

Notice of a public meeting of

Decision Session - Executive Member for Environment

To: Councillor Waller

Date: Monday, 23 November 2015

Time: 4.30 pm

Venue: The Craven Room - Ground Floor, West Offices
(G048)

AGENDA

Notice to Members – Post Decision Calling In:

Members are reminded that, should they wish to call in any item* on this agenda, notice must be given to Democratic Services by **4:00 pm on 25 November 2015**.

*With the exception of matters that have been the subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any called in items will be considered by the Corporate and Scrutiny Management Policy and Scrutiny Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by **5.00 pm on 19 November 2015**.

1. **Declarations of Interest**

At this point in the meeting, the Executive Member is asked to declare:

- any personal interests not included on the Register of Interests
- any prejudicial interests or
- any disclosable pecuniary interests

which they might have in respect of business on this agenda.

2. **Public Participation**

At this point in the meeting, members of the public who have registered their wish to speak at the meeting can do so. The deadline for registering is at **5.00 pm on Friday 20 November**.

Members of the public may register to speak on an item on the agenda or an issue within the Executive Member's remit.

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https://www.york.gov.uk/downloads/file/6453/protocol_for_webcasting_filming_and_recording_council_meetingspdf

3. **Promoting Recycling in York** (Pages 1 - 42)

This report informs the Executive Member of a series of options that could assist with increasing reuse, recycling and composting levels.

4. Urgent Business

Any other business which the Executive Member considers urgent under the Local Government Act 1972.

Democracy Officers:

Catherine Clarke and Louise Cook (job share)

Telephone No- 01904 551031

Email- catherine.clarke@york.gov.uk/louise.cook@york.gov.uk

For more information about any of the following please contact the Democratic Services Officers responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

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Decision Session - Executive Member for the Environment

23 November 2015

Report of the Interim Director of City and Environmental Services

Promoting Recycling in York

Summary

1. This report informs the Executive Member of a series of options that could assist with increasing reuse, recycling and composting levels.

Recommendations

2. The Executive Member is asked to consider and identify those areas where further investigation should be undertaken into the options for increasing reuse and recycling so that officers can bring back a costed action plan to the Executive Member.

Reason: To increase recycling rates in York.

Background

3. Recycling and composting rates have plateaued in recent years. In 2011/12 we peaked at 46.5%, but factors including reduction in the weight of packaging materials and the recession, have resulted in a small drop in recycling performance to 44.11%. A similar drop in performance has also been experienced in many Authorities nationally. If we are to reverse this trend we now need to revisit our approach to determine activities that would be most cost-effective in increasing recycling. This report sets out the key areas and options with recommendations highlighted under each. The Executive Member is asked to identify those areas that officers should pursue further in order to develop a business case to be brought back to the executive Member to consider for implementation.
4. Council in July approved an additional £30k per annum for two years. It is proposed that a proportion of these funds is used to support this detailed development work.
5. A Domestic Waste and Recycling Scrutiny Review, with the remit to identify future improvements in the Council's working methods in order

to increase domestic waste recycling, was completed in September 2014 and reported to the Executive in October. This report draws upon the recommendations of that review.

Options and Analysis

Increasing Recycling in Low Performing Areas

6. There are opportunities to increase recycling levels locally and to boost residents' use of the existing recycling collections. Project work was carried out in 2013/14 to increase recycling and reuse in targeted local areas. Lessons learned from this were:
 - Consistent, localised, targeted branding throughout all the campaign activities was useful in promoting campaign awareness and encouraging community involvement.
 - Although financial incentives were well received during the campaign they were not the only contributing factor to participation. Providing clear suggestions that required minimal effort on the part of the resident encouraged the greatest levels of participation. For example; providing free post envelopes with resident surveys, arranging doorstep collections of furniture etc.
 - Although the localised campaign was effective in increasing participation levels and capturing greater amounts of recycling from the waste stream, further resource is required to support other local community groups to continue this work and foster longer term behavioural change.
7. These lessons can be used to inform future localised campaigns. Much more engagement with established community groups along with ongoing support for the community following project work are key components in promoting long term behavioural change and ensuring longevity in increased levels of recycling.
8. Monitoring work will be needed to establish which areas might benefit from this work, for example areas of low set-out or participation rate, areas known for having full to overflowing refuse bins e.g. flats, and areas where recycling boxes are not well used or are contaminated. These factors will be established by going out and monitoring collections and speaking to supervisors, crews and housing estate managers. This evidence can be used to create a bespoke campaign which will aim to reduce waste going to landfill by promoting existing recycling services, encouraging and facilitating reuse and waste prevention.

9. One type of property which may benefit from such a programme of work is flats. Residents here a number of difficulties managing their waste often because no individual has ownership of the shared waste containers and this leads to problems such as messy bin stores and dumped rubbish, contaminated recycling bins and overflowing rubbish bins.
10. During 2012 we undertook a piece of work to identify existing barriers and investigate opportunities to increase communal recycling. Recommendations for a work plan in areas of communal bins arising from this work could include:
 - Maintenance and relabelling of bins
 - Appropriate signage
 - Relocating recycling bins to make them more accessible
 - Providing storage bags
 - Improved communications with residents
11. **Recommendations:**
 - i) Monitoring work is undertaken as proposed in paragraph 8 and an action plan is brought back in the light of this to tackle the key barriers to recycling.
 - ii) A Communal Sites programme of interventions is identified and costed as detailed in paragraphs 9 and 10.
 - iii) Establish a special email and postal address where residents may submit suggestions to promote recycling and address barriers and problems. Suggestions received to be put on the website as part of the workplan.

Campaigns

12. Bespoke campaigns could be created for the low performing areas based on the local resident's needs, experience from work we have carried out in similar areas and guidance from WRAP¹. We should continue to use the existing "Recycle for York" branding for any campaign. It's been used in York since 2004 and over 90% of English authorities use it so it has strong local and national relevance. Experience from previous campaigns (paragraph 6) shows that localised campaigns are effective, so this branding could be adapted for an individual area, for example "Recycle for Flats" "Recycle for Foxwood", "Recycle for the Groves".

¹ Waste and Resources Action Programme. See: www.wrap.org.uk

13. We have previously identified that barriers to residents recycling more include cost of replacement boxes, no access to a car to take items for recycling/reuse and a lack of information about waste services so consideration should be given to addressing these factors, possibly including:
 - Local pick up points for recycling boxes, lids and other items to assist with recycling
 - Charity reuse collections
 - Installing reuse / recycling banks locally
 - Producing waste service information booklets
14. To ensure we offer value for money within a campaign we would propose to link with existing communications e.g. Streets Ahead, Our City and with libraries and community centres to engage with residents locally.
15. Monitoring the effectiveness of any campaign would follow on from establishing baseline data as outlined in paragraph 8. This would include the use of a new reporting system that pulls together volumes of recyclates collected in a more timely and accurate manner, this will obviously be key for any targeted campaign, the number of people using a service or making contact with us and survey results on attitudes and awareness.
16. **Recommendation:** The Executive Member is asked to confirm the development of this approach to create a costed and monitored campaign and identify any additional campaign strategies to be pursued.

Reuse Opportunities

17. Reuse remains a key opportunity when it comes to reducing the amount of rubbish that goes to landfill and the associated costs. Reusing an item, rather than throwing it away, can prolong its useful life, reduce the need for finite valuable resources and potentially create work opportunities in terms of repair and maintenance.
18. Historically, we have encouraged residents to reuse items through charities / other organisations and have also promoted national and regional reuse initiatives. Opportunities to drive an increase in reuse of waste through our two Household Waste Recycling Centres (HWRCs) could be explored further as detailed below.

19. The current scope of work at Hazel Court and Towthorpe HWRCs has been restricted because of limited budgets and space available on the two sites to develop projects. Reuse work currently involves bicycles, textiles, books and some electrical items (white goods). WRAP estimate that around 32% of items taken to HWRCs could be reused in the state delivered to sites and that this figure would increase to around 51% if the items were repaired slightly.
20. A greater level of reuse could be achieved by developing a dedicated reuse facility to incorporate a sales outlet for items and materials from the HWRCs and the existing bulky collection service. This off-site facility could potentially include storage, workshops, education / community space which could potentially support apprenticeships, volunteer and training opportunities. Such a facility could offer excellent social benefits and support residents with low incomes through the provision of low cost furniture and white goods for the home.
21. In 2014 CYC Officers made a visit to the Leeds City Council Reuse Shop which is based at their HWRC at Seacroft, Leeds. The shop is run by a community-interest company made up of 3 Leeds furniture reuse organisations: St Vincent de Paul, Emmaus Leeds and South Leeds Alternative Trading Enterprise. The shop has proved to be so successful that they have had to increase their staffing and now require bigger premises. The shop has two full-time and two part-time staff. Volunteers and young people completing Community Payback help to unload, clean and warehouse the donations and move items into the retail area.
22. The shop was diverting around five tonnes of waste from landfill per month. In November 2011, this included 316 items of furniture and about 300–500 items of bric-a-brac are sold each week. The shop needs to earn approximately £2,000 per week to break even; however they are actually achieving £6,000 a week which means they are now generating a profit.
23. Consultation would be required with existing third party and charity organisations who already carry out work in the York reuse sector to establish opportunities to link with them and gain from their experiences.
24. **Recommendation:** It is proposed to bring back, in 2016, a further report to assess the potential viability and options for a re-use centre.

Expanding Kerbside Recycling - Mixed Plastics

25. There is a potential opportunity to expand the range of materials accepted on the kerbside recycling collections to include mixed plastics, not just plastic bottles as the current scheme allows.
26. Mixed plastic packaging generally comprises a varied mix of polymers which is represented by the number on the bottom of containers e.g. yoghurt pots, ice cream tubs, fruit trays, non-black food trays etc. The quality of these types of plastic can be poor and plastic can be often contaminated with food. These factors, coupled with the instability of the recycling markets, has meant that it been very difficult to demonstrate value for money by introducing mixed plastics to the existing kerbside recycling collection.
27. During 2014 a 12 week trial was carried out in one area of the city allowing residents to recycle mixed plastics in their kerbside recycling boxes. The trial results showed an increase in the amount of plastic and cans collected of 21.0%. In 2013/14 1,810 tonnes of plastic bottles was collected city wide on the kerbside recycling collections. It is estimated that a further 350 tonnes of mixed plastic could potentially be collected and diverted from landfill if this scheme was rolled out city-wide.
28. This additional tonnage of plastics would create a saving in landfill tax; however, we currently receive a net income of £10.55 per tonne for kerbside collected recyclables free from mixed plastics. The introduction of mixed plastics would put this income at risk and indeed is likely to lead to a cost to the Council for the disposal of the mixed plastics. This loss of income / additional cost is likely significantly to outweigh the saving in landfill tax.
29. Discussion will be needed with Yorwaste to ascertain the current market position and viability of adding mixed plastics which is highly volatile and has seen dramatic drops in prices over this summer along with many other recycling commodities. Following the mixed plastics trial the crew were surveyed about the effect the additional material had had on the length of collection and potential capacity issues within the existing fleet. No negative changes were reported. It is anticipated that the additional material could be collected with the established collection and there would be no fleet implications.
30. Discussions will also be needed with the Friends of St Nicholas Fields (St Nick's) regarding the properties they service in the city centre and the potential to collect mixed plastic.

31. It is essential that residents understand the types of mixed plastic which can be recycled to ensure a high quality of materials is collected. A city wide communications programme would be needed to educate householders about which plastics can be collected. This would cost in the region of £12k for advertising and leaflets delivered to every household, but this cost could be reduced by combining information about this with other Council communications e.g. Our City delivery.
32. **Recommendation:** Whilst physically viable, on financial and environmental grounds this proposal is not recommended as a viable option at this time; however, it is proposed that officers continue to monitor the market and consult with Yorwaste to inform any future decision on the practicality of pursuing mixed plastic collection should it become viable.

Garden waste collections

33. A garden waste collection service is provided to 65,000 households across the city. There are other households with gardens which could also benefit from this service but there is no spare capacity to add additional properties onto existing collection rounds.
34. These households are typically in central areas of the city and rural areas. There could be up to 5,500 suitable properties. A full review would be needed to identify the suitability of these properties for a garden waste collection e.g. space for storage and presentation of a wheeled bin (our preferred method of collection), access for collection vehicle. Consultation would be required with residents to measure demand for the service.
35. The St Nick's recycling service in the city centre includes garden waste. Residents can put out bags of garden waste alongside recycling. There may be an opportunity to work with St Nick's to increase the uptake of this element of their service.
36. Prior to the introduction of the garden waste collections, some ward committees funded garden waste collections within their areas using compostable bags and a private collector. This type of service is costly in terms of labour and time but if there was a strong localised desire for this service Waste Services could support the ward committees to provide a similar service.

37. Additionally, ward committees may wish to fund skips/static RCVs specifically for the disposal of garden waste for composting. This service would, however, have to be staffed to prevent contamination of the load. This would increase the cost of the service.
38. **Recommendations:**
- i) A review is undertaken in line with paragraph 34 and properties added where viable and following consultation with residents.
 - ii) Consultation be undertaken with ward committees about the options available to them to use their ward funding for these purposes.

Household Waste Recycling Centre Permits

39. The Household Waste Recycling Centres permits scheme was introduced in 2009 in an attempt to reduce the problem of trade waste being disposed of at the Household Waste Recycling Centres (HWRCs) under the guise of household waste. Upon acceptance to the permit scheme, householders are supplied with a permit booklet containing 12 permits based on an ideal of one site visit per month over the course of a calendar year.
40. The scheme has been successful and in 2012 we reported that a total of 27,510 tonnes was dealt with at the sites in 2008/2009, reducing to 21,900 tonnes by the end of 2011/2012 (reduction of 5,610 tonnes or 20.4%). The scheme is helping to reduce waste processing costs by more than £500k per annum at current rates.
41. Unfortunately, we are now finding that the system is becoming increasingly abused by traders who are obtaining the permits under false pretences. The permits are then enabling them to dispose of 12 vehicles' worth of commercial waste at the council taxpayers' expense per year. It is not possible to estimate the proportion of waste that is illegally disposed of but we suspect it is a significant amount through anecdotal evidence and the number of suspicious permit applications we receive.
42. For every tonne of landfilled trade waste that bypasses the system it costs the council and therefore the tax payer £101.92 in disposal charges and the traders are avoiding the £146 per tonne charge leading to a reduced income at the site.
43. There are a couple of possible options available to reduce the number of opportunities available to traders to dispose of their waste free of charge:

44. A. Reduce the number of permits depending on vehicle size

There are few households that genuinely need to dispose of 12 x van loads of rubbish a year. It is proposed that consideration is given to reducing the number of permits issued by vehicle size from 12 down to:

- 6 permits for vehicles above 6'3", trailers and small vans (under 6'3")
- 3 permits for Transit type vans, mini buses, camper vans, 4x4 with pickups and Box/Luton vans

45. This option offers the most savings by reducing the number of times a trader can use the HWRCs free of charge. However, it will also limit the number of times a householder can use the HWRCs in a large vehicle (they can still use cars).

46. B. Put expiry dates on the permits so that only one permit can be used per month.

This option will not limit the number of times a trader can abuse the site so will not give large cost savings but it will make it more difficult for traders abusing the site as they will have to stockpile their waste for a month between permits.

This option will impact on the freedom of genuine householders to use the site as they will not be able to use a large vehicle more frequently than once a month. They would still, however, be able to use their cars.

47. One possible option to alleviate the impact on householders of any changes to the permit scheme is to offer a number of garden waste permits to those householders that visit the HWRCs regularly during the growing months to dispose of garden waste only. These permits will enable householders to use the HWRCs more than once a month so long as they are only disposing of garden waste.

48. Any incidents of fly tipping as a result of any changes will be investigated and where possible action taken by the Neighbourhood Enforcement Team.

49. **Recommendation:** The Executive Member is recommended to identify a preferred option from paragraphs 43 to 45 above in order that a full scheme can be developed and presented to the Executive Member for an implementation decision

Waste Presentation (bags to bins)

50. Most properties in York present residual waste in a wheeled bin but 10,309 present their residual waste in black sacks. It has been identified that 5,564 of these (see Annex 1) could potentially have a wheeled bin for storage and presentation of waste which could make collections more efficient and reduce problems such as bags out early, dumped bags and split bags which may result in involvement from the neighbourhood enforcement team.

51. Collecting residual waste in a wheeled bin wherever possible is the preferred policy option for the following reasons:
 - Collections are simplified and standardised within streets
 - Bins are usually presented at edge of property rather than bags at central collection points, thus reducing opportunities for bags to be dumped at central collection points
 - Collections are safer for crews as there is less manual handling
 - Waste is contained between collections and does not attract pests
 - Residents are only able to present waste in a wheeled bin rather than multiple bags. This may encourage greater participation in the recycling service as well as reducing the amount of residual waste produced overall
 - Collecting from wheeled bins is more efficient and significantly reduces the time taken to complete a collection round

52. Some terraced streets in areas of Poppleton Road, Acomb and the Groves have already successfully changed from bag collections to wheeled bins following consultation with residents in 2009/10. However, some of these streets still have a mixture of bags and wheeled bins and this programme of work seeks to address that. More recently, residents of a stretch of Carr Lane in Acomb were consulted regarding changing from bags to wheeled bins at front edge of property. The response from residents has been mixed and this work is ongoing.

53. Consultation would be needed with residents prior to any further streets changing the service they receive. The cost of provision and delivery of wheeled bins would be approx £106k including delivery. A £100k provision exists within the agreed capital programme to fund this expenditure.

54. **Recommendation:** Following consultation a detailed proposal is brought back with regard to priority properties that could receive a wheeled bin.

Bring Sites

55. There are 52 sites across the city with bring recycling banks for a range of materials where the public can take items for recycling. A kerbside recycling service is now provided to all households city wide, so the need for an extensive network of bring banks warrants investigation and a full review of the current bring site provision is currently taking place. This review will identify the condition/state of repair of all recycling banks, suitability of location, history of reported problems at the sites and the tonnage of recycling collected by site and material. The overall tonnage collected is reducing year on year from 1,710 tonnes in 2012/13 to 1,137 tonnes in 2014/15.
56. No bring banks will be removed without consultation with local residents. Should it prove that fewer bring banks are wanted any savings in the disposal of waste, maintenance of the banks, and payment to the parking team for the use of car park spaces where they are located could be reinvested in the recycling service or contribute to required savings.
57. **Recommendation:** A report back is made to the Executive Member on completion of the bring bank review with an action plan.

Co-mingling of Recycling

58. A decision is needed imminently with regard to the replacement of some existing, life-expired vehicles. Before a business case is made for this investment, however, it will be essential to understand the direction of travel with regard to the type of collection methods to be used. The Executive Member has therefore requested that a review of collection methods is undertaken in order to inform the decision on the type of replacement vehicles required.
59. Kerbside recycling collections in York have been through various forms since 2003. Materials currently collected are:
- Mixed paper and card
 - Mixed glass bottles and jars
 - Plastic bottles and cans

Materials are separated into these types and collected using three separate 55 litre boxes with a lid or net. Some collections are also

made from commercial and communal residential properties using wheeled bins.

60. An alternative collection method which could be considered for its potential to create operational efficiencies, boost recycling participation and generate some cost saving, is co-mingling, i.e. putting all material into one container for collection (using existing recycling boxes or a newly provided wheeled bin). Authorities that co-mingle recyclables regularly report ease of use by customers and increased volumes as key advantages. It needs to be noted, however, that many of these authorities are in very large urban areas or in close proximity to a competitive materials recovery facility market, neither of which applies to York. There are significant disadvantages to any co-mingled collection which must be considered including:
- Increased processing costs
 - Reduced quality of materials
 - The Council would need to undertake a TEEP (Technically, Environmentally and Economically Practicable) assessment to ensure legal compliance and without the close proximity of a large Material Recovery Facility. This may be challenging.
 - Higher rates of contamination of materials
 - The small materials recycling facility (MRF) currently used is unable to accept comingled recyclables therefore a different facility would need to be used. collection of glass (see below)
 - Potential need to purchase wheeled bins
61. The collection of glass in a co-mingled system must be carefully considered. There is an additional cost to process co-mingled recyclables mixed with glass which significantly increase MRF maintenance costs. As an alternative, some authorities provide an extensive network of bring recycling banks for residents to use.
62. The TEEP Legislation has recently been introduced to ensure that the quality of recyclable materials collected is of a consistently high standard to meet the needs of re-processors. Any decision regarding changing the collection methods must take into account the requirements of TEEP. The legislation is geared to seeing all collections being of a source separated type (i.e. the current collection method) and where co-mingling is to be considered a comprehensive assessment has to be undertaken to demonstrate the ability to achieve equivalent or better overall TEEP outcomes.

63. The costs to deliver and process recycling vary significantly with separated versus co-mingled recycling. Currently, a rebate of £10.55 per tonne is given against the gate fee for each tonne of separated recycling delivered into the MRF which gives the Council a net revenue.
64. If the change was made to collect co-mingled recycling then the cost to the Council to deliver recycling into the MRF would rise significantly. Indicative costs suggest that £40-£60 per tonne for co-mingled recyclate could be expected (current rate £59.11 per tonne for any co-mingled including glass) but the market for recyclables is very unstable and so this could rise.
65. **Recommendation:** For the above reasons it is not recommended that co-mingling is pursued at this time.
66. The FAME recycling vehicles which are used to collect in the terraced areas of the city are in need of replacement. The decision regarding which vehicles and the quantity to purchase depends on whether recycling is collected co-mingled. If recycling continues to be collected separated on the kerbside (including glass) then vehicles with compaction can offer some operational efficiencies and the 4 existing FAME vehicles could be replaced with fewer vehicles.
67. The following options are available on the basis that we do not pursue co-mingling:
- **Non-compaction**, i.e. open stillage type vehicles similar to the existing Fames or covered three-compartment vehicles with side loading doors. This could be either a cage or covered vehicle with three compartments on a conventional chassis with side loading doors. While this combination would be more reliable, the capacity/efficiency would be about the same as the Fame option. How much can be collected would be limited by the height of the loading aperture (Rave height) and physically getting to the side apertures may be difficult in many streets due to parked cars.
- The estimated cost per vehicle would be £55k each and working that into an annual lease plus all the running costs would be in the region of £25k per annum.
- The assumption is we would still need at least four of these type of vehicles to continue with the service.

- **3-compartment vehicles** with split compaction rear body and a glass pod. i.e. smaller version of the larger One-Pass vehicles that cover the greater York area.

Over the past 2-3 years we have trialled various potential vehicles that offer split compaction rear ends that could be possibly fitted with a glass pod behind the cab in a similar configuration to the larger One-Pass vehicles.

Using the assumption that our narrow track refuse vehicles access most tight and terraced areas while collecting landfill waste, a vehicle with a similar foot print should also get round to collect recyclates. On that basis a narrow track Chassis with a split compaction body with a moderate glass pod could fulfil the task.

The estimate cost per vehicle would be £190k each and working that into an annual lease plus all the running costs would be in the region of £70k per annum.

The assumption would be that as these vehicles would collect the recyclates more efficiently with compaction on two of the streams so possibly two vehicles would cover the same areas.

- **2-compartment vehicles** with split compaction for cans/plastic and paper/card supported by a separate non compaction vehicle solely collecting glass. This option is a variation on option 2 above to alleviate the potential issue of the glass pod configuration not being practical in tight terraced areas.

Based on a narrow track vehicle as above but with a slightly larger capacity split compaction body for the two compactable recycling streams. Estimate cost of this type of vehicle would be £170k each and working that into an annual lease plus all the running costs would be in the region of £65k per annum.

The assumption would be that as these vehicles would collect the recyclate more efficiently with compaction on two of the streams so possibly two vehicles would cover the same areas.

Being a two compartment design with higher compaction capacity than the above vehicles, they will collect even more of the two streams before needing to tip; however, they would need to be supported by a further vehicle to collect glass. This could be a conventional tipper plated at 4.6t giving a payload of approximately 2t. This vehicle would likely cover the collection areas at a differing rate than the above vehicle so would not conflict with the 2-stream compaction vehicles and it would be unlikely both types of vehicles would be in the same street at the same time. The estimated cost

of this type of vehicle would be £27k and working that into an annual lease plus all the running costs would be in the region of £10k per annum. Depending on the quantity of glass to be collected and the rate at which the crew can get round there may be the need for two of these vehicles.

68. These options will be explored in detail within the business case. The best option will balance vehicle cost with efficiency of collection in terms of the number of vehicles and mileage required. This will be brought back to the Executive Member so that procurement of the vehicles can commence.
69. The subject of Alternative Fuel Refuse Vehicles is being looked at across the industry the current situation is:
- **Electric Refuse Trucks** - there have been trials of electric refuse vehicles in London many years ago and more recently in France. Currently the indications are that there may be limitations attributed to cost, payload, range, reliability, re-charging arrangements and not being suitable for land fill use.
 - **Gas Powered Refuse Trucks** - There are various options for using gas power in trucks such as compressed natural gas (CNG), Liquefied Natural Gas (LNG) and Biogas. These fuels can be used in trucks converted as either dedicated fully to the one fuel, or in dual-fuel format where the conventional diesel is supplemented with a proportion of gas. Again there are implications such as cost, payload, reliability and re-fuelling arrangements and some instances of overheating but there appears to be a small number of trials in process with other local authorities so the progress on these will be investigated and fed back.
70. **Recommendation:** It is recommended that a business case for replacement of the FAME vehicles is progressed through the Council's Capital Resource Allocation (CRAM) process, which will include consideration of alternative fuel arrangements.

Next Steps

71. Following the Executive Member's decision on the various recommendations the Waste Strategy Team's workplan will be updated to reflect the projects selected. See Annex 2 for the current plan. The items listed in this report are shown in red on the current plan.

Consultation

72. A range of consultation exercises are proposed within this report with existing network of reuse organisations and other interested parties (such as charities), Yorwaste as our HWRC contractor:
- Mixed plastic – ongoing market opportunity monitoring with with Yorwaste.
 - Flats – engagement needed from estate managers, residents, private landlords and agencies.
 - Garden waste collections – consultation with residents of suitable properties, St Nicks regarding city centre collections.
 - HWRC permits –discussions with Yorwaste as HWRC contractor
 - Waste prevention (bags to bins) – residents, refuse collection crews, neighbourhood enforcement team
 - Co-mingling of recycling – discussions with Yorwaste as recycling contractor, consultation with crews, equalities considerations.
 - Bring sites – local residents will need to be consulted, landowners.

Council Plan

73. The proposals in this paper further the Council Plan objective of placing a focus on front line services.

Implications

74. **Financial:** Council in July approved an additional £30k per annum for two years to support this work.
75. **Equalities:** Equality Impact Assessment will be undertaken in respect of each of the action areas proposed.
76. The report has no additional implications relating to: Human Resources, Legal, Crime and Disorder, Information Technology, Property.

Risk Management

77. In compliance with the Council's risk management strategy the main risks that have been identified associated with the proposals contained in this report are those which could lead to the inability to meet business objectives and to deliver services, leading to damage to the Council's reputation and failure to meet stakeholders' expectations. The level of risk is assessed as "Very Low" as the consultations and business case development proposals in this report are intended to

mitigate this risk . This means that periodic monitoring is required of the operation of the new arrangements.

Contact Details

Author:

Russell Stone
Head of Operations
Communities &
Neighbourhoods

Chief Officer responsible for report:

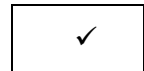
Charlie Croft
Assistant Director (Communities, Culture
& Public Realm)

Report Approved



Wards Affected: All

All



For further information please contact the author of the report.

Background Papers: None

Annexes

- 1: List of streets where properties could potentially move from bags to bins
- 2: Waste Strategy Team Workstreams

Additional Paper

Replacement Vehicle Options

Abbreviations

CNG	Compressed Natural Gas
CRAM	Capital Resource Allocation Model
HWRC	Household Waste Recycling Centre
LNG	Liquefied Natural Gas
MRF	Materials Recycling Facility
RCV	Refuse Collection Vehicle
TEEP	Technically, Environmentally and Economically Practicable
WRAP	Waste and Resources Action Programme

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Annex 1 - Streets identified as potentially suitable for wheeled bins for refuse

Key:

FEOP = Front Edge of Property

REOP = Rear Edge of Property

CCP = Central Collection Point

Hybrid = Mixture of Collection Types Within One Street

Ward	Street	Number of properties	Current collection method	Proposed collection method
Acomb	Carr Lane	60	HYBRID COLLECTION	BINS FEOP OR CCP
Clifton	Abbey Street	67	BAGS FEOP	BINS FEOP
Clifton	Allan Street (1,3,5,7)	4	BAGS AT CCP	BINS AT CCP
Clifton	Almery Terrace	13	BAGS REOP	BINS REOP
Clifton	Avenue Terrace	25	BAGS FEOP	BINS FEOP
Clifton	Bootham Crescent	3	BAGS FEOP	BINS FEOP
Clifton	Cromer Street	49	BAGS AT CCP	BINS FEOP
Clifton	Falsgrave Crescent	43	BAGS AT CCP	BINS FEOP OR CCP
Clifton	Field View	8	BAGS FEOP	BINS FEOP
Clifton	Garth Terrace (1-44)	46	BAGS AT CCP	BINS FEOP
Clifton	Grosvenor Road (1&2 and Ryburn House/Dene	4	BAGS FEOP	BINS FEOP
Clifton	Grosvenor Terrace (1-50 houses + flats)	75	BAGS AT CCP	BINS FEOP
Clifton	Grove View	17	BAGS AT CCP	BINS FEOP
Clifton	Haughton Road	10	BAGS REOP	BINS FEOP
Clifton	Highcliffe Court	15	BAGS FEOP	BINS FEOP
Clifton	Ratcliffe Street	72	BAGS AT CCP	BINS FEOP
Clifton	Shipton Street	34	BAGS AT CCP	BINS AT CCP
Clifton	Surtees Street	42	BAGS AT CCP	BINS AT CCP
Clifton	Sycamore Place	11	BAGS AT CCP	BINS FEOP OR CCP
Clifton	Sycamore Terrace	42	BAGS AT CCP	BINS FEOP OR CCP

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Dringhouses And Woodthorpe	Old Moor Lane (Ashfield Court)	27	BAGS FEOP	COMMUNAL BINS
Fishergate	Alma Terrace	82	BAGS AT CCP	BINS AT CCP
Fishergate	Barbican Road	39	HYBRID COLLECTION	BINS FEOP
Fishergate	Cemetery Road (36-78 EVENS)	24	BAGS AT CCP	BINS FEOP
Fishergate	Daysfoot Court	12	BAGS REOP	BINS REOP
Fishergate	Escrick Street	3	BAGS AT CCP	COMMUNAL BINS
Fishergate	Fishergate	49	HYBRID COLLECTION	BINS FEOP
Fishergate	Fulford Road	40	HYBRID COLLECTION	BINS FEOP
Fishergate	Gordon Street	38	BAGS AT CCP	BINS AT CCP
Fishergate	Grange Street	23	BAGS FEOP	BINS FEOP
Fishergate	Heslington Road	30	HYBRID COLLECTION	BINS FEOP
Fishergate	Howard Street	23	BAGS REOP	BINS FEOP
Fishergate	Lastingham Terrace	15	BAGS COLLECTED FROM CCP & REOP	BINS FEOP
Fishergate	Lawrence Street (79-97 & various)	35	BAGS FEOP	BINS FEOP
Fishergate	Marlborough Grove (13 flats, 8 houses)	21	BAGS FEOP	BINS FEOP
Fishergate	Melbourne Street (19-39b)	23	BAGS REOP	BINS FEOP

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Ward	Street	Number of properties	Current collection method	Proposed collection method
Fishergate	New Walk (1-20 holly terrace & 1-6 Marlborough villas)	27	BAGS COLLECTED FROM CCP & REOP	BINS CCP
Fishergate	New Walk Terrace	36	BAGS REOP	BINS FEOP
Fishergate	Nicholas Street	40	BAGS AT CCP	BINS FEOP
Fishergate	Rosedale Street (1-11 odds)	6	BAGS FEOP	BINS FEOP
Fishergate	Sandringham Street	26	BAGS REOP	BINS FEOP
Fishergate	Wellington Street (52-61)	14	BAGS COLLECTED FROM CCP & FEOP	BINS AT CCP
Guildhall	Arthur Street	43	BAGS FEOP	BINS AT CCP
Guildhall	Bartle Garth	9	HYBRID COLLECTION	BINS FEOP
Guildhall	Belgrave Street	7	BAGS REOP	BINS REOP
Guildhall	Bootham Square	24	BAGS REOP	BINS AT CCP
Guildhall	Bowling Green Lane	3	BAGS FEOP	BINS FEOP
Guildhall	Brownlow Street	2	BAGS FEOP	BINS FEOP
Guildhall	Claremont Terrace	47	BAGS AT CCP	BINS AT CCP
Guildhall	Clarendon Court 27-33	7	BAGS FEOP	BINS FEOP
Guildhall	Diamond Street	50	BAGS AT CCP	BINS AT CCP
Guildhall	Dixons Yard	6	BAGS FEOP	BINS FEOP
Guildhall	Dudley Street	22	BAGS AT CCP	BINS AT CCP
Guildhall	Eldon Terrace (1-29 odds)	15	BAGS FEOP	BINS FEOP OR CCP
Guildhall	Fountayne Street	73	BAGS FEOP	BINS FEOP
Guildhall	Franklins Yard	16	BAGS FEOP	COMMUNAL BINS
Guildhall	Garden Street	1	BAGS FEOP	BINS FEOP

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Ward	Street	Number of properties	Current collection method	Proposed collection method
Guildhall	Gladstone Street	91	BAGS AT CCP	BINS FEOP OR CCP
Guildhall	Granary Court	7	BAGS REOP	COMMUNAL BINS
Guildhall	Groves Court (No. 4)	1	BAGS AT CCP	BINS AT CCP
Guildhall	Groves Lane (The Studio, No.2)	1	BAGS AT CCP	BINS AT CCP
Guildhall	Haxby Road (12-68 evens, 76, 78, 121-133 odds, 134-151, 159-173 odds)	58	HYBRID COLLECTION	BINS FEOP
Guildhall	High Newbiggin Street	10	BAGS AT CCP	BINS AT CCP
Guildhall	Hilda Street (1-4)	4	BAGS REOP	BINS FEOP
Guildhall	Hunt Court	17	BAGS REOP	COMMUNAL BINS
Guildhall	John Saville Court	6	BAGS REOP	COMMUNAL BINS
Guildhall	Lower Friargate (1&2)	2	BAGS FEOP	BINS FEOP
Guildhall	Lowther Street (1-25 odds & flats 1-4 Markam house)	15	BAGS AT CCP	BINS AT CCP
Guildhall	Margaret Philipson Court	33	BAGS AT CCP	COMMUNAL BINS
Guildhall	Marygate (14-80 evens)	29	BAGS FEOP	BINS FEOP
Guildhall	Milton Street	47	BAGS COLLECTED FROM CCP & REOP	BINS FEOP

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Ward	Street	Number of properties	Current collection method	Proposed collection method
Guildhall	Monk Bar Court	20	BAGS REOP	BINS FEOP
Guildhall	Monkgate	75	HYBRID COLLECTION	BINS FEOP
Guildhall	Newby Terrace (1, 2 & 4)	3	BAGS COLLECTED FROM CCP & FEOP	BINS FEOP
Guildhall	Pear Tree Court	15	BAGS FEOP	COMMUNAL BINS
Guildhall	Peter Lane (1-14 Spurriergate House & flats)	24	BAGS FEOP	COMMUNAL BINS
Guildhall	Portland Street	48	BAGS AT CCP	BINS FEOP
Guildhall	Precentor's Court	10	BAGS REOP	BINS REOP
Guildhall	Spen Lane	25	BAGS AT CCP	BINS FEOP
Guildhall	St. Andrewgate	46	BAGS REOP	BINS FEOP
Guildhall	St. Denys' Road	4	BAGS FEOP	COMMUNAL BINS
Guildhall	St. Giles Court	4	BAGS REOP	COMMUNAL BINS
Guildhall	St. Johns Crescent	11	BAGS FEOP	BINS FEOP
Guildhall	St. John Street	63	BAGS FEOP	BINS FEOP
Guildhall	St. Marys	85	BAGS FEOP	BINS FEOP
Guildhall	St. Marys Lane	7	BAGS REOP	BINS FEOP
Guildhall	Stanley Street (1-31 odds)	17	BAGS AT CCP	BINS FEOP
Guildhall	The Purey Cust	1	BAGS FEOP	BINS FEOP OR CCP
Guildhall	The Werkdyke	9	BAGS FEOP	COMMUNAL BINS
Guildhall	Thomas Street	6	BAGS REOP	BINS AT CCP
Guildhall	Townend Street	5	BAGS FEOP	BINS FEOP

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Guildhall	Vyner Street	64	BAGS FEOP	BINS FEOP
Guildhall	Walmgate	71	HYBRID COLLECTION	BINS FEOP
Heworth	Ashville Street	42	BAGS AT CCP	BINS AT CCP
Heworth	Bull Lane	2	BAGS FEOP	BINS REOP
Heworth	East Parade (104-134 evens, 3,5,6,11,13,15)	19	HYBRID COLLECTION	BINS AT CCP
Heworth	First Avenue (1&3)	2	BAGS FEOP	BINS FEOP
Heworth	Glen Road	17	BAGS REOP	BINS AT CCP
Heworth	Harrison Street (1-13 and 15-27 odds)	20	BAGS REOP	BINS FEOP OR CCP
Holgate	Albany Street	27	BAGS REOP	BINS AT CCP
Holgate	Amberley Street	63	BAGS AT CCP	BINS AT CCP
Holgate	Ash Street	29	BAGS FEOP	BINS FEOP
Holgate	Balfour Street (12-50 evens)	20	BAGS AT CCP	BINS FEOP
Holgate	Beech Avenue (evens 2-50)	23	BAGS COLLECTED FROM CCP & FEOP	BINS FEOP
Holgate	Berkeley Terrace	23	BAGS AT CCP	BINS AT CCP
Holgate	Carleton Street	36	BAGS FEOP	BINS REOP
Holgate	Carrington Avenue	9	BAGS AT CCP	BINS AT CCP
Holgate	Dodgson Terrace	12	BAGS COLLECTED FROM CCP & FEOP	BINS CCP
Holgate	Falconer Street (22-39)	18	BAGS AT CCP	BINS AT CCP
Holgate	Inman Terrace (2,3,4,7)	4	BAGS AT CCP	BINS FEOP

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Ward	Street	Number of properties	Current collection method	Proposed collection method
Holgate	Lindley Street	96	BAGS COLLECTED FROM CCP & FEOP	BINS FEOP OR CCP
Holgate	Linton Street 2-62 evens	31	BAGS COLLECTED FROM CCP & FEOP	BINS AT CCP
Holgate	Murray Street	87	BAGS COLLECTED FROM CCP & REOP	BINS FEOP
Holgate	Oak Street	29	BAGS FEOP	BINS FEOP
Holgate	Park Lane (5-15)	11	BAGS AT CCP	BINS FEOP
Holgate	Poppleton Road	127	BAGS COLLECTED FROM CCP & REOP	BINS FEOP OR CCP
Holgate	St. Pauls Square	11	BAGS REOP	BINS FEOP
Holgate	Trenfield Court	7	BAGS AT CCP	BINS AT CCP
Hull Road	Osbalwick Lane (Campbell Court)	33	BAGS FEOP	COMMUNAL BINS
Hull Road	Siward Street	50	BAGS COLLECTED FROM CCP & REOP	BINS AT CCP
Micklegate	Aldreth Grove	32	BAGS AT CCP	BINS AT CCP
Micklegate	Anne Street	28	BAGS AT CCP	BINS AT CCP
Micklegate	Balmoral Terrace	70	BAGS AT CCP	BINS FEOP
Micklegate	Beresford Terrace (evens 2-18)	9	BAGS AT CCP	BINS FEOP
Micklegate	Bewlay Street	33	BAGS AT CCP	BINS FEOP

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Micklegate	Bishopthorpe Road	204	HYBRID COLLECTION	BINS FEOP
Micklegate	Butcher Terrace	11	BAGS AT CCP	BINS AT CCP
Micklegate	Cambridge Street (7-24 not 8 or23)	16	BAGS REOP	BINS FEOP
Micklegate	Cameron grove	24	BAGS AT CCP	BINS FEOP OR CCP
Micklegate	Campleshon Road	4	BAGS COLLECTED FROM FEOP AND REOP	BINS FEOP
Micklegate	Cherry Hill Lane (2-24 &1-5 Cherry Hill House)	19	BAGS REOP	BINS REOP
Micklegate	Clementhorpe	12	BAGS FEOP	BINS AT CCP
Micklegate	Clementhorpe Court	22	BAGS FEOP	COMMUNAL BINS
Micklegate	Dale Street	41	BAGS COLLECTED FROM CCP & FEOP	BINS FEOP
Micklegate	Dalton Terrace	5	BAGS FEOP	BINS FEOP
Micklegate	Darnborough Street (1A AND 1B)	2	BAGS REOP	BINS REOP
Micklegate	Drake Street (1)	1	BAGS REOP	BINS REOP
Micklegate	Driffield Terrace	7	BAGS REOP	BINS REOP
Micklegate	East Mount Road	41	BAGS REOP	BINS FEOP
Micklegate	Fenwick Street (1-5 & 19-77 odds)	26	BAGS FEOP	BINS FEOP
Micklegate	Jamieson Terrace (30-80 evens)	26	BAGS AT CCP	BINS FEOP
Micklegate	Mill Mount	6	BAGS REOP	BINS FEOP

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Ward	Street	Number of properties	Current collection method	Proposed collection method
Micklegate	Mill Mount Court	6	BAGS REOP	BINS FEOP
Micklegate	Millfield Road	81	BAGS FEOP	BINS FEOP
Micklegate	Mount Vale	33	BAGS FEOP	BINS FEOP
Micklegate	Newton Terrace	8	BAGS AT CCP	BINS FEOP
Micklegate	Norfolk Street (inc 9 flats)	36	BAGS COLLECTED FROM CCP & FEOP	BINS FEOP
Micklegate	North Street	18		BINS FEOP
Micklegate	Nunmill Street	69	BAGS AT CCP	BINS FEOP
Micklegate	Nunnery Lane (32-86 evens)	35	BAGS REOP	BINS REOP AND FEOP
Micklegate	Nunthorpe Avenue	26	BAGS AT CCP	BINS FEOP
Micklegate	Philadelphia Terrace	24	BAGS COLLECTED FROM CCP & REOP	BINS FEOP
Micklegate	Postern Close (3, 26-38, 81-90)	24	BAGS FEOP	BINS FEOP
Micklegate	Priory Street	47	BAGS FEOP	BINS FEOP
Micklegate	Queen Street	10	BAGS REOP	BINS FEOP
Micklegate	Richardson Street	30	BAGS AT CCP	BINS FEOP
Micklegate	Russell Street	80	BAGS FEOP	BINS FEOP
Micklegate	Scarcroft Road	56	BAGS AT CCP	BINS FEOP
Micklegate	Scarcroft View	5	BAGS AT CCP	BINS FEOP
Micklegate	Scott Street	78	BAGS FEOP	BINS FEOP
Micklegate	South bank Avenue (60-118)	32	BAGS REOP	BINS AT CCP
Micklegate	South Parade	22	BAGS FEOP	BINS FEOP

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Micklegate	Southlands Road	36	BAGS COLLECTED FROM CCP & FEOP	BINS FEOP
Micklegate	St. Clements Grove	28	BAGS AT CCP	BINS FEOP
Micklegate	Sutherland Street	90	BAGS AT CCP	BINS AT CCP
Micklegate	Taurus Court	4	BAGS FEOP	BINS FEOP
Micklegate	Telford Terrace	14	BAGS AT CCP	BINS FEOP
Micklegate	The Crescent	31	BAGS AT CCP	BINS CCP
Micklegate	The Mount	75	HYBRID COLLECTION	BINS FEOP
Micklegate	Thorpe Street	81	BAGS FEOP	BINS FEOP
Micklegate	Trinity Lane	37	BAGS FEOP	BINS FEOP OR CCP
Micklegate	Toft Green	19	BAGS FEOP	BINS FEOP
Micklegate	Trafalgar Street	48	BAGS AT CCP	BINS AT CCP
Micklegate	Upper Price Street	21	BAGS AT CCP	BINS FEOP
Micklegate	Vine Street	57	BAGS FEOP	BINS FEOP
Rawcliffe & Clifton Without	Ouse Lea (33-80)	49	BAGS FEOP	BINS FEOP
Rural West York	Old School Court	15	BAGS FEOP	BINS FEOP
Westfield	2-7 Acomb Mews	5	BAGS REOP	BINS FEOP
Westfield	Beaconsfield Street	74	BAGS COLLECTED FROM CCP & FEOP	BINS FEOP
Westfield	Chapel Terrace 1-5	5	BAGS REOP	BINS REOP
Westfield	Gale Lane	15	HYBRID COLLECTION	BINS AT CCP
Westfield	Howe Street	14	BAGS AT CCP	BINS CCP

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Ward	Street	Number of properties	Current collection method	Proposed collection method
Westfield	Milner Street	91	BAGS COLLECTED FROM CCP & FEOP	BINS CCP
Westfield	Severus Street (21-36)	12	BAGS AT CCP	BINS FEOP OR CCP
Westfield	South View Terrace	4		BINS FEOP
	TOTAL:	5564		

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WASTE STRATEGY WORKPLAN 2015 - 2017

KEY: EP: Elizabeth Parker, MCA: Mary Costa-Alves, SG: Sara Goodhead, BC: Rebecca Copley, JC: John Crosby, WSDM: Rachel Stewart, TBC: work not yet assigned		KEY: **** as and when work. ----- ongoing work . Blocked out months labour intensive /work must be done then											Annex 2				
Work Streams	Who(lead)	2015/16					2016/17										
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Ongoing Daily/Routine Tasks																	
Administration of Waste Strategy Mailbox																	
Detail																	
Stage 1 & 2 Complaints	BC/MCA/EP/SG																
Feedbacks	BC/MCA/EP/SG																
Clr enquiries	BC/MCA/EP/SG																
Direct contact telephone / email	BC/MCA/EP/SG																
FOI's	BC/MCA/EP/SG																
Sending out Calendars	BC/MCA/EP/SG																
Sending out free green waste Stickers	BC/MCA/EP/SG																
Garden Waste Subscription Management																	
Detail																	
Renewals	BC/MCA/EP/SG																
New requests	BC/MCA/EP/SG																
Container management	BC/MCA/EP/SG																
Updating EXOR	BC / EP																
Communications: day to day																	
Detail																	
CYC web page content (keeping up to date)	BC / EP																

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17										
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
social media Facebook and Twitter responding to contact	BC / EP / MCA																
Social media Facebook and Twitter putting information out via	BC/EP/ MCA																
Day to day management of waste contracts contractors																	
Detail																	
HWRC	SG	<----->															
sharps	TBC	<----->															
bring banks	SG	<----->															
bulky		?															
St Nicks	EP	<----->															
Managing and Monitoring national & local data systems																	
Detail																	
Wastedata flow	SG	<----->			<----->					<----->			<----->			<----->	
EA returns	SG	<----->			<----->					<----->			<----->			<----->	
Compilations & analysis of data for monitoring & reporting																	
Detail																	
Pulling information out as and when requested	SG	<----->															
Ensuring quarterly information is passed to relevant parties	SG																

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17								
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Quarterly returns to waste arisings reporting outputs to head of service															
Detail															
Providing quarterly data	SG														
Monthly reports on key national and local performance															
Detail															
Monthly data as requested	SG	←-----													
Analysis of contract and waste target performance															
Detail															
As per contract specifications	TBC														
Procedures in place to adhere to council financial regulations. Supplies Invoices for waste services business															
Detail															
Yorwaste Invoices checking, assigning correct charge code and passing for authorisation	SG/MCA	←-----													
Invoices from Sharp collections	TBC														
Represent CYC at local, regional and national level on waste related matters															
Detail															

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17								
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Attending meetings as and when required	ALL	*****													
3rd Party recycling credit management															
Detail															
checking credit claim forms	SG														
Raise credit payments	SG														
HWRC Management															
Detail															
Monthly HWRC trade waste invoicing	SG / EP	←-----													
Monthly Performance monitoring	SG	←-----													
CRM															
Detail															
Keeping Exor up to date	BC / EP	←-----													
dealing with issues that arise from CRM system	BC / EP / MCA	←-----													
Bartec															
Detail															
helping with management of system	BC & wsupervisors	←-----													
Reports - using them to help with project work and make service efficient	tbc														

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17									
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
New Developments: work to be undertaken across service WMO and Waste Supervisors																
Detail																
liaising with developers	MCA & EP	←-----														
Liaising with supervisors (work to be undertaken between both WMO and Wsupervisors)	MCA & EP															
forming a 'plan' with information on new developments and when coming on line	tbc						←-----									
Updating EXOR	EP / MCA/ JC	←-----														
Liaising with Jayne to raise invoices	EP/MCA	←-----														
Students and Waste																
Detail																
attend student partnership meetings	BC or MCA															
develop and maintain links with Student Unions & other partners	BC	←-----														
Put in place work plan for communications to help with issue of student waste at certain times of year (xmas, new yr, easter and end of term)	tbc															
Commerical Waste Transfer Notes																
Detail																
Send out on a monthly basis	MCA	←-----														

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17								
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Mark when WTNs are returned	MCA	<-----													
Act as spokesperson for waste services at events															
Detail															
Attending events / group mtgs as and when requested	All	*****													
Promote and maintain profile of waste services															
Detail															
Through communications, links with other departments and developing partnerships	All	-----													

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17									
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Annual/Seasonal Tasks																
Annual Calendars																
Detail																
Development of calendar	EP / MCA															
printing and delivery	EP / MCA															
information to web team & Exor	EP / MCA															
Communications: projects																
Detail																
Christmas	EP / MCA															
Green Waste Service	BC / MCA / EP															
Students and Waste																
Detail																
Implementation of communications plan	tbc	tbc														
Customer Service 'CSE' audit																
Detail																
Compiling evidence	BC / EP															
Arranging and being involved in meetings	BC / EP															
Project Work - Waste Review																
Assisting WSDM																
Bartec																

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17								
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Detail															
Update system with routes	tbc														
Update system with route risk assesments	tbc														
Work to link between new CRM / Bartec / Exor	EP / BC			Timescales TBC											
Review of assisted collections															
Detail	tbc														
review all on assisted collections	tbc														
Develop system to activate / expire collections	tbc														
More communications to those on the service	tbc														
Update Exor	tbc														
Work with customer service/business support to go forward they run the adminstration side of service	tbc														
Review of Sharp / Clincial Waste Collections															
Detail															
Look at what we have to provide															
What we provide now - numbers and cost	EP and BC														
Look at current providers and service															
Proposals for service going forward															

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17								
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Route Optimisation															
Detail															
Providing support and information in relation to new rounds, sending information out	tbc														
Helping to update Exor	tbc														
Help to put together 'AS IS' model	tbc & Wsupervisors, Woperatives														
St Nicholas Fields SLA															
Detail															
Review SLA - linking in with wider service review	EP														
Service we get now, cost etc..	EP/WSDM														
Proposal of options	EP/WSDM														
Misc. Support															
Detail															
Supporting Supervisors in work		<----->													
Further Support to WSDM as required		<----->													
Project Work															
CRM															
Detail															
Process mapping service for new CRM	EP/BC														

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17									
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
New CRM implementation work as required	EP/BC				←----->											
Customer Service 'CSE' audit																
Detail																
Implement findings of CSE audit	BC / EP			←----->												
Review of written communications	BC / EP															
Ensure in easy read format	BC / EP															
Undertake consultations with public regarding waste services	All															
Detail																
Undertake at appropriate intervals when required	All		*****													
Use results to help develop service	All		*****													
Community Impact Assessment for Waste Services	MCA															
Detail																
Write, Consult and implement as required	MCA		*****													
Alleygating	SG / MCA															
Detail																
Work with alleygating team in relation to change of collection points	SG / MCA															

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17								
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Reuse Centre for Hazel Court	SG														
Detail															
Work with interested parties	SG														
Look at options and costs	SG														
Put proposal together	SG														
Review of the HWRC permit scheme	SG														
Detail															
Work review in line with recommendations from report	SG														
Consultation with contractor	SG														
Draft new policy and put proposals together	SG														
3rd Party Recycling Credit Review	tbc														
Detail															
Cost of recycling credits	tbc														
What effect will be if stopped paying these	tbc														
Write proposal	tbc														
Bring Bank Review	MCA														
Detail															
Undertake review on locations & materials	MCA														
Write report with recommendations & costs	MCA														

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17									
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Carry out work linked to approved recommendations	MCA															
Updating CYC web contact to ensure in line with policy	BC & EP															
Detail																
Renewing downloadable documents and forms	BC & EP															
Updating content so in line with policy	BC & EP															
Bag to Bin Project	MCA / JC															
Detail																
Using recommendations from report	MCA															
Consultation in proposed areas	MCA															
Ordering and delivery of bins and information	MCA / JC															
Communication and information to crews	MCA / JC															
Updating Exor	MCA															
Increasing Recycling Rate	EP & MCA															
Detail																
to be added once have recommendations from report	EP / MCA															
Regional / National Waste Campaigns	All															
Detail																

WASTE STRATEGY WORKPLAN 2015 - 2017

Work Streams	Who(lead)	2015/16					2016/17								
		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Review of CYC Waste Strategy	All														
Detail															
Assist in procurement of services & goods including writing contract specifications (SLAs, work agreements, manage tender process)	All														
Detail															

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Replacement Vehicle Options

Non Compaction Vehicles

1) Current Fame vehicle



2) An example of a non-compaction covered vehicle. This one has a pod to the front and the rear body can be split into two but capacity is limited to how high the sides are to load-over.



Replacement Vehicle Options

Compaction Vehicles

- 1) One example of a 3-compartment vehicle comprising a glass pod and twin-compaction rear.



Replacement Vehicle Options

Compaction Vehicles

- 1) Second example of a 3-compartment vehicle comprising a glass pod on the side and twin-compaction at the rear.



Glass



Paper/Card

Plastic Bottles/Tins

Replacement Vehicle Options

Compaction Vehicles

- 1) An example of a 2-compartment compaction vehicle to collect paper/card and cans/plastic, but without the glass pod behind the cab.



Replacement Vehicle Options

Support vehicle to collect Glass

- 1) Two examples of conventional tipper type vehicles just for glass but with slightly higher sides to increase capacity.

There would need to be some sort of net/sheet to cover when travelling.



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