

Report to:	Executive Cabinet Member for Environmental Services Delivery		
Date of meeting:	17 th July, 2020		
Report of:	Director of Place	Report number:	ECMESD - 765
Contact officer:	Laura Swann – Acting Head of Service	Telephone number	7909
Report title:	Waste & Recycling Review – Phase 1		
Not confidential			
This report does not contain information which warrants its consideration in the absence of the press or members of the public.			
Purpose:	To set out Phase 1 option proposals regarding the Waste & Recycling Service, totalling £66k per annum by 2021/22, which will contribute to the Service's savings target of £193k.		
Recommendations:	The Executive Cabinet Member is recommended to approve the proposals set out in this report for implementation.		
Decision:			
Background documents:			
Signed:	Leader/Executive Cabinet Member	Monitoring Officer	
Date:			

Consultation with other officers		
Finance	Yes	Corinne Davoy-Wood
Legal	Yes	Sarah Woodall
HR	No	N/A
Equality Impact Assessment required?	Yes	Tammy Tatman
(a) Pre-consultation reports Is there a need to consult on the proposals?		No
(b) Post consultation reports Please confirm that the consultation response has been taken into consideration in making the recommendations.		No
Vision outcomes Please identify the appropriate Vision outcome(s) that this report relates or contributes to by putting a cross in the relevant box.	1. Start Well	
	2. Live Well	
	3. Age Well	
	4. Prosperous	
	5. Clean and Green	X
	6. Strong and Distinctive	

1.0 INTRODUCTION & BACKGROUND

1.1 In February 2019, following consultation, The Council approved further savings options of £23.5m for the 2019 - 2021 period. This report sets out the details of proposals for a review of the Waste & Recycling Service in response to these challenges. If agreed, these proposals would contribute to the £193k budget option identified as "Review staffing, processes and customer contact rationale" under the 'Waste' heading in the February 2019 budget report to the Council.

1.2 This report sets out option proposals which, if approved, will achieve a total of £66k saving per annum by 2021/22, which will contribute to the Service's savings target of £193k. Further options are being explored to address the remaining budget shortfall and will be brought forward for consideration in autumn 2020 as a second phase of this review.

2.0 PHASE 1 PROPOSALS

2.1 Table 1 below outlines the Phase 1 proposals, highlighting the potential savings.

Table 1: Overview of Proposals

Proposal	ACTIVITY	POTENTIAL SAVINGS / INCOME
1	Introduction of a charge for recycling bins at flats and apartments	£3k per annum 2020/21 onwards
2	Charging for alternate weekly collections for communal bins	£8k per annum 2020/21 onwards £25k per annum 2021/22 onwards
3	School recycling collection charge	£38k per annum 2021/22 onwards
TOTAL:		£11k per annum 2020/21 onwards £66k per annum 2021/22 onwards

Proposal 1 – Introduction of a Charge for Recycling Bins at Flats and Apartments

2.2 Large communal recycling bins are put in place in bin storage areas for residents to share. We currently provide large recycling bins to flats and apartment developments free of charge but charge for the residual waste bins. Bolton is a town of growth and has a robust housing strategy which will result in large development sites being established across the Borough. It is proposed that a charge is introduced for all new and replacement 660 and 1100 litre recycling bins for flats and apartment developments. Table 2 below shows the current charges for the residual waste bins. It is proposed that the same fee is charged for the recycling bins.

2.3 The charges would apply to all new and replacement bins. This could generate an income of approximately £3k per annum, which could increase significantly in some years as developments are completed.

Table 2: Proposed Charges for New and Replacement Bins for Flats and Apartments

Bin Size	Proposed 2020/21 Residual and Recycling Bin Charges for new flats and apartments
660 Litre	£305
1100 Litre	£315

Proposal 2 - Charging for the Alternate Weekly Collection of Communal Bins

- 2.4 The Council provides a fortnightly collection service for residual waste, which includes communal bin collections from flats and apartments.
- 2.5 The redevelopment of existing buildings can lead to difficulties, as a lack of space within a property's boundaries means they do not have the required room to provide the correct allocation of bins for waste collected on a fortnightly basis.
- 2.6 In addition, the Waste Team receive regular complaints from residents and management companies, regarding the condition of the bin storage areas and management companies often ask if they can pay the council to clean them up. This is an unplanned visit and is difficult for the council to accommodate.
- 2.7 By offering new developments and management companies the opportunity to request an additional alternate weekly collection at communal properties for a collection fee of £500 per bin collected per annum, we will be able to visit sites with waste management issues on a planned basis and ensure that waste created at these properties is disposed in the bins correctly and safely.
- 2.8 This service would be available on request and provides an alternative option for developers and management companies to consider. The additional collection will prevent management companies from having to pay high costs for regular clearances and reduce the amount of complaints made to the department.
- 2.9 The service would be available on request and the proposed charges could be introduced immediately. This service is estimated to generate £8k additional income in 2020/21 and £25k in 2021/22 as more new flats and apartments are built in the town centre.

Proposal 3 –School Recycling Collection Charge

- 2.10 Bolton Council has a trade waste contract with 83% of the schools in Bolton. This includes 89% of primary schools and 60% of secondary schools in the borough. The Service is working to increase the number of contracts with secondary schools and has been successful in winning eight new secondary school contracts in the last three years.
- 2.11 The majority of the contracts with schools were set up when councils could not charge schools for the disposal of their waste. The collection of recycling was

provided free of charge to incentivise schools to participate in recycling and therefore reduce the amount of waste sent for disposal. By proactively recycling their waste, schools were also afforded the opportunity to reduce their residual waste charges.

- 2.12 In 2012, amendments to the Controlled Waste Regulations permitted councils to charge schools for the collection and disposal of waste. Therefore, "new" contracts with schools were treated the same as any other commercial waste contract after this time and charges for the collection of recycling bins were therefore applied. Existing school customers continued to receive a free recycling service.
- 2.13 In recent years there has been a decline in the value of recyclates and it is no longer sustainable to continue to collect recycling from schools free of charge. It should also be noted that any school that has a contract with a private sector waste management company is likely to be charged for recycling collections.
- 2.14 It is therefore proposed that a charge for the collection of recycling bins is introduced on all school contracts delivered by the Council.
- 2.15 The additional cost to a school will range from £18 per annum for a small school with 1 x 240 litre recycling bin to just over £2,000 for a large secondary school with 10 1100 litre bins for recycling.
- 2.16 Whilst the proposal will result in a nominal increase in the charge for the vast majority of schools, the Council will continue to provide a service that is competitive in the marketplace. Similarly, recycling collection charges will continue to be much cheaper than residual waste collection charges which should incentivise schools to continue recycling as much of their waste as possible.
- 2.17 It is proposed that the charge is communicated to schools in July 2020, with implementation from April 2021.
- 2.18 This option would generate an additional £38k income per annum from 2021/22 onwards.

3.0 IMPACTS AND IMPLICATIONS:

Financial

- 3.1 This report has put forward options to contribute to achieving the 2019/21 savings and efficiencies target of £193k allocated to the Waste & Recycling Service. The review of this service is phased in its approach, therefore this Phase 1 report, (if approved), will achieve savings totalling £66k per annum by 2021/22.

Legal

- 3.2 Following consultation with the Council's Legal Services, no implications of a legal nature were identified.

HR

- 3.3 There are no staffing implications associated with the proposals within this report, therefore consultation with the council's HR Service was not required.

Climate Change

- 3.4 As part of our commitment to climate change, the Waste Management Service will support schools to reduce the amount of waste they create and increase the amount recycled. Support will include providing advice, carrying out waste audits, providing assemblies and class visits and promoting the Recycle for Greater Manchester resources for schools.
- 3.5 All damaged bins will be repaired / refurbished where possible and any bins beyond repair will be sent for recycling.

4.0 EQUALITY IMPACT ASSESSMENT (EIA)

- 4.1 Due to the nature of the proposals, it is possible that there could be some adverse impact for the following groups: socio-economic. This analysis is set out in more detail in the EIA attached as Appendix A.

5.0 CONSULTATION

- 5.1 As per the Council's fees and charges process no consultation is required.
- 5.2 Communication with developers, landlords and schools that have a contract with the council will take place in advance of any changes being implemented so they have time to plan.

6.0 VISION 2030

- 6.1 Within the 'Bolton Vision 2030' Strategy, there is a key priority theme relating to a Cleaner & Greener Borough, focussing on places and neighbourhoods which people are proud of. Within the 2019/21 Directorate Plan for Place, it identifies a 'Sustainable Assets' priority, which aims to '*protect Bolton's physical assets and environment*'. The proposals within this report help achieve those aims and priorities.

7.0 RECOMMENDATIONS

- 7.1 The Executive Cabinet Member is recommended to approve the proposals set out in this report, for implementation.

Equality Impact Assessment

Title of report or proposal:
Waste & Recycling Review – Phase 1

Department:	PLACE
Section:	WASTE & RECYCLING
Date:	8 th July 2020

Public sector bodies need to be able to evidence that they have given due regard to the impact and potential impact on all people with 'protected characteristics' in shaping policy, in delivering services, and in relation to their own employees.

Under the Equality Act 2010, the council has a general duty to have **due regard** to the need to:

1. **eliminate unlawful discrimination**, harassment, victimisation and any other conduct prohibited by the Act.
2. **advance equality of opportunity** between people who share a protected characteristic and people who do not share it; and
3. **foster good relations** between people who share a protected characteristic and people who do not share it.

By completing the following questions, the three parts of the equality duty will be consciously considered as part of the decision-making process.

1. Describe in summary the aims, objectives and purpose of the proposal, including desired outcomes.

This report sets out proposals within the Waste & Recycling Service which will contribute to the allocated £193k savings and efficiencies service target, as identified within the Council's Strategic Budget Report in 2019. It is recommended that political approval is granted to implement these budget efficiencies.

2. Is this a new policy / function / service or review of existing one?

These proposals are a result of a service review within the existing Waste & Recycling Service.

3. Who are the main stakeholders in relation to the proposal?

These proposals are focussed on the Service's operational service standards. The stakeholders include:

- Schools
- Developers, landlords and management companies

4. In summary, what are the anticipated (positive or negative) impacts of the proposal?

Developers building new flats and apartments will be required to pay for large recycling bins at their new establishments. Schools which buy the council's trade waste service will be required to pay for the collection of recyclable materials. The introduction of these proposals will contribute to the Council's overall savings programme for 19/21.

5. What, if any, cumulative impact could the proposal have?

Schools may see an increase in charges, however, the charge is still commercially competitive.

6. With regard to the stakeholders identified above and the diversity groups set out below:

	Is there any potential for (positive or negative) differential impact? Could this lead to adverse impact and if so what?	Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group, or for any other reason? Please state why	Please detail what actions you will take to remedy any identified adverse impact i.e. actions to eliminate discrimination, advance equality of opportunity and foster good relations
Race (this includes ethnic or national origins, colour or nationality, and caste, and includes refugees and migrants; and gypsies and travellers)	No	N/A	N/A
Religion or belief (this includes any religion with a clear structure and belief system. Belief means any religious or philosophical belief. The Act also covers lack of religion or belief)	No	N/A	N/A
Disability (a person is disabled if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities)	No	N/A	N/A
Sex / Gender	No	N/A	N/A

Gender reassignment / Gender identity (a person who's deeply felt and individual experience of gender may not correspond to the sex assigned to them at birth, they may or may not propose to, start or complete a process to change their gender. A person does not need to be under medical supervision to be protected)	No	N/A	N/A
Age (people of all ages)	No	N/A	N/A
Sexual orientation - people who are lesbian, gay and bisexual.	No	N/A	N/A
Marriage and civil partnership (Only in relation to due regard to the need to eliminate discrimination)	No	N/A	N/A
Caring status (including pregnancy & maternity)	No	N/A	N/A

Socio-economic			
Other comments or issues.			
Please provide a list of the evidence used to inform this EIA, such as the results of consultation or other engagement, service take-up, service monitoring, surveys, stakeholder comments and complaints where appropriate.			

This EIA form and report has been checked and countersigned by the Departmental Equalities Officer before proceeding to Executive Member(s)

Please confirm the outcome of this EIA:

No major impact identified, therefore no major changes required – proceed	<input type="checkbox"/>
Adjustments to remove barriers / promote equality (mitigate impact) have been identified – proceed	<input checked="" type="checkbox"/>
Positive impact for one or more groups justified on the grounds of promoting equality – proceed	<input type="checkbox"/>
Continue despite having identified potential for adverse impact/missed opportunities for promoting equality – this requires a strong justification	<input type="checkbox"/>
The EIA identifies actual or potential unlawful discrimination - stop and rethink	<input type="checkbox"/>

Report Officer

Name: Laura Swann

Date: 8th July 2020

Departmental Equalities Lead Officer

Name: Tammy Tatman

Date: 8th July 2020