

WORCESTERSHIRE COUNTY COUNCIL

DISPOSAL OF HOUSEHOLD WASTE ITEMS BY 3RD SECTOR ORGANISATIONS POLICY

DECEMBER 2016

This document sets out the policy relating to the disposal of unusable household waste items collected by or donated to 3rd Sector organisations within the administrative area of Worcestershire County Council (WCC).

1. Policy

STATUTORY INSTRUMENTS 2012 No. 811

The Controlled Waste (England and Wales) Regulations 2012

Only unusable household waste items collected by or donated to 3rd Sector organisations by residents of the administrative area of Worcestershire County Council are eligible for disposal free of charge.

- 1.1 No waste from 3rd Sector organisation 'Day to Day Business Operations' is allowed.
- 1.2 Before Permits to Tip are issued by WCC the 3rd Sector organisation is required to provide documentary evidence of current contractual waste collection and disposal arrangements for waste generated by Business Operations, via a licenced waste collection contractor.

2. Administration

Worcestershire County Council

- 2.1 3rd Sector organisations must be registered with WCC and their operations eligible to receive payment of Waste Disposal Recycling / Reuse Credits*.
- 2.2 All materials will be delivered by the 3rd Sector organisation to a WCC nominated Disposal Point.
- 2.3 WCC will regulate the number of visits allowed by registered organisations to a nominated disposal point via the issue of controlled stationery 'Permits to Tip'.
- 2.4 A maximum of 12 Permits to Tip will be issued to each organisation per annum (April to March)
- 2.5 All Permits to Tip need to be applied for and obtained from WCC in advance of any visit to nominated disposal point.
- 2.6 The 3rd Sector organisation is required to complete all details on the Permit to Tip stationery issued by WCC and surrender one permit per visit to the Disposal Point Weighbridge Operator.

- 2.7 All drivers presenting materials at a nominated Disposal Point are required to weigh vehicles in and out.
- 2.8 WCC reserve the right to alter the nominated Disposal Point, suspend this discretionary service or terminate the agreement with immediate effect.

3. Health and Safety

- 3.1 All 3rd Sector organisation staff that will be visiting a nominated Disposal Point will attend a site Health and Safety Induction meeting prior to participating in the delivery of any materials for disposal.
- 3.2 Disposal Point Site Rules will be issued to all 3rd Sector staff, failure to comply with these rules or instructions given by Disposal Point Site Staff may result in the immediate withdrawal of this discretionary service.

4. Audit and Inspection

- 4.1 All 3rd Sector organisations must hold appropriate collection records for a period of 24 months which identify the origin of materials collected and agree to a periodic inspection of such records by WCC Waste Services staff.

KEY

* Waste Disposal Recycling / Reuse Credits as defined in Guidance on the Recycling Credit Scheme (Issued by Defra, April 2006)