

ABERDEEN CITY COUNCIL

COMMITTEE	Zero Waste Management Sub-Committee
DATE	6 October 2015
DIRECTOR	Pete Leonard
TITLE OF REPORT	Update on Communal Mixed Recycling Project
REPORT NUMBER	ZWSC/7601
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose to this report is update the Zero Waste Sub Committee on progress with the planning and implementation of the communal mixed recycling project to residents across Aberdeen city.

2. RECOMMENDATIONS

It is recommended that the Sub-Committee considers the contents of the report and provides feedback to officers on the implementation plan and timescales.

3. FINANCIAL IMPLICATIONS

- 3.1 The full financial implications have been submitted to the Priority Based Budgeting Process. One-off costs to implement the new service include project management, communications and purchase and installation of the new containers. Ongoing revenue will be required to run the service which will require 4 collection crews to be established. The costs of the collection crews (driver plus 2 loaders) include staffing, vehicles purchase and maintenance and fuel costs.

4. OTHER IMPLICATIONS

- 4.1 **Legal:** Following the introduction of the Waste Scotland Regulations 2012 we are statutorily required to provide residents with access to a recycling service. The introduction of this new service will provide residents of communal properties access to recycling facilities which they do not currently have access to.
- 4.2 **Personnel:** the introduction of this service will require manpower to deliver it. A business case has been drafted to establish the necessary staffing levels.

- 4.3 **Sustainability and Environmental:** the introduction of this service will help the Council to achieve the recycling targets laid down in the Aberdeen City Waste Strategy document produced in 2010. The targets are to reach 50% recycling by 2020 and 56% by 2025.
- 4.4 **Health and Safety:** a full risk assessment of the new service will be carried out and any necessary mitigation put in place prior to implementation.

5. BACKGROUND/MAIN ISSUES

5.1 Background

- 5.1.1 The Waste (Scotland) Regulations 2012 place a statutory obligation on Councils to provide recycling collections to all households. Households in the City with individual wheeled bins already receive a kerbside recycling collection of a black box and white bag. This project will involve the introduction of a mixed recycling service to all multi-occupancy households (approx. 47,000) across Aberdeen City. There is currently very little recycling provision for communal properties with approximately 400 communal paper and cardboard containers on street accounting for the bulk of the current provision. There are also some areas (in Torry and Powis) that have received a mixed recycling service early as part of a pilot project.
- 5.1.2 Implementation of the communal mixed recycling project will help the Council deliver its targets set out in the Aberdeen City Waste Strategy which was agreed in 2010 and refreshed in 2014. These targets include the Council's target to recycle 50% of household waste by 2020 and 56% by 2025

5.2 Principles and aims of the project

- 5.2.1 The communal mixed recycling project aims to provide equal access to a mixed recycling service to all residents in Aberdeen City, including those that live in communal properties. The project is using the following guiding principles during the planning, surveying and roll out of the project:
1. The mixed recycling container should be nearer or as near to the properties as the general waste container
 2. Recycling should be easier or as easy to dispose of as general waste
 3. Recycling your waste should be convenient and simple to use
 4. Communication provided about the new service should be clear and consistent
 5. There should be plenty of mixed recycling containers available for use with a general ratio of 1 container for every 12-20 properties.

It will not be possible to adhere to these principles in high rise properties with refuse shutes, in these properties recycling will be provided as close to the main access points as possible.

- 5.2.2 As the surveys are being conducted the principles above are used to guide the surveyors and provide consistency. The lead surveyor is also checking all of the completed surveys to ensure that these principles are adhered to. Each survey is carried out to assess the best solution for each individual location whether it is an on-street location, a private development or blocks of flats. All sites are different and there are a lot of factors to take into account including convenience for the householder, practicalities of collection, proximity to the building and especially windows, access to emergency exits and manholes and potential loss of on street parking spaces.

5.3 Tenement Infrastructure Fund (TIF)

- 5.3.1 The Tenement Infrastructure Fund (TIF) project was established by Zero Waste Scotland with the purpose of improving access to recycling in tenemental areas by installing communal containers and taking away the numerous individual wheeled bins that take up a lot of space and look very untidy. The project is funded by Zero Waste Scotland and new funding for 2016/17 has been announced and is open for applications. Aberdeen City Council has put a bid in for further funding to follow up on the work that was completed in 2015/16. The areas that have been prioritised for implementation this year are parts of Torry, Kincorth, Old Aberdeen and Mastrick. If the bid is successful then communal general waste and recycling facilities will be rolled out to 550 properties in these areas.

5.4 Communal mixed recycling project implementation plan

- 5.4.1 The surveys of each individual site for the new communal mixed recycling containers have started and are due to be completed by December 2015. Part of this process will include confirmation of the roadworks that are required for each site, such as dropped kerbs, slabs, plinths and stanchions. The Waste and Recycling team is working closely with the Roads department to plan the completion of the roadworks required. The team is also consulting the Housing service and working closely with them to implement the new service in the communal areas managed by the Housing service.
- 5.4.2 The implementation of the mixed recycling service will be rolled out to residents in 5 phases across the city. These phases are shown in detail in Appendix 1 with property numbers, locations and a map. Current project timescales are to start the roll out to residents in January 2016.

5.5 Communications and Engagement Plan

- 5.5.1 The main aim of our communications will be to inform residents of approximately 47,000 properties, mainly flats, about the new mixed recycling service and to promote its use. We will also keep elected members, Council staff and other stakeholders informed of progress.
- 5.5.2 An initial project communications planning session was held at the beginning of August to identify stakeholders, messages and channels of

communications, and development of a detailed communications plan is underway.

5.5.3 Key stakeholders include: residents; landlords, factors and housing associations; Council teams including Housing and Roads, City Wardens and Customer Services; Elected Members; Local Media; and Community Councils. The key messages in communications to residents will be:

- That the new recycling service is easy and convenient to use.
- How to use the service, including what can and can't be recycled in the bins.
- Why the new service is being introduced and the benefits of recycling.

5.5.4 The main channel of communication with residents will be direct communications in the form of a letter and a leaflet, in keeping with preferences for communication identified in the City Voice and previous door-knocking surveys. Other channels such as the website, social media, events and media/PR will be used to engage with other stakeholders and promote the service in general.

5.5.5 An initial estimate of the costs and timing of the main communications activities is outlined in appendix 2. This may be subject to change as we receive more information regarding the number of properties and bins following the surveys.

6. IMPACT

Improving Customer Experience –

A key customer benefit of the proposed communal mixed recycling collection will be the ability to provide widespread and easy to use recycling services to all homes and businesses in Aberdeen. This will include an expansion of the range of materials recycled.

Improving Staff Experience –

Developing the communal mixed recycling collection will allow a change in collection methods removing the need for substantial amounts of manual handling currently associated with kerbside sort. In addition, there will be a reduction in the noise levels experienced by staff sorting glass bottles at kerbside

Improving our use of Resources –

The introduction of the communal mixed recycling service will lead to a reduction in disposal costs as managing recycling waste costs less than landfill or EfW. There will be implementation costs in the next years including purchase and installation of new containers and the requirement for additional crews and vehicles for the new service

Corporate -

This project links to the Smarter Environment theme of Aberdeen – the Smarter City vision and is a key outcome from the Aberdeen City Waste Strategy. The project

enables the Council to comply with its statutory obligations to collect recycling from all households.

Public –

The introduction of a significantly improved recycling service is likely to be of wide public interest across the multi-occupancy properties in the city, amounting to over 50,000 properties gaining an improved service in 2016.

An Equality and Human Rights Impact Assessment (EHRIA) form has been completed for this report.

7. MANAGEMENT OF RISK

7.1 A full risk register has been compiled for this project and is monitored on a regular basis by the Project Team and Project Board.

The main risks highlighted as part of this project are:

1. Insufficient resources in house to deliver the project
2. Funding for the project
3. Contamination of the recycling containers
4. Effective communication to ensure good participation levels

Mitigation is in place for all risks.

8. BACKGROUND PAPERS

Appendix 1. Implementation phases of Communal Mixed Recycling Project

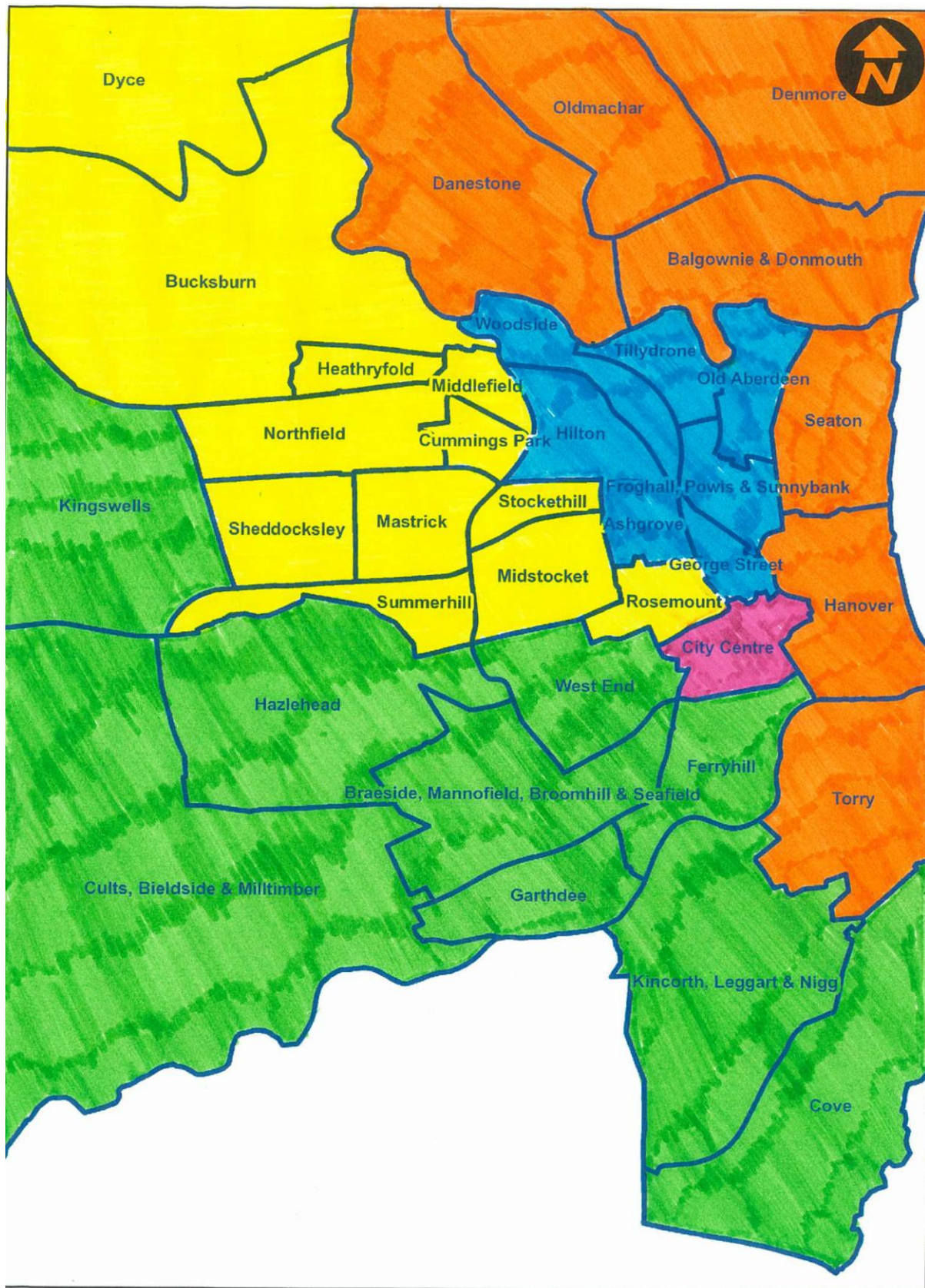
Appendix 2. Draft communications plan for the communal mixed recycling project

9. REPORT AUTHOR DETAILS

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Appendix 1 – Implementation phases of Communal Mixed Recycling Project

Neighbourhood	number of properties	total number of properties per phase
Balgownie & Donmouth	364	
Danestone	197	
Denmore	234	
Hanover	4264	
Oldmachar	62	
Seaton	3047	
Torry	3864	
Total phase 1		12032
Braeside, Mannofield, Broomhill & Seafield	1050	
Cove	165	
Culter	270	
Cults, Bieldside & Milltimber	783	
Ferryhill	3644	
Garthdee	561	
Hazlehead	852	
Kincorth, Leggart & Nigg	529	
Kingswells	281	
West End	2089	
Total phase 2		10224
Bucksburn	783	
Cummings Park	1	
Dyce	391	
Heathryfold	477	
Mastrick	268	
Middlefield	402	
Midstocket	451	
Northfield	262	
Rosemount	3379	
Sheddocksley	399	
Stockethill	1924	
Summerhill	561	
Total phase 3		9298
Ashgrove	833	
Froghall, Powis & Sunnybank	2014	
George Street	3398	
Hilton	1049	
Old Aberdeen	565	
Tillydrone	2112	
Woodside	1781	
Total phase 4		11752
City Centre	3796	
Total phase 5		3796
grand total	47102	47102



Appendix 2 – Draft communications plan for the communal mixed recycling project

Activity	Timing	Budget Allocation
Letters	Delivered to residents three weeks before new service starts	£1,200 (print costs)
Leaflets	Delivered to residents the week the new service starts	£3,500 (print costs)
Bin Decals	To be installed on new and existing mixed recycling and general waste bins as required throughout roll-out	£6,500
Media and PR	Ongoing throughout roll-out	N/A
Advertising	Ongoing promotion when new service starts in each phase	£7,000
Website and social media	Ongoing throughout roll-out	N/A
Engagement	Events - Ongoing throughout roll-out	TBC depending on chosen methods of engagement
Evaluation	To be carried out after completion of Phase 1 so we can adapt communications for future phases if needed	£5,000