

## ITEM No ...2.....

**REPORT TO:** NEIGHBOURHOOD SERVICES COMMITTEE – 27<sup>th</sup> JUNE 2016

**REPORT ON:** REVIEW OF HOUSEHOLD WASTE AND RECYCLING SERVICE

**REPORT BY:** EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

**REPORT NO:-** 202-2016

### **1. PURPOSE OF REPORT**

- 1.1 To seek approval for the introduction of a revised collection service for household waste and recycling within the city and to align the Council's service profile with the Charter for Household Recycling in Scotland and national Code of Practice.

### **2. RECOMMENDATIONS**

- 2.1 Committee is asked to:
- 2.2 Approve the adoption of the amended recycling and waste collection strategy detailed below:
- introduction of enhanced bring-site provision for city-wide glass collection;
  - introduction of separate kerbside collection service for mixed paper & card;
  - introduction of separate kerbside collection service for mixed plastics, cans and tetrapaks; and
  - amendments to the commodity mixes for recycling containers being introduced for serving communal properties.
- 2.3 Note the:
- weekly food waste collections across the city; and
  - amendments to the residual waste collection frequency.
- 2.4 Authorise the capital expenditure of £1,560,000 on the purchase of the required containers and associated materials in 2016/17 and the procurement of these through the Scotland Excel Framework by way of a mini-competition tender process to select the preferred supplier.
- 2.5 Remit the Executive Director of Neighbourhood Services to implement and sign the Charter for Household Recycling in Scotland.

### **3. FINANCIAL IMPLICATIONS**

- 3.1 It is estimated that the net additional annual revenue cost of the revised household waste and recycling service amounts to £333,000, although as the roll out will not be completed until June 2017, the full year effect of this will not be until financial year 2018/19. Whilst this represents an increase in the costs previously estimated for the improvement and expansion of the service (Article II of the Minute of the Meeting of the Environment Committee on 21<sup>st</sup> April 2014 Report 199-2014 refers) it should be emphasised that the overall costs are significantly lower than the cost of continuing with the current arrangements. This increase is due to significant changes in market prices for recyclables and the requirement for more containers and increased collection frequency against the original forecast.
- 3.2 The Executive Director of Corporate Services advises that the increased cost compared to the previous estimate will be met from additional savings and efficiencies. In addition, the Council will look to maximise income generated for the disposal of recyclable materials, where applicable.
- 3.3 In order to meet the requirements of the Code of Practice and complete the remaining phases of the roll out, further capital expenditure will be required to be incurred on the purchase of recycling containers and associated materials. It is anticipated these capital costs will be incurred during financial year 2016/17 and will amount to £1,560,000.

The Executive Director of Corporate Services has advised this capital expenditure will be contained through the rephrasing of existing expenditure within the overall Community Safety/Public Protection: Recycling and Waste Management section of the Capital Plan 2016-21. The remaining balance will require to be reflected in the updated Capital Plan 2017-22 when this is presented to Committee for approval in October 2016.

The Scottish Government have committed to providing support to local authorities to implement the necessary changes required by the Code of Practice. The Council is therefore currently in discussions with Zero Waste Scotland and any additional grant monies awarded will also be reflected in the above plan.

#### **4.0 BACKGROUND**

- 4.1 In April 2014, improvements to the domestic recycling service, including the collection and recycling of food waste were approved (Article II of the minute of the meeting of the Environment Committee of 21 April 2014, Report No: 199-2014 refers).
- 4.2 Following approval of the above report, a revised service methodology was launched in 2015 to deal with the collection of household waste and recyclable materials, including a separate food waste collection and co-mingled collection of dry recyclates (metals, plastics and paper products), as well as a collection of mixed glass. These changes were designed to meet Dundee City Council's obligations in terms of the Waste (Scotland) Regulations 2012. To date, rollout of this service has reached approximately one-third of the households within the city.
- 4.3 A joint Scottish Government/COSLA Zero Waste Scotland Taskforce considered measures to improve the recycling system to support a circular economy and developed a Recycling Charter and associated Code of Practice. The final version was published in March 2016.
- 4.4 The intent of the Charter is to promote more consistent household recycling services across local authorities, with the aim that this will lead to higher levels of householder participation. In doing so this would support recycling on a Scottish wide basis.
- 4.5 The collection system detailed in the Code of Practice highlights the proposed volume (waste capacity) to be made available to householders, the approximate number and type of container and the commodity mixes preferred.
- 4.6 The proposed methodology differs to the service currently being introduced as part of the service expansion and, as such, would require significant changes to the planned implementation programme in order to comply. In light of this guidance, the rollout of the revised service methodology was temporarily suspended whilst an options appraisal of the Council's service profile was undertaken with a view to assessing the perceived advantages to the Council of adopting the collection system proposed in the Code of Practice. (Article II of the minute of the meeting of the Policy and Resources Committee of 25 February 2016, Report No: 53-2016 refers).
- 4.7 The Scottish Government are providing support to local authorities to implement the necessary changes, and have tasked Zero Waste Scotland with administering this. Capital funding bids will be considered on the basis of how soon local authorities plan to implement the changes and all will be required to undertake a period of transition planning with Zero Waste Scotland, prior to submitting any such bid. Zero Waste Scotland have made it clear that no capital funding for waste and recycling collections will be provided to any council who do not sign up to the Recycling Charter and Code of Practice. At present, no revenue funding is being offered.

## 5.0 PROPOSED SCHEME

- 5.1 Results from the initial phases of the rollout and the ongoing engagement work undertaken in these same areas have shown that there is scope for adjustments without the need for a material departure from the principles of the methodology previously applied.
- 5.2 In particular, the householder participation for kerbside glass has shown that only 20% of containers are presented each collection cycle (every four weeks), and these are on average only 25% full, with volumes of glass collected lower than expected. There has been no significant drop-off in glass volumes from the city's network of bring sites, suggesting that many residents continue to use these for disposal of their glass, despite the provision of a kerbside service and an associated backup educational and awareness campaign
- 5.3 Separating the previous combined mix of paper, card, plastics, cans and tetrapaks from one container into two separate containers as detailed in the Code of Practice guidelines has the effect of householders being given an additional container, and the introduction of this split service will incur additional revenue costs.
- 5.4 It is therefore proposed to introduce a system of enhanced bring-site provision for glass collection for all households in the city and to cease the current kerbside glass collections running in some areas. This option will incur lower additional costs than a city-wide kerbside service and will not require householders to accommodate a fifth full-size bin.
- 5.5 No changes are proposed to the already planned residual waste, food waste and garden waste service profiles. We will be continuing with the current roll-out of food waste collections as planned.
- 5.6 The table below illustrates the current service provision as per the enhanced recycling model outlined in the 2014 report, and the proposed future model which is compliant with the Recycling charter and Code of Practice.

MATERIAL	CURRENT	CoP MODEL
RESIDUAL	240-L wheeled bin collected fortnightly	No change
PAPER and CARD	240-L wheeled bin collected fortnightly	240-L wheeled bin collected 4-weekly
METAL and PLASTIC		240-L wheeled bin collected 3-weekly
GLASS	140-L wheeled bin collected 4-weekly	Enhanced local bring site provision
FOOD	23-L caddy collected weekly	No change
GARDEN	240-L wheeled bin collected fortnightly/4-weekly	No change

## 6.0 COMMUNAL SERVICE PROVISION

- 6.1 Flatted properties will be assessed to identify their suitability for one of the following options:
- Eurobins - Kerbside collections of residual waste and recyclates from on-street communal eurobins
  - Wheelie Bins - Kerbside collections of residual waste and recyclates from either communal or individual wheelie bins sited in storage areas/rear yard.
  - Bring-To Sites - Where properties are entirely unsuitable for kerbside provision residents can bring their recycle materials to a network of bring-to facilities.

## 7.0 BRING SITES

- 7.1 At present there is a network of 77 Neighbourhood Recycling Points (NRP's), 41 Recycling Points (RP's) and 2 Recycling Centres spread across the city. As part of the roll out of the new strategy it is intended to undertake a review of these NRP's and RP's to ensure that these are

relocated according to need and to adapt these to make them fit for purpose under the new collection methodology. A detailed review shall be undertaken and where necessary, additional NRP's shall be provided.

## **8. ASSISTED COLLECTIONS**

- 8.1 Current arrangements will continue and will be extended to include the revised service, with the exception of food and garden waste.

## **9. PUBLIC ENGAGEMENT AND EDUCATION**

- 9.1 An intensive and far-reaching education and awareness campaign has already been implemented in the current rollout programme. It is therefore planned to continue with this programme, based on the new service profile.
- 9.2 Costs associated with the provision of the necessary public information and engagement as detailed will be contained within the overall Neighbourhood Services Revenue Budget.

## **10. IMPLEMENTATION PROGRAMME**

- 10.1 One-third of the city's households (parts of the West End, Broughty Ferry, Charleston, Menzieshill and Dryburgh) have already been provided with the original changed service profile, before the rollout programme of this was paused earlier this year. It is therefore proposed to implement the revised service profile to the remaining two-thirds of the city's households in 3 phases beginning in the spring of 2017 and continuing into the summer of 2017. Following the introduction of these, the original areas detailed above will have their services re-aligned to the new profile later in 2017.
- 10.2 Adoption of this revised service methodology model would align the Council to the Code of Practice guidelines as far as practicable and allow the Council to bid for funding for assistance with the capital costs associated with the implementation of the new service.

## **11. POLICY IMPLICATIONS**

- 11.1 This report has been screened for any policy implications in respect of Sustainable Development, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

An Equality Impact Assessment has been carried out and is attached to this report.

## **12. CONSULTATIONS**

- 12.1 The Chief Executive, Executive Director of Corporate Services and Head of Democratic and Legal Services have been consulted in the preparation of this report and are in agreement.

## **13. BACKGROUND PAPERS**

Charter for Household Recycling in Scotland and National Code of Practice

Elaine Zwirlein  
**Executive Director of Neighbourhood Services**

Gary Robertson  
**Head of Environment**

6th June 2016

# DUNDEE CITY COUNCIL

## Equality and Diversity Rapid Impact Assessment Tool

### Part 1

Date of assessment <b>10/05/16</b>	202-2016 - Review of Household Waste and Recycling Service
1) This is a new policy, procedure, strategy or practice being assessed (If yes please tick box) ✓	This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input type="checkbox"/>
2) Please give a brief description of the policy, procedure, strategy or practice being assessed.	<b>Improvement and expansion of domestic recycling services to provide enhanced recycling services to households across the city in line with the Scottish Governments Household Recycling Charter and Code of Practice.</b>
3) What is the intended outcome of this policy, procedure, strategy or practice?	<b>To ensure full compliance with the stipulated service model outlined in the Code of Practice whilst adhering to the Waste (Scotland) Regulations 2012 and to offer an increased range of services to householders in order to enable the achievement of national recycling targets.</b>
4) Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	<b>Report to Environment Committee 199-2014, 21<sup>st</sup> April 2014</b>
5) Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	<b>Regulatory changes require specific services to be introduced and the newly launched Household Recycling Charter and Code of Practice describe the specific methodology for doing so to ensure a consistent recycling service across Scotland. Dundee City Council Equality and Diversity Co-ordinator has been consulted on the planned involvement with protected characteristic communities to best assess how we can assist them in utilising the amended services. Various steps will be taken to engage with all protected community groups to ensure that all are aware of changes and the support which is available to them. Engagement will take the form of community group meetings, targeted communications to non-english speakers and those with reading issues.</b>
6) Please give details of council officer involvement in this assessment. (E.g. names of officers consulted, dates of meetings etc)	<b>Andy Malcolm, Senior Manager Environmental Strategy (Project Lead) Janet Wade, Implementation Project Manager (Project Manager) Scott Mands, Equality and Diversity Co-ordinator</b>
7) Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy?	<b>Feedback will be sought from protected characteristics groups during community council meetings etc as part of our communications strategy &amp; this will be used to inform our methods of future resident engagement</b>

(Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)

## Part 2

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
People with a disability	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Age	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Socio-economic	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Pregnancy and Maternity	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>
Other (please state) - Non-English speakers	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Part 3

<p>1) <b>Have any positive impacts been identified?</b> (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	<p>If yes please give further details <b>Yes</b> - the introduction of the improved collection framework, including increased assisted collection services for recycling commodities will support vulnerable groups and positively impact people with a disability and aged groups. Protected characteristics communities can continue to utilise the existing bulk “special collection” service from households to dispose of larger items for recycling. Overall improved engagement with protected groups is anticipated, following the launch of integrated communications strategy which supports the amended collection framework</p>
<p>2) <b>Have any negative impacts been identified?</b> (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)</p>	<p>If yes please give further details <b>No</b></p>
<p>3) <b>What action is proposed to overcome any negative impacts?</b> E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. see Good Practice on DCC equalities web page</p>	<p>Please give further details <b>N/A</b></p>
<p>4) <b>Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?</b> (If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)</p>	<p>If yes please give further details <b>N/A</b></p>
<p>5) <b>Has a 'Full' Equality Impact Assessment been recommended?</b> (If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality Champion.</p>	<p>If yes please give further details <b>No</b></p>

6) <b>How will the policy be monitored?</b> (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.	Please give details <b>Ongoing monitoring by in-house team will gauge overall impacts.</b>
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#### Part 4

**Name of Department or Partnership:** Environment Department

#### Type of Document

Human Resource Policy	<input type="checkbox"/>
General Policy	<input type="checkbox"/>
Strategy/Service	<input checked="" type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other	<input type="checkbox"/>

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#### 2Contact Information

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Signature of author of the policy:  
Signature of Director/Head of Service



Date 10/05/16  
Date 10/05/16

Name of Director: Elaine Zwirlein

Date of next policy review:  
implementation

Review dates to be confirmed following