

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 and other recent national strategy developments. 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

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

If an action was completed and reported last year and there is no further update, it has been removed from the table and reference should be made to earlier progress reports for more information.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
General					
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	Low	Partial	<ul style="list-style-type: none"> • Proposals have been submitted with Zero Waste Scotland to develop the supplementary planning guidance; this is being taken forward as a national project. • Delivering Zero Waste Supplementary Guidance was approved at Enterprise and Infrastructure Committee, 7 September 2016 (Report No. 16/377) • The Waste Services Community and Commercial Team continue to provide comments on domestic and commercial planning applications and guidance is reviewed at set intervals. 179 planning applications were reviewed in 2016/17.
Waste Composition and Arisings					
5	Perth and Kinross Council to carry out annual waste composition analysis of household waste	Ongoing	Low	Y	The Waste Analysis programme in 2016/17 included: <ul style="list-style-type: none"> • Household residual waste analysis carried out in

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	arisings.				<p>November 2016 and March 2017 from phase areas 1, 2 and 4 of the New Household Waste & Recycling Service. The same areas were analysed across both periods allowing us to compare results.</p> <ul style="list-style-type: none"> • Food and garden waste analysis carried out for phases 1, 2 and 4 of the New Household Waste & Recycling Service quarterly • DMR waste analysis was carried out via weekly Materials Recycling Facility (MRF) Code of Practice sampling, as required under the new contract from 1 November 2016.
Waste Prevention and Resource Efficiency					
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	Medium	Y	<p>In 2016/17 the following actions took place:</p> <ul style="list-style-type: none"> • Full re-introduction of DMR system, food waste recycling, residual waste and confidential waste into the re-developed Council Offices at 2 High Street. • Support provided to the Property Team and POP for the redistribution of redundant items from 2 High St, Blackfriars, the Atrium and the Acorn Store, over to the Perth & Kinross Reuse Network. • Continuing to work with the Pullar House facilities, Carpenter House and 2 High St staff for the ongoing ad-hoc replacement of waste and recycling bins and to update signage.
12	Develop further projects in partnership with the Perth and Kinross Network of Charity Shops and Reuse	Ongoing	Medium	Y	<ul style="list-style-type: none"> • In November 2016, as part of the European Week of Waste Reduction, Waste Services worked closely with the WEEE Centre at Perth College to promote

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	Projects.				<p>reuse, repair and resale of used IT equipment. This was done via social media and a YouTube video.</p> <ul style="list-style-type: none"> • A second reuse collection container was introduced at Inveralmond Recycling Centre in summer 2016, in addition to the existing container at Friarton Recycling Centre. • Funding was sought from Zero Waste Scotland to introduce the new Reuse branding to update signage at both Friarton and Inveralmond Recycling Centres. All reuse partners receiving materials from these sites were consulted in the design work and in the movement of collection facilities at Friarton Recycling Centre to bring reuse to prominence. • Upwards of 20 reuse organisations were supported through the redistribution of redundant items from the Council's Blackfriars, 2 High St and Atrium offices and the Acorn Store.
Recycling and Composting					
14	Continue to explore the opportunities for expanding the range of materials collected for recycling by the kerbside recycling scheme.	Ongoing	Medium	Y	The new Household Waste and Recycling Service has expanded the core materials to be accepted in the DMR blue lidded bin to include food and beverage cartons. In addition, metal jar lids and plastic bottle tops are also accepted under the new DMR contract.
20	Investigate the use of clear plastic sacks for the collection of dry mixed recycle, in particular from city centre locations.	Medium term	High	Partial	<ul style="list-style-type: none"> • The new contract for DMR, operational from November 2016, provides a processing service for plastic sacks. • Consideration of use of sacks in particular locations

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					will be investigated as part of the City Centre Containerisation Project and on-going review of Commercial Waste Service provision. See Action 54.
24	Identify opportunities to increase the range of materials collected at Recycling Centres, taking into account changes in household waste composition.	Ongoing	Medium	Y	<ul style="list-style-type: none"> Materials, such as carpets, mattresses, hard rigid plastics will be considered where processing capacity, contractor availability, costs and space at the Recycling Centres permit. Waste Services worked with Community Greenspace colleagues during 2015/16 to introduce golf club amnesty campaigns at Recycling Centre, with positive results.
26	Set a target of reusing, recycling/composting 80% of source segregated Recycling Centre waste by 2013.	Medium term	Low	Partial	<ul style="list-style-type: none"> The Recycling rate at Recycling Centres for 2016/17 was 64%. This is down on the previous figure of 77%. This is due to a change in the methodology for calculating tonnages at existing recycling centres is no longer valid. The calculations are now based on verified tonnages applied against vehicular traffic at comparable recycling centres. This means that the target set out in the original WMP is not being met. In order to address this we are undertaking the following proposals: <ul style="list-style-type: none"> Identifying further opportunities to increase the range of materials collected (Action 24) Introduction of the Recycling Centre Permit and review (Action 80) Developing a Communications Campaign to raise awareness of the range of materials that can be collected for recycling and reuse at Recycling Centres.

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27	Increase number of Recycling Points in the Perth and Kinross area to 100 by 2013 and 120 by 2020.	Long term	Medium	Y	<ul style="list-style-type: none"> There are currently 135 Recycling Points in Perth and Kinross. Therefore, the 2020 target has been achieved early.
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	High	Y	<ul style="list-style-type: none"> The Waste Procurement Programme is on-going and there are currently 20 contracts in place for a range of 24 commodities. Procurement strategies were developed from 1 Jan 2016 to present and contracts awarded for the following commodities – plasterboard, tyres, dry mixed recyclate, paper & card, mixed cans, mobile toilets, textiles, timber (extended), street sweepings, used cooking oil, scrap metal and glass streams. Waste Services has been working in collaboration with Scottish Procurement to deliver on the Scottish Materials Brokerage Service for Residual Waste. This contract was awarded to Avondale Environmental Ltd and commenced 1 October 2017. Commodities which are a key part of the Procurement Programme going forward are - inert waste, lead acid batteries, timber and WEEE. Detailed contract strategies have been developed to outline the current market position and best way forward for re-tendering for these commodities. For the glass streams, Waste Services is working in collaboration with Scottish Procurement to deliver on a potential Local Authority collaborative contract for the sale of glass. As part of the Residual waste, Dry Mixed Recycling and Organics contracts

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					<p>community benefits including funding for communications, community projects, employment & training and business mentoring have been secured and will be monitored as the contracts progress.</p> <ul style="list-style-type: none"> • A positive internal audit of the contract management for the DMR contract was carried out and findings incorporated and reported to Audit Committee (September 2017 – Report No. 17/311).
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	Low	Partial	<ul style="list-style-type: none"> • The Waste & Recycling Household Bin/Sack Policy was reviewed ahead of the introduction of the New Household Waste & Recycling Service. • The policy has been highlighted to householders as part of the service change, with proactive householder engagement with the public and enforcement of the policy, seen as key to the successful implementation of the new service. Monitoring of areas with the new service, to ensure compliance with the policy is on-going. • City Centre Containerisation has been piloted and implemented in Perth City Centre in New Row and Scott Street Car-park to help tackle mis-presentation of waste. This helps provide storage facilities for those in flatted properties with limited or no storage space. • The success of these on-street bins and waste hubs has been reviewed, with a view to rolling out containerisation more fully following the implementation the New

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					Household Waste & Recycling Service. See Action 54. <ul style="list-style-type: none"> In terms of enforcement, Waste Services have issued 2 Fixed Penalty Notices in 2017.
33	Carry out review of Council's bulky and special uplift service to identify feasibility of recovering items for reuse/recycling.	Medium term	Low	Y	Action completed.
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	Medium	Y	<ul style="list-style-type: none"> Further information available in the Private Paper on Residual Waste Treatment Options was submitted to Environment Committee on 4 June 2014 A Procurement Strategy for Residual Waste was developed in 2015, with updated versions in both 2016 and 2017. An interim Scotland Excel Framework call off was put in place from March – September 2017 to enable the Scottish Waste Brokerage Service procurement process to complete, award and mobilise Perth & Kinross Council signed up to a Business Case for the Scottish Materials Brokerage Service and an Invitation to Tender (ITT) was issued to the market, which ultimately resulted in a negotiated procedure by Scottish Government with key market players. The Brokerage contract has been awarded to the Avondale Environmental Ltd for a period of 5 years commencing 1 October 2017.
Waste Awareness					

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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	Low	Y	<ul style="list-style-type: none"> Waste Services has worked with Zero Waste Scotland to deliver the second year of the funded Volunteers & Community Advocates Programme in Highland Perthshire and has shared best practice with other funded projects. Waste Services works closely with Zero Waste Scotland to adopt the Recycle for Scotland and Reuse Guidelines into public campaigning work. Waste Services has continued to promote national campaigns supported by Zero Waste Scotland and Waste Resources Action Programme (WRAP) across the year ahead; including, Recycle Week, Pass it on Day, European Week of Waste Reduction and the ongoing Love Food, Hate Waste campaign. Waste Services has worked closely with Zero Waste Scotland to explore potential future funding initiatives, including: funding for the re-branding of reuse facilities at both Inveralmond and Friarton Recycling Centres and also for the Consortium bid for the European Regional Development Fund , administered through ZWS's 'Zero Waste Town Development Fund'. This has resulted in an award to the Zero Waste Perth campaign until March 2020, which is attracting £300K of funding for the consortium of partners to deliver across this period.
Non-municipal Waste					
54	Roll out of City Centre Containerisation	Long-Term	Low	N	<ul style="list-style-type: none"> A trial of on-street containers started in April 2014 in New Row, Perth. This trial was successful,

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					<p>with the incidences of fly-tipping and incorrect waste presentation reduced significantly and the containers are now a permanent solution.</p> <ul style="list-style-type: none"> • A further larger scale site was identified for a waste 'hub' at Scott Street, Perth. This site was introduced in Spring 2016 and now serves approximately 80 households. Separate commercial containers were also introduced to help facilitate removal of commercial sacks from Scott Street. • City Centre Containerisation Project auditing commenced in September 2017 with a view to identify suitable location for on-street 'binrastructure'. The project officer will consult with key internal and external stakeholders. Following consultation, a paper will be brought forward to the Environment, Enterprise & Infrastructure Committee detailing the proposals.
55	Review of Bin and Enforcement Policy	Short-Term	Low	Y	<ul style="list-style-type: none"> • The Waste & Recycling Household Bin/Sack Policy was reviewed ahead of the introduction of the New Household Waste & Recycling Service. • Additional capacity authorisation and renewal process managed to ensure appropriate control over the allocation of additional non-recyclable waste bins. • Refresher waste enforcement training arranged for all staff. • Waste & Recycling Bin Policy under review to align with the introduction of a charge for Garden Waste collection and the amended version will be published

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					January 2018.