Charity Access Policy

- Only Charities with a valid charity pass issued by Coventry City Council will be allowed access to the site.
- The conditions of issuing the pass include that charities must abide by the van booking policy and segregate the waste they bring to site in order to promote reuse, recycling and composting. Full conditions issued with pass.
- If the conditions of issuing the pass are not met the CSWDC operatives will remove the pass from the visitor and return it back to Coventry City Council.
- The maximum size of vehicle a Charity can use is 2400mm high by 5680mm long. Any existing vehicles registered to the charity above these parameters will be allowed to continue to use the site however any replacement for these vehicle in the future must abide by the vehicle restrictions outlined.
- Charity passes must be carried by visitors to the site and must match the vehicle that is bringing in the waste. Where a vehicle registration is not known the pass will say 'hired vehicle'.

Charity Access

<table>
<thead>
<tr>
<th>Car / Van Access</th>
<th>Height</th>
<th>Length</th>
<th>Requirements</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>All vehicles up to 2.4m</td>
<td>Less than 5.680m</td>
<td>Required booking through Coventry Direct from 6th December 2010</td>
<td>No trailers allowed with these vehicles</td>
</tr>
<tr>
<td></td>
<td>Over 2.4m</td>
<td>More than 5.680m</td>
<td>No access to site</td>
<td>Note point 4 above.</td>
</tr>
</tbody>
</table>

**Trailer Length – Only Charity vehicles under 1.7m height**

<table>
<thead>
<tr>
<th>Length</th>
<th>Width</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>up to 2.4m</td>
<td>up to 1.8m</td>
<td>Required booking through Coventry Direct from 6th December 2010. Required booking through Coventry Direct</td>
</tr>
<tr>
<td>Greater than 2.4m</td>
<td>Greater than 1.8m</td>
<td>No access to site</td>
</tr>
</tbody>
</table>

- On booking an appointment timeslots will be issued it is important to keep to these slots to aid in the management of the flows of waste on the site.
- On entrance to the site the load will be inspected to ensure that it meets the requirements of the site licence and is properly segregated.
- Whilst on site all visitors must obey all signage and instructions given by staff. Failure to do so will lead to pass being revoked.
All Charities should actively recycle the waste what they bring to site. To achieve this they should segregate the waste into single streams before arriving on site which should be free from other waste contamination.

The waste must be segregated into:-

Wood & Timber
Cardboard
Scrap Metal (Ferrous and non-ferrous)
Garden Waste
Hard Core & Soil, rubble
Tyres
Small Electrical Appliances (Hair dryers, Vacuum cleaners etc)
Large Electrical Appliances (Cookers, Fridges etc)
CRTs & TV’s
Non-recyclable waste suitable for Landfill ONLY
Non-recyclable waste suitable for Energy Recovery ONLY

Wastes NOT acceptable for Charities to bring:-

Asbestos waste,
Commercial or Industrial Waste
Construction & Demolition waste