and has not yet been allocated to a Permitting Officer for duly making and determination.

We need to ask you for some missing information before we can do any more work on your application.

The TCM provided is not sufficient to support the Deposit for Recovery activity.

The EPOC is for low risk activities and the risk table for WAMITAB sets out Deposit for recovery as medium risk instead. Further details on this are below.

To take advantage of the 12-month grace period, you must provide evidence that the TCM for the site is signed up to take the appropriate Deposit for Recovery activity award.

Please submit the relevant documentation so that we can review and process your request.

The info on the relevant courses for DfR is set out in the medium risk tier table within WAMITAB risk tiers on their website. This shows that current Deposit for recovery activity specific awards are MROC1 or Certificate in Waste and Resource Management (VRQ410)

Hierarchy and legacy awards can be found in the MROC1 purpose statement.

If the TCM signs up for the VRQ410, they cannot take advantage of the grace period as this is a VRQ award. [WAMITAB Assessor and IQA Handbook](#)

This is covered in section 3.6 of The CIWM Operator Competence scheme doc **How does the 12-month grace period work?**

This states "Please note: learners are required to complete their VRQ in full and must be able to provide the certificate as evidence of technical competence prior to acting as the TCM on site. For example, those making an application for a new permit or to transfer/vary an existing permit will need to achieve their full VRQ qualification prior to the start of permitted activities for new permit applications and prior to submitting an application to transfer/vary an existing permit. If they have any issues or concerns, they should contact their environmental regulator for guidance. "

We cannot duly make the application without evidence to show that the TCM is booked on an appropriate course to take advantage of the 12 month grace period above or a TCM is proposed that already has the appropriate Deposit for recovery activity qualifications.

As the waste recovery plan fee is not required and neither is the noise & vibration management plan assessment based on your response there will be a refund due and I will arrange this depending on the outcome of the request for information as per the below.

It is also noted in the response to our previous return that a dust and emissions management plan was assessed within the waste recovery plan pre-application assessment we do not look at management plans until we are determining an application so the fee for this is required and as per Part F1 has been paid.

Please reply directly to this email with your information.

Postal address:
Integrated Permitting Services
Quadrant 2
99 Parkway Avenue
Parkway Business Park
Sheffield
S9 4WF

You must send us the information by 03/09/2026.

If we do not receive this by this deadline we will return your application.

If we receive what is missing by the deadline, we will continue to check your application. We'll check to see if there's enough information for the application to be 'duly made'. Duly made means that we have all the information we need to begin determination. Determination is where we assess your application and decide if we can allow what you've asked for.

We'll let you know by email whether your application can be duly made. If it can't be duly made, we'll return your application to you.

If we do have to return your application we'll send you a partial refund of your application payment. We'll retain 20% of the application charge to cover our costs in reviewing your application. This maximum amount we'll retain is capped at £1,613. Further information on charging can be found at:

<https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>

Note: Our email system has a file size limit of 25MB, if your information exceed this limit you will have to arrange an online file transfer. Please ensure the file transfer link does not have a time limit on it.

If you have any questions, please contact me using the details below. Please be aware I do not work on Mondays.

Best regards

