

Starting 1st  
November  
2010

# Van and trailer permit scheme

Householders who use a commercial-type vehicle to dispose of their household waste need to apply for a permit in order to enter a Household Waste Recycling Centre



Working for you



**OXFORDSHIRE  
COUNTY COUNCIL**  
[www.oxfordshire.gov.uk](http://www.oxfordshire.gov.uk)

## Why introduce a permit scheme?

Household Waste Recycling Centres (HWRCs) are provided by Oxfordshire County Council so that householders can dispose of their waste safely and conveniently.

Although these sites are designed for use by householders, some traders use them to illegally dispose of their waste. These disposal costs are funded by Oxfordshire taxpayers. Unauthorised trade use also leads to safety issues associated with larger vehicles and adds to waiting times for other users.

However, some residents own commercial-type vehicles or trailers and will want to use them to visit HWRCs with their household waste. A permitting scheme is the fairest way to ensure that residents can use their own vehicles to visit the sites, whilst deterring unlawful use by traders.

## What is a commercial-type vehicle, and what is trade waste?

Commercial vehicles are any vans or towed trailers that are designed to carry goods, not people. They have no rear windows and/or no rear seats, and/or an open back, or a back which is separate to the main cab area.

Trade waste is defined as waste arising from any trade or business, industrial or commercial activity. Traders often undercut legitimate businesses by lowering charges for their work because they do not pay to dispose of the waste legitimately. All traders should adhere to a Duty of Care, which sets out their responsibilities to dispose of waste, and they should also have a current Waste Carriers Licence from the Environment Agency.

There is more information on the responsibilities of traders and Duty of Care on our website:

[www.oxfordshire.gov.uk/vantrailerpermits](http://www.oxfordshire.gov.uk/vantrailerpermits)

## How will the scheme work?

Householders who wish to deposit their own household waste, and own a commercial-type vehicle or trailer of a certain size, are issued with a free permit allowing 12 individual visits per year. They can choose when to use the free permits through the year. One permit will be issued against each address, and if a household has more than one commercial-type vehicle and/or a trailer, they will have to decide which to register for a permit.

Permits are required from 1st November 2010.

## Hired vehicles

Vans hired by a householder for 3 days or less in order to deposit household waste are allowed to enter the HWRC without a permit. The householder will be required to bring the hire agreement with them and present it to site staff on arrival. The restrictions on vehicle sizes and weight still apply.

For vehicle hire periods over three days, the vehicle will not be allowed to enter the HWRCs without a permit. A bespoke permit can be issued to allow temporary access for householders. Please contact 08450 504550 or [waste.management@oxfordshire.gov.uk](mailto:waste.management@oxfordshire.gov.uk) for more details.

The maximum size of vehicle allowed on site is equivalent to a long wheelbase transit van (3.5 tonnes laden). Box vans are not allowed on site.

## Non Oxfordshire residents

Permits will only be issued to Oxfordshire residents. Householders from other counties should contact their own local authority.

# Do I need a permit?

I have a car or people carrier	→	No
I have a 4x4 with an open back or separate cab	→	Yes
I use a van or commercial vehicle (under 3.5 tonnes)*	→	Yes
I use a van or commercial vehicle (over 3.5 tonnes)	→	Vehicles of this size are not allowed here
I have a box van	→	No box vans are allowed here
I have a trailer bed under 1.8m long	→	No
I have a trailer bed or horsebox between 1.8m long and 3m long	→	Yes
I have a trailer bed over 3m long	→	Trailers of this size are not allowed here

\*This is the equivalent of the maximum laden weight of a long wheelbase transit van.

## ***Vehicles that are not allowed onto any HWRC site***

There are maximum vehicle size restrictions at our sites because of our site licensing and health & safety responsibilities, as well as ease of access for the public. These restrictions include:

- Any vehicle larger or longer than a long wheelbase transit van or equivalent
- Vehicles over 3.5 tonnes when fully laden
- Box vans
- Minibuses with over 11 seats
- A trailer with a length of 3 metres or more
- Horseboxes over 3 metres in length (or that can carry more than two horses)

## ***Frequently asked questions:***

**Q.** I have a specially adapted vehicle for disabled users.

**A.** You do not need a permit, but we will issue you with a dispensation letter.

**Q.** I have a camper van.

**A.** Camper vans smaller than a long wheelbased transit van (up to 3.5 tonnes in weight) do not need a permit. Larger campers are not allowed on site.

**Q.** I have a vehicle with a tipping or tail lift mechanism.

**A.** These vehicles can be taken on site, subject to size and weight restrictions, but the tipping or tail lift mechanisms cannot be used.

**Q.** When are the quietest times to visit the site with my van or trailer?

**A.** Before 10am and after 3pm. Avoid bank holiday weekends, which are usually very busy.

**Q.** I want to tow a trailer using a commercial-type or open backed vehicle.

**A.** Trailers will not be permitted entry if towed by any kind of commercial-type vehicle.

# Where is my nearest Household Waste Recy



# ycling Centre?

- **Alkerton OX15 6HZ**

7 miles west of Banbury, signposted off the A422 Stratford road, north of Alkerton village.

- **Ardley OX27 7PH**

Near Bicester just off the B430, 1 mile south of Ardley village.

- **Dean - near Charlbury OX7 3JY**

1 mile west of Chadlington village, signposted off the A44 at Enstone.

- **Dix - near Witney OX29 5BB**

South West of Stanton Harcourt village, signposted off A415 and B4449

- **Drayton OX14 4LA**

Near Abingdon directly off the B4017, south of Drayton village, next to A34 flyover.

- **Oakley Wood - Crowmarsh OX10 6PW**

Signposted off the A4130 Nettlebed road, 1.5 miles east of Wallingford.

- **Redbridge - Oxford OX1 4XG**

In the south of the City, off the Abingdon road, behind Redbridge Park & Ride.

- **Stanford in the Vale - near Faringdon SN7 8LD**

Off the A417, 0.75 miles north west of Stanford in the Vale village.

## Opening times

Monday to Sunday, 8am-5pm, all year, except Christmas Day, Boxing Day and New Year's Day. Late night opening on Thursdays until 8pm between 1st April and 30th September.

For more information on our HWRCs, visit our website:

[www.oxfordshire.gov.uk/recyclingcentres](http://www.oxfordshire.gov.uk/recyclingcentres)

# Disclaimer forms

Trade waste disclaimer forms will continue to be used, where the site staff cannot distinguish whether the waste is the result of trade or domestic activity. Visitors will be asked to complete a form confirming their waste is from their own household. Records will be maintained and continue to be shared with District Councils, in case enforcement action is required.

**Permits will only be issued to Oxfordshire householders intending to deposit their household waste at Oxfordshire's Household Waste Recycling Centres.**

*To apply for a free permit, or for more information, please contact:*

The Waste Management Group  
Oxfordshire County Council  
Speedwell House, Speedwell Street  
Oxford OX1 1NE

08450 504550  
waste.management@oxfordshire.gov.uk  
www.oxfordshire.gov.uk/vantrailerpermits



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