

**PERTH AND KINROSS COUNCIL**

**Environment Committee**

**9 November 2016**

**Waste Management Plan 2010-2025 - Progress Report**

**Report by 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 on 24 November 2010 (Report No. 10/597 refers). The report recommends approval of the new actions 77-88 (shown in Appendix 1B) which are in line with recent national regulatory and strategy developments.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 In November 2010, the Environment Committee approved the Perth and Kinross Waste Management Plan 2010-2025 (Report No.10/597 refers). The Waste Management Plan was developed in order to work towards delivering Scotland's Zero Waste Plan targets at a local level.
- 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;
  - Developing Initiatives to control waste arisings and waste growth;
  - Looking into potential partnership agreements;
  - Determining the strategy for the procurement of residual waste treatment;
  - Determining the future financial implications for waste management in Perth and Kinross; and
  - Promoting the circular economy where products and materials are kept in high value use for as long as possible
- 1.3 Annual progress reports to the Environment Committee in June 2013 (Report No. 13/267 refers), September 2014 (Report No.14/364 refers) and November 2015 (Report No. 15/532 refers) have provided a full update on all the original actions, as well as new actions, which were developed in light of the Waste (Scotland) Regulations 2012 and other national strategy or regulatory changes.
- 1.4 This report provides the fourth annual update on progress with the action plan. If an action was completed and reported last year and there is no further update, reference should be made to earlier progress reports for more information. Of the 76 previously agreed actions, 61 have been achieved (80%).

- 1.5 These actions have contributed to a household recycling and composting rate of 54% for 2015/16; as well as high levels satisfaction with our household waste and recycling services ( Report No. 16/371 refers). This is comparable with previous years – 54% in 2013/14 and 57% in 2014/15.
- 1.6 In 2015, timber was classed as being recovered, not recycled, and therefore was not being included in the recycling rate. Timber was reclassified in 2015 due to a new contract being awarded which secured an income for Perth & Kinross Council. Under the new contract, the timber is turned into wood chip for use in a biomass plant and is therefore recovered. Timber accounts for approximately four per cent of the household waste managed by the Council. In 2014 the timber collected at Recycling Centres was recycled and contributed to the recycling rate. Comparing like for like, the recycling rate for 2015 including the recovered timber was 58.7 per cent and actually up from 2014 figure.
- 1.7 The Council continues to maintain a high LEAMS (Local Environmental Audit & Management Scheme) score with 97.1% of streets found to be at an acceptable standard in 2015/16 (in comparison to 96.1% in 2014/15 and 96% in 2013/14.)
- 1.8 Key Waste Management Plan actions which have been achieved in the last year include:
- The roll-out of the new Household Waste & Recycling Service which received Environment Committee approval in June 2015 commenced in January 2016 (Report No. 15/243 refers). To date 4 of the 8 phases have been completed with the service rolled out to 25,970 households including the original trial properties households. This brings the total to 30,970 currently on the service. The project is on schedule with a completion date of November 2017.
  - This new service is supported by an Organics Contract including mixed food and garden waste which commenced in April 2016 and the new Dry Mixed Recycling contract which commenced on 1 November 2016. These 5 year contracts will also deliver valuable community benefits including funding for community projects, communications campaigns, business mentoring, as well as employment and training opportunities.
  - Year 1 of the Volunteer & Community Advocate Programme (VCAP) has been successfully delivered and funding was secured for a continuation of the project into year 2. The project encourages and supports voluntary community approaches to increase recycling participation through the Volunteer and Community Advocate Programme in Highland Perthshire. This is an externally funded project which is focused on being community led, recruiting and utilising the skills and knowledge of the local community, for the purpose of leaving a positive legacy. A range of activities and community workshops such as Love Food Hate Waste Families, Bike Maintenance, Up-Cycling and home composting have also been carried out and continued into year 2. Full details were contained in the report to the September 2016 Environment Committee (Report No. 16/372 refers).

- Food Waste collections for businesses meeting the Waste (Scotland) Regulations 2012, 5kg requirements, have been rolled out. Businesses falling into scope of the Regulations were identified and contacted by letter. The Commercial Officer carried out advisory visits to ensure that businesses were compliant with the Regulations and had a food waste service by January 2016.
- A Glass Recycling Communications Campaign has been undertaken to further incentivise householders to participate by partnering with a charity who will financially benefit from any increase in glass diverted from landfill. The chosen charity (CHAS Rachel House in year 1) has worked with the Council to promote glass recycling and have received £2,575 from the Council for the period October 2015 – June 2016, based on the amount of glass collected.
- Sign up to The Household Waste and Recycling Charter was approved at the Environment Committee on 23 March 2016 (Report No. 16/140 refers). The Charter was officially signed by the Environment Minister on 10 September 2016. The purpose of the Household Waste and Recycling Charter and the associated Code of Practice (CoP) is to articulate a consistent approach to the collection of household waste material streams across Scotland.

## **2. PROPOSALS**

2.1 Appendix 1B to the report incorporates new Actions 77-88. The new actions are informed by the following Scottish Government policies and strategies:

- Scotland's Zero Waste Plan (2010)
- Waste (Scotland) Regulations (2012)
- Safeguarding Scotland's Resources (2013)
- Towards a Litter Free Scotland (2014)
- 'Making Things Last – A Circular Economy Strategy for Scotland' (2016)
- Zero Waste Scotland's Programme Plan (2016-17).

2.2 These aim to deliver key national ambitions such as supporting a circular economy, improving recycling performance, transforming attitudes to food waste and reducing the impacts of litter and fly-tipping. The Circular Economy Strategy also introduced a food waste prevention target, of reducing food waste by 33% by 2025; the first such target in Europe. This will involve working with both businesses and households to prevent and reduce avoidable food waste. This is in addition to the existing targets:

- Recycling 60% of household waste by 2020
- Recycling 70% of all waste by 2025
- Reducing waste by 7% by 2017 and 15% by 2025

2.3 The Council is contributing to the national ambitions and targets with the following actions:

- Completing Phases 5-8 of the roll-out of the New Household Waste and Recycling Service.
- Introducing a Permit System for Recycling Centres to ensure waste is correctly managed and recycled (Report No. 16/240 refers).
- Investigating the opportunity to become a 'Zero Waste Town', in conjunction with a community group or organisation, to build upon the work undertaken as part of the Highland Perthshire VCAP initiative. A 'Zero Waste Town' is defined as an urban community with a population between 10,000 and 35,000, with an established identity and a mixture of land-use types including residential, community, commercial and retail.
- Progressing the Perth City Centre Containerisation project.
- Developing the Smart Services (Waste) project as part of the SMART Cities Initiative.
- The project will focus on innovative smart technology deployed in the waste management process to enhance waste and recycling collections through improved monitoring and sharing of data and information. If European Regional Development Fund (ERDF) funding is secured, the project will involve running a trial of waste and recycling bins with sensors and RFID (radio frequency identification) tagging of commercial bins to record the bin and contents.

2.4 It is worth noting that several of the actions within this plan are only possible through successfully achieving funding from Zero Waste Scotland and other funding sources. The table below highlights the extent of funding received, as well as applied for and pending, over the last four years.

Source of Public Funding	Date	Amount Received	Amount Pending	Total
Water Analysis Programme	Oct-13	£14,438	£0	£14,438
Auchterarder and Aberuthven	Mar-13	£37,000	£0	£37,000
140L Bin Trial	Summer 14	£51,684	£0	£51,684
Volunteer & Community Advocate Programme Year 1	Jul-15	£32,575	£15,989	£48,564
New Household Waste & Recycling Service	Mar-16	£10,758	£0	£10,758
Volunteer & Community Advocate Programme Year 2	Pending	£0	£39,587	£39,587
Inveralmond Reuse Shop	Pending	£0	£150,000	£150,000
Inveralmond Reuse Shop (money from the Corporate Panel will directly fund PUSH as part of the Reuse Project)	Pending	£0	£24,000	£24,000
	<b>Total</b>	<b>£146,455</b>	<b>£229,576</b>	<b><u>£376,031</u></b>

2.5 This project work undertaken as part of the Waste Management Plan is underpinned by the management of a large volume of recurring work tasks including dealing with:

- 10,644 customer service requests made in 2015
- 1,239 assisted lift applications
- 823 2nd general waste bin applications
- 22 waste and recycling contracts with a net expenditure of £7,660,401
- 1,531 commercial waste and recycling customers

2.6 The delivery of these services is only achievable through close working relationships with a range of stakeholders, particularly colleagues in Operations, contractors and local communities. The success of this approach was recognised by the Council by becoming a finalist at the 2016 National Recycling Awards for our work in increasing WEEE (waste electrical and electronic equipment) awareness and collections.

2.7 The report seeks approval of the new Actions 77-88 of the Waste Management Action Plan set out in Appendix 1B.

### 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, residents and businesses can assist in achieving the targets relating to recycling and composting, along with a reduction of non-recyclable waste.

3.2 It is recommended that the Committee:

- i. Notes the annual update on progress on the Waste Management Action Plan.
- ii. Approves the new actions (numbers 77-88) of the Waste Management Action Plan set out in Appendix 1B.

#### Author(s)

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#### Approved

Name	Designation	Date
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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 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 resource allocation. These 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, health and active lives; and
  - v. Creating a safe and sustainable place for future generations.
- 1.3 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 will be prioritised from the approved Waste Services Revenue and Capital Budget, with the exception of residual waste treatment costs, which can currently only be estimated and will depend on the outcome of the tendering process through the Scottish Materials Brokerage Service.

### 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.
- 3.2 Carrying out Equality Impact Assessments for plans and policies allow the Council to demonstrate that it is meeting these duties.
- 3.3 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 outcomes:
- 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 students, long-term sick, retirees, homeless families, migrant workers setting up home etc.
  - Provision of further Recycling Points to enable residents to recycle glass and other materials locally
  - Investigate the use of clear plastic sacks for the collection of dry mixed recycle 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.

## 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.
- 3.9 The actions contained within the Waste Management Plan are subject to both internal and external monitoring such as Scotland's Resource Sector Commitment.

## Legal and Governance

- 3.10 The Head of Legal and Governance and the Head of Democratic Services and the Head of Finance have been consulted on the content of this report.

## Risk

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

## **4. CONSULTATION**

### Internal

- 4.1 The Head of Legal Services, the Head of Democratic Services and the Head of Finance 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 The Waste Services Team engages in proactive communication with all known stakeholders for the delivery of domestic and commercial waste and recycling services.
- 5.2 Stakeholders may include, Elected Members, focus group candidates, online communities, internal colleagues, external partner organisations and charitable groups, social housing providers and community organisations, geographic communities of interest and service users. Communications Plans are created for all significant campaigns and projects to identify the timeline for delivery.

## **2. BACKGROUND PAPERS**

- 2.1 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)
  - Report to the Environment Committee in June 2013 entitled Waste Management Plan 2010- 2025 Progress Report (Report Number 13/267)
  - Report to Environment Committee in August 2013 entitled Containerisation of Waste in Perth City Centre (Report number 13/418)
  - Report to the Environment Committee in September 2014 entitled Waste Management Plan 2010- 2025 Progress Report (Report Number 14/364)
  - Report to the Environment Committee in June 2015 entitled Evaluation Report of the Improved Recycling Service Trial (Report Number 15/243)
  - Report to Environment Committee in November 2015 entitled Waste management Plan 2010-2025 – progress Report ( Report Number 15/532)
  - Report to Environment Committee in January 2016 entitled Perth and Kinross Zero Waste Communities (Report number 16/12)
  - Report to Environment Committee in March 2016 entitled Household Waste and Recycling Charter (Report number 16/140)

- Report to Environment Committee in June 2016 entitled Introduction of a Trade Waste Permit System at Council Recycling Centres (Report Number 16/240)
- Report to Environment Committee in September 2016 entitled Update on Perth and Kinross Council's Volunteer and Community Advocate Programme - Zero Waste Highland Perthshire (Report Number 16/372)
- Report to Environment Committee in September 2016 entitled Household Waste and Recycling Public Satisfaction Survey (Report Number 16/371)

### **3. APPENDICES**

- 3.1 Appendix 1 A : Perth and Kinross Waste Management Plan Action Plan – Update on Progress
- 3.2 Appendix 1 B : Perth and Kinross Waste Management Plan Action Plan – New Actions

## APPENDIX 1 A

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 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.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
<b>General</b>					
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	High	Y	Action completed.
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"> <li>• Proposals have been submitted with Zero Waste Scotland to develop the supplementary planning guidance; this is being taken forward as a national project.</li> <li>• Delivering Zero Waste Supplementary Guidance was approved at Enterprise and Infrastructure Committee, 7 September 2016 (Report No. 16/377)</li> <li>• The Waste Services Community and Commercial Team continue to provide comments on domestic and commercial planning applications and guidance is</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					reviewed at set intervals. 227 planning applications were reviewed in 2015/16.
3	To review the Council's approach towards trading of landfill allowance permits if the Landfill Allowance Scheme is reintroduced in Scotland.	Medium Term	High	Y	Action completed.
<b>Waste Composition and Arisings</b>					
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	Low	Y	Action completed.
5	Perth and Kinross Council to carry out annual waste composition analysis of household waste arisings.	Ongoing	Low	Y	<p>The Waste Analysis programme in 2015/16 included:</p> <ul style="list-style-type: none"> <li>Household residual waste analysis carried out in March 2016 from the Improved Recycling Scheme Trial samples, these same areas were analysed in March 2015 allowing us to compare results.</li> <li>A quarterly food and garden waste analysis for historical areas until November 2015.</li> <li>Food and garden waste analysis for phase 1 of the New Household Waste &amp; Recycling Service</li> <li>No DMR waste analysis was carried in this period. From October 2016 the new protocol for "MRF Sampling – Testing and Reporting" was introduced.</li> </ul>
<b>Waste Prevention and Resource Efficiency</b>					
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	Medium	Y	Action completed.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
7	Perth and Kinross Council to monitor changes in waste growth based on kilogrammes of waste produced per household per year.	Ongoing	Low	Y	Action completed.
8	Produce (and keep updated) A-Z Reduce, Reuse, Recycle Guide. To be promoted to households and other stakeholders.	Ongoing	Low	Y	Action completed.
9	Identify opportunities for implementing waste prevention initiatives in conjunction with Cittaslow Perth.	Ongoing	Low	Y	Action completed.
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	In 2015/16 the following actions took place: <ul style="list-style-type: none"> <li>• Full introduction of DMR system and food waste recycling in the Atrium, Blackfriars and at the Carpenter Court Council offices.</li> <li>• Continuing to work with the Pullar House facilities and care taker staff within Pullar House for the replacement of waste and recycling bins and to update signage.</li> <li>• Working together with the Perth Office Programme (POP) Team and Property Team to provide advice on new internal recycling facilities to be implemented into 2 High St for the move back into the building.</li> </ul>
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	Medium	Y	Action completed.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
12	Develop further projects in partnership with the Perth and Kinross Network of Charity Shops and Reuse Projects.	Ongoing	Medium	Y	<p><b>Social Media Campaign</b></p> <ul style="list-style-type: none"> <li>In November 2015, as part of the European Week of Waste Reduction, the Charity Shops and Reuse Projects took part in a second Social Media Campaign, this time promoting the reuse of Children's Items (clothes, toys, equipment and Real Nappies). The Campaign was extended to include other waste minimisation information as well as information about reuse opportunities.</li> <li>In autumn/winter 2016, there will be a third Social Media Campaign with Charity Shops and Reuse Projects to promote the reuse of Working Electrical Items (big and small) and Working IT Equipment. This campaign will coincide with the expansion of WEEE Collections for Perth College's WEEE Centre. A second reuse collection container has been introduced at Inveralmond Recycling Centre, in addition to the existing container at Friarton Recycling Centre. .</li> </ul>
<b>Recycling and Composting</b>					
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	High	Y	Action completed.
14	Continue to explore the opportunities for expanding the range of materials collected for recycling by the	Ongoing	Medium	Y	The new Household Waste and Recycling Service has expanded the core materials to be accepted in

No.	Action	Timescale	Priority	Achieved Y / N	Progress
	kerbside recycling scheme.				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.
15	Monitor new kerbside recycling scheme by carrying out waste composition analysis and gathering better information on participation and capture rates.	Ongoing	High	Y	Action completed. See Action 5 for update.
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	High	Y	Action completed.
17	Investigate the use of route optimisation technology and software.	Medium Term	Medium	Y	Action completed. See Action 62 for update.
18	Carry out a carbon impact assessment of waste and recycling collections, taking into account the Scottish Government carbon metric for waste.	Medium term	Low	Y	Action completed.
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	High	Y	Action completed.
20	Investigate the use of clear plastic sacks for the collection of dry mixed recyclate, in particular from city centre locations.	Medium term	High	Partial	<ul style="list-style-type: none"> <li>The new contract for DMR, operational from November 2016, provides a processing service for plastic sacks.</li> <li>Consideration of use of sacks in particular locations will be investigated, on the completion of the New Household Waste &amp; Recycling Service.</li> </ul>
21	Carry out best value review of commercial waste collections.	Medium term	Low	Y	Action completed.



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	High	Y	Action completed.
23	Finalise the development of a new Recycling Centre to service the North of Perth Area	Short term	High	Y	Action completed.
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"> <li>Materials, such as carpets, mattresses, hard rigid plastics will be considered where processing capacity, contractor availability, costs and space at the Recycling Centres permit.</li> <li>Waste Services worked with Community Greenspace colleagues during 2015/16 to introduce golf club amnesty campaigns at Recycling Centre, with positive results.</li> </ul>
25	Investigate feasibility of collecting reusable materials at Recycling Centres for resale and redistribution in the local area.	Short term	Medium	Y	Action completed.
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"> <li>The Recycling rate at Recycling Centres for 2015/16 was 77%.</li> </ul>
27	Increase number of Recycling Points in the Perth and Kinross area to 100 by 2013 and 120 by 2020.	Long term	Medium	Partial	<ul style="list-style-type: none"> <li>There are currently 105 Recycling Points in Perth and Kinross.</li> </ul>
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	Low	Y	Action completed.
29	Where opportunities arise, work with industry in introducing producer responsibility that covers a greater range of materials.	Ongoing	Low	Y	Action Completed

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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	Partial	<ul style="list-style-type: none"> <li>• The Waste Procurement Programme is on-going and there are currently 16 contracts in place for a range of commodities.</li> <li>• Procurement strategies were developed from 1 Jan 2015 to present and contracts awarded for the following commodities – Organics, Residual Waste (extended), Dry Mixed Recycling, Street Sweepings, Plasterboard, Tyres, Cardboard, Glass, Timber, WEEE (extended), Scrap Metal, Used Cooking Oil (extended), Supply of Wheeled Bins and Mobile Toilets (extended).</li> <li>• Commodities which are a key part of the Procurement Programme going forward are - Residual Waste and Inert Waste. Detailed Contract Strategies have been developed to outline the current market position and best way forward for re-tendering for these commodities. For Residual Waste consideration has been given to using the Scottish Materials Brokerage Service.</li> <li>• As part of the DMR and Organics Contracts community benefits including funding for communications, community projects, employment &amp; training and business mentoring have been secured and will be monitored on as the contracts progress.</li> </ul>
<b>Residual Waste Management</b>					

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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"> <li>• The Waste &amp; Recycling Household Bin/Sack Policy was reviewed ahead of the introduction of the New Household Waste &amp; Recycling Service.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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 Household Waste &amp; Recycling Service.</li> </ul>
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	Low	Y	Action completed.
33	Carry out review of Council's bulky and special uplift service to identify feasibility	Medium term	Low	Y	Action completed.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
	of recovering items for reuse/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	Low	Y	<ul style="list-style-type: none"> <li>The Introduction of a Permitting System at Recycling Centres was approved at Environment Committee in June 2016.</li> <li>The 'soft start' phase will commence in January 2017 with full implementation of the Permit System due to commence in June 2017.</li> </ul>
35	Procure short term (up to 2014/15) residual waste treatment and/or disposal contract.	Short Term	High	Y	Action completed.
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	High	Y	Action completed.
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	High	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"> <li>Further information available in the Private Paper on Residual Waste Treatment Options was submitted to Environment Committee on 4 June 2014</li> <li>A Procurement Strategy for Residual Waste was developed in 2015.</li> <li>Perth &amp; Kinross Council has signed up to Scottish Materials Brokerage Service and an Invitation to Tender</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					(ITT) has been issued and will be evaluated in due course.
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	Low	Y	Action completed.
40	Set criteria for the development of waste treatment and management facilities.	Short term	Low	Y	Action completed.
<b>Street Sweeping and Litter</b>					
41	Undertake a review of street cleaning specification in 2010/11 to ensure that resources are efficiently deployed across Perth and Kinross.	Short term	Low	Y	Action completed.
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	Low	Y	Action completed.
43	Establish through the Community Planning Environment Partnership a Perth and Kinross Fly Tipping Forum.	Short term	Low	Y	Action Completed.
44	Trial introduction of segregated litter bins for collection of recyclates and assess feasibility of implementing throughout the Council area.	Short term	Medium	Y	Action completed.
45	Investigate the feasibility of recovering waste from street sweeping for recycling/composting.	Medium term	High	Y	Action completed.
<b>Waste Awareness</b>					
46	Perth and Kinross Council to continue work with Zero Waste Scotland to assist in the communication of national campaigns and	Ongoing	Low	Y	<ul style="list-style-type: none"> <li>The Waste Services Team will continue to work with Zero Waste Scotland to deliver the second years of the</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
	initiatives at a local level.				<p>funded Volunteers &amp; Community Advocates Program in Highland Perthshire and to share best practice with other projects within the program.</p> <ul style="list-style-type: none"> <li>The Waste Services Team will work with Zero Waste Scotland to adopt the new Recycle for Scotland Guidelines and will continue to seek approval for publishing of campaign materials.</li> <li>The Waste Services Team will continue to promote national campaigns supported by Zero Waste Scotland and the Waste Resources Action program across the year ahead. Including, Recycle Week, Pass it on Day, European Week of Waste Reduction and the ongoing Love Food Hate Waste campaign.</li> <li>The Waste Services Team will continue to work with Zero Waste Scotland to explore potential future funding initiatives.</li> </ul>
47	Develop a Waste Awareness Communications Plan post rollout of the new kerbside recycling service.	Short term	Low	Y	Action completed.
48	Continue to promote community sector based waste projects that promote sustainable resource management in Perth and Kinross.	Ongoing	Low	Y	Action completed.
<b>Non-municipal Waste</b>					
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	Low	Y	Action completed.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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	Low	Y	Action completed.
51	Sign up to the Waste and Resources Action Programme (WRAP) 'Halving Waste to Landfill Commitment'	Short Term	Low	Y	Action completed.
52	Trial food waste recycling at multiple occupancy properties.	Short-Term	Low	Y	Action Completed.
53	Introduction of Recycling on the Go	Medium-Term	Low	Y	<ul style="list-style-type: none"> <li>• "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.</li> <li>• 8 sites have had Recycling on the Go installed.</li> </ul>
54	Roll out of City Centre Containerisation	Long-Term	Low	N	<ul style="list-style-type: none"> <li>• A trial of on-street containers started in April 2014 in New Row Perth. This trial was successful, with the incidences of fly-tipping and incorrect waste presentation reduced significantly and the containers are now a permanent solution.</li> <li>• A further larger scale site was identified for a refuse 'hub' at Scott Street, Perth. This site was introduced, on a trial basis 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.</li> <li>• Further development of the City Centre</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
					Containerisation Project has been put on hold due to the roll-out of the new Household Waste & Recycling Service.
55	Review of Bin and Enforcement Policy	Short-Term	Low	Y	<ul style="list-style-type: none"> <li>The Waste &amp; Recycling Household Bin/Sack Policy was reviewed ahead of the introduction of the New Household Waste &amp; Recycling Service.</li> <li>Under the new service policy the collection of unauthorised second general waste bins will cease, only householders meeting the set criteria will be entitled to additional capacity and no charge will be made for its provision.</li> </ul>
<b>Waste Prevention and Resource Efficiency</b>					
56	Zero Waste Auchterarder & Aberuthven	Medium-Term	Medium	Y	Action Completed.
57	Following on from Action 6 Kinross-shire Home Composting Project	Short-Term	Medium	Y	Action Completed.
<b>Non-municipal Waste</b>					
58	Integrated Commercial Waste & Recycling Service	Medium-Term	High	Y	Action Completed.
59	Roll out of Commercial Food Waste Service	Short-Term	High	Y	Action Completed.
<b>Waste Awareness</b>					
60	Business Engagement – Communications Plan	Short-Term	High	Y	Action Completed.



## APPENDIX 1 B

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

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

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
<b>Actions Added in 2014</b>					
<b>Waste Prevention and Resource Efficiency</b>					
61	Zero Waste Fortnights	On-going	Medium	Partial	<ul style="list-style-type: none"> <li>• Zero Waste Challenges are delivered in conjunction with local community groups and deliver landfill diversion and increased recycling participation.</li> <li>• Following a Zero Waste Challenge in 8 Highland Perthshire villages west of the A9 including Aberfeldy in September 2015, a follow-up Challenge took place in September 2016.</li> <li>• A Zero Waste Challenge took place in Highland Perthshire in May 2016 covering Pitlochry, Blair Atholl and Ballinluig postcodes. A follow-up Challenge will take place in May 2017.</li> </ul>
<b>Recycling and Composting</b>					
62	Route Optimisation Project Implementation	Long-term	Medium	Partial	<ul style="list-style-type: none"> <li>• The Route Optimisation Project aims to utilise technology and software to improve the efficiencies of our waste &amp; recycling collections;</li> <li>• Current Residual waste routes have been run on the software. Changes will not be implemented</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					<p>until the new service roll-out has been completed and all routes are re-assessed.</p> <ul style="list-style-type: none"> <li>• Garden and Food routes have been analysed. The software has been used to calculate the extra resources required to expand the service to rural areas.</li> <li>• Food waste collections have been run on the software to provide an efficient collection route.</li> </ul>
<b>Street Sweeping and Litter</b>					
63	Litter Strategy	Medium-term	Low	Y	Action Complete
64	Perth Academy Clean Up Scotland Project	Long-term	Medium	Partial	<ul style="list-style-type: none"> <li>• This was undertaken to progress an action under the 'Information' section of the Council Litter Action Plan.</li> <li>• Waste Services delivered an elective Environmental Citizenship course with Perth Academy S3 pupils with a strong waste and litter focus, in response to the Perth and Kinross Litter Action Plan.</li> <li>• The course campaign was designed with the intention of forming a best practice example of what can be achieved at a senior school level, with the results to be shared across other Perth and Kinross schools.</li> <li>• This course was delivered during the first term of the 2016/17 school year with 20 pupils and the support of Geography Department staff.</li> <li>• The course was aimed at tackling in a practical way litter issues arising from the Academy and High School areas,</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					<p>particularly in and around the school and on the routes to and from school.</p> <ul style="list-style-type: none"> <li>The campaign resulted in a pupil led campaign whereby pupils were provided with a double period with the Waste Awareness Coordinator to learn about the environmental impact of litter and waste and to create a campaign for their school on how to address these issues at a local level.</li> <li>Activities included undertaking LEAMS for schools, litter picks and the start of active campaigning.</li> <li>It has been agreed that the course will be pitched to the S2 level going forward.</li> </ul>
<b>Waste Awareness</b>					
65	Teaching Resources for Schools	Medium-term	Medium	Partial	<ul style="list-style-type: none"> <li>A number of activity sheets and an activity book has been created and is available for sharing with Perth and Kinross Schools.</li> <li>Focus will shift to continuing to prepare presentations for self-delivery to allow trained teachers to incorporate the identified learning outcomes into their own work plan delivery at their convenience.</li> </ul>
<b>General</b>					
66	Commercial Waste Customer Satisfaction Survey 2014	Short-term	High	Y	Action Completed.
67	Household Waste & Recycling (HWR) Survey 2013	Short-term	High	Y	Action Completed.
68	Enforcement Initiative - Environmental Protection Act (EPA) 1990 (section 34) and Waste (Scotland) Regulations 2012	Short-Term	Medium	Y	Action Completed.

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
69	Waste & Recycling Collection Service Review	Medium-term	Medium	Y	Action Completed.
<b>Actions Added in 2015</b>					
<b>General</b>					
70	Roll-out of Improved Recycling Service to 50,500 households	Medium-term	High	Partial	<ul style="list-style-type: none"> <li>The roll out the New Household Waste &amp; Recycling Service to 50,500 householders commenced in January 2016.</li> <li>4 of the 8 phases have been completed with 30,970 households on the New Service.</li> <li>Rollout will be completed by November 2017.</li> </ul>
71	Household Waste & Recycling Charter and Code of Practice	Short-term	Medium	Y	<ul style="list-style-type: none"> <li>The Zero Waste Taskforce, a joint initiative between the Scottish Government and COSLA, was set up to focus on local authority circular economy opportunities and has developed a Charter for more consistent household recycling collections systems, supported by best practice to: increase householder participation, improve the quality of recyclates and provide greater economic benefits and opportunities for saving.</li> <li>As part of the Waste Managers Network, the Council has assisted with the development of the Code of Practice to support the Charter.</li> <li>The Charter and Code of Practice were formally launched in October 2015 and the Environment Committee approved becoming a signatory to the Household Charter in February 2016. The Council signed the Charter in September</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					2016.
<b>Waste Prevention and Resource Efficiency</b>					
72	Volunteer & Community Advocate Programme (VCAP)	Medium-term	High	Partial	<ul style="list-style-type: none"> <li>• Funding was awarded by Zero Waste Scotland to run the VCAP commencing in July 2015. An Officer has been recruited and appointed and has been in post since September 2015.</li> <li>• The programme is based on the successful delivery of a Zero Waste Fortnight model across a longer term, as established in Auchterarder and Aberuthven.</li> <li>• The programme covers Highland Perthshire and has covered a number of communities west of the A9 in year 1, followed by communities east of the A9 in year 2.</li> <li>• The Project was reviewed by Zero Waste Scotland in April 2016 and the awarding of Year 2 funding was subsequently confirmed for July 2016 to June 2017.</li> <li>• The VCAP is focused on being community led, recruiting and utilising the skills and knowledge or the local community, for the purpose of leaving a positive legacy</li> </ul>
73	Inveralmond Reuse Shop	Medium-term	High	N	<ul style="list-style-type: none"> <li>• Funding has been secured to develop a Reuse Shop at Inveralmond Recycling Centre. The potential future of this project is currently under discussion with Zero Waste Scotland, the preferred operator (PUSH) and the</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					Council's Property Services.
74	Roll-out of Food Waste collections for businesses meeting the Waste (Scotland) Regulations 2012 5kg requirements	Short-term	High	Y	<ul style="list-style-type: none"> <li>All businesses that were applicable under the terms of the changes to legislation as of January 2016 were written to in time for changes to take place with their food waste.</li> <li>A food waste collection was offered to all and support provided by Commercial Waste Officer.</li> </ul>
<b>Waste Awareness</b>					
75	Glass Recycling Campaign	Medium-term	Medium	Partial	<ul style="list-style-type: none"> <li>The Campaign commenced with CHAS in October 2015.</li> <li>The trial campaign has been run across a full year with a communications strategy agreed by both the Council and CHAS.</li> <li>Results: October 2015 – March 2016 £1,017.30; April 2016 – June 2016 £1,557.50.</li> </ul>
<b>Non-municipal Waste</b>					
76	Complete Phase 2 of Scotland's Resource Sector Commitment	Short-term	Medium	Partial	<ul style="list-style-type: none"> <li>The Council is in the process of signing up to a national commitment to prioritise health and safety in the Waste and Resources Industry.</li> <li>Perth &amp; Kinross Council signed up to the first phase, a commitment to good customer service, in 2014.</li> <li>In 2015, the scheme was expanded to include excellence in health and safety. Information on the Council's health and safety practices in relation to waste and recycling services were independently audited. PKC have achieved the resource sector commitment health and safety standards and the</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					pro-active approach with staff was commended.
<b>Actions Added in 2016</b>					
<b>General</b>					
77	Investigate the funding opportunity from Zero Waste Scotland to become a Zero Waste Town and work in conjunction with a local community group or organisation	Medium-term	Medium	N	<p>The following stages will be undertaken -</p> <ul style="list-style-type: none"> <li>• Stage 1: Application Form (October 2016)</li> <li>• Stage 2: Full feasibility study and project plan (if successful at stage 1, October 2016- February 2017)</li> <li>• Stage 3: Implementation (if successful at stage 2, April 2017)</li> </ul>
78	Commence Planning for Household Charter	Long-term	High	N	<ul style="list-style-type: none"> <li>• A review will be carried out once the New Household Waste &amp; Recycling Service Roll-out has been completed.</li> <li>• A post-rollout Communications Plan will also be developed.</li> <li>• A report will be brought to the Environment Committee once the review has been completed.</li> </ul>
79	As part of the SMART Cities Project, pilot the use of sensors for Litter Bins and Recycling Bells and radio frequency identification tagging of commercial bins	Short-term	Low	N	<ul style="list-style-type: none"> <li>• In conjunction with, and part-funded by, Scottish Cities Alliance we will trial new sensor technology. It will gauge efficiencies within the current service and undertake route optimisation. If successful a business case will put forward for wider roll-out.</li> <li>• RFID (radio frequency identification) tagging of commercial bins to record the bin and contents will also be trialed.</li> </ul>
80	Implementation of a Permit System at Recycling Centres	Short-term	Medium	Partial	<ul style="list-style-type: none"> <li>• The Permit System will be introduced as approved at Environment Commitment in June 2016.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					<ul style="list-style-type: none"> <li>The implementation will include development of a Project and Communications Plan, Staff Training, a 'Soft Start' phase from January 2017.</li> <li>Full implementation of the Permit System is anticipated by June 2017.</li> </ul>
Waste Prevention & Resource Efficiency					
81	Developing skills for a circular economy	Medium-term	Low	Partial	<ul style="list-style-type: none"> <li>Waste Services continue to work with Perth Grammar and Perth College to deliver bespoke breakdown lab sessions within engineering class sessions.</li> <li>A Waste Trainee was successfully appointed for 2 years in August 2016 working on the Mini-Glass Recycling Points projects (Action 83), as well as supporting other projects in the Waste Management Plan. The MA will also undertake a HNC in Sustainable Resource Management at Fife College.</li> <li>Going forward, in conjunction with HR, further work and/or training opportunities will be developed including a Work Ready programme and investigating a Modern Apprentice position.</li> </ul>
82	Schools Food Waste Project	Short-term	Medium	Y	<ul style="list-style-type: none"> <li>Reductions in avoidable food waste have the potential to reduce this service requirement and also generate savings in food purchasing.</li> <li>The primary aim of the project was to create baseline data for waste within 5 representative PKC schools, and to look at the practices</li> </ul>



No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					<p>currently adopted by each participating school, with the intent of using both the quantitative and qualitative findings to share any identified examples of good practice.</p> <ul style="list-style-type: none"> <li>Lessons learned from this project will be considered and applied where relevant in other schools or settings such as care homes.</li> </ul>
83	Install mini-glass recycling points as part of the new Household Waste & Recycling Service	Medium-term	High	N	<ul style="list-style-type: none"> <li>The roll out areas of the Household Waste and Recycling Service will have mini glass recycling points installed in support of action 27 and 75.</li> </ul>
84	Working in conjunction with Zero Waste Scotland on the Geographical Food Waste project	Medium-term	Medium	N	<ul style="list-style-type: none"> <li>The Geographical Food Waste Project which will be run by ZWS in the Perth &amp; Kinross area, with support from the Council. This will involve a variety of food waste prevention/reduction projects commencing in September 2016 and potentially running through 2017/18. The project will be fully funded by ZWS.</li> </ul>
<b>Street Sweeping &amp; Litter</b>					
85	Review of current approaches to litter enforcement and identify any opportunities for trialling new approaches	Short-term	Medium	Partial	<ul style="list-style-type: none"> <li>This will be undertaken to progress an action under the Enforcement section of the Litter Action Plan (Approved at Environment Committee, 25 March 2015)</li> <li>Options such as trialling a private enforcement company for a 12 month period will be investigated with the findings reported back to Committee.</li> </ul>
86	Investigate the use of 'Flymapper' and GIS for mapping fly-tipping incidents	Medium-term	Medium	N	<ul style="list-style-type: none"> <li>This will be undertaken to progress an action under the Infrastructure section of the Litter</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					<p>Action Plan (approved at Environment Committee, 25 March 2015).</p> <ul style="list-style-type: none"> <li>• FlyMapper is an app and web based system which allows fly-tipping incidents to be quickly and efficiently recorded in the field and for the status of each incident to be tracked. It provides useful information at a local level to allow interventions and campaigns to be targeted directly where the issues arise.</li> <li>• Zero Waste Scotland completed a development round for the FlyMapper app and website to improve the functionality and is looking at a number of projects to start in the autumn which uses the FlyMapper data and software to monitor the impact of interventions at hotspots.</li> <li>• ZWS are developing an interface in order that links can be made with our current system.</li> </ul>
87	Investigate the Litter Prevention Innovation Fund opportunity from Zero Waste Scotland	Short-term	Medium	N	<ul style="list-style-type: none"> <li>• The fund will be awarded to projects taking innovative approaches to preventing littering and flytipping behaviours. Projects are encouraged that contribute to one or more of the 12 interventions identified in the National Litter Strategy.</li> <li>• The Council's Litter Action Plan is aligned to the National Litter Strategy so funding will be sought to implement actions contained with this Plan.</li> </ul>
Non-Municipal Waste					
88	Work in partnership with SEPA to undertake an enforcement initiative with businesses relating to the	Short-term	Medium	Partial	<ul style="list-style-type: none"> <li>• Perth and Kinross Council are working in partnership with the</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
	compliance with the Waste (Scotland) Regulations 2012				<p>Scottish Environmental Protection Agency (SEPA), which regulates the duty to segregate material for recycling across Scotland.</p> <ul style="list-style-type: none"> <li>• Businesses have been asked to supply Waste Transfer Notes or provide satisfactory information on how they are complying with the duty. Failure to do so may result in a report being sent to SEPA for further enforcement action, including a Fixed Monetary Penalty (FMP) of £300.</li> <li>• Businesses were contacted in August and advisory visits carried out by SEPA in September 2016.</li> </ul>