

Minutes from this meeting

1. Introduction and welcome

Councillor Peter Craig welcomed the group to Hamilton Park Racecourse for his first meeting as the new Chair of the Waste and Recycling advisory group.

2. Attendance and apologies

See attached.

3. Minutes of previous meeting held on 24 February 2017

The minutes of the previous meeting were deemed to be a true and accurate record.

4. Matters arising

There were no matters arising.

5. MRF Code of Practice – first results of ongoing monitoring

Naomi Ross from SEPA came to deliver a presentation on the Materials Recovery Code. The benefits of the code include: greater transparency in the marketplace, more information for contractors, it stimulates a market for sale and reprocessing of quality recyclate and improves public understanding of the way their recyclable waste is managed.

SEPA's use of this data includes:

- Track destinations for poor quality materials
- Identify problem waste streams and suppliers
- Improve understanding of circular economy material flows
- Improves overall understanding of Scottish waste movements
- Targets their regulatory efforts (Waste exports, duty of care, landfill tax, recycling legislation).

SEPA's approach to this started with the first site visits in May to August 2016 to assist with understanding of obligations, develop SEPA staff's understanding of sites and address any SEPA sampling logistical issues. The first formal compliance audits started from November 2016 and the second round of visits started in July 2017. An analysis tool and report were also published in July 2017.

The sampling info is currently based on 11 of the 13 sites where information is collected (excluding SITA UK Limited, Aberdeen and Biffa Waste Services Limited, Glasgow).

Clear rankings of supplier input contamination rates are not currently possible from the data returns, due to the way supplier information is reported, but there was 327,760 T processed since October 2015 from 100 "suppliers". The average national input contamination rate was 16.9% (including non-target). There has been 237,427 T recycle extracted since October 2015.

SEPA's output sampling was broadly as expected, with all compliant except William Tracey and Wm Munro. There was offensive and hazardous waste in 8 of the 22 samples.

The key audit findings were that: recycle was being sent to downstream facilities, there was confusion over the identification of recyclables, effective supply chain communication is key to improved quality, the export compliance risk is evident and that common compliance issues WRT misclassification and unknown final fate.

6. Progress of Household Recycling Charter

Charlie Devine and Adrian Bond of Zero Waste Scotland were unable to attend the meeting. They have however provided the following update:

Twenty six local authorities have now agreed to sign the Charter. A funding panel met in early September and agreed to make offers to three local authorities. The next funding panel will take place in January 2018; further details will be circulated to local authorities in due course.

Zero Waste Scotland are seeking to establish a baseline of how current services align with the code of practice. Assessment of individual council services and policies are ongoing and results will be shared with each local authority to identify those areas where simple changes could bring closer alignment to the Code of Practice and to assist planning for any more substantial changes.

7. SWITCH Forum update

Charlie Devine and Adrian Bond of Zero Waste Scotland were unable to attend the meeting. They have however provided the following update:

The last meeting of the SWITCH Forum was on 5th September and considered feedback on the latest WISH guidance as well as progress on the roll out of the latest phases of the SWITCH competency framework.

The work of SWITCH and WISH was highlighted at a recent HSE Conference on Helping Great Britain work well.

The SWITCH competency framework can be accessed here - https://www.ciwm.co.uk/ciwm/communities/centres/scotland_centre/switch_competence_assessment.aspx

WISH guidance, including the recently published guide to Reducing Fire Risk at Waste Management sites, is available at WISH – Waste Industry Safety & Health Forum.

<https://wishforum.org.uk/>

8. SWITCH Competency Framework – advice from local authorities that have undergone this

Charlie Kelly, APSE's SWITCH representative attended the 5th September meeting of the SWITCH Health and Safety group, and noted the development of the Competency Framework and Passport system. The group reported that there was work to be done to update the Competency Framework over the next 9 months, and noted that it is available to use for anyone that wants to use it.

9. Roundtable discussion of issues affecting service delivery

Topics included in discussions were: charges for garden waste, compliance with the Household Recycling Charter, Deposit Return schemes and contracts.

10. APSE update

Garry Lee provided an update on the current work of the Association, including the latest briefings, the recent APSE Scotland publication 'Doing local politics in Scotland', the APSE/ITN 'Redefining Neighbourhoods' programme, recent advocacy work, network queries, deadlines for Performance Networks data returns, upcoming APSE Energy and APSE Training events in Scotland, the work of APSE Solutions and upcoming Scottish and National seminars.

11. AOCB

There was no other business.

12. Date of next meeting – 9 February 2018

Waste & Recycling Services Group

15-Sep-17

Attendee List

Name	Council
Garry Lee	APSE
Alan Millar	Argyll & Bute Council
Keith Young	City of Edinburgh Council
Cllr Donald Balsillie	Clackmannanshire Council
Gillian Wilson	Clackmannanshire Council
Ralph Steedman	Dumfries & Galloway Council
Maureen McColl	East Dunbartonshire Council
Stuart Wood	East Lothian Council
Andrew Corry	East Renfrewshire Council

Lyall Rennie	East Renfrewshire Council
Ian Harries	Falkirk Council
Martin Duffy	Falkirk Council
Robert Robb	North Ayrshire Council
Steven Andrews	North Ayrshire Council
Wallace Turpie	North Ayrshire Council
Lynn O'Neill	North Lanarkshire Council
Harry Morgan	North Lanarkshire Council
Elena Martin	Scotland Excel
Julie Rankine	Scottish Borders Council
Elaine Baird	South Ayrshire Council
Tommy Howieson	South Ayrshire Council
Charlie Kelly	South Lanarkshire Council
Cllr Peter Craig	South Lanarkshire Council
Andy MacDonald	South Lanarkshire Council
Cllr John Anderson	South Lanarkshire Council
Kirsty McGuire	South Lanarkshire Council
Bob Black	South Lanarkshire Council
Michelle Hall	Stirling Council
Karen Boyle	Stirling Council

Apologies

Louise Wightman	Aberdeenshire Council
Yvonne Bell	Perth and Kinross Council
Sheila Best	Perth and Kinross Council
Angus Murdoch	Edinburgh City Council
Susanne Austin	Angus Council
Malcolm Rae	East Ayrshire Council
Graeme Beattie	Renfrewshire Council
George Sommerville	Stirling Council
Phil Riddell	Midlothian Council
Steven Andrews	North Ayrshire Council