

**PERTH AND KINROSS COUNCIL**

**Environment Committee**

**11 November 2015**

**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 in November 2010 (Report 10/597 refers). The Report recommends approval of the new actions 70-75 (shown in Part 2 of Appendix 1) 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.
  - Achieving landfill allowance scheme targets (if these are re-instated).
  - Developing initiatives to control waste arisings and waste growth.
  - Looking into potential partnership agreements.
  - Determining the way forward for the procurement of residual waste treatment.
  - Determining the future financial implications for waste management in Perth and Kinross.
  - Promoting the circular economy.
- 1.3 Annual progress reports to the Environment Committee in June 2013 (Report No. 13/267 refers) and September 2014 (Report No.14/364 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 third 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 the 2013 and 2014 progress reports for more information. Of the 69 previously agreed Actions, 56 have been achieved (81%).

- 1.5 These actions have contributed to a projected household recycling and composting rate of 57% for 2014/15; a 3% increase on the previous year. Perth and Kinross Council is currently the 5th highest performing local authority in terms of recycling.
- 1.6 Key Waste Management Plan actions which have been achieved in the last year include:
- The Waste & Recycling Services Collection Review was concluded. As part of the recommendations of the review, Waste Services trialled the introduction of 140 litre wheeled bins for the collection of general waste in 2014/15. In addition, the collection of second general waste bins from households was ceased in the trial area.
  - Completion of Zero Waste Auchterader & Aberuthven – this project encompassed a wide range of activities, projects and infrastructure which were implemented in Auchterader and Aberuthven in 2014/15 as part of the Ryder Cup Green Drive Outreach Projects.
  - Completion of the enforcement initiative being carried out jointly with Fife Council to identify businesses' compliance with the Environmental Protection Act 1990 and Waste (Scotland) Regulations 2012 requirements.

## **2. PROPOSALS**

- 2.1 Part 2 of Appendix 1 to the Report incorporates new actions 70-75. The new actions are a continuation of the original Waste Management Plan actions to bring the plan up to date. They are in line with the Waste (Scotland) Regulations 2012 which came into effect on 9 May 2012, and other national strategy developments, such as the National Litter Strategy (2014) and Zero Waste Scotland's Programme Delivery Plan (2014-15). This includes key priority areas for national action such as supporting a circular economy, harnessing the value of recycling, transforming attitudes to food waste and reducing the impacts of litter.
- 2.2 We are supporting the development of a circular economy by progressing the following actions:
- The roll-out of the new Household Waste & Recycling Service which received Environment Committee approval in June 2015 and will commence in early 2016 (Report No. 15/243 refers). This new service will be supported by a new Dry Mixed Recycling contract.
  - Volunteer & Community Advocate Programme (VCAP) – The Service 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. There will be a range of activities and community

workshops such as Love Food, Hate Waste Families, bike maintenance, up-cycling and home composting.

- Roll-out of Food Waste collections for businesses meeting the Waste (Scotland) Regulations 2012, 5kg requirements; and
- Undertaking a Glass Recycling Communications Campaign to overcome barriers to public participation in glass recycling, and 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) will work with the Council to promote glass recycling.

2.3 It is worth noting that several of these actions 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 three years.

<b>Projects Receiving public funding</b>	<b>Date received</b>	<b>Amount received/pending</b>
Waste Analysis Programme	Oct-13	15,000
Auchterarder and Aberuthven Zero Waste Community	Mar-13	37,000
140L bin Trial	Summer 2014	51,784
Volunteer & Community Advocate Programme, <i>Zero Waste Highland Perthshire</i>	Jul-15	85,111
New Household Waste & Recycling Service	<b>Pending</b>	80,000
	Total Received/Pending	<b>£268,895</b>

2.4 The report seeks approval of the new Actions 70-75 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 assist in achieving the targets relating to recycling and composting and diversion of waste from landfill.

3.2 However, in order to achieve future national targets and face the challenges of delivering this change within an evolving regulatory framework with reducing resources, while continuing to provide high quality services to the communities of Perth and Kinross, the report recommends approval of the new actions.

3.3 It is recommended that the Committee:

- i) Notes the annual update on progress on the Waste Management Action Plan.
- ii) Approves the new actions 70-75 of the Waste Management Action Plan set out at Part 2 of Appendix 1.

**Author**

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**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Barbara Renton	Director (Environment)	30 October 2015

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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 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 and will depend on the outcome of the tendering process.

### 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:

### 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 the Halving Waste to Landfill Commitment and Scotland's Resource Sector Commitment.

#### Legal and Governance

- 3.10 The Head of Legal Services, Head of Finance and the Head of Democratic Services 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 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. Communications Plans are developed for specific projects in the Waste Management Plan and the Corporate Communications Team consulted.

## **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)
- Report to the Environment Committee in June 2013 entitled Waste Management Plan 2010- 2025 Progress Report (Report Number 13/267)
- 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)

## **3. APPENDIXES**

- 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 1 – 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 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	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	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.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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 2014/15 included:</p> <ul style="list-style-type: none"> <li>Household residual and DMR waste analysis carried out in March 2015 and designed to be able to compare the waste produced in areas where the Improved Recycling Scheme Trial was rolled out against benchmark areas.</li> <li>A quarterly food and garden waste analysis</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.
7	Perth and Kinross Council to monitor changes in waste growth based on kilograms 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	<p>In 2014/15 the following actions took place:</p> <ul style="list-style-type: none"> <li>Adapt internal recycling facilities to the DMR system in Council Buildings which do not have this system already (Ongoing)</li> <li>Working together with the Perth Office Programme (POP) Team to minimise the waste generated in the movement of employees (Ongoing)</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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.
12	Develop further projects in partnership with the Perth and Kinross Network of Charity Shops and Reuse Projects.	Ongoing	Medium	Y	<p><b>Pass It On Day</b></p> <ul style="list-style-type: none"> <li>Two marquees were placed on Perth High Street – one focussing on Upcycling, and led by Realcycle and the other with a display of items that local charity shops and reuse projects can accept as donations for re-sale and reuse.</li> <li>In addition, participating shops took part in a competition where householders who donated to, or purchased from, the shop during Pass It On Week were entered into a competition with the chance to win upcycled items.</li> </ul> <p><b>Social Media Campaign</b></p> <ul style="list-style-type: none"> <li>In August 2015, Charity Shops and Reuse Projects were invited to take part in the first of three Social Media Campaigns, to promote the reuse of Household Items (bedding, towels, cutlery, crockery, curtains and bric-a-brac).</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.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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 will expand the core materials to be accepted in the DMR blue lidded bin to include food and beverage cartons.
15	Monitor new kerbside recycling scheme by carrying out waste composition analysis and gathering better information on participation and capture rates.	Ongoing	High	Y	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.
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	Project completed August 2015 with all suitable multiple occupancy blocks now having the alternate week collection
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 current contract for DMR cannot provide a processing service for plastic sacks.</li> <li>A DMR processing service for plastic sacks will be explored as part of the new DMR contract specification in 2016.</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 timber, electrical equipment, soil, plasterboard, cooking oil, engine oil, stones and rubble can now all be accepted at Recycling Centres. Further materials, such as carpets and mattresses, will be considered where processing capacity, contractor availability, costs and space at the Recycling Centres permit.</li> <li>A trial was completed in 2014/15 at Inveralmond Recycling Centre for large hard rigid plastics items, which included items such as children's plastic toys and plastic garden furniture. Once processing facilities develop for this commodity, the viability of introducing this at Recycling Centres will be assessed and will be considered as part of the Procurement Programme.</li> </ul>
25	Investigate feasibility of collecting reusable materials at Recycling Centres for resale and redistribution in the local area.	Short term	Medium	Y	<ul style="list-style-type: none"> <li>The establishment of a re-use shop at Inveralmond is being explored, subject to finding a suitable operative.</li> </ul>
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 2014/15 was 77%.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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 108 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	<ul style="list-style-type: none"> <li>The installation of recycling for small WEEE and for food and drink carton banks was included as part of the Zero Waste Auchterarder and Aberuthven Project.</li> </ul>
29	Where opportunities arise, work with industry in introducing producer responsibility that covers a greater range of materials.	Ongoing	Low	Y	Action Completed
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 15 contracts in place for a range of commodities.</li> <li>Procurement strategies were developed in 2014/15 and contracts awarded for the following commodities – Glass, Timber, Street Sweeping and Cardboard.</li> <li>Commodities which are a key part of the Procurement Programme in 2015/16 are- Residual Waste, Dry Mixed Recycling and Organics. Detailed Contract Strategies have been developed to outline the current market position and best way forward for re-tendering for these commodities.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
<b>Residual Waste Management</b>					
31	Target promotion and enforcement of Council policies on presentation of waste and recycling bins in areas identified as requiring action.	Ongoing	Low	N	<ul style="list-style-type: none"> <li>• The Waste &amp; Recycling Household Bin/Sack Policy will be reviewed ahead of the introduction of the New Household Waste &amp; Recycling Service.</li> <li>• The policy will be 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.</li> <li>• Target enforcement work was carried out within the City Centre area to identify and tackle householders who are not presenting domestic waste correctly.</li> <li>• City Centre Containerisation is being piloted within Perth City Centre 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 will be reviewed, with a view to rolling out containerisation more fully if successful following the implementation the New Household Waste &amp; Recycling Service.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
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 of recovering items for reuse/recycling.	Medium term	Low	Y	Action completed.
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>A Survey of Recycling Centres has been completed.</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 has been developed in 2015.</li> </ul>



No.	Action	Timescale	Priority	Achieved Y / N	Progress
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	<ul style="list-style-type: none"> <li>A revised group is to be set up.</li> <li>This action has now been included in the 2015-2020 Perth and Kinross Litter Action Plan (Action 63)</li> </ul>
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.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
<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 initiatives at a local level.	Ongoing	Low	Y	<ul style="list-style-type: none"> <li>The Waste Services Team will look to work with Zero Waste Scotland in future on a Local Authority information sharing portal, to share best practice and resources.</li> <li>The national campaigns for late 2015-17 (Recycle Week, Pass it on Day, European Week of Waste Reduction) will predominately be delivered through the Highland Perthshire VCAP, where concentrated resources will ensure effective delivery.</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.
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.

No.	Action	Timescale	Priority	Achieved Y / N	Progress
52	Trial food waste recycling at multiple occupancy properties.	Short-Term	Low	Y	<ul style="list-style-type: none"> <li>The service has now been withdrawn due to considerable and regular contamination of the communal bins. Residents now have the option to request an individual 240 litre wheelie bin for garden and food waste.</li> </ul>
53	Introduction of Recycling on the Go	Medium-Term	Low	Partial	<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>To date, 8 sites have had Recycling on the Go installed. Two sites are scheduled to complete the project and opportunities for these sites will be explored as they occur.</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 has been identified for a refuse 'hub' at Scott Street, Perth. This site will be introduced, on a trial basis in time for Spring 2016 and will serve approximately 80 households.</li> <li>Further development of the City Centre Containerisation Project has been put on hold due to the roll-out of the new Household Waste &amp; Recycling Service.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
55	Review of Bin and Enforcement Policy	Short-Term	Low	N	<ul style="list-style-type: none"> <li>The Waste &amp; Recycling Household Bin/Sack Policy will be 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> <li>The Waste and Recycling Household Bin/Sack Policy will also be reviewed for commercial waste purposes.</li> </ul>
<b>Waste Prevention and Resource Efficiency</b>					
56	Zero Waste Auchterarder & Aberuthven	Medium-Term	Medium	Y	<ul style="list-style-type: none"> <li>The Zero Waste Fortnight results recorded in November 2013 and November 2014 show that householders successfully increased their recycling by 2.7 tonnes (21%) and decreased their general waste by 13 tonnes (41%). This success equates to a saving of £1,475 on disposal costs which was given to local groups to spend on environmental improvement projects.</li> <li>This project is being replicated in Highland Perthshire in 2015, utilising funding from Zero Waste Scotland, with the additional opportunity of recruiting Zero Waste Volunteers and Zero Waste Champions to spread waste reduction, reuse, upcycling and recycling messages.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress
57	Following on from Action 6 Kinross-shire Home Composting Project	Short- Term	Medium	Y	Action Complete.
<b>Non-municipal Waste</b>					
58	Integrated Commercial Waste & Recycling Service	Medium- Term	High	Y	Action Complete.
59	Roll out of Commercial Food Waste Service	Short- Term	High	Y	Action Complete.
<b>Waste Awareness</b>					
60	Business Engagement – Communications Plan	Short- Term	High	Y	Action Complete.



## APPENDIX 1 – 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

*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 Fortnights were held in Coupar Angus (August-September 2014), Auchterarder &amp; Aberuthven (November 2014).</li> <li>• The Zero Waste Fortnights were delivered in conjunction with local community groups and delivered landfill diversion and increased recycling participation across both areas.</li> <li>• A Zero Waste Fortnight has taken place in Highland Perthshire in September 2015 covering 8 villages west of the A9.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
<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>The data gathering stage for Residual Waste is complete.</li> <li>The analysis of Garden and Food Waste collections is currently underway.</li> </ul>
<b>Street Sweeping and Litter</b>					
63	Litter Strategy	Medium-term	Low	Y	<ul style="list-style-type: none"> <li>Following the launch of the Scottish Government Litter Strategy and based on this, Waste Services have developed a local Litter Action Plan. The Plan was approved at the Environment Committee (25/03/15).</li> </ul>
64	Perth Academy Clean Up Scotland Project	Long-term	Medium	Partial	<ul style="list-style-type: none"> <li>Waste Services has agreed to work with Perth Academy to increase the scope of this project (originally undertaken with Perth High School) to incorporate a new elective subject called Environmental Citizenship.</li> <li>This new campaign will allow partnership working with the Geography Department and Waste Awareness Coordinator to cover waste and litter education and drive a pupil led litter campaign.</li> </ul>



No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
<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 Complete.
67	Household Waste & Recycling (HWR) Survey 2013	Short-term	High	Y	Action Complete.
68	Enforcement Initiative - Environmental Protection Act (EPA) 1990 (section 34) and Waste (Scotland) Regulations 2012	Short-Term	Medium	Y	<ul style="list-style-type: none"> <li>Perth &amp; Kinross Council is responsible locally for enforcing the Waste (Scotland) Regulations and ensuring that all non-domestic properties across Perth and Kinross are meeting the requirements; including separating recyclable materials.</li> <li>In order to undertake this task, the Council's Waste Services team was supported by Environmental Enforcement Officers from Fife Council to carry out checks during summer 2014.</li> <li>138 business received compliance visits</li> <li>66% were compliant and the rest were either partially or non-compliant.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					<ul style="list-style-type: none"> <li>Where non-compliance was identified this was often related to the business not fulfilling basic Duty of Care requirements which was rectified by putting a commercial waste &amp; recycling service in place.</li> <li>Fife and Perth &amp; Kinross Council Officers worked successfully with businesses to ensure compliance was achieved.</li> </ul>
69	Waste & Recycling Collection Service Review	Medium-term	Medium	Y	<ul style="list-style-type: none"> <li>An Evaluation Report of The Improved Recycling Service Trial (15/243) was agreed by the Council Environment Committee in June 2015. This recommended that following a successful trial the New Household Waste &amp; Recycling Service will be introduced to 50,312 householders (80% of householders) currently on the 3 bin kerbside collection service.</li> </ul>
<b>Actions Added in 2015</b>					
<b>General</b>					
70	Roll-out of Improved Recycling Service to 50,500 households	Medium-term	High	N	<ul style="list-style-type: none"> <li>Planning is underway to roll out the New Household Waste &amp; Recycling Service to the remaining 50,500 householders. This will be done in 8 phases over a 23 month period, starting January 2016.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
71	Household Waste & Recycling Charter and Code of Practice	Short-term	Medium	N	<ul style="list-style-type: none"> <li>The Zero Waste Taskforce, a joint initiative between the Scottish Government and COSLA, has been set up to focus on local authority circular economy opportunities and has recommended the development of 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 will be formally launched in October 2015.</li> </ul>
<b>Waste Prevention and Resource Efficiency</b>					
72	Volunteer & Community Advocate Programme (VCAP)	Medium-term	High	N	<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 will cover a number of communities west of the A9 in year 1, followed by communities east of the A9 in year 2.</li> <li></li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
					<ul style="list-style-type: none"> <li>The programme is subject to ZWS funding for year 2 and will be reviewed in March 2016.</li> <li>The VCAP 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</li> </ul>
73	Roll-out of Food Waste collections for businesses meeting the Waste (Scotland) Regulations 2012 5kg requirements	Short-term	High	Partial	<ul style="list-style-type: none"> <li>All businesses that are applicable under the terms of the changes to legislation (approximately 300) from 01 January 2016 will be written to in time for changes to take place with their food waste. A food waste collection will be offered to all and support provided by Commercial Waste Officers to businesses who are unsure if the legislation changes affect them.</li> </ul>
<b>Waste Awareness</b>					
74	Glass Recycling Campaign	Medium-term	Medium	Partial	<ul style="list-style-type: none"> <li>In May 2015 Waste Services contacted 4 Perth &amp; Kinross based charities to determine interest in a trial income generating glass recycling campaign.</li> <li>Of the 4 charities invited Cornhill Macmillan and CHAS Rachel House expressed an interest. Meetings were held with both charities and an analysis was undertaken to determine the campaign would be run with CHAS in the first year, commencing in October 2015.</li> <li>The trial campaign will run across a full year with a communications strategy agreed by both the Council and CHAS.</li> </ul>

No.	Action	Timescale	Priority	Achieved Y / N	Progress / Comment
<b>Non-municipal Waste</b>					
75	Complete Phase 2 of Scotland's Resource Sector Commitment	Short-term	Medium	Partial	<ul style="list-style-type: none"> <li>Waste Services are currently working with Zero Waste Scotland on completion of Phase 2 of the Resource Sector Commitment which focuses on Health and Safety practices of the Council's waste and recycling collections.</li> </ul>

