



Service Area	Policy Description	Version
Recycling and Waste Collection	Recycling and Green Waste Contamination	1

Purpose of Policy

The Council will provide clear and detailed information about what materials can be put into the recycling and green waste bins.

This policy sets out how the Council will deal with the contamination of recycling and green waste bins. I.e. what will happen when materials that can't be recycled / composted are put into the bins for collection.

Procedure

Individual Properties

Contaminating a bin once

1. A bin is identified as contaminated and the crew will log a contamination report
2. The crew leave the contaminated bin and put a tag on it to explain why it hasn't been emptied
3. The bin will not be cleared and the householder will need to clear the contamination from the recycling bin / green waste bin in order for the bin to be collected on the next scheduled collection
4. The Council will not return to empty a recycling bin / green waste bin that has been recorded as being contaminated before the next scheduled collection

Contaminating a bin twice (in rolling three month period)

1. A bin is identified as contaminated and the crew will log a contamination report
2. The crew leave the contaminated bin and put a tag on it to explain why it hasn't been emptied
3. The Council will issue a letter and information leaflet to the address. The letter explains that if the contamination continues the recycling bin won't be collected in future. The information leaflet reiterates what materials can be put in each bin and includes graphics as well as text
4. The Council will not return to empty a recycling bin / green waste bin that has been recorded as being contaminated before the next scheduled collection

Contaminating a bin three times (in rolling three month period)

1. A bin is identified as contaminated and the crew will log a contamination report
2. The crew leave the contaminated bin and put a tag on it to explain why it hasn't been emptied
3. The recycling / green waste bin will be removed from the property and a supply of clear plastic sacks will be issued for the household to use to recycle their paper/card, cans and plastic. We will be unable to collect glass from a plastic bag because of the risk of breakage / injury.

If at any stage the bin is not reported as contaminated then the process ends. However, any future report of contamination within a three month period will lead to further action.

Where a bin has been removed and the Council is notified of a change of occupier bins will be returned to the property.

Communal Properties

Where the information is available, the Council holds a database of management companies who have responsibility for communal properties.

1. A bin is identified as contaminated and the crew will log a contamination report
2. The crew leave the contaminated bin and put a tag on it to explain why it hasn't been emptied
3. The Council will notify the management company of the contamination
4. The bin will not be cleared and the management company will either need to arrange to clear the contamination from the recycling bin in order for it to be collected on the next scheduled collection
5. If the management company are unable to arrange for the contamination to be removed, the Council may arrange for the bin to be emptied for a charge