

COMMITTEE	Zero Waste Sub-Committee
DATE	29 June 2017
REPORT TITLE	Unadopted Roads Waste and Recycling Collection Policy
REPORT NUMBER	CHI/17/069
INTERIM DIRECTOR	Bernadette Marjoram
REPORT AUTHOR	Pam Walker
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT:-

The purpose of this report is to establish an approved 'Unadopted Roads Waste and Recycling Collection Policy'. 'Unadopted' roads are those roads not maintained by a highway authority as defined by Highways Act 1980.

2. RECOMMENDATION(S)

1. The Zero Waste Management Sub-Committee approves the proposed Unadopted Roads Waste and Recycling Collection Policy included at Appendix 1.

3. BACKGROUND/MAIN ISSUES

3.1 Introduction

3.1.1 The Environmental Protection Act 1990 (EPA) places a duty upon local authorities, as the Waste Collection Authority, to collect household waste within in its area. As a general rule, the authority collects household waste from the nearest adopted road. The EPA allows the local authority to specify where receptacles should be placed for collection.

3.1.2 There are currently a number of households, mainly in the rural areas, which receive a recycling (food waste, garden waste or recyclables) or refuse service that requires collection vehicles to travel along unadopted roads and tracks. In some cases, these are in poor condition and consequently access can be difficult and potentially hazardous.

- 3.1.3 The Unadopted Roads Waste and Recycling Collection Policy specifies the basic criteria that these roads should meet in order to be deemed suitable for collection vehicles to access. Where access is unsuitable, waste and recycling collection points should be established at road ends on adopted public roads, (where appropriate) for the affected households.
- 3.1.4 The adoption of this policy will improve health and safety for collection crews and the public as this will remove or reduce risks associated with collecting waste and recyclables from roads that are not of the required standard for LGV access.
- 3.1.5 In sustainability and environmental terms, changing the waste and recycling collection point to the nearest adopted road in some cases will increase the efficiency and sustainability of collections by reducing the distances travelled to collect small volumes of materials.
- 3.1.6 In terms of policy implications, where there is a request for an assisted collection (where a resident asks for help with their bins as they are unable to place their waste at the designated collection point due to disability, infirmity, etc.), this will continue to be provided in the most effective way possible, this may involve utilising a smaller vehicle that can more safely access the area.
- 3.1.7 This policy is broadly similar to that currently adopted in Aberdeenshire and therefore provides commonality in approach for neighbours either side of the city boundary.

3.2 Unadopted Road Waste and Recycling Collection Policy

- 3.2.1 The following list is proposed as being the minimum requirements that should be fulfilled in order for collection from an unadopted road to be provided:
- The road surface is in a good state of repair, free of potholes and/or is of asphalt (or a similar bound surface)
 - There should be a minimum of 5 households located on the private road (although the service may be provided to fewer properties where the alternative road end collection is deemed to be hazardous or undesirable for any other reason and provided all other criteria are met)
 - The road is at least 3 metres in width without obstruction from trees, shrubs, cables, etc. which could cause damage to the side of the vehicle or mirrors
 - The minimum height clearance should be 3.75 metres without obstruction from overhanging branches, cables etc. which could cause damage to the lighting on the roof of the vehicle
 - There should be sufficient turning area to allow a 10.5 metre long vehicle to turn in no more than three manoeuvres
 - There are no health and safety risks to recycling and waste collection vehicles and/ or employees arising from road conditions such as

adverse cambers; poor visibility at bends; risk of flooding; unprotected steep embankments

3.2.2 In cases where the road does not meet the required standards defined in Paragraph 1, as assessed by a Council Officer, residents are required to place their waste or recycling in the container provided on the pavement or verge of the nearest adopted road to their property.

3.2.3 Where multiple containers are required to be placed at a road end for collection, residents must ensure that these are placed off the road and are not obstructing the pavement or footpath.

3.2.3. Where a location meets the criteria in this policy but the access road then falls below the minimum standards, householders will be notified that remedial action is required.

If the road condition is considered to be likely to cause a serious safety issue householders will be informed and the service will revert to the nearest adopted road with immediate effect.

Where the defect is less serious, letters will be sent to householders giving a reasonable timeframe for action to be taken. If this is not carried out to the service's satisfaction within that time the service will be withdrawn and revert to collection from the nearest adopted road. Householders may re-apply for service re-instatement at a later date.

3.2.4 The proposed Unadopted Roads Waste and Recycling Collection Policy is attached at Appendix 1.

3.3 Benefits

3.3.1 The Unadopted Roads Collection Policy will improve the health, safety and wellbeing of employees by reducing the journeys on unadopted roads, some of which are in poor condition.

3.3.2 Improved recycling and waste collection efficiency in terms of:

- Increased number of properties serviced per route
- Improved fuel economy
- Increase in crew productivity (number of uplifts per crew member per day)
- Reduced accident risk for collection crews
- Reduced damage to vehicles due to accessing poor quality roads
- Reduced vehicle downtime as a result of damage

3.3.3 It is expected that the above benefits will result in an overall reduction in the costs associated with collection of waste and recyclables from rural routes in the city.

- 3.3.4 The implementation of this Policy will assist the Council in its aim to improve services through efficiency and continuous improvement and establishes a clear and consistent approach to service delivery.
- 3.3.5 The proposed policy is very similar to that already in use in Aberdeenshire; adoption of this policy will achieve alignment of policies that will ensure consistency of waste polices, a key aim of the Scottish Government's Recycling Charter.

4. FINANCIAL IMPLICATIONS

- 4.1 Efficiencies will be made in the collection service in rural areas that will result in some reduction in overall service costs; this is not quantifiable until detailed route modelling is undertaken.

There will also be a reduction in wear and tear on collection vehicles by eliminating the requirement for them to traverse roads that are often obstructed by pot-holes, overhanging branches and other obstacles that can cause damage to vehicles. This will provide a modest cost benefit to the Fleet service and increase the availability of vehicles.

5. LEGAL IMPLICATIONS

There are no direct legal implications arising from the recommendations of this report.

6. MANAGEMENT OF RISK

Risk	Mitigating action	Level
Public acceptability of policy content leading to changes in service	Communication campaign consisting of general awareness raising on Council website and direct contact with households in writing and/or in person prior to any proposed service change.	Medium
Increased health and safety risk of collecting bins on rural roads.	Staff training. Route risk assessments carried out.	Medium

7. IMPACT SECTION

Economy

This report has no significant impact on the economy.

People

This policy will provide clear guidelines for those residents who live on unadopted access roads and clearly set out what is expected (and why) in order for this service to be provided. It will also result in harmonisation of service provision and ensure that the Council is being open and transparent and fair and consistent in its approach.

To publicise the service change to residents who live on an unadopted road that is assessed as being unsuitable for a collection, we will increase awareness of the policy by making it available online in the waste section of Council website and on social media. Households directly affected by the policy will be contacted by letter on an individual basis and the Waste and Recycling Team will work with those residents to identify solutions to any collection issues and ensure they are clear about the policy and the reasoning behind it.

An EHRIA has been completed and is attached. There are no significant equalities impacts, those householders who find they have difficulty in managing a different waste and recycling collection point will be able to apply for an assisted collection service which is available for those people who fall under the protected characteristics categories as defined by the Equalities Act 2010. A PIA is not required for this report.

Place

This policy helps us to work towards achieving the Smarter Environment (natural resources) element of the Smarter City vision by helping to manage waste effectively and in line with UK and European legislative requirements by improving the efficiency of our collections thereby reducing our costs and carbon footprint.

This will also improve the efficiency the service by helping to increase the number of properties that can be serviced on a collection route due to the time saved by not having to drive along unadopted lanes to collect small volumes of waste. This will increase the overall efficiency of the service. There will also be less damage caused by poor quality access and improved fuel economy which reduces the impact on the environment from emissions.

This will end the current practice of collection vehicles accessing unadopted roads irrespective of their condition. This will provide clarity for drivers on how to complete their tasks, make the routes for employees more efficient by collecting at road ends and improve their health and safety by eliminating any unadopted road related hazards.

This policy is broadly in line with that operated by our neighbouring authority, Aberdeenshire Council, and so assists with harmonisation of services as many of the properties in Aberdeen that may be affected by this policy border onto Aberdeenshire and therefore they may have neighbours who will likely be provided with a similar service.

Technology

The new in-cab technology now being employed by the Service means that information relating to collection points and any associated risk assessment information can be accessed quickly and easily by the collection driver. This will help reduce error and enable real-time reporting to the back office should any collection issues arise.

9. APPENDICES

Appendix A: Clean copy of the proposed Unadopted Roads Waste & Recycling Collection Policy.

Appendix B: Waste Containers and Collections Policy 2014

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