

PERTH AND KINROSS COUNCIL

Environment Committee

5 June 2013

WASTE MANAGEMENT PLAN 2010 TO 2015 – PROGRESS REPORT**Report by the Depute Director (Environment)**

This report provides an update on progress with the Action Plan of the Perth and Kinross Council Waste Management Plan, approved by the Environment Committee in November 2010. The report recommends approval of new Actions 52-60 (shown in Part 2 of Appendix 1) to bring the plan in line with the Waste (Scotland) Regulations 2012.

1. BACKGROUND / MAIN ISSUES

1.1 In November 2010, the Environment Committee (Report No 10/597) approved the new Perth and Kinross Waste Management Plan 2010-2025. This plan was developed to work towards delivering Scotland's Zero Waste Plan targets at a local level. The Scottish Government targets for household waste recycling are:

- 2013 – 50%
- 2020 – 60%
- 2025 – 70%

1.2 The aim of the Council's Waste Management Plan is to map out a way forward for the Council in terms of:

- Achieving the national recycling and composting rates at local level.
- Initiatives to control waste arisings and waste growth.
- Looking into potential partnership agreements for managing waste.
- Determining the way forward for the procurement of residual waste treatment.
- Determining the future financial implications for waste management in Perth and Kinross.

1.3 This report provides a full update on progress with the Action Plan of the Perth and Kinross Council Waste Management Plan, shown in part 1 of Appendix 1. Of the 51 actions, 43 have been achieved, with 4 partially achieved.

1.4 Key Waste Management Plan Actions which have been achieved include:

- An increase in the amount of waste segregated at source through separate kerbside collections of dry mixed recyclates and mixed food

and garden waste. This has led to an overall household recycling rate of 52.3% in 2011/12, placing the Council in the top 5 performing Councils in Scotland, (see graph at Appendix 2). Provisional unaudited figures for 2012/13 indicate the recycling rate has risen to 56.6%.

- The redevelopment of recycling centres and points and the construction of the new Inveralmond Recycling Centre. The recycling rate at recycling centres for 2011/12 was 67%. (See graph at Appendix 3.)
- The procurement of a contract for residual waste disposal commencing 2010/11, to 2015, with options up to 2017. Based on the previous contract charges, this new contract delivers a saving of £440,000 per annum.
- Investigation of options for joint procurement are being explored with other local authorities, for long term residual waste treatment. Initial work carried out for the four East of Scotland councils (Perth and Kinross, Fife, Dundee and Angus) during 2011 (Phase I) explored the costs, performance and location for a range of 7 technical options, plus potential joint working scenarios between the four authorities. The current Phase II study examines in more detail a limited number of the specific proposed technology and partnering options discussed during Phase I, focussing primarily on the options for Fife and Perth & Kinross Councils. In terms of developing long term residual waste treatment and disposal services, the composition of collected waste (Appendix 5) and waste growth (Appendix 4) have to be considered carefully.
- Implementation of waste awareness campaigns and initiatives which aim to encourage waste prevention and increase participation in recycling and composting schemes. This has involved, on an annual basis, producing 60 media releases, carrying out 70 school and community presentations, welcoming 1,000 visitors to the WEBwalk and receiving 80,000 hits on the Waste Services WebPages.
- Implementation of Zero Waste Scotland 'Construction Commitment: Halving Waste to Landfill'. By signing this, the Council is highlighting its intention to halving the amount of construction, demolition and excavation waste going to landfill, thereby minimising expensive landfill charges.
- The implementation of community sector based waste projects to promote sustainable resource management. The Community Waste Fund has supported 25 innovative projects such as The Bike Station, the Salvation Army Furniture Reuse Project and Starter Packs Perth. The projects have diverted 1,166 tonnes of waste from landfill, (equivalent to a cost avoidance of £91,000), employed 9 people, created 55 volunteering placements and 30 training placements.
- The introduction of a new kerbside collection of dry mixed recyclates to the commercial sector, from April 2012. The service is now used by over 500 businesses.
- The Furniture Reuse Project has saved the Council over £250,000 in 2011/12 by putting in place a procedure for reusing surplus furniture, rather than purchasing new items.

1.5 In terms of the actions not achieved to date:

- Proposals have been submitted to Zero Waste Scotland to develop supplementary planning guidance as a national project, rather than the original intention in the Council's Plan, to develop our own local guidance.
- The existing contract for dry mixed recyclates (DMR) cannot currently provide a processing service for plastic sacks. However, this will be incorporated as part of the next procurement exercise for DMR in 2014.
- The review of enforcement policies on the presentation of waste and recycling bins will start following the implementation of the project to replace bagged waste in Perth City Centre with containers, reducing litter and other environmental problems.
- The most appropriate procurement route for residual waste treatment will be considered, following the identification of preferred technical and joint working options with neighbouring local authorities.

2. PROPOSALS

2.1 Part 2 of Appendix 1 to the report incorporates new actions 52-60, to bring the plan up to date with the Waste (Scotland) Regulations 2012, which came into effect on 9 May 2012.

2.2 The key requirements in the new Waste (Scotland) Regulations are as follows:

- A ban on municipal biodegradable waste going to landfill from 1 January 2021
- A ban on material collected for recycling going to landfill or incineration from 1 January 2014.
- A new requirement to remove key recyclables from residual waste prior to incineration.
- A requirement for local authorities and businesses to present recyclable material for collection.
- A requirement for local authorities and waste companies to separately collect food waste for collection from most households and waste companies.

2.3 The Report seeks approval of the new actions 52 - 60 of the Waste Management Action Plan set out at Part 2 of Appendix 1.

3. CONCLUSION AND RECOMMENDATIONS

3.1 This Report provides an update on progress with the action plan of the Perth and Kinross Council Waste Management Plan. These elements provide a firm foundation from which the Council, its residents, and businesses, can achieve the targets relating to recycling, composting and diversion of waste from landfill.

3.2 The new actions will support the Council to achieve future national targets within an evolving regulatory framework. They will also enable the provision of high quality services within the current challenging financial situation.

3.3 The Committee is asked to:

- i) Approve the full update on progress on the Waste Management Action Plan at Part 1 of Appendix 1.
- ii) Approve the new actions 52 - 60 to the Waste Management Action Plan set out at Part 2 of Appendix 1.
- iii) Agree that a further report on progress be submitted to the Environment Committee in 12 months.

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Date 8 May 2013		

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

The undernoted table should be completed for all reports. Where the answer is 'yes', the relevant section(s) should also be completed

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	None

1. Strategic Implications

Community Plan / Single Outcome Agreement

- 1.1 The proposals relate to the delivery of the Perth and Kinross Community Plan/Single Outcome Agreement by reducing the local and global environmental impact of our consumption and production by managing municipal waste and increasing recycling and composting rates.

Corporate Plan

- 1.2 The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:
- i. Giving every child the best start in life;
 - ii. Developing educated, responsible and informed citizens;
 - iii. Promoting a prosperous, inclusive and sustainable economy;
 - iv. Supporting people to lead independent, healthy and active lives; and
 - v. Creating a safe and sustainable place for future generations.

This report contributes to Objective (v).

2. Resource Implications

Financial

- 2.1 The cost of implementing the actions detailed in the Waste Management Action Plan have been aligned with the current approved Waste Services Revenue and Capital Budget, with the exception of residual waste treatment costs, which can currently only be estimated.

Workforce

- 2.2 The proposals in this report have no workforce implications.

Asset Management (land, property, IT)

- 2.3 The proposals in this report have no Asset Management implications.

3. Assessments

Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The function, policy, procedure or strategy presented in the Perth and Kinross Waste Management Plan 2010-2025 report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:
- 3.3 Assessed as relevant and the following positive outcomes have been investigated / implemented with updates provided in Appendix 1:
- Investigate feasibility of collecting reusable materials at Recycling Centres for resale and redistribution in the local area in conjunction with local charity and reuse organisations. This potentially could benefit people on low incomes including people with long-term health conditions, homeless families, migrant workers setting up home etc.
 - Investigate the use of clear plastic sacks for the collection of dry mixed recyclates for assisted lift customers and those in city centre locations.

Strategic Environmental Assessment

- 3.4 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

- 3.5 The Perth and Kinross Council Waste Management Plan was modified by the SEA process with the following main themes incorporated into the plan:
- Promoting the SEA objectives by utilising the objectives when developing assessment criteria for the residual waste treatment procurement exercise.
 - Assumed mitigation through meeting modern regulatory standards and ensuring operator competency.
 - Provide education and awareness to reassure residents about impacts of any waste management facilities that may be used in the future by PKC. By providing up-to-date, relevant and researched information to residents would allow them to make informed opinions.
- 3.6 A post adoption statement, outlining how the plan incorporated the results of the Environmental Report, the responses received from the Consultation Authorities and other consultation responses, was prepared and submitted to the SEA Gateway once the Plan had been approved by the Council.
- 3.7 The post adoption statement contained information on how we would monitor the environmental effects of the Plan and the mitigation and enhancements proposed. The environmental effects to be monitored included biodiversity, air and material assets. The associated indicators are either monitored through the Waste Management Plan update report or through other reporting mechanisms such as the Local Biodiversity Action Plan etc. Full details can be found at: <http://www.scotland.gov.uk/Topics/Environment/environmental-assessment/sea/SEAG>

Sustainability

- 3.8 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.

The actions contained within the Waste Management Plan are subject to both internal and external monitoring such as the Halving Waste to Landfill Commitment and the Scottish Governments Carbon Metric.

Risk

- 3.9 Risks associated with individual actions are identified and managed accordingly through project implementation.

4. Consultation

Internal

- 4.1 The Head of Legal Services and the Head of Democratic Services have been consulted on the content of this report. Individual actions are consulted upon with relevant internal stakeholders.

External

- 4.2 Individual actions are consulted upon with relevant external stakeholders.

5. Communication

- 5.1 Individual actions are communicated to relevant internal and external stakeholders.

2. BACKGROUND PAPERS

The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report; (list papers concerned)

- Report to the Environment Committee in November 2010 entitled Perth and Kinross Council Waste Management Plan 2010-2025 (Report Number 10/597)

3. APPENDICES

- Appendix 1 (Part 1): Perth and Kinross Waste Management Plan Action Plan – Update on Progress
- Appendix 1 (Part 2): Perth and Kinross Waste Management Plan Action Plan – New Actions
- Appendix 2: Recycling and Composting Rate
- Appendix 3: Recycling Centre Recycling Rate
- Appendix 4: Waste Growth Projections to 2025
- Appendix 5: Waste Analysis 2012

Perth and Kinross Council Waste Management Plan Action Plan – Update on Progress

PART 1

Part 1 outlines the Action Plan to support the delivery of Perth and Kinross Council's Waste Management Plan 2010 – 2025. The last two columns indicate respectively whether the action has been achieved (Yes or No) together with an update on progress. Part 2 comprises new actions which are a continuation of the original actions in Part 1 and which are in line with the Waste (Scotland) Regulations 2012. The Action Plan is a list of key activities which excludes recurring work activities.

In the table below:

- **Short term** means within 1 year
- **Medium term** means within 3 years
- **Long term** means more than 3 years
- **Ongoing** means existing action set to continue



= Low priority
= Medium priority
= High priority

Priority was scored taking into account landfill diversion, resource implications and statutory requirements.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
General					
1	Perth and Kinross Council to take into account requirements of Scotland's Zero Waste Plan and current Scottish Planning Policy during development of Local and Strategic Development Plans.	Ongoing		Y	The Strategic Development Plan (TAYPlan) 2012-2032 contains Policy 6: Energy and Waste/Resource Management Infrastructure which ensures that energy and waste/resource management infrastructure are in the most appropriate locations. Policy 2: Shaping Better, Quality Places also ensures that waste management solutions are incorporated into development to allow users/occupants to contribute to the aims of the Scottish Government's Zero Waste Plan. The Local Development Plan also has a crucial role in delivering waste management facilities for all waste to ensure the objectives and targets of Scotland's Zero Waste Plan are met.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					The Proposed Local Development Plan contains Policy EP9: Waste Management Infrastructure and Policy EP10: Management of Inert and Construction Waste . Policy EP9 stipulates that new Waste Management infrastructure will only be supported where it meets the detailed requirements/criteria set out in the policy and this will assist in identifying areas of search. Waste Services have also contributed to the development of Low and Zero Carbon Development Supplementary Guidance.
2	As part of the development of the local development plan the Council will devise supplementary planning guidance with regard to Managing Waste in Housing and Commercial Developments	Short Term		N	Proposals have been submitted with Zero Waste Scotland to develop the supplementary planning guidance; this is being taken forward as a national project.
3	To review the Council's approach towards trading of landfill allowance permits if the Landfill Allowance Scheme is reintroduced in Scotland.	Medium Term		Y	The landfill allowance scheme has been redacted as part of the development of the Waste (Scotland) Regulations 2012.
Waste Composition and Arisings					
4	Waste data forecasts to be continually monitored (updated based on verified tonnages) and used to guide decision making on future contracts for waste treatment and disposal services.	Ongoing		Y	Waste data actuals and forecasts are monitored monthly and updated on the budget monitoring spreadsheet.
5	Perth and Kinross Council to carry out annual waste composition analysis of household waste arisings.	Ongoing		Y	- Every year, the Council conducts a general waste analysis, a Dry Mixed Recyclates DMR waste analysis and 8 food and garden waste analyses for a selected sample. - The annual waste composition analysis programme provides data on the efficiency of the Kerbside Recycling Service and identifies the materials to be targeted in waste awareness campaigns.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
Waste Prevention and Resource Efficiency					
6	Perth and Kinross Council to support and contribute towards the development and implementation of the national Waste Prevention Action Plan at a local level.	Ongoing		Y	The Council continues to support, develop and implement projects at a local level to contribute towards the national Waste Prevention Action Plan. Examples of projects developed locally include: • Perth & Kinross Real Nappy Network – 2012 saw a huge increase from 20% to 32% of parents using real nappies some or all of the time. The Network strives to raise awareness of the benefits of using real nappies through its ongoing programme of events and initiatives. • Bike Reuse Project – bikes are now collected at seven of the Council's nine Recycling Centres: Friarton in Perth, Pitlochry, Aberfeldy, Kinross, Crieff, Blairgowrie and Inveralmond in Perth for Perth Bike Station. • Community Repaint – In 2012, Castle Furniture Project took on ownership of the RePaint Project and continue weekly collections from Friarton Recycling Centre. The paint is reprocessed in Glenrothes and a proportion of it sold back or donated to householders, businesses and community groups in Perth and Kinross. Castle Furniture Project has a shop in Perth City Centre. • Zero Waste Scotland Home Composting Scheme – In 2010, Zero Waste Scotland's subsidised home composting scheme came to an end. In 2013, Perth & Kinross Council is working with Zero Waste Volunteers to deliver a Home Composting Project in part of Kinross-shire for householders who do not have a brown-lidded bin service for food and garden waste.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					Furniture Projects –In partnership with the Council the Salvation Army Furniture Project, Transform Furniture and Castle Furniture Project provide a doorstep collection of unwanted furniture in Perth and Kinross. The furniture donated to the projects is available for resale to people in the community. Love Food Hate Waste Campaign – This is incorporated into all PKC Zero Waste Fortnights and features in all waste awareness information stalls hosted by Waste Services. In 2011 and 2012, the Zero Waste Volunteer Programme strongly promoted this campaign, hosting events, cooking demonstrations and general web promotions. Unwanted Mail Campaign - This is incorporated into all PKC Zero Waste Fortnights and features in all waste awareness information stalls hosted by Waste Services. The Zero Waste Volunteer Programme also promoted this campaign, through sign-up activities at events and general promotions.
7	Perth and Kinross Council to monitor changes in waste growth based on kilogrammes of waste produced per household per year.	Ongoing		Y	Waste data actuals and forecasts are monitored monthly and updated on the budget monitoring spreadsheet.
8	Produce (and keep updated) A-Z Reduce, Reuse, Recycle Guide. To be promoted to households and other stakeholders.	Ongoing		Y	The Guide was updated in 2011 to reflect the new materials accepted in the dry mixed recycling(DMR). The paper version was recently converted to an interactive link for the new PKC website.
9	Identify opportunities for implementing waste prevention initiatives in conjunction with Cittaslow Perth.	Ongoing		Y	This action has been merged with Action No. 6 as part of PKC's implementation of the national Waste Prevention Action Plan at a local level.
10	Perth and Kinross Council to undertake internal waste management review to identify opportunities for further improving the way waste is managed within the Council.	Short term		Y	As a part of the internal waste prevention action plan the following initiatives have been implemented.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					- New internal recycling facilities have been arranged in the main Council Buildings to improve the Council's recycling rate and to facilitate the use of recycling facilities by the Council employees. - Internal waste recycling bins were distributed in schools - An internal waste prevention campaign has taken place at Pullar House, with particular emphasis on encouraging employees to reduce paper consumption including printing and photocopying double sided and only when necessary. - Introduction of a Reuse Policy for the Council buildings, helping to reduce the amount of waste sent to landfill including reducing the cost of furniture purchased by over £250,000 per annum. - Waste Audits were carried out in selected schools to identify where savings could be made through addressing issues such as overcapacity in the general waste bin provision and ensuring that the recycling services are fully utilised. Also waste audits were carried out in Council buildings.
11	Perth and Kinross Council to facilitate a Business Waste Minimisation Project (BWMP) that will demonstrate locally the financial and environmental benefits of waste minimisation and resource efficiency to companies.	Short term		Y	The Business Waste Minimisation Project was undertaken between 2010 and 2012 to show local businesses how to reduce their waste, water and energy consumption, become more resource efficient and therefore more competitive in the market. The six businesses who participated in the Project varied widely in the size and nature of their businesses. However, they shared a common focus on energy consumption and associated savings. Three of the six businesses implemented some of the resource-saving recommendations, whilst three did not (due to practicalities for their business, cost-implications and staff-time commitments).

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					PKC Commercial Webpage, www.pkc.gov.uk/commercial details the integrated commercial waste and recycling services available for businesses.
12	Develop further projects in partnership with the Perth and Kinross Network of Charity Shops and Reuse Projects.	Ongoing		Y	New projects since the implementation of the Perth & Kinross Network of Charity Shops include: - A new exchange website developed in partnership by PKC and Perth College UHI - www.usetoreuse.org, was launched in autumn 2012 and is being promoted to encourage businesses to pass on unwanted items to the Reuse Sector by linking up with charities. www.usetoreuse.org diverts waste from landfill, helps charities receive more donations and save firms money that would otherwise be spent on waste disposal costs. - Businesses often have unwanted items from refurbishments, end of line stock, unclaimed lost property and display materials. Instead of paying to dispose of these items, they can be passed on to the voluntary sector for reuse. - Campaigns developed to support the annual Pass It On Day. - The Charity Shop Map is being re-printed with updates in 2013 to continue promoting the Reuse Sector to householders across Perth and Kinross.
Recycling and Composting					
13	Introduce split compartment refuse collection vehicle to allow more properties in rural areas to be included on the new kerbside recycling service – to be implemented by March 2011.	Short term		Y	Kerbside Recycling Service introduced to properties in the rural areas.
14	Continue to explore the opportunities for expanding the range of materials collected for recycling by the kerbside recycling scheme.	Ongoing		Y	Additional rigid plastics, papers and cardboards introduced in 2011.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
15	Monitor new kerbside recycling scheme by carrying out waste composition analysis and gathering better information on participation and capture rates.	Ongoing		Y	- The annual waste composition analysis programme provides data on the efficiency of the Kerbside Recycling Service and identifies the materials to be targeted in waste awareness campaigns. - The Council conducts a general waste analysis, a DMR waste analysis and 8 food and garden waste analyses on an annual basis.
16	Target future intervention work to increase participation in areas of low/poor performance (based on results of ongoing monitoring of kerbside recycling scheme).	Ongoing		Partial	- First areas have been selected - Scone, Balhousie and Logiealmond - monitoring participation and set out rates over several collection cycles. - Following analysis an intervention will be scheduled followed by an ongoing programme of monitoring and intervention.
17	Investigate the use of route optimisation technology and software.	Medium Term		Y	- Training has taken place and the software has been installed. - Data gathering is in progress.
18	Carry out a carbon impact assessment of waste and recycling collections, taking into account the Scottish Government carbon metric for waste.	Medium term		Y	A carbon metric was developed by the Scottish Government, the proposals for which were presented to the Strategic Waste Member Officer Working Group. More recently the scope and use of the Carbon Metric has been reviewed with guidance on its use to be released by the Scottish Government. Following release of the guidance the Council will investigate how this links to the route optimisation project (Action 17) and whether a separate carbon impact assessment is required.
19	Complete roll out of multiple-occupancy property recycling scheme by March 2011 i.e. provision of recycling collection facilities at properties unable to receive kerbside recycling scheme e.g. flats/high rise properties.	Short term		Partial	- Multiple Occupancy Recycling Service rollout completed at 57 locations across Perth and Kinross area, providing kerbside recycling facilities to approximately 550 households. - Consultation, groundwork and engagement with residents being undertaken at remaining 29 sites.
20	Investigate the use of clear plastic sacks for the collection of dry mixed recycle, in particular from city centre locations.	Medium term		N	Current contract for DMR cannot provide a processing service for plastic sacks

No.	Action	Timescale	Priority	Achieved Y / N	Progress
21	Carry out best value review of commercial waste collections.	Medium term		Y	Commercial Waste Services Best Value Review was submitted to the Environment committee on the 21 November 2011. The proposals that were recommended, approved and subsequent actions/progress to date include: i) That commercial waste and recycling services be delivered through in-house provision, with the exception of certain services, as detailed in this report. Commercial Waste & Recycling Services have continued in-house. ii) The basis for calculating commercial waste charges should be based more on a marginal cost model. Commercial Waste pricing was reviewed and implemented in April 2012. iii) That a dry mixed recycle (DMR) kerbside recycling service be offered to customers, via in-house service provision. The DMR service commenced on the 1 April 2012. iv) To the continuation of an in-house glass recycling collection. v) That the Council should tender for the provision of a two year commercial food waste collection service. A Private Report on a Commercial Food Waste Service was submitted to the Environment Committee on the 20 March 2013. vi) That the potential for a longer term food waste collection service across Tayside be determined, based on the findings of a Zero Waste Scotland options appraisal.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					A Tayside Food Waste Trade Business Case, produced on our behalf by Zero Waste Scotland, was completed in September 2012. The Business Case evaluated the options for Food Waste Collection across Tayside. The implications of this report were outlined in the Commercial Food Waste Collection Report (as detailed above). vii) To the application of revised general waste, dry mixed recycle and glass uplift charges as detailed in Appendix 4, from 1 April 2012.As above this was implemented on 1 April 2012. viii) In order to meet the Zero Waste (Scotland) Regulations 2011, businesses should not be provided with a general waste only commercial service. All general commercial waste services should, as a minimum, be accompanied by a recycling service.This is covered in a change of Contract Terms and Conditions from 1 April 2014. Exceptions will be made where businesses are able to provide satisfactory evidence of other external recycling service provision or use of Recycling Centres for recyclates. ix) That the Council, if approached by private waste management companies, may collect waste for these companies, on a sub contracted basis (once legislation is enacted to remove Landfill Allowance penalties), and charged to take account of the Council's direct costs plus overheads to deliver that service.Waste Management Companies have been advised that the Council can act as a sub-contractor on their behalf from 1 April 2013.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
22	Complete redevelopment of existing Recycling Centres to allow a greater range of materials to be segregated and recycled.	Short term		Y	Over the last 6 years the Council has refurbished all 8 existing Recycling Centres including the development of a new Recycling Centre in Pitlochry and the complete redevelopment of the Crieff Recycling Centre. These developments have contributed to a Recycling Rate of 67% across Recycling Centres in 2011/12.
23	Finalise the development of a new Recycling Centre to service the North of Perth Area	Short term		Y	- Inveralmond Recycling Centre opened in December 2012 and provides a state of the art facility for residents to the North and West of Perth - to recycle a wide range of materials. - The new Recycling Centre will contribute towards increasing the Council's current recycling and composting rate of 52.8% towards the 60% recycling by 2020 target. - It is anticipated that the new facility will divert circa 4,000 tonnes per year from landfill. - The Recycling Centre provides free compost to householders made from the garden waste collected at Recycling Centres.
24	Identify opportunities to increase the range of materials collected at Recycling Centres, taking into account changes in household waste composition.	Ongoing		Y	Materials such as timber, electrical equipment, soil, plasterboard, stones and rubble can now be accepted at Recycling Centres. Further materials, such as carpets and mattresses, will be considered where processing capacity, costs and space at the Recycling Centres permit.
25	Investigate feasibility of collecting reusable materials at Recycling Centres for resale and redistribution in the local area.	Short term		Y	Through the Perth and Kinross Network of Charity Shops and Reuse Projects notes of Interest were invited for collecting items for reuse at Friarton Recycling Centre.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					- in only five months, 4 tonnes and 13kg of reusable items were diverted from landfill in this one Reuse Container. - The Network, in partnership with the Council, has been identifying where additional reuse containers can be placed at other Recycling Centres. - The Inveralmond Recycling Centre site includes an existing office building to the front of the site. It has been identified that this could provide an ideal location for a Reuse Shop to be sited at the Recycling Centre. - The proposed Reuse Shop would accept donations of reusable items from the public either directly or via collections at Recycling Centres. - The shop would then sort these items and re-sell them back to the public (similar to Charity Shop), thereby making it a self-sustaining enterprise. This would be an effective way of increasing the diversion of items from landfill and avoiding the costs of landfilling/reprocessing the waste. It would also create employment, training and volunteering opportunities. - The Council is completing a feasibility study on a potential procurement exercise in order to identify a preferred bidder to run such an enterprise.
26	Set a target of reusing, recycling/composting 80% of source segregated Recycling Centre waste by 2013.	Medium term		Partial	The Recycling rate at Recycling Centres for 2011/12 was 67%. The target for 2013/14 has been set at 80%.
27	Increase number of Recycling Points in the Perth and Kinross area to 100 by 2013 and 120 by 2020.	Long term		Y	98 Recycling Points have been developed. A further 4 are to be developed in 2013.
28	Identify opportunities to change the range of materials collected at Recycling Points to focus more on materials not accepted as part of the Kerbside Recycling Service.	Medium term		Y	There will be a trial of small WEEE at Recycling Points taking place in 2013.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
29	Where opportunities arise, work with industry in introducing producer responsibility that covers a greater range of materials.	Ongoing		Y	- Perth and Kinross Council, in partnership with Zero Waste Scotland, is investigating a new initiative where local commercial organisations – SMEs such as electricians and builders – can dispose trade waste for reuse or recycling at a designated central location such as a local builder's merchant. - Local Builders Merchants will be invited to work together with private and public Waste Management Operators so that a suitably-sized and convenient location can be identified – ideally in the yard of a builders merchant in Perth – and a permit system and skip facilities can be provided to collect materials such as Metals, WEEE, timber, plasterboard, carpets, white goods and inert materials.
30	The Council will secure long term contracts or agreements for processing/treatment and sale of recyclates and organic wastes collected by the Council.	Ongoing		Partial	Waste Procurement Programme is on-going and contracts are in place for the following: - Processing of Dry Mixed Recyclates to 2014/15 - Treatment of Mixed Food and Garden Waste to 2012/13 - Treatment of Garden Waste to 2012/13 - Disposal of Residual Waste to 2014/15 - Timber - Street Sweepings - Cardboard - Sale of Glass - Plasterboard - Waste Electrical and Electronic Equipment (WEEE) - Scrap Metal

No.	Action	Timescale	Priority	Achieved Y / N	Progress
Residual Waste Management					
31	Target promotion and enforcement of Council policies on presentation of waste and recycling bins in areas identified as requiring action.	Ongoing		N	The review of enforcement of PKC policies on presentation of waste and recycling bins is scheduled for commencement following the implementation of the city centre containerisation project.
32	Produce guidance document on healthcare waste management within the community setting. The Guidance is to be distributed to key stakeholders and made publicly available.	Short term		Y	The Council has prepared a guidance document "Healthcare Waste Management within the Community Setting - Perth & Kinross Council Guidance and Procedures". The guidance document will be made available on the Council web site and circulated to relevant organisations/groups once it has been agreed by NHS Tayside.
33	Carry out review of Council's bulky and special uplift service to identify feasibility of recovering items for reuse/recycling.	Medium term		Y	- In partnership with the local Furniture Reuse projects, PKC advises householders requesting Bulky Uplifts via the Council's Customer Service Centre that any reusable items can be passed on for reuse to the local furniture reuse projects – utilising the Projects featured in the Charity Shop Map. Therefore, generally only items unsuitable for reuse are collected by the Council for disposal. - The feasibility study identified that due to operational and cost constraints, bulky items cannot be separated in the refuse collection vehicle or after collection for reuse or recycling.
34	Investigate options (including the use of a permit system or other systems) to control the types and quantity of trade waste entering Recycling Centres.	Short term		Y	A Survey of Recycling Centres has been completed with an options paper to be brought forward to the Environment Committee in 2013.
35	Procure short term (up to 2014/15) residual waste treatment and/or disposal contract.	Short Term		Y	Complete, contract in place with SITA UK.
36	Perth and Kinross Council to investigate the options for joint procurement with other local authorities for long-term residual waste treatment and disposal services.	Medium term		Y	The East of Scotland Zero Waste Group (EoSZWG), comprising the four Councils of Angus, Dundee City, Fife and Perth & Kinross, with support from Zero Waste Scotland (ZWS), commissioned SLR Consulting Limited (SLR) to carry out an appraisal of viable treatment options for processing of residual municipal waste arising from these authorities.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
37	As part of a longer term procurement exercise for treatment of residual waste, take into account the capability of different waste treatment options to recover materials for recycling/composting and to meet BMW landfill diversion targets and Scottish Government zero waste targets.	Medium term		Y	Initial work carried out for the four East of Scotland councils during 2011 (Phase I) explored the costs, performance and location for a range of 7 technical options plus potential joint working scenarios between the four authorities. The current <i>Phase II</i> study builds on Phase I to examine a limited number of the specific proposed technology and partnering options discussed during Phase I in more detail and focussing primarily on the options for Fife and Perth & Kinross Councils.
38	Carry out an evaluation of possible procurement routes in order to identify the most appropriate procurement route for the award of a contract for Perth and Kinross Council residual waste treatment.	Short term		N	This will be developed following identification of the preferred technical and joint working options highlighted above.
39	The Council will analyse the viability of alternative transportation modes (including Perth Harbour) to transport Council waste and / or recyclates for further treatment and processing. The study will also assess Perth Harbour's ability to act as a hub to accept waste and recyclates for onward transport.	Short term		Y	- A report to the Strategic Waste Member Officer Working Group summarised the outcomes of the study carried out to assess the viability of Perth Harbour to accept waste and recycle from Perth and Kinross Council for onward transport to treatment and disposal facilities. - The Report recommended that the Council did not pursue the option of using Perth Harbour for transport of waste and recycle at present, in the main due to significant set-up costs and restricting future procurement options.
40	Set criteria for the development of waste treatment and management facilities.	Short term		Y	- In order to identify the best approach for Perth and Kinross Council a workshop considered the options available to the Council with regard to Site Selection for Residual Waste Treatment. - The workshop involved colleagues from Waste Services, Planning, Legal Services, Procurement and Property Services assessing each of the options through a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					- A report was prepared for the Strategic Waste Member/Officer Working Group providing background information relating to the identification of sites for residual waste treatment. - This report proposed that setting locational criteria would be the most appropriate method for establishing potential sites.
Street Sweeping and Litter					
41	Undertake a review of street cleaning specification in 2010/11 to ensure that resources are efficiently deployed across Perth and Kinross.	Short term		Y	The review was completed in 2011.
42	Include community 'clean-ups' as part of the Community Waste Fund so that community groups can apply to the fund in order to clean up local areas blighted by fly-tipping.	Short term		Y	The Community Fly Tipping Fund was set up in 2010 following Environment Committee approval on 27 January 2010.
43	Establish through the Community Planning Environment Partnership a Perth and Kinross Fly Tipping Forum.	Short term		Y	The Fly Tipping Forum was established in 2010 and meets annually.
44	Trial introduction of segregated litter bins for collection of recyclates and assess feasibility of implementing throughout the Council area.	Short term		Y	In 2009 a waste analysis of litter bin waste was carried out and the results showed that 68% of the waste was recyclates which were going straight to landfill. A 3 month trial of split litter bins (one part dry mixed recyclates, one part general non-recyclable waste) indicated that there was an apparent appetite for recycling in city centre locations, albeit these statistics related to litter. The trial did not result in the collection system being rolled out due to prohibitive costs of the separate collection service. Due to prohibitive costs of collecting segregated litter from standard litter bins, currently such waste from Perth City Centre is being sent to Binn Skips for recyclates reclamation as part of a trial.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					In 2011 Waste Services successfully applied for funding from Zero Waste Scotland to set up a 'Recycling on the Go' service. This service provides recycling hubs for pedestrian users of town centres with the option to recycle their litter.
45	Investigate the feasibility of recovering waste from street sweeping for recycling/composting.	Medium term		Y	- Following a trial of recycling of street sweepings a competitive tender procurement process took place in 2012. - Street sweeping waste is now recycled under contract until 2014/15
Waste Awareness					
46	Perth and Kinross Council to continue work with Zero Waste Scotland to assist in the communication of national campaigns and initiatives at a local level.	Ongoing		Y	- PKC works in partnership with Zero Waste Scotland to continue to conduct effective local campaigns which communicate the key messages from national campaigns and initiatives for local circumstances. - In early 2013, PKC worked with ZWS Communications Planning to direct materials at PKC commercial waste sector regarding the impact of the Waste (Scotland) Regulations 2012.
47	Develop a Waste Awareness Communications Plan post rollout of the new kerbside recycling service.	Short term		Y	- Ongoing campaigning activities based on information from quarterly waste composition analysis. - campaigning activities taking place across summer 2013 for GFW and KRS with emphasis on a food waste campaign focussing on overcoming household barriers to participation. - Education and Awareness and Waste Prevention Action Plans are developed on an annual basis.
48	Continue to promote community sector based waste projects that promote sustainable resource management in Perth and Kinross.	Ongoing		Y	A Green Fair was hosted in June 2012 to promote the reuse sector. Interested Charities had their own stall and also an outdoor living room was created.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					- A campaign to promote donations of the WEEE to reuse projects was develop as part of the European Week for Waste Reduction. - The Council has funded 25 innovative and sustainable projects such as The Bike Station, the Salvation Army Furniture Reuse Project and Starter Packs Perth through the Community Waste Fund. The main benefits delivered include: - Diverted 1,166 tonnes of waste from landfill - employed 9 people in new full time equivalent positions - created 55 volunteering opportunities - generated 30 training opportunities The success of Community Waste Fund has led to national recognition, with Perth and Kinross Council being awarded the Best Local Authority Initiative Award at the Scottish Waste and Resources Awards. In addition, this initiative received a Silver Award at the Council's 2010 Securing the Future Awards in the 'Working with Communities' category.
Non-municipal Waste					
49	Work within the Community Planning Partnership to highlight to local businesses the financial and environmental benefits of waste minimisation and recycling, and sources of further support.	Ongoing		Y	See Action 11 regarding the Business Waste Minimisation Project.
50	Work within the Community Planning Partnership to highlight to local waste businesses the business development opportunities arising from the waste and recycling sector.	Ongoing		Y	- The Business Waste Minimisation Project was promoted through media releases, steering group meetings and the Council website. - In addition the Council, in partnership with Zero Waste Scotland, are advising all local businesses of the requirements of the Waste (Scotland) Regulations, the actions they need to take and who can help them comply.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
51	Sign up to the Waste and Resources Action Programme (WRAP) 'Halving Waste to Landfill Commitment'	Short Term		Y	- Perth & Kinross Council signed up to this Commitment in autumn 2011. Throughout 2012, The Council's procurement documents have been amended to encourage bidders to reduce, reuse and recycle more whilst carrying out construction projects. - A Sharepoint Site has been developed and staff training has begun to be delivered. An e-learning module is being developed for all Council employees so that they are aware of the Halving Waste to Landfill Commitment when undertaking procurements and awarding contracts. - During 2013/14, a baseline measure will be developed from up to four construction projects across the Council to provide information in support of the delivery of the Commitment.

Perth & Kinross Council Waste Management Plan Action Plan – New Actions PART 2

Part 2 comprises new actions which are a continuation of the original actions in Part 1 and which are in line with the Waste (Scotland) Regulations 2012. The Action Plan is a list of key activities which excludes recurring work activities.

In the table below:

- **Short term** means within 1 year
- **Medium term** means within 3 years
- **Long term** means more than 3 years
- **Ongoing** means existing action set to continue



= Low priority
= Medium priority
= High priority

Priority was scored taking into account landfill diversion, resource implications and statutory requirements.

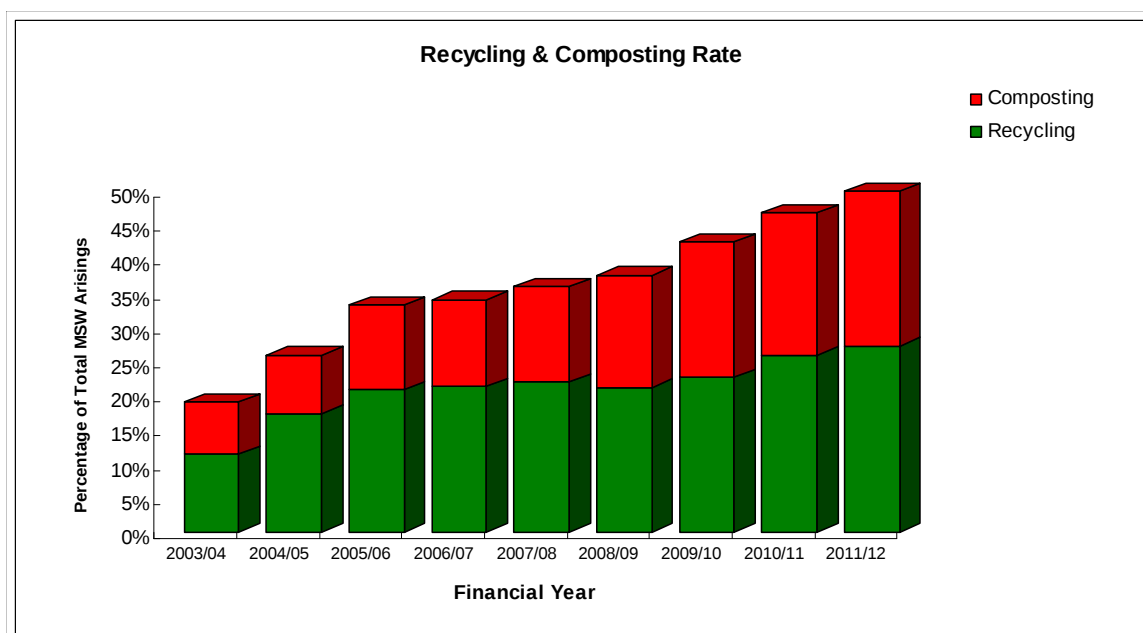
No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
52	Trial food waste recycling at multiple occupancy properties.	Short-Term		Partial.	Funding received from ZWS to rollout service to 16 flatted properties, providing service to approximately 160 HHs. Surveying and intervention work planned in 2013 to increase participation.
53	Introduction of Recycling on the Go	Medium-Term		N	• "Recycling on The Go" describes the provision of infrastructure to enable individuals to segregate materials for recycling, primarily newspapers and certain items of packaging, which would otherwise be discarded in public litter bins or as litter. • Zero Waste Scotland has awarded Perth & Kinross Council a capital grant to encourage increased "Recycling on the Go" opportunities in public areas and thereby stimulate public behavioural change.

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					- The range of material collected in the bins matches that currently accepted in domestic blue-lidded kerbside recycling, this will include Paper, Cardboard, Rigid Plastic and Cans. 10x sets of node bins purchased with grant funding awarded by WRAP. Currently exploring potential sites in outlying towns for trials.
54	Roll out of City Centre Containerisation	Long-Term		N	- Expansion of Kerbside Recycling to include Perth City Centre. Approx 2,500 household to receive collections by wheeled bins rather than pink sack service. - Householders will be given a general waste and Dry Mixed Recyclate collection either through individual, communal or on street bins.
55	Review of Bin and Enforcement Policy	Short-Term		N	Review of Bin and Waste/Litter Enforcement to ensure current procedures and Policies are fit for purpose and any future developments.
56	Zero Waste Campaign Auchterarder	Medium-Term		N	Following on from the success of the Zero Waste Fortnights, a wider Zero Waste Community initiative is being developed in Auchterarder to coincide with the Ryder Cup in 2014.
57	Home Composting Project	Short-Term		Partial	- Workshops and various types of home composters will be offered to households without a Brown-Lidded Bin service and who live within a 5km radius of Milnathort, in Kinross-shire. - Ongoing support will be provided by Zero Waste Volunteers.
58	Integrated Commercial Waste & Recycling Service	Medium-Term		N	Commercial Customers will be offered an integrated package of Waste & Recycling Services including: - Residual (non-recyclable) Waste - Glass (Mixed or Colour segregated) - Dry Mixed Recyclates (paper, cardboard, cans, plastics) - Cardboard Recycling

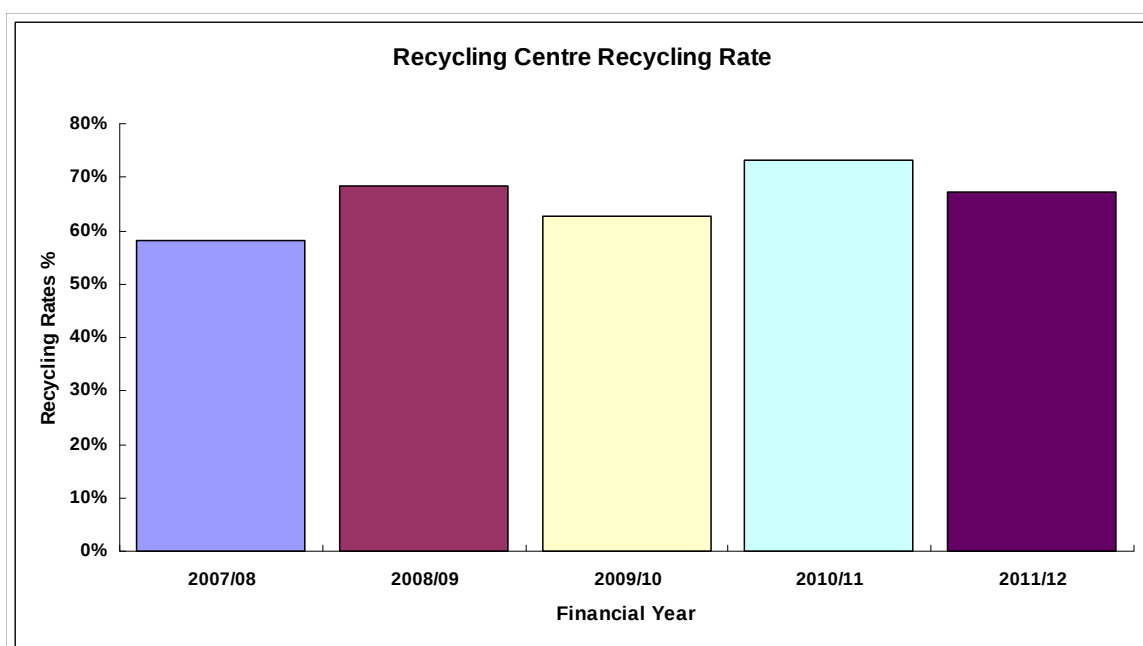
No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					• Garden waste • Skip Hire (where 70% recycling achievable) • Food Waste (Available from Spring 2013 – see separate action below) These services will assist businesses in complying with the Waste (Scotland) Regulations 2012. Where the full range of recycling services is offered a contract review will take place with customers to determine whether residual waste can be reduced. Through Duty of Care checks, customers will be encouraged to take up an integrated package before the regulatory compliance date of 1st January 2014. Contract terms and Conditions will be reviewed to ensure that customers take an integrated package (or provide evidence of other service provision/use of Recycling Centres) and implemented from 1 April 2014.
59	Roll out of Commercial Food Waste Service	Short-Term		N	A separate Commercial Food Waste Service is required due to Waste (Scotland) Regulations 2012 which specifies that: • Food businesses (except in rural areas) which produce over 50 kg of food waste per week to present that food waste for separate collection from 1 January 2014 • Food businesses (except in rural areas) which produce over 5 kg of food waste per week to present that food waste for separate collection from 1 January 2016

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					As a result of the regulatory requirements Perth & Kinross Council will need to provide, or arrange for the provision of, a collection of commercial food waste from premises within the area, if requested to do so. Roll-out of the Commercial Food Waste Service to all schools and businesses (subject to the Regulations) will commence in June 2013.
60	Business Engagement – Communications Plan	Short-Term		N	Waste Services is developing a communications plan about the requirements of the Waste (Scotland) Regulations which will include how we will market the new food waste collection service to our existing customer base and potential new customers. We will be integrating this campaign with any awareness raising work carried out at a national level to promote the requirements of the Waste Regulations. This will include: • Delivering an information leaflet on the implications of the Regulations (provided by ZWS) to all commercial businesses in Perth, accompanied by a letter outlining our integrated Waste & Recycling Package • Utilising a range of internal and external communications channels including press, social media and Perth & Kinross Council website to make businesses aware of their responsibilities. • Awareness of the Regulations and our Services through the Commercial Waste Team, Business Growth Advisors and Food Safety/Environmental Health Teams (in terms of a distinct regulatory function). • Perth & Kinross Council to sign up to the WRAP Business Recycling & Waste Services Commitment (or Scottish alternative)

Appendix 2: Recycling and Composting Rate

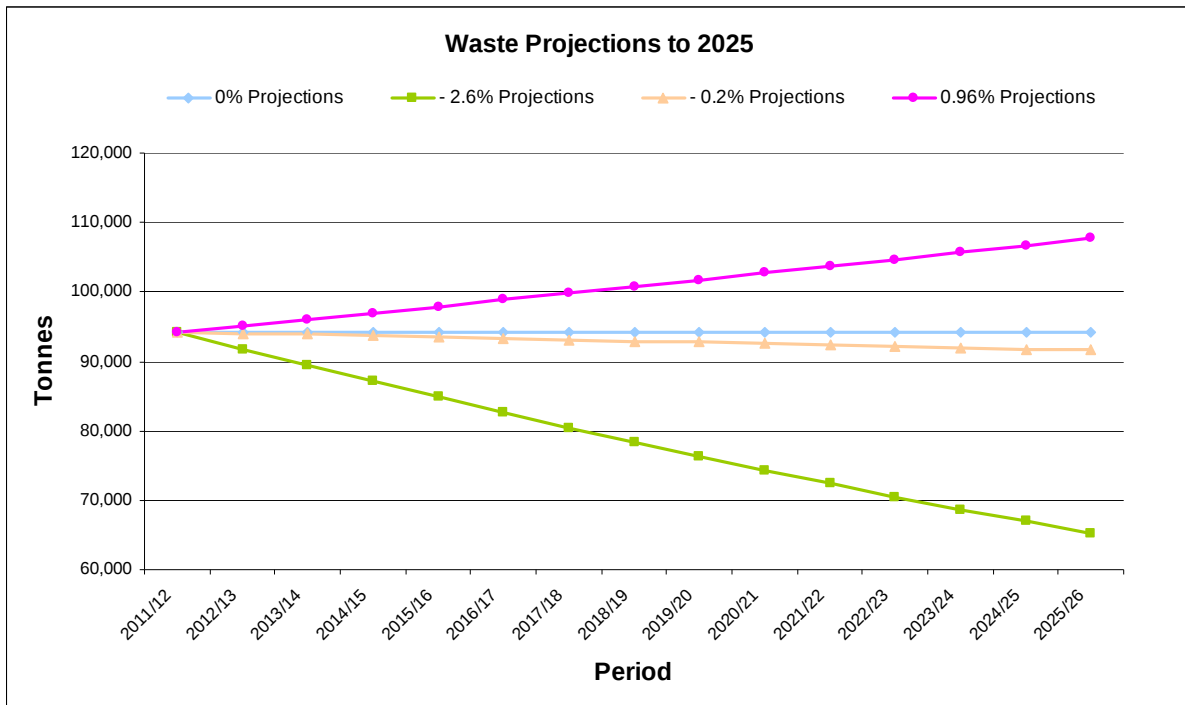


Appendix 3: Recycling Centre Recycling Rate



* Reductions in certain years are due to Recycling Centres being closed for redevelopment.

Appendix 4: Waste Projections to 2025



Appendix 5: Waste Analysis 2012

	<u>From Waste Analysis 2012</u>	
	Materials	Percentage
1	Kitchen/Food	33.9%
2	Textiles	6.7%
3	Film/Carrier bags	6.7%
4	Clear Glass	6.3%
5	Other Putrescibles	5.0%
6	Other Recyclable Paper	4.8%
7	Cardboard	4.0%
8	Garden	3.3%
9	Wood/Carpet/Furniture	3.2%
10	Recyclable Paper	3.1%
11	Green Glass	2.9%
12	Sanitary/Nappies	2.7%
13	Polypropylene – a plastic (5)	2.1%
14	Other Plastic (7)	2.0%
15	High Density Polyethylene – a plastic	1.7%
16	Food/Beverage Cans (ferrous metal)	1.3%
17	Polystyrene – a plastic (6)	1.3%
18	Fines	1.2%
19	Other non-ferrous/Aluminium Foil	1.1%
20	Polyethylene tere phthalate – a plastic (1)	1.1%
21	Non-Recyclable Paper	1.0%
22	DIY Rubble/Ceramics	1.0%
23	Hazardous - Other	0.8%
24	Polyvinyl chloride – a plastic (3)	0.7%
25	Food/Beverage Cans (non-ferrous)	0.6%
26	Brown Glass	0.5%
27	Waste Electrical and Electronic Equipment	0.4%
28	Non-Packaging Glass	0.3%
29	Composite food & beverage cartons	0.2%
30	Other Ferrous Metal	0.1%
31	Hazardous - Batteries	0.1%

