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The full written policy or internal guidance governing access to Seafield Recycling Centre for vans (including time restrictions, booking system rules, and rationale for differing treatment vs cars).

The relevant policy is accessible here:

<https://democracy.edinburgh.gov.uk/documents/s70546/Item%208.1%20-%20Neighbourhood%20Environmental%20Services%20Policy%20Assurance%20Update.pdf>

See pages 29 and 30.

There is no written internal guidance document covering this subject.

Any risk assessment or decision-making document used to determine why vans are restricted to early morning slots only.

We do not hold this information. These decisions were taken during the covid 19 lockdown and were made by service managers following verbal discussions with relevant supervisory staff at the time.

Statistics for the past 12 months on:

- The number of bookings made by cars vs vans.

01/08/2024 – 31/07/2025, Seafield HWRC:

Total number of bookings	Vehicle Type
116608	Car
8654	Van
576	Car with trailer
320	Bike/Cargo Bike
57	Van with trailer

- The number of rejected bookings due to vehicle type.

We do not hold this information.

- The average daily number of available van slots vs car slots.

Monday to Friday – 665 cars & 30 vans per day.

Saturday & Sunday - 616 cars & 30 vans per day.

4. Any minutes, memos, or correspondence (internal or public) related to decisions about restricting access for vans.

We do not hold this information. These decisions were taken during the covid 19 lockdown and were made by service managers following verbal discussions with relevant supervisory staff at the time.