



**Report Reference Number:** PR/19/13

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**To:** Policy Review  
**Date:** 12 November 2019  
**Ward(s) Affected:** All  
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**Lead Executive Member:** Cllr Chris Pearson, Executive Member for Housing, Health and Culture  
**Lead Officer:** Julie Slatter, Director of Corporate Services and Commissioning

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**Title: Policies for the Collection of Waste and Recycling**

**Summary:**

The Council has approved a change from kerbside sort recycling to the collection of recycling from two wheeled bins. As part of this service change it is appropriate to review existing policies and implement new policies where necessary.

These policies are:

- Recycling contamination
- Recycling bin size and excess waste
- Assisted collections
- Residual bin size / larger residual bins
- Lane end collections
- Missed collection reporting

The purpose of this report is to summarise the draft policies and seek the views of the Policy Review Committee to inform the proposals which will be presented to the Executive on 9 January 2020.

**Recommendation:**

**To note the draft waste and recycling policies and to provide any comments or recommendations as part of the policy development process**

**Reasons for recommendation:**

To ensure the Policy Review Committee have the opportunity to provide comments on the draft policies prior to referral to the Executive. The new and revised policies will feed into the service changes from 2021/22.

## **1. Introduction and background**

1.1 Selby District Council is a Waste Collection Authority (WCA) with responsibility for household waste and recycling collections across the district.

1.2 At a meeting of the Executive on 5 September 2019, the Council approved a change from a kerbside sort recycling service to a wheeled bin recycling service. This followed a public consultation which attracted over 6,700 responses and which was overwhelmingly in support of wheeled bin collections.

1.3 This change in service necessitated a review of existing waste policies and the production of new policies in consultation with a cross party members Task and Finish group. The policies were reviewed at a meeting of the Task and Finish group on 30 October 2019 and have now come to Policy Review for further review and input.

## **1. Waste and Recycling Collection Policies**

### **2.1 Recycling Contamination (NEW POLICY)**

2.1.1 As the Council currently provides a kerbside sort service, this means that crews can leave non-recyclable items and so a contamination policy has not previously been required. This new policy sets out how the Council will deal with contaminated recycling bins i.e. bins that contain material that cannot be recycled or composted.

2.1.2 The Materials Recycling Facility where the mixed material will be taken sets a contamination limit of between 2 and 4%. Any loads with higher levels of contamination may be rejected resulting in increased costs to the Council of transporting this waste to Allerton Waste Recovery Park and so this is a key policy.

2.1.3 Prior to the start of the service a wide range of communications material will be delivered to all residents which will inform them what can be recycled in each bin. This will include bins hangers and information packs sent by direct mail. We understand that there may still be occasions where residents contaminate bins and that additional direct contact may be necessary to provide further education.

2.1.4 As the Council is moving from a kerbside sort system to a wheeled bin system we expect contamination levels to be low as residents are used to sorting their waste and there is no change to the type of materials that residents will be able to recycle.

2.1.5 This policy covers both individual properties and communal properties and focuses on influencing behaviour change.

### **2.2 Recycling Bin Size and Excess Waste with Appendix G (NEW POLICY)**

2.2.1 This new policy sets out under what circumstances the Council will provide larger or smaller recycling bins and how residents and the Council can safely deal with excess recycling.

2.2.2 The change from kerbside collection vehicles to a standard rear loading fleet of RCV's means that the Council will more easily be able to deal with larger cardboard boxes as we will no longer have the restriction of the size of the collection troughs on the vehicles.

### **2.3 Assisted Collection (EXISTING POLICY)**

2.3.1 The purpose of this existing policy is to ensure that residents who are unable to present their bins at their property boundaries due to age, disability or health reasons, are able to access assistance and so are not disadvantaged.

2.3.2 The policy has been updated to include temporary assistance for reasons such as pregnancy, illness or recovery from an operation or illness. The amended policy also provides clarification on suitable access / egress routes for collection crews.

### **2.4 Residual Bin Size / Larger Residual Bins (EXISTING POLICY)**

2.4.1 The current standard residual bin size is 240 litres. This amended policy proposes reducing this to 180 litres as standard.

2.5.2 Prior to the introduction of kerbside recycling each household had 240 litres of waste capacity per week. This capacity has increased over time with the introduction of kerbside recycling and green waste collections and the new service will see this increase further to 360 litres of capacity per week; an overall increase of 50%. The change of service will see existing dry recycling capacity (paper/card, glass, cans and plastic) increase from 82.5 litres per week to 120 litres per week (45% more capacity) which should significantly reduce the amount that residents are putting into their residual waste bins.

2.5.3 The top 10 recycling Local Authorities in England all have either 180 litre or 140 litre residual waste bins as standard.

2.5.4 The proposal is that the new standard residual bin size would apply to new / replacement bins and not that all bins will be exchanged on mass.

2.5.5 There are current two main criteria to be met in order for households to qualify for a larger 360 litre residual bin. There either needs to be 5 or more people in permanent residency or for smaller households, that someone produces large amounts of non-hazardous medical waste. The policy on large families was previously reduced from 7 down to 5 when the Council moved to alternate waste collections in 2009. The recommendation here is that this figure is increased to 6 which would bring the Council in line with the majority of North Yorkshire District / Borough Councils and the neighbouring unitary authorities. The increase in recycling capacity brought about by the new service will allow families to recycle a higher percentage of their waste reducing the need to dispose of items in their residual bin. There will be no change to the policy relating to residents who produce large quantities of non-hazardous medical waste.

2.5.6 The Council currently holds a database of properties who have qualified for a larger residual waste bin and this is reviewed on a rolling 2 year programme. Those

households with 5 or more people living in permanent residency who have previously qualified for a larger bin will retain their larger bin until such time as the property is subject to review.

## **2.5 Lane End Collections (NEW POLICY)**

2.5.1 This policy relates to the collection of waste from remote / rural properties. There is no existing formal policy relating to these properties. The current arrangement is that the Council will provide collections directly from these properties which often involve driving a considerable distance down un-adopted and badly maintained, private access roads and tracks to collect waste from a single property. This is inefficient and increases the environmental impact of the collection round as well as the risk of damage to the collection vehicle.

2.5.2 The implementation of this new policy seeks to ensure that collection vehicles are only accessing roads which meet a set of specified criteria to reduce the potential of damage to private roads, reduce the potential of damage to collection vehicles and ensures that collections are as efficient as possible.

2.5.3 There are currently approx. 380 properties serviced by the remote / rural round and for the majority of these properties the waste collection point will not change. The policy seeks to address the small number of properties where access continues to be challenging.

## **2.6 Missed Collection Reporting (NEW POLICY)**

2.6.1 This new policy sets out how the Council will respond to reports of missed waste collections. Currently there is no limit to when residents can make a report of a missed collection leading on occasion to crews returning to a property over a week after a collection was due. This is inefficient and increases the environmental impact of the collection rounds.

2.6.2 The numbers of missed collections reported to the Council remain low and in the last 12 months 87% of missed collections were reported by 5pm at the end of the second working day after the collection was scheduled. The new policy proposes introducing this as a cut-off. E.g. collections missed on a Monday would need to be reported by 5pm on the following Wednesday. The Council would not return to missed bins reported after this cut-off time.

2.6.2 All crews complete a daily report sheet which records any bins which were not presented for collection or in the case of recycling / green waste bins, which were contaminated. As is current practice the Council would not return to any bins which are recorded as not presented. Officers would refer to the new contaminated bin policy for bins reported as contaminated.

## **3. Alternative Options Considered**

N/A

## **4. Implications**

#### **4.1 Legal Implications**

Section 46 of the Environmental Protection Act allows WCA's to specify the type, number and size of receptacles used to collect household waste. It also allows WCA's to specify where those receptacles must be presented for collection.

#### **4.2 Financial Implications**

There are no financial issues associated with the policies however their implementation will help to ensure that waste and recycling services are as efficient as possible.

#### **4.3 Policy and Risk Implications**

N/A

#### **4.4 Corporate Plan Implications**

By carrying out a review of associated policies the Council is 'delivering great value' by ensuring that we are providing high quality, effective and efficient waste and recycling collection services.

#### **4.5 Resource Implications**

N/A

#### **4.6 Other Implications**

N/A

#### **4.7 Equalities Impact Assessment**

Due consideration has been given to equality, diversity and community issues, and a screening document has been completed that details how the Council will mitigate against any potential impact.

### **5. Conclusion**

As part of the implementation of the new recycling services the Policy Review Committee are being provided with the opportunity to review and comment on the associated draft policies. The Committee's comments will be included in the Executive report to be presented on 9 January 2000.

### **6. Background Documents**

None

## **7. Appendices**

Appendix A – Assisted Collections  
Appendix B – Lane End Collections  
Appendix C – Missed Collections  
Appendix D – Recycling and Green Waste Contamination  
Appendix E – Recycling Bin Size and Excess Waste  
Appendix F – Residual Bin Size – Larger Bin Policy  
Appendix G – Bespoke Collection Options Decision Tree

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