



CERTIFICATE
PACK
2025

Contents

Licences & Insurances

- Waste Management Licence – Bolton
- Waste Management Licence – Liverpool
- Waste Carriers Licence – Bolton
- Waste Carriers Licence – Liverpool
- Public & Employers Liability Insurance – All Sites
- Vehicle Insurance

Accreditations & Award Certificates

- Safecontractor
- SMAS
- ISO 9001
- ISO 14001
- ISO 45001

Policies

- Circle Recycling Environmental Policy
- Circle Recycling Health & Safety Statement



Notice of variation and consolidation with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

Circle Recycling Limited
Circle Recycling Limited
Moss Road
Lyon Road Industrial Estate
Kearsley
Bolton
Lancashire
BL4 8NB

Variation application number

EPR/LB3506TUD/V002

Permit number

EPR/LB3506TU

Variation and consolidation
application number
EPR/LB3506TUD/V002



Notice of variation with introductory note

The Environmental Permitting (England & Wales) Regulations 2016

Circle Recycling Limited

Blackstone Street Transfer Station

Blackstone Street Transfer Station

Liverpool North

Liverpool

Merseyside

L5 9TY

Variation application number

EPR/WP3694CH/V003

Permit number

EPR/WP3694CH

Variation application number
EPR/WP3694CH/V003

Certificate of Registration under the Waste (England and Wales) Regulations 2011

Regulation authority

Name



Address

National Customer Contact Centre
99 Parkway Avenue
Sheffield
S9 4WF

Telephone number

03708 506506

The Environment Agency certify that the following information is entered in the register which they maintain under regulation 28 of the Waste (England and Wales) Regulations 2011.

Carriers details

Name of registered carrier

CIRCLE RECYCLING LIMITED

Registered as

An upper tier waste carrier, broker and dealer

Registration number

CBDU479676

Address of place of business

Circle Recycling Limited
Moss Road
Lyon Road Industrial Estate
Bolton
BL4 8NB

Telephone number

07779561457

Date of registration

6 April 2023

Expiry date of registration (unless revoked)

6 April 2026

Making changes to your registration

Your registration will last 3 years and will need to be renewed after this period. If any of your details change, you must notify us within 28 days of the change.

You can do this by calling the Environment Agency.

Motor Fleet

Insured	Circle Recycling Ltd & Circle North-West Ltd
Insurers	Zurich Insurance Plc – Primary Motor Fleet Zurich Insurance Plc – Excess Layer Third Party Property Damage (Motor) for Commercial Vehicles
Policy Numbers	JG930626 – Primary Motor Fleet KN924420 – Excess Layer Third Party Property Damage (Motor) for Commercial Vehicles
Policy Periods	1 st July 2025 to 30 th June 2026 (both dates inclusive) with cover renewable on an annual basis
Cover	Motor Fleet Legal liability for death of or bodily injury to third parties or damage to third party property plus loss of or damage to the insured vehicle caused by fire or theft, accidental or malicious means and damage to glass in Windscreens and windows Cover Levels, as per declared vehicle exposures: <ul style="list-style-type: none">• Comprehensive, Third Party Only & Occasional Business Use
Policy Limits	Primary Motor Fleet: £50,000,000 – Third Party Property Damage Limit – Private Cars £5,000,000 – Third Party Property Damage Limit – All other vehicles £1,200,000 - Third Party Property Damage Limit – All other vehicles carrying hazardous goods) Excess Layer Third Party Property Damage (Motor) £15,000,000 in excess of the underlying £5,000,000 Limit of Indemnity – Third Party Property Damage Limit – Commercial Vehicles
Use	In connection with the policyholder's business Social Domestic and Pleasure purposes Occasional Business Use
Driving	Any person driving on the policyholder's order or with their permission
Excesses	£250 - Accidental Damage, Fire, Theft & Windscreen / Glass (replacement) £Nil – Windscreen / Glass (repair)

The Insurances

Employers' Liability

Insured	Circle Recycling Ltd & Circle North-West Ltd
Insurer	Zurich Insurance Plc
Policy Number	GL924402
Policy Period	1 st July 2025 to 30 th June 2026 (both dates inclusive)
Limit of Indemnity	£25,000,000 any one occurrence
Deductible	Nil
Indemnity to Principals	Yes

Public/Products Liability

Insured	Circle Recycling Ltd & Circle North-West Ltd
Insurers	Zurich Insurance Plc – Primary Layer / QBE Insurance Europe – Excess Layer
Policy Numbers	EN924416 – Zurich Primary Layer / Y099611QBE0125A – QBE Excess Layer
Policy Period	1 st July 2025 to 30 th June 2026 (both dates inclusive)
Limit of Indemnity	£20,000,000 any one occurrence – Public Liability £20,000,000 in the aggregate – Products Liability (includes QBE excess layer £10m over £10m)
Deductible	£1,500 each and every claim
Indemnity to Principals	Yes

Terrorism

Insured	Circle Recycling Ltd & Circle North-West Ltd
Insurer	Lloyds through Aon Underwriting Managers
Policy Number	P25TERUKT00471
Policy Period	1 st July 2025 to 30 th June 2026 (both dates inclusive)



Certificate of Accreditation

This is to certify that
Circle Recycling Ltd

has achieved SafeContractor accreditation

Date: 25th September 2024

This certificate is valid until: 2nd October 2025

Certificate number: VH0479

This SafeContractor Accreditation has been awarded on the back of the
SSIP deem to satisfy process:

SSIP Originator Scheme: Safety Management Advisory Services (SMAS)

SSIP Originator Scheme expiry: 28/02/2025

Signed:

Alyn Franklin
Alcumus CEO



Alcumus SafeContractor, Alys House, Parc Nantgarw, Cardiff, CF15 7QX

T: 029 2026 6749 E: safecontractor@alcumus.com W: www.alcumus.com | www.safecontractor.com

This certificate is the property of Alcumus SafeContractor and must be returned on request

SSIP Approved

Smas Worksafe certification

CIRCLE RECYCLING LIMITED

Has been checked and verified against the SSIP Core Criteria and UK Health & Safety legislation, and the company has been awarded Smas Worksafe certification.

SSIP Approved

Assessment approval date: 11/04/2025

Certificate expiry date: 11/04/2026

Certificate number: 163790

Signed on behalf of:

Smas Worksafe



A registered member scheme of
Safety Schemes In Procurement (SSIP)



Full validation of this certificate should be made
via the SSIP Portal www.ssiportal.org.uk





Certificate of Registration

This document certifies that the Management System of

Circle Recycling Ltd

Moss Road Kearsley Bolton BL4 8NB

have been assessed and approved by Citation ISO Certification Limited to the following management systems, standards and guidelines:-

ISO 9001:2015 / ISO 14001:2015 / ISO 45001:2018

The scope of the Management System applies to the following:-

The provision of waste management services including skip hire, waste management systems and recycling solutions for all sectors

Original approval: 05/12/2023

Current certificate: 05/12/2024

Certificate expiry: 04/12/2027

Certificate number: 427932023

On behalf of Citation ISO Certification Limited.



Muspole Court, Muspole Street, Norwich, Norfolk, NR3 1DJ

This certificate remains valid while the holder maintains their management system in accordance with the published Standard. To check the validity and status of this certificate please visit www.IRCAO.com or email ISOcertificates@citation.co.uk. This Certificate is the property of Citation ISO Certification Limited and must be returned in the event of cancellation.

(See Appendix)
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POLICY

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ENVIRONMENTAL POLICY 2024/25

Circle Recycling Limited (Circle), acknowledges the need for sustainable development and consistently strives to protect the environment and prevent pollution.

Principles

- We recognise that our activities result in both direct and indirect impacts on the environment.
- Committed to minimising these impacts, we aim to implement a programme of pollution prevention and continuous improvement in environmental performance, with commitment from top-level management and below.

Waste Management & Disposal

We will employ the following waste control hierarchy for environmental sustainability:

- Reducing waste going to landfill through efficient recycling and recovery techniques.
- Minimising final disposal, ensuring only minimal items fit for landfill will go there.
- Continually reviewing operations and monitoring waste levels to seek opportunities for environmental performance improvement.
- Auditing disposal points and recycling facilities to ensure environmental transparency and efficiency.

It is our policy to ensure that all waste produced is disposed of in accordance with the requirements of the Environmental Protection Act 1990 and the subsequent Regulations made under this act.

Resulting waste will be disposed of using licensed waste carriers with copies of the requisite waste transfer notes held on file.

Fleet and Logistics

We aim to reduce greenhouse gas and tailpipe emissions by improving fuel economy, reducing miles driven, and reducing the need for major repairs. This will be achieved by:

- Servicing vehicles regularly to maintain optimum performance.
- Encouraging eco-friendly driving habits among employees.
- Collecting and analysing fuel consumption data.
- Phasing out all Euro V engines and replacing them with Euro VI engines or electric.
- Implementing a replacement plan for old, high-emission vehicles.
- Continually aiming to reduce CO2 emissions through training and review.

Circle sub-contracts a fleet of articulated vehicles (walking floors) and 8 wheeled tippers to collect and transport waste types from our recycling facilities into our network of recovery, recycling and disposal partners. We understand the imperative need for utilising some of the most energy-efficient vehicles in the market and will only allow Euro 6 vehicles access to our facilities.

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Circle is also dedicated to reducing engine idling and fuel spillages. We acknowledge that engine idling not only wastes fuel and money but also prematurely wears engines and causes unnecessary environmental impact. It's the responsibility of every driver and machine operator at Circle to minimise fleet operating costs while reducing harmful environmental effects. We manage fuel spillages with specific procedures to decrease their frequency and environmental impact. All Circle staff are trained to handle minor spills and are well-versed in the protocol for major spillages.

We monitor our fleet continuously, and as part of our ongoing vehicle replacement plan, we have purchased 12 new vehicles since 2015. These vehicles are all equipped with the latest European Emissions Standard VI (Euro VI) engines, which significantly reduce tailpipe and other emissions.

In addition to our 'on the road' vehicles, Circle operates a fleet of mobile plant that are also included in our replacement plan. Since the beginning of 2020, we have replaced 2 out of 4 mobile machines with the latest specification, and we continually improve the efficiency of our vehicle fleet and infrastructure to minimise environmental impacts and boost efficiency.

Carbon Emissions

Circle is committed to reducing the environmental impact of our operations and ensuring that all possible measures are taken to mitigate climate change and its adverse impact. We are dedicated to complying with applicable legislation in all the jurisdictions where we operate and will share our achievements with all stakeholders within and outside the organisation. This is achieved by:

- Monthly carbon data monitoring of Circle operations, including on-site mobile plant emissions, vehicle fleet emissions, electricity consumption, gas consumption, water consumption, and waste production.
- Reviewing carbon data in relation to business growth and formulating future strategies to reduce emissions.
- Being transparent about the impact of Circle activities on the environment by sharing carbon data with customers and the public via our website and newsletters.

Energy Consumption

We will minimise the impact of our current operations by managing our energy consumption effectively through the efficient use of electricity, gas, water, and other resources. We aim to install LED lighting and solar PV, use reusable materials wherever possible, and manage our waste responsibly by recycling as many waste streams as possible to reduce landfill waste.

Sensible and Sustainable Procurement

We always endeavour to purchase products and services locally that cause the least damage to the environment, from suppliers who share our environmental goals and KPIs. We assess suppliers to ensure we only work with compliant companies that have a strong environmental.

POLICY



ethos and awareness. We actively source carbon and environmentally conscious suppliers to reduce the environmental impact through third-party actions, which includes sourcing locally whenever possible.

Environmental Management

We will continue to remain compliant with our Environmental Management System and work towards obtaining our ISO14001 accreditation by 2023 and promote continual improvement across the business in relation to environmental aspects and impacts. We aim to keep the number of non-conformances reported internally and externally through audits and inspections as low as possible, and any identified opportunity for improvement will be reviewed and implemented.

Employee Engagement

We will involve employees in environmental objectives and strategies, supported from top-level management down. This will be achieved through training and raising awareness of environmental drivers and impacts from business activities.

Risk Management

We will determine the environmental risks associated with our environmental aspects and impacts and implement risk control and incident response plans to ensure that environmental impacts are minimised during any emergency.

Review

This Policy and supporting documents will be continually monitored and updated, particularly when changes in the scale and nature of our operations occur. The policy will be updated at least every twelve months and made available to employees, contractors, and visitors on the Circle company website, employee handbooks, notice boards and via email.

Tim Andrew

A handwritten signature in black ink, appearing to read "Tim Andrew", enclosed in a light grey rectangular box.

**MANAGING DIRECTOR
CIRCLE RECYCLING LIMITED
DATE: April 2024**

POLICY



HEALTH & SAFETY POLICY 2024/25

Circle Recycling Limited (Circle), adheres to the Health and Safety at Work Act 1974 and all subsequent legislation. Our aim is to create and maintain a healthy and safe work environment. In order to do this, we are committed to implementing an ISO 45001-accredited Health & Safety Management System. We will use this policy as a foundation for creating and reviewing health and safety objectives, with the primary goal of reducing occupational injuries and illnesses to ultimately achieve a workplace free of incidents.

1) HEALTH AND SAFETY STATEMENT

Circle is dedicated to collaborating with suppliers who prioritise high health and safety standards, integrity, and a commitment to improving Health & Safety performance. All employees will be provided with the necessary equipment, information, training, and supervision to implement the policy, achieve our stated objectives, and ensure compliance with all legal and other requirements.

We at Circle acknowledge and fulfil our responsibility to safeguard the health and safety of all visitors to our company, including contractors, temporary workers, and members of the public who might be affected by our operations.

While Circle management will do everything within their power to ensure the health, safety, and well-being of employees, it is important to recognise that workplace health, safety, and well-being are the responsibility of every individual associated with Circle. Each employee must take reasonable care to protect their own welfare and that of others and report any situation that may pose a risk to the well-being of anyone else.

Circle management will provide all employees with the necessary training to carry out their tasks safely. However, if an employee is uncertain about how to perform a task or believes it could be dangerous, they must report this to their supervisor, a Company Director, or a designated employee representative. Effective health and safety practices require ongoing communication among workers at all levels. Therefore, it is the responsibility of every worker to immediately report any situation that could compromise their own well-being or that of others. Circle is committed to actively engaging with workers and interested parties on health and safety issues, encouraging worker participation, and establishing open lines of communication within the company and beyond.

All injuries, regardless of their severity, sustained by a person at work, must be reported to a manager or designated representative. Accurate and comprehensive accident records are vital for effective policy monitoring and revision. This Health & Safety Policy statement will be regularly monitored and updated, especially when changes in the scale or nature of our operations take place. The policy statement will be updated at least every twelve months.

This policy applies to and is communicated to all individuals working for and on behalf of Circle. The Health and Safety policy can be accessed during Employee Induction, on notice boards, in Employee Handbooks, and on the company's shared drive.

Tim Andrew

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**MANAGING DIRECTOR
CIRCLE RECYCLING LIMITED
DATE: April 2024**

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11/04/24



POLICY

CARBON REDUCTION POLICY & PLAN 2024/25

1. Introduction:

Circle Recycling Limited (Circle) recognises the importance of reducing carbon emissions to mitigate climate change and contribute to a sustainable future. This carbon reduction plan outlines our current achievements and future initiatives aimed at further reducing our carbon footprint.

2. Current Achievements:

- Installation of Passive Infrared Sensors (PIRs) in office spaces to optimise lighting usage and reduce energy consumption.
- Replacement of traditional floodlights with energy-efficient LED floodlights, reducing electricity usage and carbon emissions.
- Transition from Euro 5 specification vehicles to Euro 6 specification vehicles, resulting in lower emissions and improved air quality.
- Achievement of a 99% landfill diversion target, minimising waste sent to landfills and reducing methane emissions.
- Commitment to transitioning towards electrification of the fleet once economically and logistically viable, thereby reducing reliance on fossil fuels and lowering carbon emissions.
- Exploration of hydrogen vehicles as a potential future option, pending advancements in technology and infrastructure development.

3. Future Initiatives:

- **Fleet Electrification:** Circle Recycling will continue to monitor advancements in electric vehicle (EV) technology and infrastructure. We aim to transition our fleet to electric vehicles as soon as it is economically viable and logistically feasible, with a focus on reducing emissions from transportation.
- **Renewable Energy Integration:** We will explore opportunities to incorporate renewable energy sources, such as solar or wind power, into our operations to reduce reliance on grid electricity sourced from fossil fuels.
- **Energy Efficiency Improvements:** Circle Recycling will conduct regular energy audits to identify opportunities for further energy efficiency improvements across our facilities. This may include upgrades to HVAC systems, insulation, and other energy-intensive equipment.
- **Waste Reduction and Recycling:** We will continue to prioritise waste reduction and recycling efforts to minimise the environmental impact of our operations. This includes promoting waste reduction practices among employees and customers, as well as exploring innovative recycling technologies.



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- **Sustainable Procurement Practices:** Circle Recycling will evaluate suppliers based on their environmental credentials and commitment to sustainability. We will seek to partner with suppliers who share our values and strive to minimise their carbon footprint.
- **Employee Engagement and Training:** We will provide ongoing training and awareness programs to engage employees in our carbon reduction efforts. This includes educating staff on energy-saving practices, waste reduction strategies, and the importance of sustainability.
- **Carbon Offsetting:** As part of our commitment to carbon neutrality, Circle Recycling will explore carbon offsetting options to mitigate any residual carbon emissions that cannot be eliminated through internal measures.

4. Monitoring and Reporting:

- Circle will establish key performance indicators (KPIs) to monitor progress towards our carbon reduction goals. This includes tracking energy consumption, emissions, waste diversion rates, and other relevant metrics.
- Regular reporting on our carbon reduction initiatives and achievements will be provided to stakeholders, including employees, customers, suppliers, and regulatory bodies.

5. Continuous Improvement:

- Circle is committed to continuous improvement in our carbon reduction efforts. We will regularly review and update our carbon reduction plan to incorporate new technologies, best practices, and regulatory requirements.

6. Conclusion:

- By implementing these initiatives and embracing a culture of sustainability, Circle aims to lead by example in reducing carbon emissions and promoting environmental stewardship. Together, we can create a cleaner, greener future for generations to come.

This carbon reduction plan outlines Circle's commitment to reducing its carbon footprint through a combination of current achievements and future initiatives. It reflects our dedication to environmental sustainability and responsible business practices.

Tim Andrew

A handwritten signature in black ink, appearing to read "Tim Andrew", enclosed within a light grey rectangular box.

MANAGING DIRECTOR

CIRCLE RECYCLING LIMITED

DATE: April 2024