



# Council of the Isles of Scilly

## Temporary Vehicle Permit

### 2024/2025

This form should be completed by anyone who would like to apply for a Temporary Vehicle Permit to dispose of household/domestic waste at the Porthmellon Waste & Recycling Site using a commercial vehicle (please see vehicle schedule for reference). This permit allows you to dispose of your household waste from your main residential property up to 12 times in a twelve month period, commencing from the date of issue of the Permit.

Please note that disposing of commercial waste as household waste is an offence and may carry significant penalties. You may be asked to complete an Origin of Waste Declaration Form to confirm that the material you are disposing of is Household Waste and is not being disposed of commercially or for profit.

You will receive confirmation within **5 working days** of your application.

Please return your completed form to [zerowaste@scilly.gov.uk](mailto:zerowaste@scilly.gov.uk) or in hard copy to the Library, Porthcressa.

Your Details
Name:
Address:
Postcode:
Telephone Number:
Email Address:

Please select from the following options:	
I have never had a permit before:	<input type="checkbox"/>
My previous permit has expired:	<input type="checkbox"/>
I have used all 12 of the visits on the permit:	<input type="checkbox"/>
I have changed my vehicle and/or address and need to replace my permit	<input type="checkbox"/>
I have lost my original permit:	<input type="checkbox"/>

Existing Permit (If applicable)
Permit Number:
Number of visits used:
Date of issue:

Vehicle Details
Are you the owner of the vehicle? YES <input type="checkbox"/> NO <input type="checkbox"/>
Vehicle Registration Number:
Vehicle make, type, model:
Vehicle Colour:
Legal gross weight:
Trailer size (if applicable):
Business name identified on the vehicle: YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes, please state details:



# Temporary Vehicle Permit

## Extra Ordinary Household Waste Fees and Charges 2024/2025

Household DIY waste is construction and demolition waste that is generated through building or renovation work that you undertake as the householder.

Under waste legislation, DIY waste is classed as industrial waste, even if it is generated at home. The Council recognises, however, that many householders carry out small DIY projects, and by applying a small charge to cover handling and disposal, we are able to offer this service to residents.

The Council does not accept commercial waste of this nature.

If you are planning a project that creates a lot of waste, do your best to reduce and reuse as much as possible. **Households are limited to 6 visits per year to dispose of this material.**

### What if someone else is doing the work on your home?

It is the builder's legal responsibility to dispose of all waste that is generated as a result of their business. Before you hire a contractor:

- Find out how they plan to recycle or dispose of waste
- Make sure disposal costs are included in their quote

If someone removes waste for you, whether paid or unpaid, it is your responsibility to ensure they have an appropriate licence, such as waste carriers license and that they will dispose of it responsibly and in accordance with the law.

### What does DIY waste include?

- Hardcore, rubble or bricks
- Paving slabs
- Roofing materials
- Bath, toilet or basin units
- Pipes, guttering
- Central heating system components
- Tiles
- Doors, windows and frames, including UVPC
- Glass panes
- Kitchen units and worktops
- Shed or fence panels
- Laminate floorings
- Timber, MDF or hardboard
- Paint

### Extra Ordinary Householder DIY Waste Charges

Item Description	Fee
Asbestos - Bonded (per sheet or bag*)	£0.00
Plasterboard & Gypsum Related Products	£0.00
Tyres: Car, Motorbike, Golf Buggy (per item)	£0.00
Bicycle Tyre (per item)	£0.00
Pay As You Throw DIY (per sack 50cm x 13cm x 35cm)	£0.00
Pay As You Throw DIY - Standard Car/Hatchback (per load)	£0.00
Pay as You Throw DIY - Trailer (per load, trailer less than 5ft long)	£0.00
Pay as You Throw DIY - Estate/Small Van/4x4 (per load)	£0.00
Pay as You Throw DIY - 5ft Trailer (per load)	£0.00
Pay as You Throw DIY - 6ft Trailer (per load)	£0.00
Pay as You Throw DIY - 7ft (per load)	£0.00
Pay as You Throw DIY - 8ft (per load)	£0.00
Pay as You Throw DIY - 9ft (per load)	£0.00
Pay as You Throw DIY - Transit Van (per load)	£0.00
Car/Boat Battery (per item)	£5.00
Marine Craft (per tonne)	£550.00

\*Can weigh up to 15kg per bag/sheet. This must be double wrapped and sealed



# Temporary Vehicle Permit Terms and Conditions

## Terms and Conditions for use of a Temporary Vehicle Permit (the “Permit”) to dispose of Household Waste using a commercial vehicle.

The Permit entitles the applicant (“you”) to dispose of your Household Waste up to twelve times in a twelve month period, using a commercial vehicle, commencing from the date of issue of the Permit, at the Porthmellon Waste Site free of charge subject to the following terms and conditions:

1. You may only use the Permit to dispose of Household Waste. This permit is restricted to one vehicle and limited to the permit holder’s main residential property.
2. This permit is non-transferable to any other property or vehicle.
3. Household Waste does **not** include commercial or industrial waste.
4. You may only dispose of Household Waste on Domestic Waste days.
5. Leaving waste outside the gates is considered fly tipping. The Council of the Isles of Scilly reserves the right to investigate and initiate legal proceedings.
6. You must present the Permit to staff on each and every visit for verification and marking. You must comply with site instructions and conditions, as per the Council’s Waste Operating, Access and Waste Acceptance Policy, use which may be notified to you by the Council of the Isles of Scilly operatives at the time of your visit.
7. A Permit is required in respect of the vehicles listed in the attached vehicle schedule.
8. You may be asked to complete an Origin of Waste Declaration Form to confirm that the waste is Household Waste and is not being disposed of commercially or for profit.
9. More than one person in a household may use the Permit provided that each person seeking to do so is named as an applicant and has signed to confirm they have read and will comply with these terms and conditions. Where more than one householder uses the permit you undertake to inform the Council of the Isles of Scilly of the identity of the person in the application form provided.
10. The Permit allows twelve visits per household in a twelve month period from the date of issue of the Permit. On expiry of the twelve month period or, if later, the completion of twelve visits, a new Permit must be obtained.
11. If any of the details you have supplied on the application form change you must inform the Council of the Isles of Scilly Infrastructure Department, Town Hall, St Mary’s, Isles of Scilly TR21 0LW immediately. If your vehicle has changed you must return your Permit and a replacement Permit will be issued. It is not acceptable to amend the Permit yourself. Defacing or amending the permit will invalidate it.
12. The Council of the Isles of Scilly has a policy of zero tolerance to violence, aggression, threatening behavior or harassment toward staff/contractors or other site users. Any incidents will be recorded and investigated.
13. The Council of the Isles of Scilly may record details relating to your visit including the type of waste of which you are disposing. The Council of the Isles of Scilly may use these details for the purposes of preventing or detecting crime and taking enforcement action.
14. The Council of the Isles of Scilly will monitor site usage and reserve the right to investigate any suspected breach of these terms and conditions. Details may be passed on to the relevant enforcement officers and/or third parties in accordance with the Data Protection Act 1998.
15. The Council of the Isles of Scilly reserves the right to cancel your Permit or amend the operation of the Temporary Vehicle Permit scheme at any time.
16. You may be charged for extra-ordinary waste as described in the Council’s Waste Council’s Waste Operating, Access and Waste Acceptance Policy.

**Signature:**

**Print Name:**









**Date:**

**Declaration:** I confirm that the information provided by me on this form is correct. I have read the Terms & Conditions for the use of the Temporary Waste Permit and agree to be bound by them. I give consent for the processing of my data.

**Data Protection:** The information you provide on any Infrastructure Service form is private and confidential for more information on how your details are protected please visit us on [scilly.gov.uk/](http://scilly.gov.uk/) or contact us on 01720 424450 (voicemail only) or email [zerowaste@scilly.gov.uk](mailto:zerowaste@scilly.gov.uk)



# Vehicle Schedule

Vehicle	Allowed on site	Permit Required
Car- including estate cars 	Yes	No
4X4 	Yes	No
4x4 with open back or separate cab 	Yes	Yes
Van under 3.5 tonnes 	Yes	Yes
Van and LGV over 3.5 tonnes 	Yes	Yes
Any van with any trailer 	Yes	Yes
A vehicle with a trailer under 1.22m (4 feet) internal length 	Yes	No
A vehicle with a trailer above 1.22m (4 feet) internal length 	Yes	Yes