

APSE Scotland Waste & Recycling advisory group minutes
City Halls, Glasgow
18 November 2016

1. Introduction & welcome

Cllr John Alexander welcomed all to Glasgow for the meeting of the Waste & Recycling group.

2. Attendance & Apologies

See attached.

3. Minutes of previous meeting held on 16 September 2016

These minutes were noted as a true and accurate record of the meeting.

4. Matters arising

There were no matters arising for the previous meeting.

5. East Ayrshire's Household Recycling Charter implementation progress

Douglas Gardner began the presentation by providing the group with a background on the Council's recycling service, this included information on the Council's processing centre. Douglas also spoke a little about their own MRF which currently has a primary role of separating steel cans from aluminium cans and baling the two commodities. Douglas then provided the group with information on the process of signing up the Charter, which included a comparison of the CoP requirements with their own current service provision.

In relation to the current recycling service, this is well used by householders providing a current recycling performance of approximately 55% but some highlighted that when windy some of the emptied recycling containers did blow away. The new Trolley Box triple stack system which will be introduced as part of the Charter implementation should eliminate the issue with empty container boxes moving in the wind, as well as fully utilising the vehicle which was obtained when the food waste changes took place in 2012-2014. The trolley box system will consist of:-

- Top 40 litre box with lockable lid for paper and cardboard
- Mid box for plastics
- Bottom box for mixed glass

As part of the presentation Douglas also provided an extract from their Transition Plan which need to be completed and provided to Zero Waste Scotland. This is in order to identify your needs as a service, the associated costs and to meet the funding requirements. Douglas highlighted the importance of using up to date and correct information and engage with your finance teams.

Douglas then went on to highlight some of the service changes and upgrades which will take place as part of the implementation process:-

- The trolley boxes are due to be delivered to the Council by 31 March 2017 which provides a bit of challenge in terms of storage and making the boxes up.
- 10 new kerbsort vehicles will be delivered during next financial year.
- MRF upgrade.
- Staff training.
- Communications.

Finally, to complete the presentation Douglas highlighted some key lessons learnt for all which included the importance of local member support, know your routes and running costs, get your bid in on time, identify suitable secure storage areas for your containers, be aware that estimated costs may change and keep talking to Zero Waste Scotland.

The group then asked a number of questions to Douglas including:-

- What the Council is looking to do with the current blue bins? (looking at re-use and also selling to plastic recycling)
- How will the food caddy be collected? (it can be secured to the top of the trolley box)
- How many companies are available to buy the trolley boxes from? (At the moment, there is only one manufacturer)

6. The how, what, where and why behind Angus Council's chargeable garden waste service

Graeme Dailly of Angus Council provided a detailed presentation on the Council's journey to providing a chargeable garden waste service. He began by providing a background to Angus Council including highlighting the recycling rate for 2015 was 59.2% and highlighted that a garden waste service was provided everywhere except rural and some flatted properties.

The main reason for looking at introducing this chargeable service was to help with saving money, 15% of savings was required from waste services following the budget savings which had been agreed by the Council. Before going down this route the department carried out an options appraisal which highlighted the only viable options to meet the savings was to either stop the service or being to charge.

Graeme then went on to highlight some of the important decisions to make when deciding to introduce a chargeable service, these included:-

- Do some analysis of the average charges across the UK.
- Keep administration as low as possible through things such as no providing any exemptions or concessions. Also put a fixed period in place.
- Early consultation with IT is crucial in order to get the processes correct for all stages of the service.
- The ideal time for launching this service would be Spring time.
- Ensure all residents are kept fully up to date and a process is in place to make it easy for the crews to identify bins which are to be uplifted. Angus Council provided a sticker to residents and highlighted that if there was no sticker displayed the bin wouldn't be collected.
- Reconfiguration of routes are required regarding the rounds which are now completed.

Graeme also highlighted that at the moment the department had not gone for a direct debit option in the first instance. This is something they may consider for future years.

Following the presentation the group asked a number of questions around:-

- Contamination of bins
- Home composting uptake
- Stand by crews
- Recycling centres

7. Round table discussion of issues affecting service delivery including network queries:-

- Action against leaving domestic bins out

There was a round table discussion on a number of issues including what action was taken for residents continually leaving domestic bins out. Some Councils within the room highlighted that they send a letter to the resident and if no action is taken then the bins are removed. Another highlighted that if no tenant compliance the waste services department would then go through the tenant association. There was also a discussion around the use of a section 46 notice.

8. SWITCH Update

Louise Melville provided a short update on the work of SWITCH including information available on the SWITCH forum website.

Louise also highlighted to attendees that the CIWM autumn conference is scheduled to take place on the 25th of November in Glasgow. Should anyone require further information please contact Charlie Devine at ZWS.

9. APSE Update

Louise Melville provided the group with an update on the work of the association included the newest piece of research "Work it out: Creating local systems of Employability support". This collaborative report from APSE and NLGN scrutinises the current place of local authorities in tackling unemployment. Louise also provided the group with information on APSE's new Promoting Excellence You Tube programme which looks at a number of innovative case studies from local authorities including Liverpool and Aberdeen City. Finally, Louise provided information on the other services provided by APSE including Energy, Solutions, Training, Performance Networks and events.

10. Date & venue of next meeting

The next meeting will take place on Friday 24th of February in Dundee.

11. Lunch

Attendance & Apologies

Attendee List

Name	Council
Louise Melville	APSE
Graeme Dailly	Angus Council
Cllr John Alexander	Dundee City Council
Mike Kelly	City of Edinburgh Council
Gillian Wilson	Clackmannanshire Council
Malcolm Rae	East Ayrshire Council
Douglas Gardiner	East Ayrshire Council
Stephen Dickie	East Dunbartonshire Council
Sarah Oliver	East Lothian Council

Lyall Rennie	East Renfrewshire Council
David Miller	East Renfrewshire Council
Derek McCathie	Falkirk Council
Paul Morton	Falkirk Council
Martin Kingham	Fife Council
Cllr Martha Wardrop	Glasgow City Council
Andy Summers	Highland Council
Graham MacDonald	Highland Council
Alan Bentley	Highland Council
Robert Robb	North Ayrshire Council
Steven Andrews	North Ayrshire Council
Andrew MacKenzie	North Lanarkshire Council
Lynn O'Neill	North Lanarkshire Council
Donna Rigby	Perth & Kinross Council
Sheila Best	Perth & Kinross Council
Belinda McKenna	Scotland Excel
Gary Mooney	Scotland Excel
Paul Dougall	South Ayrshire Council
Stratton MacDonald	South Ayrshire Council
Stephen McDonald	South Lanarkshire Council
John Sartain	West Dunbartonshire Council

Apologies

Susanne Austin	Angus Council
Harris Fraser	Argyll and Bute Council
Angus Murdoch	City of Edinburgh Council
Andy Malcolm	Dundee City Council
Janet Wade	Dundee City Council
Colin Wilson	Inverclyde Council
Jim Bryant	Midlothian Council
Sheila Best	Perth and Kinross Council
John Morrison	South Ayrshire Council
Kirsty McGuire	South Lanarkshire Council
Charlie Kelly	South Lanarkshire Council
Julie McPhee	Stirling Council
George Sommerville	Stirling Council
Jim Jack	West Lothian Council
Eduardo Moreno	West Lothian Council