

1 Charity Waste Acceptance Policy

Policy- The Controlled Waste (England and Wales) Regulations 2012 define types of waste. Under paragraph 2 of Schedule 1 this legislation defines that waste from a 'charity shop selling donated goods originating from domestic property' is classified as household waste; whereas waste from a charity shop selling goods from other sources is likely to be deemed commercial waste.

To allow registered charitable organisations within Cheshire West & Chester to deposit unwanted donations that have originated from domestic households within the Borough, the Council operates a charity permit scheme. The scheme operates on a clear and formal application process and is designed to ensure the Council fulfils its legislative obligations. The scheme is available to charities that are able to demonstrate compliance with the following reasonable restrictions.

Appendix 1: Waste Acceptance at Household Waste Recycling Centres, details examples of different descriptions of waste and its origin, to help clarify whether it would be classified as household waste and accepted at the HWRCs.

Application Process- From 1 April 2017, charitable organisations are required to complete an online process prior to accessing any HWRC, the online application form can be found on the Council's website. The process requires completion of all mandatory fields, the verification of which can take up to 5 working days. Once granted, the permit will be date stamped and expire annually; responsibility for renewal lies solely with charity, notification of expiry will not be issued by the Authority.

The online application process requires the following mandatory information:

- Registered Charity Name
- Registered Charity Number
- Contact Name of permanent employee responsible for activities
- Type of Charity
- Waste Carriers License Registration Number
- Type of Waste
- Expected Volume of Waste
- Origin of Waste
- Vehicle Registration Number/s – up to five vehicle registration numbers need to be provided per permit request

In addition to the information provided through the online process, permit holders must also present the following documents each time they visit the site:

- Original Duty of Care Waste Transfer Note

Conditions:

Permits are all granted subject to the following conditions:

- Waste can only be deposited at either Winsford or Ellesmere Port HWRCs; access to any other HWRC is strictly prohibited
- Charity permit holders may only use the above sites on weekdays (Monday- Friday); access will not be granted at weekends
- Waste must be segregated into individual waste streams to maximise recycling
- CWAC reserve the right to revoke the permit at any time should there be evidence that the Charity are not operating within the parameters of this policy or the site rules
- Systems will be used to monitor the frequency of site visits and volume of waste on each visit
- Only waste generated from domestic households within the borough can be deposited

Aims/Objectives – The Council’s objective is to provide a cost effective, best practice HWRC service ensuring it meets all the legal requirements of the Environmental Protection Act 1990 and Controlled Waste (England and Wales) Regulations 2012. This policy aims to ensure the Council meets its legislative obligations in relation to charity waste in a manner that controls the impact upon wider service users.