

BABERGH DISTRICT COUNCIL

FROM: Head of Environmental Services

REPORT NUMBER **E269**

TO: Overview & Scrutiny (Community Services)
Committee

DATE OF MEETING 7 February 2006

REVIEW OF REFUSE COLLECTION POLICY

1. **SUMMARY**

- ❑ The Refuse Collection and Waste Management Policy has not been reviewed since April 2004.
- ❑ The unacceptably high level of contamination in blue recycling bins means that the scheme is significantly below the performance target and is involving the Council in additional landfill disposal costs. The report presents measures to tackle this problem, the adoption of which will require amendment to the current refuse collection policy.
- ❑ For clarity, the policy on bin ownership and responsibilities is also expanded.
- ❑ Policy statements on dog waste and litterbin servicing as well as fly tipping have also been added to the document in order to reflect current practice.

2. **RECOMMENDATION**

2.1 That the Committee support the proposed amendments to the Refuse Collection Policy, specifically:

- ❑ The proposed Blue Bin contamination enforcement procedure.
- ❑ A levy for an unscheduled collection of a contaminated bin
- ❑ The principle of the proposed arrangements for acceptance of excess recyclable materials in sacks, including a nominal charge for sacks.

The Committee is asked to make a recommendation to Strategy Committee on the above matter.

3. **FINANCIAL IMPLICATIONS**

3.1 Approximately £33,000 p.a. additional costs for disposal at existing contamination levels.

3.2 Council will have ability to use income from Fixed Penalty Notices for any purpose.

4. **KEY INFORMATION**

4.1 Members are specifically referred to the following sections (*written in italics*) of the document:

- ❑ Paras 1.1 & 1.2 clarify the ownership and responsibilities relating to black and blue wheeled bins.
- ❑ Para 1.2.1 details the enforcement procedure to be adopted to improve the level of blue bin contamination.
- ❑ Para 1.2.2 details policy on accepting side waste for recycling collections.
- ❑ Para 1.3 Sets out responsibility for replacement of lost or stolen bins.
- ❑ Para 4.2 Describes the arrangements with Town & Parish Councils for the installation and servicing of litter and dog waste bins.
- ❑ Para 4.3 Describes the policy relating to investigation and enforcement on fly tipping.

5. **APPENDICES**

(a) Revised Refuse Collection Policy

6. **BACKGROUND PAPERS REFERRED TO**

None.

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REFUSE AND RECYCLING SERVICES POLICY DOCUMENT

Babergh District Council is the designated Waste Collection Authority (WCA), responsible for the collection of household and municipal waste from properties within its geographical area.

A range of services are offered in the discharge of this responsibility

Domestic Residual Waste Collection	Black bins or sacks
Domestic Dry Recyclables Collection	Blue bins or pink sacks
Bulky Item Collection	Chargeable
Special Collections (Larger items)	Chargeable – price by quotation
Hazardous Household Waste Collection	Via Suffolk County Council
Clinical Waste Collection	Yellow bin
Other Domestic Waste (for which a collection charge can be made)	Chargeable e.g. Schools, Village Halls, Churches etc.
Garden Waste Collection	Brown bins (chargeable) Bulk Bags (chargeable) Sack Collection (chargeable)
Community Recycling Centres	Banks
Trade Waste Collection	Chargeable
Litter Bin & Dog Waste Bin Collections	Chargeable
Fly tipping Clearance	

Domestic Refuse Collection

The Council operates a 'Twin Bin' waste collection scheme.

The majority of domestic properties in the District have two 240 litre wheeled bins for the collection of their waste:

- A Blue bin for dry recyclable material.
- A Black bin for residual waste

There are some exceptions to this bin allocation – see paragraph 1.3 and 1.4 for more details:

A weekly collection service is provided – residual waste and recyclable materials on alternate weeks. Residual waste is much heavier than recyclable materials. In order to balance weekly weights of collected material and therefore numbers of collection vehicles required, the District is split into 'Yellow' or 'Blue' weeks for particular material collection. Collection days may vary during the period of a public holiday. Householders are informed of the specific arrangements over the Christmas period and of any other exceptional changes using local media.

Householders are required to present their appropriate bin at the boundary of their property or nearest point to a public highway by 7.00 a.m. on the specified collection day.

For details of what materials should be placed in each bin, please refer to Appendix 1.

Black (Residual Waste) Bins

In 1988, for a number of Environmental and Health & Safety reasons, the Council introduced wheeled bin collection system, replacing a wide range of containers previously supplied by householders. To enable every household to meet the requirements of the scheme, bins were issued to each property in the area and although remaining the property of the Council, are the responsibility of the householder.

Owners of properties that do not currently have a black residual bin (e.g. new properties) are responsible for purchasing a wheeled bin for the property. These will be made available at a subsidised price as may be agreed from time to time by the Council. (See Appendix 2.) Bins or other methods of presenting waste that do not conform to the specification of the wheeled bin system cannot be collected.

Blue (Recyclable Material) Bins

In response to Government recycling targets a separate collection of dry recyclable materials was introduced in 2000. In 2003 -04, blue bins were issued to each property. The blue recycling bin was provided free of charge, but the bin remains the property of Babergh District Council. Smaller 120 litre blue bins are available on request. A blue bin will be provided free of charge on the purchase of a black bin, for new or non-black bin properties.

Householders may request changes to the sizes of their bin(s) and an appropriate charge may be made. See Appendix 2 for current costs.

Unsuitable material in blue bins

Where significant quantities of amber or red list (see Table below) material is found in blue bins, an enforcement procedure will be adopted (Appendix 3)

GREEN	AMBER	RED
HDPE, PET(E) and PVC plastic bottles	Glass	Hazardous Waste
Steel cans	Sand & Building Materials.	Special Waste
Aluminium cans	Residual Domestic Waste	Animal Waste
Newspapers	Milk and Juice cartons	Food Waste
Magazines	Bagged materials	Green waste
Catalogues	Plastic Laminates	Oil & Pesticide Containers
Directories (incl. Yellow Pages)	Textiles	Sharps
Cardboard	<u>Expanded Polystyrene</u>	
Envelopes	Aerosols	
<u>Junk Mail</u>		
Wrapping Papers		
Greeting Cards		
Books		
Office White Paper		
Mixed Plastic Food Containers		

.2.2 Policy on side waste in blue bins

This policy applies to situations where there is occasional insufficient capacity in the blue bin. The following materials will be collected if placed adjacent to the blue bin ahead of collection:

- ✓ Small quantities of flattened cardboard.

It is proposed to investigate a system whereby excess dry recyclables could be presented only in approved clear plastic sacks which would be made available to the public through local retail outlets as well as Council Offices at a cost which is self financing.

Replacement of Wheeled Bins

In exercising its powers under Section 46 of the Environmental Protection Act 1990, this Council requires refuse to be presented for collection in a wheeled bin. It is the householder's responsibility to ensure that waste is presented for collection in a bin, which complies with this requirement. Should the bin subsequently be lost or damaged for whatever reason, the householder will ensure that a replacement is provided (see below for exceptions).

Should any kind of bin be damaged or lost at the time of collection, as a result of negligence by the collection contractor, the contractor will be responsible for replacing the bin at no charge to the resident.

While existing stocks last, blue bins will be replaced free of charge should they be damaged or go missing. Thereafter the above provisions will apply.

Additional bins

These may be made available to households of 6 or more people and/or in exceptional circumstances at the discretion of a relevant Authorised Officer. Current policy is to issue, in the first instance, an additional 120 litre blue bin for recyclable material at no charge. If there is further requirement then a 120 litre bin may be issued at the discretion of a relevant Authorised Officer, however payment for this bin is the responsibility of the resident. See Appendix 2 for current charges.

Approved Sack Collection

The supply of black sacks and pink bags will be made to those properties, which are approved as being unable to accommodate wheeled bins (currently approximately 910 properties are on the approved sack list) and, in exceptional circumstances and at the discretion of a relevant Authorised Officer, certain properties having a residual bin will be provided with recycling sacks for the collection of dry recyclable materials. The alternate week collection cycle will apply. (NB *The Council will not maintain a collection service to properties presenting bags for collection unless on the approved list.*)

Collect & Return Service

At the discretion of a relevant Authorised Officer a 'collect and return service' may be provided on request for those physically impaired from placing their refuse at the appropriate place, and there being no other able bodied member in the household.

Other Domestic Waste Collection Services

Bulky Domestic Waste Collection Service

This allows up to five domestic items, such as furniture, carpets and white goods (fridges, freezers, washing machines, cookers etc. – only one freezer/fridge per five items) or ten sacks of waste including garden waste (which will not be composted) to be removed. The aim is to collect within 10 days of receipt of payment. See Appendix 2 for pricing schedule.

Special Collections Service

This accommodates the collection of larger item(s) that are not included in the bulky collection service. The collection contractor will provide a quotation on request.

Hazardous household waste

Arrangements may be made through the Council, for the collection and appropriate disposal of certain hazardous wastes, (i.e. solvent based paints, solvents and garden chemicals). These wastes are assessed by the Waste Disposal Authority (Suffolk County Council) prior to their removal and disposal by a licensed carrier. Collection costs are charged to Babergh District Council.

Clinical waste

Arrangements can be made through the Council for the collection of clinical waste. The majority of clinical waste generated from domestic premises is low grade, e.g incontinence pads and these can be safely disposed of in the residual (black) bin, provided the waste is double wrapped in plastic. Where bin capacity is a problem, an additional bin may be provided on an alternate weekly basis. This can be arranged through the Council.

For higher-grade clinical wastes, that have arisen due to medical treatment, residents should seek disposal advice from their local Health visitor or Primary Care Trust. The Council may be able to collect higher grade clinical waste where the amount produced is less than 80 litres per week (approximately 4 full carrier bags). The Primary Care Trust should collect volumes of high-grade clinical waste in excess of 80 litres.

Village halls, Churches etc

These types of premises are classified as producers of domestic waste for which a collection charge can be made. In order to encourage recycling, one 240 litre bin for residual waste and one 240 litre blue bin for recycle both to be emptied on an alternate week frequency will be provided with no collection charge.

Provision and collection of additional or larger bins to be charged at pro rata domestic rate (i.e. no disposal charge) provided the premises remains on alternate week collection frequency and the waste is of a domestic type.

Premises requiring a weekly collection to be charged at an appropriate trade rate for each additional week that collection needs to be undertaken by a trade refuse collection vehicle, (this will include the cost of disposal).

Schools

These types of premises are classified as domestic waste for which a charge can be made.

Schools participating in the Twin Bin alternative week collection scheme are only charged at pro rata domestic rate (i.e. no disposal charge) for a fortnightly collection of the residual wheeled bins. There is no collection charge for the recycle bins.

Schools remaining on a weekly collection to be charged at an appropriate trade rate for each additional week that collection needs to be undertaken by a trade refuse collection vehicle, (this will include the cost of disposal).

Additional Recycling Facilities

Garden Waste

Note that garden waste is not allowed in the black or blue wheeled bin.

Alternative ways of dealing with this waste as follows:

Home composting

Householders are encouraged to purchase home composting bins. These may from time to time be obtained at a reduced price from Blackwall Ltd, the Council's appointed Contractor for supply.

For those that do not want to compost at home, there are a number of collection services available:

Garden Waste Collection Service

This service is a fortnightly collection of garden waste using 240 litre brown bins. Collected material is composted. The service involves a minimum of 24 collections per year on a chargeable basis. Current prices are detailed in Appendix 2. Bins remain the property of Babergh District Council.

(NB Charge reduced for those on Housing, Council Tax, Job Seekers and Pension Guarantee Credit benefits.)

Bulk Bags

These are used for large garden clearance jobs. The service involves the delivery and collection of a Bulk Bag for garden waste only (approx 1000 litres). Collected material is composted. Current prices are detailed in Appendix 2.

(NB Charge reduced for those on benefits identified in 3.1.2.)

10 sacks of garden refuse

Up to 10 sacks of garden refuse per occasion may be collected. Collected material is not composted because it is not possible to gauge levels of contamination. Current prices are detailed in Appendix 2.

Other Materials

In addition to the Blue Bin recycling scheme, the following facilities are available for recycling a range of materials:

Household Waste and Recycling Centres

Use can be made of 18 Suffolk County Council Household Waste and Recycling Centres with 5 in or near to the District. Sites are open 7 days a week and can be used for the disposal of larger items of domestic waste including green waste, which is composted. These sites are not available for trade or commercial use.

Community Recycling Centres - 'Bring Sites'

These are for the recycling of glass, paper, cans and textiles. These are often operated to the financial advantage of the community with collections undertaken by a number of different organisations. There are over 100 of these sites across the District. Householders are encouraged to continue to use these facilities, especially for glass and textiles, as paper and cans can be placed in the blue bin.

Other Wastes

Trade Waste Service – 'Babergh Trade'

A chargeable collection from commercial properties, including mixed commercial and domestic premises is available on an individual contract basis. This includes:

- A suitable collection frequency (normally weekly or fortnightly),
- Hire of containers (principally 1100, and 660 litres),
- Cost of Collection
- Cost of Disposal
- Administration Cost
- Renewable contracts payable by Direct Debit on a half-yearly basis.

Litter and Dog Waste Bins

Babergh District Council will, at the request of Town and Parish Councils purchase and arrange the installation at suitable locations, of litter and dog waste bins. Costs are recharged to the Town or Parish Council. Our contractors will empty the bins on a regular basis and a proportion of the costs charged to the Town or Parish Council.

Fly Tipped Waste

All efforts will be made to identify those responsible for tipping such waste – e.g. looking for presence of identifying literature etc. The Council will take enforcement action against anyone suspected of fly tipping.

N.B. Reference to ‘Black Bin’ in this document means the residual waste bin, which in a few cases may be a green bin.

For enquiries and details about the all refuse services listed above call: -

Refuse Hotline 0800 0185989

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APPENDIX 1

WHAT GOES WHERE?

BLUE BIN YES PLEASE	BLACK BIN YES PLEASE
<p>Plastics (no plastic bags or film)</p> <p>PET (Clear & Coloured) Fizzy drinks bottles, Squash bottles Mineral water bottles (clear and those with a blue tint), Cooking oil bottles</p> <p>HDPE (Natural and coloured) Milk bottles Fresh fruit juice plastic containers Washing Up liquid bottles Detergents, Fabric Conditioners Bleach & household cleaning fluids Hair care, Bath & shower bottles</p> <p>PVC (Clear & Coloured)</p> <p>We also take other plastics such as yoghurt pots, margarine and spread pots and clean food containers.</p> <p>Please remove lids from plastic bottles but still place them in the blue bin.</p> <p>Paper – (no shredded paper please) Newspapers and Magazines Directories and Yellow Pages Junk Mail, Envelopes Wrapping paper, Catalogues and Books (but separate from hard covers first)</p> <p>Cardboard - Boxes, Cartons and Packaging (Large boxes should be folded flat and left beside the Blue Bin)</p> <p>Metal Tins & Cans (steel and aluminium) Food tins e.g. baked beans, tuna, Drink cans, Pet food cans, metal shoe polish tins</p> <p>Aluminium Foil – e.g. Milk bottle tops Clean food & takeaway containers</p>	<p>Food Waste (securely wrap it or bag it first)</p> <p>Expanded Polystyrene packing and food containers</p> <p>Plastic carrier bags</p> <p>Plastic food wrapping</p> <p>Cling film</p> <p>Food containers with hard baked-on food</p> <p>Crisp packets</p> <p>Waxed containers (juice or milk)</p> <p>Nappies (bagged/wrapped)</p> <p>Video Tapes and Cassettes</p> <p>Large Plastic Toys or Broken Garden furniture</p> <p>Pet waste (wrapped and/or bagged) Cardboard Egg Boxes (they can be composted)</p> <p>Shredded paper – excellent for your compost bin</p> <p>Vacuum cleaner contents (if you have wool carpets these can be composted)</p> <p>Glass – Please use your local glass banks wherever possible</p> <p>Aerosols (recycle in an aluminium bank)</p> <p>Clothing, textiles and shoes – If these cannot be passed on to friends for re-use, try a local charity shop, doorstep collection, jumble sales or your local textile bank.</p> <p>Wood – this can be taken to your local Household Waste & Recycling Centre.</p>

APPENDIX 2

PRICING SCHEDULE – 2005/6

All charges are reviewed annually.

BIN DELIVERY CHARGE (all bins – one off charge) £10.00

RESIDUAL/BLACK BINS

New 240/120 litre black bin £30.00

Second hand 240/120 black bin (depending on availability) £20.00

Upgrade from 120 litre to 240 litre black bin £25.00

Downgrade from 240 litre to 120 litre black bin £5.00

Removal from 'Approved Sack List' and provision of blue & black bins Free of Charge

BULKY ITEMS

Up to five household items £16.00

SPECIAL COLLECTIONS

Contractor to provide quotation on request based on £10.60 per ¼ hr. (revised annually in accordance with RPI)

BROWN BIN SCHEME

Annual charge £30.00
£15.00 to those on certain benefits*

BULK BAG

Cost per occasion £25.00
£12.50 to those on certain benefits*

BAG COLLECTION

Cost for up to 10 sacks £16.00

HOME COMPOSTING BIN**

220 litre bin £5.00

330 litre bin £10.00

700 litre bin £15.00

**Supplied through Blackwalls

TRADE WASTE

Quotations available - dependent on size and frequency of collection.

* **Benefits that attract price reductions are:** Housing, Council Tax, Job Seekers, Pension Guarantee Credit.

APPENDIX 3

Proposed Bin Contamination Enforcement Procedure

1. *A sticker will be attached to the recycle bin of perpetrating householders, either by the refuse collection crew or by a Recycling Officer (RO).*
 - *In the first instance this will be coloured YELLOW and will inform the resident that their bin contained inappropriate material for recycling (Amber list materials) that may result in the bin not being collected in future. A tick box showing the material type and offence will be included. On this occasion though the bin will still be emptied.*
 - *Where the instructions outlined in the YELLOW sticker has been ignored, or where red list material is found in the bin, a RED sticker will be issued to the resident informing them that their bin has not been collected due to unsuitable material or bagged material*

2. *Following the issuing of the two differently coloured stickers and a further offence, an official letter will be written specifically to the re-offending householder. This will again inform them of the reasons why their bin has not been collected and that the offending materials/practice must be removed or cease, for it to be collected in future. This will be followed up by a visit by an authorised representative of the Council who will serve a Sect 46 notice.*

3. *Further contravention will be subject to a Fixed Penalty Fine (see (5) below).*

4. *On each occasion when a bin has not been emptied the householder will be given the option of removing the offending material and the bin will be collected on the next scheduled visit. The Council will need to be contacted to make arrangements for the handling of recyclable materials in the interim. Alternatively, for a fee of £10 the bin will be collected as a residual waste bin.*

5. *With effect from 1st April 2006 the Council will have the power to issue Fixed Penalty Notices (default value £100 but suggested value £80) to people who persistently contaminate their recycle bin.*

Examples of Bin Warning Stickers

Proposed Football Referee Style Warning / Notice Stickers

Date:

WARNING



This bin has been stickered because:

- It contained unauthorised items
i.e.....
- Items contained in unauthorised plastic
bags will not be collected

Check your latest calendar for a list of what can go in your bin. **A second sticker may result in your bin not being emptied.** Always place the items in your blue bin **loose** (do not bag it up). Black bags left at the side of your black or blue bin will not be collected.

Refuse Hotline:
0800 0185989



Date:

NOTICE



This bin has not been emptied / waste has been left because:

- It contains unauthorised items
i.e.....
- Items contained in unauthorised plastic
bags will not be collected

Your bin will not be emptied until the items are removed from bags and / or the incorrect items are removed from the bin. Black bags left at the side of your black or blue bin will not be collected.

Environmental Protection Act 1990 (c.43) Section 46

Refuse Hotline:
0800 0185989



