

HWRC Van and Trailer Charity Permit Scheme

FAQs

Why are you introducing the permit scheme to charities?

The Birmingham Street HWRC is for Dudley borough residents who want to recycle and dispose of household waste that cannot be collected through our kerbside service.

We are now looking to extend our resident permit scheme to charities who also wish to dispose of household waste at the site. We feel that the site access arrangements that currently only apply to residents should also be extended to other site users.

When does the permit come into force?

We will introduce the permit scheme from Sunday 1 November 2015, and charities will be able to apply from 27 October.

Who needs a permit?

Any charity that operates within Dudley borough accessing the HWRC with a trailer or commercial type vehicle will need a permit. Commercial type vehicles are defined as a vehicle with one or more of the following features: no rear windows, no rear side windows, no rear seats, an open back, or a back which is separate to the main cab (closed cab pickup).

How long will the permit last?

The permit allows for 12 visits using your van / trailer per year. Permits do not have an expiry date, so if after one calendar year you have used fewer than 12 visits, your permit will still be valid and you will not need to reapply until all 12 visits have been used. Charities that use all 12 visits in less than a calendar year will not be able to apply for a renewal, however, until one year has passed from the original issue date.

How much will the permit cost?

The permit is free.

How long will the permit last?

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How do I apply?

To apply for a permit you will need to complete an application form and provide the information requested. Please visit our webpage www.dudley.gov.uk/charitywastepermits to download an application form.

How long does it take to issue a permit?

Applying for a permit will only take you about 10 minutes. Once approved permits will then be posted out to the address on the application form within 7 working days.

Can I get more than the specified number of permits per year?

No. The calculation of 12 visits per year is based on the average frequency of visits by residents, which equates to approx once per month.

What if I lose my permit, or change my vehicle?

If you change your vehicle, you will need to apply for a new permit and destroy your original permit. Defacing or amending it yourself will invalidate the permit. You will also need to apply for a new permit if you lose the original online at www.dudley.gov.uk/charitywastepermits. The permit is only valid for the vehicle registrations that appear on it.

Is it just for use at the Birmingham Street, Stourbridge HWRC?

Yes. Dudley MBC only operates one HWRC.

Do I need to take my permit with me to the household waste recycling centre?

Yes. On each visit to the site you will need to take your permit and a Waste Transfer Note covering all original sources of waste. (A part completed example will be sent out with your permit). Without these documents you will not be allowed into the HWRC in a commercial type vehicle or with a trailer.

You will be issued with 12 separate permits. On arrival at the HWRC, you will need to hand one of these permits to a member of site staff who will confirm that your vehicle details match those shown.

If I visit the site twice on the same day, is it classified as one visit?

No, each visit will require a permit.

Will I still need to book an appointment?

Vehicles over 6'6" in height will still need to make an appointment due to a height barrier being situated at the main site entrance. These are for Thursday mornings only. Cars towing trailers will also need an appointment due to the small footprint of the site and the need for traffic management. Appointments can be made by calling 0300 555 2345.

Does a permit mean I can bring any waste to the site?

No. Permits allow holders entry to the HWRC only. The HWRC is strictly for household waste and recyclables (originating from within the borough of Dudley) only, and trade waste is not accepted (including waste from house clearances and hospices). Depending on the frequency of visits and type of waste being deposited, permit holders may still be asked to fill in a Disclaimer Form to confirm that the waste is household. This is not intended to inconvenience anyone but to improve the HWRC service for householders.

My charity has shops located inside and outside Dudley borough, can I still apply for a permit?

Yes. But only waste from shops within the borough will be allowed to be deposited.

My charity uses several vehicles. Can any one of these vehicles be used to deposit waste?

Yes. As long as you include them all on the application form.