

## Household Waste Recycling Centres (HWRC's) Permit scheme user guide

Dundee City Council currently operates the following Household Waste Recycling Centres within the city.

- Baldovie Recycling Centre, Piper Street, Dundee
- Riverside Recycling Centre, Wright Avenue, Dundee.

### Opening times

The opening hours are:

1st October to 31st March  
Monday to Sunday 9.00 am to 4.15pm

1st April to 30th September  
Monday to Friday 9.00am to 8.15pm  
Saturday and Sunday 9.00am to 5.15pm

### Site access

No commercial vans are entitled to use the sites.

Residents have to register their non commercial van / pick up / minibus or vehicle with single axle trailer prior to visiting any HWRC to obtain a permit.

Permits are free to householders wishing to dispose of small quantities of bulky household waste, or to access reuse and recycling facilities. They are valid for 12 months and allow up to 12 visits.

If a resident has hired the van; they will be requested to provide proof of hire.

If the vehicle being used has a company logo an authorisation letter is required from the company allowing private use for transporting of household waste.

### Vehicles that don't require a permit

- car, estate car, people carrier;
- MPV;
- 4x4.

### Vehicles that do require a permit

- van;
- pick-up;
- mini-bus (8-11 seats);
- car, van or pick-up with single axle trailer.

### Vehicles not allowed on site

- commercial vans;
- a vehicle over 3500kg gross weight;
- a tipper;
- a vehicle with a twin axle trailer;
- a vehicle with more than 4 wheels;
- a vehicle or pedestrian carrying commercial waste.



**Vehicles that don't require a permit**

- car, estate car, people carrier;



- MPV;



- 4x4;



- If a resident has hired the van; they will be requested to provide proof of hire.

Motor Vehicle Rental Agreement		
Make/Model:	Year/Make/Model:	Year/Make/Model:
Registration:	Colour:	Colour:
Make/Model:	Year/Make/Model:	Year/Make/Model:
Registration:	Colour:	Colour:
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**Vehicles that do require a permit**

- van;



- pick-up;



- mini-bus (8-11 seats);



- car, van or pick-up with single axle trailer.



*\*all of the above are not to be used in a commercial capacity of any nature*

**Vehicles not allowed on site**

- commercial vans



- a vehicle over 3500kg gross weight;



- a tipper;



- a vehicle with a twin axle trailer;



- a vehicle with more than 4 wheels;
- a vehicle or pedestrian carrying commercial waste.

### **Important Notice**

Any person who disposes of commercial waste at a Household Waste Recycling Centre may be committing a criminal offence and may be prosecuted.

Site attendants will inspect all permits and details of suspected commercial waste abuse will be investigated by Dundee City Council.

The site attendants reserve the right to refuse access to the site if it is suspected that the waste is commercial in origin (issue of a permit does not give automatic right to tip).

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### **Alternative Disposal Arrangements**

If you are carrying out a large renovation project in your home or a house clearance, you can not use a HWRC however you can hire a skip from the city council or a licensed waste removal company.

The Council takes a pragmatic view and will accept a small quantity of these materials at its HWRC's sites for disposal.

Only domestic waste from your own property is allowed.

### **Breaches of policy**

If a vehicle is seen depositing suspected commercial waste at the household waste recycling centre and the incident(s) are witnessed the details will be recorded by the site attendants on an incident form.

Household Waste Recycling Centre staff are issued with body cameras and the use of DVLA WEE system and CCTV are in operation at these sites. Information collected will be used for monitoring access to the sites, and it may be shared with other organisations for the purpose of investigating breaches of waste regulations and the prevention and detection of crime.

Dundee City Council reserves the right to refuse or cancel the issue of permits if provided with false or misleading information.

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### **Commercial Waste**

Commercial Waste can **not** be deposited at Household Waste Recycling Centres. The disposal of commercial waste is the responsibility of the trader or commercial operator producing the waste.

If a business is carrying out work to your home it is their responsibility to dispose of the waste.

### **Commercial Van ban**

No commercial vans are entitled to use the sites. All commercial vans are instructed to use either:

**General waste and recycling** - Baldovie Plant, Forties Road Dundee DD4 0NS and report to weighbridge; or

**Green waste only** - Riverside Composting site, Wright Avenue Dundee, DD2 1UR and report to the weighbridge.

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### **Further information**

Please contact the department's reception on 01382 433710 Option 4



<http://www.dundee.gov.uk/environment/recyclingcentres/>