

Waste Collection Charges

Charges for collection are based on the number of containers on site or the average weekly volume where refuse is loose. Invoices are sent quarterly in advance, unless otherwise agreed, and are payable within 14 days of demand. Please note a separate charge may be made for excess refuse.

Charges are subject to annual review in April to take account of inflation. Please note that a separate notification of any variation in charges will not normally be made. Landfill Tax will be applied, as appropriate, at the rate current at the commencement of the charge period.

Administration Charges

Considerable administration time is spent producing and gathering waste transfer notes on your behalf, you have not previously been charged for this service. However, if we do not receive your form by 1st April a charge of £25 may be levied to contribute towards the cost of providing this service. Please complete the self carbon form and return the top copy without delay, retaining a blue copy for your records, to the following address: Lewes District Council, District Services, (Waste and Recycling), Robinson Road, Newhaven, East Sussex BN9 9BL or by fax on 01273 484292 for the attention of Sue Wheeler. It is important to note that we cannot collect your waste without a valid waste transfer note.

Duty of Care (under the Environmental Protection Act 1990 S.34, Environmental Protection [Duty of Care] Regulations 1991 and Waste [England & Wales] Regulations 2011)

Your attention is drawn to the regulations mentioned above which impose upon both yourself, as producer of, and ourselves, as carriers of waste, a 'DUTY OF CARE', a summary of which has been reproduced below:

- a) Provide safe storage of waste in containers that are strong and secure enough to prevent waste blowing away or scavenging by animals/persons, especially when left outside premises awaiting collection.
- b) Ensure that waste is disposed of only through an 'authorised person'. (Lewes District Council, acting as waste collection authority is a registered waste carrier. If you use an alternative contractor, you must ensure that person is a registered carrier by seeing his registration certificate).
- c) Prevent any other person committing an offence by disposing of waste either without a licence or in a manner likely to cause pollution or harm to health.
- d) Provide a written description of the waste adequate to prevent its mismanagement by the receiver. In addition, the new European Waste Classification (EWC) requires each waste type to be assigned on a separate 6 digit code. There are 20 categories and over 800 subcategories. However, most of the waste we collect will be Mixed Municipal and Paper/Card and these codes have been entered for you. If you are unable to identify your waste type here you will need to contact us to establish the correct EWC code.
- e) We are no longer able to handle or dispose of such items classed as hazardous waste e.g. televisions, computer screens, fluorescent tubes, microwaves and any other electrical goods which may contain hazardous components. If you produce such waste and have difficulty in disposing of it, contact the Environment Agency on 08708 506506 for advice.
- f) Complete and sign a transfer note for all waste transferred onwards, i.e. to the collectors.
- g) Keep all records (both descriptions and transfer notes) for at least three years and provide copies if requested by any waste regulation authority.
- h) The Council has produced this form for you to complete, which, provided the description and all other details remains the same, will be sufficient to comply with the above regulations for the period from 1 April in the current year to 31 March in the following year.

If you have further enquiries, or you require assistance in completing this form, please do not hesitate to contact us on 01273 484293 / 484294 or by email at susan.wheeler@lewes.gov.uk.