**Havant Borough Council Garden Waste Collection Service**

**Terms and Conditions**

**The service**

The service is for the collection of household garden waste from your property in a bin provided by the Council. Collections will be carried out every two weeks except during Christmas and New Year when the service is suspended, totalling 25 collections per year. Subscriptions commence either on the 1st April each year, or on the date of payment if this is later, and end on the 31st March in the succeeding year.

The service will commence when payment is received, allowing up to 15 working days to deliver bins for new subscriptions.

**Collection**

Garden waste can only be collected from wheeled bins issued by Havant Borough Council. Bins must be placed at the edge of the property boundary or at a location directed by the Council, by 7am on the day of your collection. The bin must be safely accessible with the lid closed, waste presented by the side or on top of the bin will not be collected. Bins must only be used for household garden waste and will not be emptied if they contain any other items or cannot be safely handled by the collection crews.

If collections have taken place in your street and your bin has been missed then this can be reported through the Council’s website or customer services team, no later than 4pm on the working day following the scheduled collection. We will not return if the bin has not been presented correctly or if the collection has been missed due to circumstances beyond our control.

**Adverse weather and circumstances beyond our control**

If it is not possible to empty your bin due to circumstances beyond the Council’s control, such as adverse weather, attempts will be made to return and empty the bin where practicable, however, collections cannot be guaranteed.

In the event of sustained adverse weather or other circumstances beyond the Council’s control, the service may be suspended to redirect resources to residual refuse collections. Service charges will not be refunded in any circumstances where collections cannot take place as described above.

If material becomes trapped in the bin and does not fall out during the emptying cycle, the householder is responsible for resolving the problem. we will not return to empty the bin until the next scheduled collection. For safety reasons, crews are prohibited from attempting to release material which becomes stuck, frozen or compacted into the bin.

**Collection day**

Scheduled collection days are published on the Council’s website and will be provided with annual renewal notifications. We reserve the right to amend the collection day giving you reasonable notice of any changes.

The day of collection may change due to circumstances beyond our control, for example inclement weather, which may make it unsafe to carry out a collection. We will do our best to keep residents informed of any delays to their collection day and keep disruption to a minimum.

Garden waste collections will be suspended for a two week period over the Christmas holiday. Please refer to your waste collection calendar for further information.

**Special collection arrangements**

Other collection arrangements may be agreed to help anyone who has difficulty putting their container out. Please contact us on 02392 446019 for further information.

**People living in “hard to reach” properties**

If you live in a property that is defined by the Council as “hard to reach” for waste collection, you may not be eligible to use the garden waste service.

**What can go in the bin?**

Any biodegradable waste from gardening activities at the property, including grass cuttings, hedge cuttings, small branches, leaves, weeds, real Christmas trees (cut down to fit within the bin), prunings, waste fruit and vegetables grown directly within the property’s garden.

**What cannot go in the bin?**

Soil, concrete, rubble, treated wood, vegetable peelings, food scraps, coal, ash, animal waste, commercial waste, general household waste and any other waste which is not household garden waste. Waste must not be put in plastic, biodegradable or compostable sacks.

The bin will not be collected if it contains incorrect items. Please remove these items and re-present the bin on your next scheduled collection day.

**Renewal**

The service must be renewed annually and payment received. If payment is not received, the subscription lapses and collections will cease. A new subscription can be requested and will be supplied, subject to capacity being available.

If the service is no longer required then the container can be retained at the property, or left available for collection at the boundary of the property.

A renewal reminder will be sent to you in advance of your licence expiry date to give you sufficient time to renew the licence. The onus is on the licence holder to renew by the deadline. Subsequent reminder letters will not be sent to prompt you to renew.

**Pricing**

Prices are as stated on <http://www.havant.gov.uk/garden-waste>.

On initial sign up, a bin will be delivered at no cost to the subscriber. A charge may be applied for replacement bins, details of which are published on the Council’s website.

**Transfer of service**

If the subscriber moves property within the Borough then the subscription can transferred to the new property; the householder must make arrangements to move the bin(s). A subscription cannot be terminated within the year, collections will continue until the end of the current subscription period. If the current subscriber leaves the property then the new occupier must apply for a new subscription for subsequent years.