

HWRC e-Permits Terms and Conditions of Use

- 1 The HWRCs are for the depositing of household waste **only**.
- 2 Kirklees residents cannot access a HWRC site without a valid e-Permit. Householders can apply and renew their permits online. Residents with an email address and access to the internet can create a My Kirklees Account to add or amend e-permits.
- 3 Residents with a valid e-Permit are allowed to access any of the following HWRC sites for disposal of household materials:
 - o Emerald Street, Huddersfield HD1 6BY
 - o Bent Ley Road, Meltham HD9 4AP
 - o Bromley Farm, Upper Cumberworth HD8 8NN
 - o Weaving Lane, Dewsbury WF12 9QR
 - o Nab lane, Birstall WF17 9LR
- 4 Residents with a valid e-Permit can dispose of the following types of household waste materials at any of the above HWRCs:
 - o Batteries
 - o Beverage cartons
 - o Bicycles
 - o Cans
 - o Cardboard
 - o Household Chemicals
 - o Cooking oil
 - o Electrical goods
 - o Fridge Freezers
 - o Garden waste
 - o Gas bottles
 - o General waste
 - o Glass bottles and jars
 - o Metal
 - o Oil
 - o Paint
 - o Paper
 - o Plaster & plasterboards – you must pre book on-line www.kirklees.gov.uk/plasterboard
 - o Plastic bottles
 - o Textiles
 - o Wood

All containers provided on site are subject to change. As much notice as possible will be given to site visitors.
- 5 e-Permits can only be issued to residents of Kirklees.
- 6 Only domestic waste arising from a Kirklees household can be disposed at a Kirklees HWRC.
- 7 Waste materials originating from commercial premises or commercial activities at domestic properties **must not** be disposed of at a Kirklees HWRC.
- 8 Landlords can only dispose of materials from their own domestic home and not household waste originating from their tenants.

- 9 Soil, brick / stones, rubble and ceramics (includes tiles, sinks, cisterns, toilet etc) **must not** be disposed of at a Kirklees HWRC. Kirklees residents can book a chargeable Bulky Waste collection at www.kirklees.gov.uk/bulkywaste or use a local skip hire company for the disposal of such non-household materials.
- 10 e- Permits are limited to two vehicles per household. Any further permit applications will be denied.
- 11 Applicants are responsible for ensuring that information entered onto the permit application is correct and accurate. Should false or inaccurate information be provided, the Council may reject your application or delete your permit.
- 12 Large vehicles used in connection with a business may need to provide evidence of trade waste disposal (if the business produces waste) during the application process.
- 13 Residents are responsible for keeping their permits and contact details up to date. Residents can manage permits online www.my.kirklees.gov.uk This web link will help you to create a My Kirklees Account. You can change your details as often as you need to. For example, if you change email address, move house, add a trailer, or change your vehicle. Any updates made to car permits will not change the expiry date (with the exception of renewals).
- 14 Large vehicle permits cannot be altered using the online account system. If a large vehicle permit needs to be updated you must contact recycling@kirklees.gov.uk
- 15 Large vehicle permits will expire 12 months after the date of registration. If you have used your 12 visits before the expiry date then you will need to wait until the 12 month period ends before you can renew your vehicle permit.
- 16 Failure to renew an e-permit on or before the expiry date will result in the permit being deleted.
- 17 All trailers will be limited to 12 visits per year dated from the time the vehicle permit was approved, irrespective of whether it was registered with a car or large vehicle. Accessibility of trailers at HWRC sites is limited to a maximum 6 feet in length (6 feet length refers to the external dimensions and does not include tow bar length), and single axle.
- 18 Kirklees residents without a car requiring access to a HWRC for their own Kirklees household waste can register a family member's car at their address, or they can use a "Proxy" vehicle (a taxi, or family or friends car) provided; (a) it is not a prohibited vehicle (b) you must be present in the vehicle and take with you a utility bill from your Kirklees address.
- 19 Vehicles over 3 tonnes gross vehicle weight **will not** be allowed at any of the HWRCs, (this does not apply to short wheel base land rover or pickups)
- 20 Pedestrians **will not** be allowed to carry waste onto any of the HWRCs due to Health & Safety issues. Bicycles, scooters (inc. Mobility) and motorcycles cannot be issued permits.
- 21 Residents **must** follow and adhere **at all times** to written and / or verbal instructions at all HWRCs in relation to safe site procedures. You must not allow your vehicle to block access to containers, and adhere to the signage on site.
- 22 The Council and its Contractor (SUEZ) reserves the right to query the source of the materials brought to an HWRC to ensure it has originated from a Kirklees household.
- 23 A permit can be revoked which will prevent you from using any of the five HWRC sites if the Council can evidence that waste materials are not generated from the household.
- 24 Verbal and physical abuse on site will not be tolerated and can result in your permit being revoked. Kirklees Council and SUEZ are firmly of the view that all those who provide waste services to Kirklees residents have the right to do so without fear of violence or abuse. The Council will consider taking action against any person responsible which may include

advice being taken from West Yorkshire Police. This includes, but is not limited to the issuing of a Community Protection Notice. (Please note a breach of a Community Protection Notice is a criminal offence which could result in a fixed penalty notice of up to £2,500).

- 25 Permits are subject to reasonable use. The Council will query evidence of excessive disposal of household waste.
- 26 The Council has a right to revoke permits at its discretion.
- 27 The Online webchat team will provide support and advice if you have a query with the e-Permit process.
- 28 All personal information you provide will be kept in confidence, and in accordance with General Data Protection Regulation (GDPR). Data will only be held for the duration of the e-permit and no personal information will be shared with our site contractors Suez. You may ask us to correct or remove information you believe to be inaccurate.
- 29 Short term (Less than 3 months) hire vehicles are allowed on site provided; (a) it is not a prohibited vehicle (b) you must take with you when visiting the site the hire agreement, a utility bill and your driving license. (short term hire provides access for one week)
- 30 Long term hire vehicles (3 months or over) must be registered for permits. If a large vehicle, the hire agreement will need to be uploaded as part of the registration process.
- 31 The Council reserves the right to change the terms and conditions relating to the issue of Household Waste Recycling Centre vehicle permits at any time.