

Household Waste Recycling Centres – Policy

Permit Scheme for Vehicles and Trailers

The Household Waste Recycling Centres in York are provided for the use of residents in York to dispose of their household waste. There has been an increasing amount of vans and trailers used to take waste to these sites over recent years.

Height barriers have been used for the last few years to try to enforce the non trade waste at Beckfield Lane and Towthorpe, however there is now a growing need to move this one step further.

To enable City of York Council to enforce a no trade waste policy at Beckfield Lane and Towthorpe and to ensure that traders using Hazel Court are paying for the service¹, a permit scheme to control the use vans and trailers is needed.

The main objectives of placing restrictions on the size, type of vehicle and trailer using the site are:

- Help to reduce non permitted trade waste being illegally disposed of at the sites
- Improve Health and Safety of customers and staff at the sites
- Ease congestion on the sites
- Reduce risk of accidents involving site users and site staff
- The policy also complements that put into place at North Yorkshire County Council

Below details the Permit scheme which is available to York residents only to allow for the use of Vans and trailers at the 3 household waste recycling centres in York.

¹ See Household Waste Recycling Centres – Policy. Trade Waste

Permit Scheme Details

The following restrictions do not apply to trade vehicles that are registered to use Hazel Court Household Waste Recycling Centre. Please refer to the Household Waste Recycling Centres – Policy, Trade Waste document.

Types of Vehicles that will be accepted onto sites without permits

The following vehicles will be allowed to use all 3 Household Waste Recycling Centres without the need for a permit

- Family Cars without a trailer
- 4x4's without pick up or a trailer
- Estate Cars without a trailer
- People Carriers without a trailer

If any type of the above vehicle wants to use any of the 3 Household Waste Recycling Centres with a trailer they will need to apply for a permit.

Types of Vehicles that will be accepted onto sites with permits

The following vehicles under 4.9 metres in length, 2.4 metres in width and 1.9 metres in height, will be accepted onto all household waste recycling centres with a permit during opening hours:

- 4 x 4 with a pick up
- Family Cars with trailer up to 1.8m x 1.2m
- Small Van with or without a trailer
- Transit-type Van without a trailer
- Mini Bus without a trailer
- Camper vans without a trailer

If any of the above vehicles are above 4.9 metres in length, 2.4 metres wide and 1.9 metres high they will have to use Hazel Court Household Waste Recycling Centre. Entrance for these vehicles will be via the Trade Waste Entry. These vehicles will not be able to gain entry at the other 2 sites.

Residents wishing to use the above vehicles will need to apply for a permit. 12 permits will be issued to each successful applicant. It will be possible to reapply for additional permits, if all 12 permits are used, however City of York Council reserve the right to refuse additional permit requests when made within 12 months of first application.

City of York Council reserve the right to refuse entry onto the household waste recycling centre if it believed that the waste being carried in the above vehicles is undeclared trade waste.

Types of Vehicles that will be accepted on to sites with permits and time restrictions

The following vehicles will only be accepted onto Hazel Court Household Waste Recycling Centre with a permit and during the following times:

Monday to Friday: 3pm until closing time

- Pick ups (excluding 4 x 4 type)
- Box / Luton Vans
- Larger trailers over 1.8m x 1.2m up to a maximum of 3m x 1.8m

Any vehicle over 3.5 Gross Vehicle Weight (GVW) or trailers towed by minibuses, campervans or transit-type vans cannot be used for household waste disposal at the sites.

Residents wishing to use the above vehicles will need to apply for a permit. 12 permits will be issued to each successful application. It will be possible to reapply for additional permits, if all 12 permits are used, however City of York Council reserve the right to refuse additional permits request when made within 12 months of first application.

City of York Council reserve the right to refuse entry onto the Household Waste Recycling Centre if it is believed that the waste being carried in the above vehicles is undeclared trade waste.

Trailer Size Permitted on to site with a Permit

The use of a trailer with any vehicle will need a permit, an upper limit has been set on the size of a trailer that will be allowed onto site, this is:

1.8m x 1.2m

The size of the trailer will need to be detailed on the application form for the permit.

Any trailer between 1.8m x 1.2m and 3m x 1.8m will be issued with a site and time restricted permit².

² Please ref to *Types of Vehicles that will be accepted on to sites with permits and time restrictions*.

Vehicles that will not be allowed onto sites

The following vehicles will not be allowed to use any of the 3 Household Waste Recycling Centres in York:

- Horse Boxes
- Trailers over 3m x 1.2m

Concessionary Visit

It is recognised that on occasions people may need to use a site with a van, for example if they are having to clear a relatives house. This may include commercial like vans or hired vehicles. On these occasions it will be possible to get a **One off concessionary visit**. These cases will be assessed on a case by case basis, and recorded.

Application Process

Below is the process that will take place when a residents applies for a permit:

- An application form will be obtained, either via the councils website, or by calling the York Customer Centre (01904) 551551
- Once this has been received by the waste strategy team, with all supporting documentation as requested on application form, this will be processed and if approved permits will be sent out within 10 working days.
- If there is a need for more information or clarification once the application has been received by the waste strategy team, this will be requested within 10 working days.
- When using the site, residents will have to hand in one permit to the site attendants for each visit they make in the permitted vehicle.
- Residents can re apply for more that the 12 permits, however this is subject to refusal if the reapplication is made within 12 months of the first application.

Enforcement of Scheme

If a resident comes to use the Household Waste Recycling Centres, in one of the listed vehicles or with a trailer, without a permit they will be refused entry

to the Household Waste Recycling Centre, with an explanation as to the reason why they have been refused entry.

Each time a resident uses the sites in one of the listed vehicles or with a trailer, and they have successfully applied for a permit, they will need to hand in one of the permits to the site staff.

These permits will be returned to Waste Strategy Unit, where a record will be kept of those that have used the site with a permit.

At any time, City of York Council reserve the right to refuse entry to permitted vehicles if it is believed that the waste brought to the site is not household waste and is non permitted trade waste.

Individual Site restrictions / acceptance

Each of the 3 Household Waste Recycling Centres in York, are different in size, shape and have different opening times. Due to these differences it is necessary to place restrictions of the type of vehicles that will be allowed onto site with or without permits.

Beckfield Lane HWRC

Due to the limited opening hours and restricted space the following restrictions on vehicles using the site will be enforced;

Allowed onto site, as long as they can fit under the height barrier which is 1.9m in height

- Family Cars without a trailer
- Estate Cars without a trailer
- People carriers without a trailer

None of the above vehicles require a permit to use the site.

Vehicles that will not be allowed onto site

Any vehicle that needs a permit to use the Household Waste Recycling Centres will not be allowed to use Beckfield Lane, these are:

- 4x4's with a pick up
- Family Cars with a trailer
- Small vans with or without a trailer
- Transit-type van with or without a trailer
- Mini Bus with or without a trailer
- Camper vans with or without a trailer
- Pick ups (excluding 4x4 types)
- Box/ Luton Vans
- Horse boxes
- Any vehicle with a trailer
- Any vehicle above 1.9 m in height
- Any vehicle over 3.5 tonne GVW

Towthorpe HWRC

Due to the size of the site and access in and out of the site, the following restrictions on vehicles using the site will be enforced;

Allowed onto site, as long as they can fit under the height barrier with is 1.9m in height

- Family Cars without a trailer
- Estate Cars without a trailer
- People carriers without a trailer
- 4x4's without pick up or a trailer

None of the above vehicles require a permit to use the site.

- Trailers up to a maximum of 1.8m x 1.2m in length

The above will only be allowed onto site if the correct permit is held.

Vehicles that will not be allowed onto site

The below vehicles will not be allowed onto Towthorpe HWRC

- 4x4 with a pick up
- Small van with or without a trailer
- Transit-type van with or without a trailer
- Mini Bus with or without a trailer
- Camper vans or without a trailer
- Pick ups (excluding 4x4 type)
- Box / Luton Vans
- Horse Boxes
- Any vehicles with a trailer over 1.8m x 1.2m up to a maximum of 3m x 1.8m
- Any vehicle above 1.9m in height
- Any vehicle over a weight of 3.5 tonne pay loads

Hazel Court HWRC

Hazel Court HWRC has been designed to allow the use of the site for traders, this means that the site is larger and has the facilities to accept a larger range of vehicles than at the other 2 HWRC's.

Vehicles that will not be allowed onto site

- Horse Boxes
- Trailers over 3m x 1.2m in length

Vehicles that will be allowed onto site without a permit

The following vehicles will be allowed to use the site without the need for a permit:

- Family Cars without a trailer
- 4x4's without pick up or trailer
- Estate Cars without a trailer
- People Carriers without a trailer

Vehicles that will be allowed onto site with a permit

The following vehicles will be allowed onto site with the relevant permit;

- 4 x4 with a pick up
- Family Cars with a trailer up to 1.8m x 1.2m in length
- Small van with or without a trailer
- Transit-type Van with or without a trailer
- Mini Bus with or without a trailer
- Camper vans with or without a trailer

All trailers need to have a permit before being allowed onto site, in addition to the permit needed for the vehicle. Trailers will only be allowed onto site that are up to 1.8m x 1.2m on this permit.

The following vehicles can use the site, **Monday to Friday**, between 3pm until closing time;

- Pick ups (excluding 4 x 4 type)
- Box / Luton Vans
- Larger trailers over 1.8m x 1.2m up to a maximum of 3m x 1.8m
- Vehicles with more than 4 wheels

Summary Table

Below is a summary table which shows where and what you need to take each vehicle.

Vehicle	Allowed on Hazel Court	Allowed on Beckfield Lane	Allowed on Towthorpe	Permit needed	Time restricted permit needed
Family Car without trailer under 1.9m in height	YES	YES	YES		
4x4 without pick up or trailer under 1.9m in height	YES	YES	YES		
Estate Cars without trailer under 1.9m in height	YES	YES	YES		
People Carriers without trailer under 1.9m in height	YES	YES	YES		
Any vehicle above 1.9m	YES	NO	NO		
Trailer up to 1.8m x 1.2m in length	YES	NO	YES	YES	
Small Van with/without trailer	YES	NO	NO	YES	
Transit Van with/without trailer	YES	NO	NO	YES	
Mini bus with/without trailer	YES	NO	NO	YES	
Camper van with/without trailer	YES	NO	NO	YES	
4x4 with a pick up	YES	NO	NO	YES	
Pick ups (ex. 4x4 type)	YES	NO	NO		YES
Box / Luton Vans with/without trailer	YES	NO	NO		YES
Trailers over 1.8m x 1.2m up to a max. 3m x 1.8m in length	YES	NO	NO		YES
Trailers over 3m x 1.8m in length	NO	NO	NO		
Horse Boxes	NO	NO	NO		
Any vehicle with a GVW above 3.5 tonne	NO	NO	NO		