

ABERDEEN CITY COUNCIL

COMMITTEE	Finance and Resources	DATE 11th March 2010
DIRECTOR	Pete Leonard	
TITLE OF REPORT	Household Waste and Recycling Containers Policy	
REPORT NUMBER	H&E/10/023	

1. PURPOSE OF REPORT

To clarify Council policies relating to household waste and recycling containers and to bring all existing Council policies relating to waste and recycling containers into one document.

2. RECOMMENDATION(S)

That Committee:

- 2.1 Notes the approval of Housing and Environment Committee of this report and its referral to this committee for consideration of the financial issues.
- 2.2 Approves the removal of the £60 annual charge for an additional bin as a result of legal advice.
- 2.3 Approves the removal of the £30 charge for replacement bins.
- 2.4 Notes the instruction of the Housing and Environment Committee that officers undertake a full review of enforcement policy and practice relating to all waste issues including litter, fly-tipping and issues arising from this policy including side waste. Full and costed proposals for implementation of enforcement policy should be presented to the Housing and Environment Committee on 24 August 2010 followed by the Finance and Resources Committee on 14 September 2010.

3. FINANCIAL IMPLICATIONS

- 3.1 The proposed policy is an aggregation of existing policies and practices within the waste collection service. As a consequence, there are no significant resource implications, either positive or negative. There are changes proposed to the Additional and Replacement Bin policies, which are detailed below.
- 3.2 Due to significant difficulties experienced in implementation and administration, the requirement to make a £30 charge for a replacement bin has been removed from the policy: the proposed solution will therefore be a continuation of existing practice. There is an estimated maximum loss revenue of £4,000 per year associated with this change however, this figure

is reduced when administrative costs and the impact on street cleansing services are taken into account. Furthermore, there will be no actual loss experienced in comparison with existing practice which is to replace bins free of charge.

- 3.3 Following legal advice, the levying of an annual collection charge for additional bins has been removed from the policy due to possible conflict with the Environmental Protection Act (1990). The revised policy seeks to set eligibility criteria for provision of additional bins and continues with the delivery charge of £35. There is a nominal loss of revenue associated with this change however, there will be no actual loss experienced in comparison with existing practice as no annual collection charge is currently levied.

4. SERVICE & COMMUNITY IMPACT

- 4.1 There is unlikely to be any adverse service or community impact resulting from this report since the proposed policy document contains only current policies and practises. The amendments to the additional bins section of the proposed document will facilitate implementation and therefore have a positive service impact.
- 4.2 The report does not introduce any new policies or practices, however enforcement of the policy has the potential for negative impact on street cleansing through an increase in fly-tipping that may occur, a problem that the move to alternate weekly collection of refuse is also likely to exacerbate. These issues will be thoroughly considered in the subsequent report on Enforcement Policy (see recommendation 2.2).
- 4.3 Implementation of the additional bins section of the policy will encourage more recycling which links with the Vibrant, Dynamic and Forward Looking aim to achieve 40% household recycling by 2011.
- 4.4 An Equalities and Human Rights Impact Assessment has been carried out and the actions/outcomes can be summarised as follows:
- Ensure that assisted uplifts are include in the policy to prevent negative impacts on elderly or disabled.
 - Amending the replacement bin policy will positively affect those in poverty and those who are victims of theft.
 - There will be no delivery charge for those with disabilities or medical conditions that cause them to produce excess waste in order to ease any negative impact on the disabled.
 - There will be a 50% discount on the delivery charge for those on Council Tax or Housing benefit in order to ease any negative impact on those in poverty.

5. OTHER IMPLICATIONS

- 5.1 The legal department has been consulted on the policy which has been amended to address the response received.
- 5.3 There are no resource, personnel or equipment implications from this report other than those already identified.
- 5.4 Without this report it will be difficult to implement the move to alternate weekly collections and this would result in less positive behavioural change in terms of moving away from a disposal culture towards increased

recycling. The implementation of this policy will therefore have a positive impact on the environment and sustainability.

6. REPORT

6.1 BACKGROUND

- 6.1.1 Aberdeen City Council operates household waste collection services across the city and provides advice to residents on how, where and when their waste and recycling should be presented. The Council also offers assisted uplifts, additional containers and replacement containers.
- 6.1.2 While some of the information regarding the above is made available on the website and information leaflets, there is no single policy document that sets out what residents with individual wheeled refuse bins, kerbside recycling and the garden & food waste collections can expect to receive from the Council and how the Council requires these waste containers to be presented.
- 6.1.3 Given the significant change to the waste collection regime due to be implemented in the near future, we are presented with the opportunity to bring together all existing practises and policies relating to household waste and recycling containers into one, clear and simple document. This Household Waste and Recycling Containers Policy is included at Appendix 1.

6.2 CURRENT WASTE INFRASTRUCTURE AND ADVICE TO RESIDENTS

6.2.1 General refuse

- 6.2.1.1 In accordance with the Environmental Protection Act (1990), a Local Authority has a duty to collect household waste. To facilitate these collections, and within reason, the Local Authority can either provide free of charge or sell to the householder a bin or can insist that the householder supplies the container at their own expense. In the late 1990s and following an extended pilot scheme to approximately 5000 properties, Aberdeen City Council took the decision to move to a containerised collection of general refuse and provide a 240 litre wheeled bin free of charge with an alternative 140 litre bin available on request.
- 6.2.1.2 Materials that should not be put into a black domestic waste bin include:
- Hot ashes and heavy materials such as large amounts of soil, hardcore or rubble
 - Car parts
 - Business waste even if generated from a business operating from home
 - Corrosive materials and liquids such as oil and paint
- 6.2.1.3 Guidance that was given to householders when bins introduced was that all waste must be within wheeled bin with lid closed. Residents are also required to present their bin for collection, on the kerbside, by 7:00am on their collection day, remove the bin as soon as possible

after collection and store it within the boundary of their property wherever practical.

6.2.2 Kerbside Recycling

6.2.2.1 Aberdeen City Council offers a kerbside recycling service to over 72,000 properties in the city. Eligible households that wish to use the service are issued with a 55 litre black box and a 35 litre white bag. Additional containers are available free of charge upon request and the Council operates a network of Recycling Points that can be used to dispose of excess recycling.

6.2.2.2 Materials that can be accepted as part of the kerbside recycling scheme:

- Plastic bottles
- Glass bottles and jars
- Food and drink cans
- Paper
- Cardboard

6.2.2.3 Residents are advised that all materials must be presented within a Council container on the kerbside by 7:00am on the collection day. Containers should be removed as soon as possible after collection and stored within the boundary of the property. Any material that is not suitable for collection will not be uplifted.

6.2.3 Garden and Food Waste Collections

6.2.3.1 Co-mingled collections of garden and food waste are now offered to over 60,000 properties within the city. Eligible households receive a 240 litre brown bin and if they wish to participate in the food waste collections, a 7 litre kitchen caddy and supply of corn starch liners. 140 litre brown bins are available upon request.

6.2.3.2 Materials that can be accepted as part of the garden and food waste collection scheme include:

- leaves
- grass clippings
- small branches (less than 6" by 2")
- hedge trimmings
- fruit and vegetables
- bread, pasta, rice
- meat and fish

A more detailed list of what can and cannot be accepted was issued to householders when they received their brown bin and kitchen caddy.

6.2.3.3 Residents are advised that all materials must be presented within a Council brown bin, on the kerbside by 7:00am on the collection day. Containers should be removed as soon as possible after collection and stored within the boundary of the property. If the brown bin is contaminated with material that cannot be collected then the bin will not be uplifted. The householder must then remove the contaminating material and present the bin for collection on the next uplift day.

6.3 HOUSEHOLD WASTE AND RECYCLING CONTAINERS POLICY

- 6.3.1 To improve customer service, it is proposed that all existing practises and expectations are compiled into one document which is easy to find and clear to understand. The proposed Household Waste and Recycling Containers Policy is attached at Appendix 1.
- 6.3.2 The proposed document represents a consolidation of Council policies relating to household waste and recycling containers. The only exceptions to this relate to the Additional and Replacement bins sections. Since the existing policies were adopted in 2008, officers have sought to implement these policies, however, it is apparent that some of the detail of the original policies is incompatible with Council systems. The substantive changes to these policies relate to the charging mechanisms and are detailed in section 6.4 below.
- 6.3.3 The management of 'side waste', being waste left for collection outwith the approved container, is a significant issue for which existing policy and practice is unclear. Since the introduction of wheeled bins, it is understood that the Council's position is that householders should not put out side waste along with their approved container and this is the stated position in Appendix 1. In practice, where side waste is presented, refuse collection crews, within the bounds of good health and safety practice, collected this waste in order to prevent littering or encouragement of fly-tipping. To change from this practice at this time requires a major change of enforcement emphasis, for which there is insufficient allocated resource. The enforcement of the policy position on side waste will therefore be a major element of the review of enforcement policy and practice included in recommendation 2.4 above. Through this review, a clear case can be made for the investment in additional enforcement resource to support changes in service delivery.
- 6.3.4 The Environment Manager has raised concerns that without a clear enforcement policy and associated resource, there is likely to be an adverse impact on street cleansing, as this service will be affected by any increase in fly-tipping, litter from overfilled bins and side waste that occurs after the move to alternate week collection of refuse.

6.4 ADDITIONAL AND REPLACEMENT BIN POLICIES

- 6.4.1 The Additional and Replacement Bin policies were approved by the Waste Management Working Group in September 2008 and then ratified by the Policy and Strategy Committee on 7 October 2008. Since that time it has become apparent that several procedural amendments and clarifications are required before they can be successfully implemented and at present, neither represents existing practice.
- 6.4.2 The majority of amendments to the additional bins policy do not fundamentally change the policy but rather provide clarity and simplify procedural issues which will allow for successful implementation. The one substantive change is the removal of the £60 annual collection charge due to possible conflict with the Environmental Protection Act (1990) as advised by the legal team. The proposed additional bins policy has been included as part of the Household Waste and Recycling Containers Policy

- attached at Appendix 1. For comparison, the existing policy has been attached at Appendix 3. As outlined in the Financial Considerations, there is a nominal loss of revenue associated with this change, however, there will be no actual loss experienced in comparison with existing practice because no annual collection charge is currently levied.
- 6.4.3 There is a significant change to the replacement bins policy within the proposed Household Waste and Recycling Containers Policy document, attached at Appendix 1. The revised policy does not levy a charge for issuing replacement bins. This amendment is a result of significant difficulties experienced in implementing and administering such a charge, not least establishing a fair mechanism to identify fault for the loss of the bin, confirming where a theft has taken place, adherence to the delivery mechanism put in place and monitoring/recording of requests.
- 6.4.4 As outlined in the Financial Considerations, there is a loss of revenue associated with this change. At present, around 54 bins per month are replaced due to being lost/stolen/gone missing. Taking account of those who would be eligible for a free replacement, a 50% discount and those who would either refuse to pay or fail to call for a replacement, it is estimated that the Council would replace 16.5 full price bins per month under the previous policy. This would raise approximately £5,960 per year. However, as the cost of raising an invoice is a minimum of £10, the actual funds raised would be approximately £3,970.
- 6.4.5 There would further costs to the Council in administering the charge, implementing the delivery mechanism and an dealing with an increase in side waste/litter issues as a result of some residents refusing to pay for a replacement bin and residents who have paid for a bin but are awaiting delivery. It is difficult to quantify the cost of these issues as there are no accurate/relevant data available, however the financial impact, particularly on street cleansing, is likely to be significant comparative to the revenue generated.
- 6.4.6 Taking into account the cost to the Council of operating a charge for replacement bins, the revenue generated is likely to be less the £3,000 per annum with a high probability that the charging scheme could cost the Council money. Furthermore, there will be no actual loss experienced in comparison with existing practice which is to replace bins free of charge. For comparison, the existing policy has been attached at Appendix 4.

7. REPORT AUTHOR DETAILS

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8. BACKGROUND PAPERS

Superseded Additional Bins Policy – Attached at Appendix 3

Superseded Replacement Bins Policy – Attached at Appendix 4

APPENDIX 1.

Aberdeen City Council Household Waste and Recycling Containers Policy

This policy document does not relate to the use of communal or on-street general refuse bins, on-street paper recycling facilities, recycling points or trade waste customers unless specifically stated.

1. Provision of Containers

- 1.1 The Council's policy is, where routes and capacity exist, to provide suitable households with;
 - (i) One 240 litre gray/black wheeled bin for general/non-recyclable waste
 - (ii) One 240 litre brown wheeled bin for garden waste and food waste
 - (iii) One 7 litre kitchen caddy for indoor storage of food waste before transfer to the brown wheeled bin with a supply of biodegradable corn starch liners
 - (v) One 55 litre black box for plastic bottles, food and drink cans, glass bottles and jars.
 - (vi) One 35 litre white bag for paper and cardboard
 - (vii) Additional brown bins or black boxes or white bags will be provided to householders, with a genuine need for extra capacity, on request
- 1.2 Containers that have been stolen, damaged or gone missing will be replaced free of charge.
- 1.3 Upon delivery of a replacement bin, if there is already a residual waste bin at the property, the replacement will not be left and it will be reported to the Waste Team/Environmental Services. The householder will be informed that they need to apply for an additional bin as below.
- 1.4 Exceptions
 - 1.4.1 140 litre Gray/black bins for general refuse are available in place of a 240 litre bin upon request. The original 240 litre bin will be removed when the 140 litre bin is delivered.
 - 1.4.2 140 litre brown bins for garden/food waste are available in place of a 240 litre bin upon request. The original 240 litre bin will be removed when the 140 litre bin is delivered.

1.4.3 Additional general refuse bins:

- (i) Households with 5+ permanent residents or with 1+ permanent residents with special circumstances which cause them to produce excess waste, will be entitled to apply for an additional general refuse bin where there is a genuine capacity need.
- (ii) These households must make use of the kerbside recycling service and the garden/food waste service where these are available before an application will be accepted.
- (iii) A maximum of one additional bin will be available to eligible households
- (iv) There will be a charge of £35 (inc. VAT) for provision/delivery.
- (v) Additional bins will only be delivered once payment has been received
- (vi) Residents with a medical condition or disability that causes them to produce excess waste, will not be charged.
- (vii) A 50% discount will be available for those in receipt of Council Tax benefit and/or Housing Benefit.
- (viii) All applicants will be offered a visit from the Waste Aware Team
- (ix) Additional bins will be easily identifiable
- (x) Additional bins should also be used as per Aberdeen City Council Household Waste and Recycling Containers Policy.
- (xi) The Council reserves the right to remove the service if there is no genuine capacity requirement, households no longer meet the eligibility criteria, if the fees are not paid or if provision is abused. Full terms and conditions will be issued with application forms.

2. Ownership and Storage of Containers

- 2.1 The containers remain the property of Aberdeen City Council unless purchased under the previous additional bin policy
- 2.2 Containers must be stored where possible within the boundary of the property i.e. bin store etc.
- 2.3 Containers must be removed from pavement/collection point by the householder and returned to within the boundary of the property as soon as reasonably practical after emptying.
- 2.4 The cleanliness of containers remains the responsibility of the resident and they should be maintained in a clean and hygienic condition at all times. Unclean or unhygienic bins may not be emptied.

3. Presentation and Collection of Containers

- 3.1 The householder is required to present the appropriate container on the kerbside by 7:00am on the morning of collection.

- 3.2 Only containers supplied to householders by Aberdeen City Council will be emptied/uplifted.
- 3.3 Containers should be replaced after emptying by collectors to the original collection point or within one refuse collection vehicle length from the collection point but not to cause obstruction to driveways, unless left in this manner by the householder
- 3.4 All waste and recycling should be presented for collection in an authorised container. Waste or recycling which is not presented in this manner will be considered fly-tipping and the householder may be subject to enforcement action.
- 3.5 Bins with items wedged inside, which are too heavy to reasonably move, or which are presented with raised lids due to excess waste will be left as they present health and safety implications to operatives. The resident should correctly re-present their bin on the following uplift day or can dispose of the waste at a Recycling Centre.
- 3.6 Only those materials acceptable for recycling or composting will be uplifted from black boxes, white bags and brown bins. Further information on the materials that can and cannot be collected as part of the kerbside recycling and garden/food waste services can be obtained via the Council website, from the Waste Aware Line (08456 080 919) or the Waste Aware Guide. Contamination in black boxes and white bags will not be uplifted. Contamination in brown bins will result in the bin not being uplifted. Residents should then remove the problematic material(s) and place their bin out for collection on the next uplift day.
- 3.7 Household Waste and Recycling Containers should not be used to dispose of business waste even if this waste is generated from a business operating from the household.
- 3.8 Exceptions
 - 3.8.1 Provision of Assisted Uplifts:
 - (i) Assisted uplifts will be offered where the occupant(s) of a household is/are sufficiently infirm or disabled and as a result they cannot put the bin out themselves nor retrieve it themselves and there is no-one else who can complete this task for them reliably.
 - (ii) Containers will be uplifted from within the boundary of the property from a specified location and return it to the same place
 - (iii) Council staff will not uplift from inside the property itself.
 - 3.8.2 Where there is an established collection point other than the kerbside, residents may place containers at this location for collection and collection crews will return containers to the same site.

- 3.8.3 Where there is no pavement or other suitable place (roadside, communal area, bin store, verge) on which to present the containers, householders should present them at a location agreed with the Council. Collection crews will return containers to the same site.
- 3.8.4 Where the property opens directly onto the street, there is no front garden or area in which to store bins, and no direct access to the back or side of the house (or other communal area) such that the bin has to be brought through the house, residents may request permission from the Council to keep their bin on the pavement provided this does not cause a health and safety problem.
- 3.8.5 Where the collection vehicle cannot gain access to the street because of width, height, turning or other restrictions out with our control, containers may not be uplifted on the usual collection day.
- 3.8.6 Side waste which results from the Council's failure to collect (eg as a result of adverse weather, industrial action) will not be subject to enforcement action.
- 3.8.7 Missed collections:
Where containers have been placed for collection in line with the policy but are not uplifted, residents should contact the Waste Aware Line (08456 08 09 19). The collections team will arrange for the container(s) to be uplifted as soon as practically possible.

APPENDIX 2

Aberdeen City Council Additional Wheeled General Refuse Bin - Application Form

DATA PROTECTION

The information collected on this form is recorded manually and on computer, stored securely and processed for the purposes of assessing your application for an additional wheeled bin. Aberdeen City Council (ACC) will process

your information fairly and lawfully and in accordance with the principles of the

Data Protection Act 1998. The information you provide not be made available to anyone outside of ACC. If your application is successful ACC will keep the information on record in order to raise the invoices required for the use of an additional wheeled bin and for service monitoring purposes. For the purposes of processing your personal information, ACC is the Data Controller. The nominated representative of the Data Controller is the City Solicitor. You have a right to obtain details of the personal information which ACC holds about you. Such a request should be made in writing to: *to be confirmed* Kittybrewster Office, 38 Powis Terrace, Aberdeen, AB25 3RF

Name:	Mr/Mrs/Miss/Ms/Dr
Address:	
Postcode:	
Telephone No:	

1.	Do you have 5 or more permanent residents in the household?	Yes/No
	If Yes, please provide the names and dates of birth of all permanent residents:	
2.	Do you have a particular Medical need that requires a second general waste bin?	Yes/No
	If Yes, please provide further information below:	
	All information provided will be held in the strictest of confidence.	
3.	Are you in receipt of Council Tax Benefit and/or Housing Benefit? :	Yes/No
	If Yes, please provide your Council Tax Benefit and/or Housing benefit reference number(s) below:	

4.	Please state below the reasons why you require a second general waste bin.	
5.	Do you use the kerbside recycling service (black box and white bag) to recycle your: paper and cardboard, glass bottles and jars, food and drink cans, plastic bottles?	Yes/No
	If No, please explain why not:	
6.	Do you use the garden waste collection service	Yes/No
	If No, please explain why not:	
	If Yes, do you also use the service to dispose of your food waste?	Yes/No
	If No, please explain why not:	

I confirm that all information in this application is correct, and I understand that Aberdeen City Council may make further enquiries as needed.

Householder/Occupier (as above):

Signed.....

Print Name.....

Date.....

Please return completed application form and signed Terms and Conditions to:

**Waste Aware Team/
Environmental Services**
Aberdeen City Council
Kittybrewster Office
38 Powis Terrace
Aberdeen
AB25 3RF

Please do not send any payment with your application, if your application is successful you will be advised of the payment methods.

Please contact us on the telephone number below if you want this document in Braille, large print or on an audio CD, or if you want the document translated into another language.

إذا كنت تود الحصول على هذه الوثيقة بالخط العريض أو البريلا أو الأشرطة الصوتية المدمجة أو كنت تود ترجمتها الى لغة أخرى فالرجاء الاتصال بنا على الهاتف أدناه.

আপনি যদি এই দলিলটি ব্রেইলে, বড় ছাপার অক্ষরে বা শোনার জন্য সিডি, অথবা দলিলটি অন্য কোন ভাষায় অনুদিত চান তবে অনুগ্রহ করে নীচের টেলিফোন নম্বরে ফোন করে আমাদের সাথে যোগাযোগ করুন।

如欲索取此文件的凸字版、大字版、語音光碟，或其他語文翻譯本，請致電下列號碼。

Proszę się skontaktować z nami pod poniższym numerem telefonu jeśli ten dokument jest wymagany w alfabecie Brajla, w dużym druku, na płycie kompaktowej CD lub przetłumaczony na inny język.

Пожалуйста, свяжитесь с нами по номеру телефона, указанному ниже, если Вы хотите получить этот документ шрифтом Брайля, крупным шрифтом или на компактном аудио диске, а также если Вам нужен перевод этого документа на другой язык.



08456 08 09 19

Aberdeen City Council Provision of a Second Domestic General Waste 240 Litre Wheeled Bin Terms and Conditions

If your application is successful the Council will provide, on a lease basis, 1 x 240 litre wheeled general refuse bin. The bin will remain the property of Aberdeen City Council.

At the time of writing the delivery charge for an additional refuse bin is £35 inc. VAT.

If confirmation is received that you are in receipt of Council Tax Benefit and/or Housing benefit you will be eligible for a 50% discount on the delivery charge. Details should be provided on the application form.

If confirmation is received that a permanent resident of the household has a medical condition or disability that causes them to produce excess waste, there will be no delivery charge. Details should be provided on the application form.

The container will be emptied on the standard general waste collection day for your property, at the pre-agreed collection point and should be used as per Aberdeen City Council Household Waste and Recycling Containers Policy.

You are required to contact the Council to cancel the lease if you no longer meet the eligibility criteria (5+ permanent residents, special circumstances) or if you no longer require an additional bin.

If you move home within the Aberdeen City Council area you must advise the Council of your new address. If you move home to outside of the Aberdeen City Council area, you must advise the Council and arrange for the Council to collect your additional bin.

Upon cancellation of the Lease Agreement by either party no refund will be provided by Aberdeen City Council.

Aberdeen City Council reserves the right to carry out random checks to ensure that only non-recyclable/non-compostable material is presented for collection and to remove the additional bin from your property if there is no genuine capacity requirement, if your household no longer meets the eligibility criteria or if provision is abused.

Declaration:

I confirm there are 5 or more permanent residents living at the above address or that 1 or more permanent residents of this property have special circumstances which cause them to produce excess waste as detailed on the application form.

I confirm that I will contact the Council if circumstances within the household change and I am no longer eligible for an additional bin.

Agreed by Householder/Occupier (as above):

Signed.....

.

Print
Name.....

Date.....

APPENDIX 3

The following is the superseded additional bin policy which has now been amended in the Household Waste and Recycling Containers Policy (Appendix 1).

This is included solely to allow comparison with the proposed policy.

SUPERSEDED DOMESTIC WHEELED BIN SIZING POLICY

Black wheeled bin waste is waste from domestic households that cannot be recycled, composted, reused or disposed of by other means.

All households are delivered one 240-litre black wheeled bin as standard. In the event that the household feels that the 240-litre bin is too large or too small, they may request an alternative size. Alternatives will only be made available following an assessment of individual need.

THE ISSUING OF LARGER/SMALLER BINS

- Alternative sized bins of 120-litre capacity are available, free of charge, on request.
- Residents can exchange a 120-litre bin for a standard 240-litre bin, free of charge, on request.
- Any household experiencing ongoing difficulty in reducing their waste to fit into a single bin may request an additional / larger wheeled bin.
- All requests for additional / larger bins will be individually assessed and provision of these will be based on identified need. The following policies apply:

ADDITIONAL / LARGER BIN POLICY

- On receipt of request for an additional / larger wheeled bin, the household will be asked to complete an application form and a week long waste diary.
- On receipt of the completed application form, additional / larger wheeled bins will be authorised, subject to applicable terms and conditions, if:
 - There are 5 or more permanent residents in the household.
 - A resident within the household has any special circumstances creating an unusual amount of waste which is produced on a regular basis
 - Any resident can prove that after using all possible measures (waste minimisation activities, recycling and composting as much as possible, determined by an officer carrying out a waste audit), they still have more residual waste than can be contained in a standard 240-ltr wheeled bin.

Authorisation for a larger bin will be refused when:

- The application form is returned and the household does not fall under the first two categories mentioned above
- Residents do not utilise the recycling / composting services offered
- Following a visit and a waste audit, it is evident that the household are not reducing waste / recycling as much as possible
- On visiting a household they have no excess waste

A permanent resident comprises a family member that resides in the household on a full-time basis.

OFFICER VISIT & WASTE AUDIT

- This is to be offered to any resident requesting an additional / larger bin who does not fall into one of the immediate authorisation categories.
- If the resident requests such a visit, it will be scheduled to take place on, or the day before, their next black bin collection.
- Waste will be sifted to identify dry recyclables, garden waste and non-recyclable residual waste.
- If there appears to be large amounts of dry recyclables or garden waste within the bin, then the resident will be offered additional recycling containers or garden waste bin accordingly.
- If there is more residual waste than will fit into the 240L wheeled bin after such an exercise, then an additional / larger refuse bin will be authorised, subject to the terms and conditions.

LARGER BIN RENTAL CHARGES

- Delivery of a larger bin is subject to a one-off charge of £35. This represents the cost to the Council of providing a new bin plus the costs of delivery.
- An annual rental charge will be made for households with an additional / larger bin.

These charges will be reviewed on an annual basis. Administration of the scheme would need to be done on an annual basis and is likely to require an additional administrative resource.

TERMS AND CONDITIONS FOR PROVISION OF ADDITIONAL / LARGER WHEELED BIN

1. The bin remains the property of Aberdeen City Council
2. The fee for the use of an additional / larger wheeled bin is a rental fee. This entitles you to use the additional / larger bin for as long as you meet the criteria set out in the policy.
3. If your circumstances change at any time (eg: the number of permanent members of your household change) you will inform Aberdeen City Council to assess your new waste capacity needs.
4. If you move home within the Aberdeen City Council area you must advise the Council of your new address.

5. If you move home to outside the Aberdeen City Council area, you must advise the Council and arrange for the Council to replace your larger bin with one of a standard size. There will be no charge for this.
6. The larger bin is provided on the condition that it is used for non-recyclable / non- compostable household waste only.
7. Aberdeen City Council reserves the right to carry out random checks to ensure that only non-recyclable / compostable household waste is presented for collection. The additional capacity may be withdrawn if its provision is abused.

APPENDIX 4.

The following is the superseded replacement bin policy which has now been amended in the Household Waste and Recycling Containers Policy (Appendix 1).

This is included solely to allow comparison with the proposed policy.

SUPERSEDED REPLACEMENT WHEELED BIN POLICY

1.1. Householders will be charged £30 for a replacement bin. This represents the cost to the Council of providing a new bin plus a small delivery charge.

1.2. If second-hand bins are available, these will be charged at £20.

1.3. Residents in receipt of Council Tax Benefit or Housing Benefit will receive a discount of 50% on submission of proof on entitlement.

1.4. Charges will NOT be applied when:

- Bins are lost on collection day
- Bins are stolen from within the boundary of a property and a Police Incident Number is obtained and provided
- Bins are '*eaten*' by the collection vehicle.

Charges will also not apply where:

- A resident has moved to a new home within the last four weeks and there is no bin at the property
- Damage is caused to the bin by the collection vehicle
- Brown wheeled bins for the collection of garden waste are lost or damaged

1.5. Replacement bins will only be delivered on receipt of payment. In line with other home delivery services, a signature will be required in order to provide proof of delivery.

1.6. Aberdeen City Council will remove damaged or broken wheeled bins when the replacement bin is delivered, if appropriate.

1.7. If householders refuse to pay the charge for a replacement bin, they are entitled to take their general waste, free-of-charge, to one of the four Household Waste Recycling Centres within Aberdeen.

1.8. Householder's house insurance may cover the cost of replacing fire damaged or stolen bins. In such cases, replacement bins should be purchased and then a claim made under the insurance policy.

1.9. The bin replacement charge will be reviewed on an annual basis.

1.10. The proposed policy will affect domestic (household) wheeled bins only. Separate charges apply to trade / commercial waste collection containers.