
To: LEADERSHIP BOARD

On: 8 JUNE 2016

Report by: DIRECTOR OF COMMUNITY RESOURCES

**Heading: CHARTER FOR HOUSEHOLD RECYCLING IN SCOTLAND
& ASSOCIATED CODE OF PRACTICE**

1. Summary

- 1.1. The purpose of this report is to inform the Leadership Board of the Charter for Household Recycling in Scotland and seek approval for the Council to sign up to the Charter
- 1.2. A 'Zero Waste Task Force' was convened in 2014, with representation from the Scottish Government, CoSLA, SOLACE, Zero Waste Scotland and the Waste Managers Network. Its main task was to nationally review waste management practices and make recommendations to transform the production, collection and disposal of household waste into a feedstock to promote the circular economy.
- 1.3. In waste terms, the circular economy relates to waste and recyclates being produced in Scotland ultimately being reprocessed in Scotland.
- 1.4. A key objective of the Task Force was that local authorities should be enabled to improve recycling performance whilst developing approaches which are consistent across Scotland. However, provision was made for Councils to have flexibility to design services reflective of local needs and issues.
- 1.5. This approach has now been set out in the Charter for Household Recycling in Scotland and associated Code of Practice.

- 1.6. Local authorities are being encouraged to sign up to the Charter for Household Recycling in Scotland as part of their respective strategic waste management planning. Formal signing demonstrates a local authority's commitment in principle to the Charter for Household Recycling in Scotland. At this stage it only commits the local authority to investigating how to adopt the associated Code of Practice locally, as part of their waste management strategy. A significant benefit through signing in principle is that funding sources within Zero Waste Scotland become accessible to assist Councils in the development of their future waste strategy.
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2. Recommendations

- 2.1 It is recommended that the Leadership Board agrees that the Council formally signs up to the principle of the Charter for Household Recycling in Scotland.
- 2.2 As Renfrewshire Council's future waste strategy develops, further reports will be brought back to the appropriate Policy Board.
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3. Recycling in Scotland - Background

- 3.1 In 2014, a Zero Waste Task Force consisting of representatives from the Scottish Government, CoSLA, SOLACE, Zero Waste Scotland (ZWS) and the Waste Managers Network, was set up to review the variety of waste management practices in place throughout Scotland. This was with a view to identify best practice and make recommendations which would lead to a more consistent approach for the management of public sector waste.
- 3.2 This drive for consistency is aimed at ensuring that all Scottish Councils deliver high quality and sustainable recyclate. High quality recyclates are easier and more cost effective to recycle and consequently support the 'circular economy' whereby waste which originates in Scotland is treated in Scotland.
- 3.3 The Charter for Household Recycling in Scotland and associated Code of Practice was published in December 2015 following conclusion of the work carried out by the Zero Waste Task Force.
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4. Charter for Household Recycling in Scotland

- 4.1 The Charter for Household Recycling in Scotland identifies a number of collection strategies which are considered to best meet the overall objectives of the Task Force to improve recycling performance and develop a consistent national system. Flexibility remains for Councils to design specific waste management services around their local needs. In essence the Charter is a declaration of the Council's intent to the principles of a more consistent approach to recycling of domestic waste. An implication of the approach recommended in the Charter for Household Recycling in Scotland is that it will lead to additional employment across Scotland.
- 4.2 The supporting Code of Practice contains a more detailed set of outcomes that will deliver the principles and aspirations of the Charter for Household Recycling in Scotland. Through implementing the waste collection systems as detailed in the Code of Practice, it is considered that Councils will be able to:
- Stimulate inward investment and associated jobs in recycling and reprocessing industries;
 - Retain and enhance existing employment opportunities in waste and recycling collections;
 - Generate and retain the best value from waste streams whilst increasing recycling performance;
 - Provide Councils with a strong voice in the procurement market;
 - Enable Councils to manage market conditions to their collective advantage;
 - Empower Councils to demonstrate innovative thinking to develop solutions; and
 - Work together to communicate to the public the value in recycling, and the benefits that good recycling practice can bring to communities.
- 4.3 Signing up to the Charter does not commit the Council to a specific course of action, but will allow the Council to access support from Zero Waste Scotland to develop a future and longer term waste strategy and associated transition plan. This work will highlight any cost effective changes required to move towards a nationally consistent system, with a view to developing an implementation plan across Scottish Councils with associated timescales and financial considerations. Formally signing up to the Charter will not commit the Council to any expenditure at this stage but will allow the Council to access ZWS funding to explore the options which are anticipated to emerge from the development of a longer term waste strategy and associated transition plan.

- 4.4 Oversight and scrutiny of this process will be carried out by the Scottish Government through a high level strategic group, to ensure that the overall aims and objectives of the Charter are being met and to maintain focus on the overarching circular economy goals and objectives.
- 4.5 The Scottish Government have advised that funding will be available through Zero Waste Scotland to allow Councils to develop their respective waste strategies and associated transition plan. Access to this funding will be on a “first come, first served” basis.

Implications of the Report

1. **Financial** – Signing the Charter for Household Recycling in Scotland will enable the Council to access Scottish Government funds through Zero Waste Scotland to develop a local waste strategy and associated transition plan.
2. **HR & Organisational Development** – none
3. **Community Planning** –

Greener – Signing of the Household Waste Recycling Charter and engaging with Zero Waste Scotland will support the Council in the development of a waste strategy which reduces waste production and increase recycling.

Jobs and the Economy – none at this stage
4. **Legal** - none
5. **Property/Assets** – none
6. **Information Technology** – none
7. **Equality & Human Rights** – The recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals’ human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council’s website.

8. **Health & Safety** – None
 9. **Procurement** – None
 10. **Risk** – None
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 11. **Privacy Impact** – None
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List of Background Papers

1. **Code of Practice – Household Recycling in Scotland**
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Charter for Household Recycling in Scotland

This charter is a declaration of our organisation's intent to provide services that deliver local and national benefits, encouraging high-levels of citizen participation in waste prevention, recycling and reuse.

We, as leaders in local government and the main providers of services to households, acknowledge that significant progress has been made in achieving greater value from recycling and reusing household waste over the past 10 years. We also acknowledge that further progress is required to achieve better national and local outcomes.

We welcome the opportunity to make a commitment to our future waste, recycling and reuse services that will build on the progress achieved to date to ensure that waste is considered a resource and our services support sustainable employment and investment within the Scottish economy.

We recognise the opportunities of a more circular economy and better resource management to support sustainable employment and investment in the economy for the benefit of Scotland and its local communities.

We commit:

- To improve our household waste and recycling services to maximise the capture of, and improve the quality of, resources from the waste stream, recognising the variations in household types and geography to endeavour that our services meet the needs of all our citizens.
- To encourage our citizens to participate in our recycling and reuse services to ensure that they are fully utilised.
- To operate our services so that our staff are safe, competent and treated fairly with the skills required to deliver effective and efficient resource management on behalf of our communities.
- To develop, agree, implement and review a Code of Practice that enshrines the current best practice to deliver cost effective and high-performing recycling services and tell all of our citizens and community partners about both this charter and the code of practice.

Signatories

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Council Leader

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Chief Executive

Scottish Ministers welcome this declaration and will work in partnership with the signatories and their representatives to support the delivery of these commitments.

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Cabinet Secretary for Rural Affairs, Food and Environment

To achieve this, we will do the following:

Designing our services

1. We will design our household collection services to ***take account of the Code of Practice (CoP)*** for the variety of housing types and geography in our community. In doing so, over time, ***we will establish common collection systems, as appropriate***, for paper, card, glass, plastics, metals, food and other commonly recycled materials deemed feasible(e.g. textiles, small WEEE, nappies) across Scotland.
2. We will ensure that ***all citizens have access to services*** for recycling to include paper, card, glass, plastics, metals and food. Thus, we will ensure that all citizens, whether at the kerbside or within their local community, are provided with adequate volumes of containers in line with the Code of Practice (CoP).
2. We will ensure that our household collections give ***consistent definition of materials*** (paper,card, glass, plastics, metals and food) that can be competently recycled in line with the Code of Practice (CoP). Thus, we will eradicate discrepancies on what can and cannot be recycled in different localities across Scotland.

4. We will ***reduce the capacity provided for waste that cannot be recycled*** to give the appropriate motivation to our citizens to recycle. Thus, we will ensure that all citizens, whether at the kerbside or within their local community, are limited to non-recyclable (i.e. black bag/general waste/residual waste) waste volumes in line with the established Code of Practice (CoP).

Deliver consistent policies

5. We will ensure that our local policies, in line with the Code of Practice (CoP), encourage citizens to recycle by ***reducing the collection of waste that cannot be recycled (i.e. excess waste/side waste)***.
6. We will ensure that our local policies ***provide citizens with sufficient capacity for their waste***, recognising that some households will produce more waste than others, in line with the Code of Practice (CoP).
7. We will ensure that our local policies ***direct our collection crews to not collect containers for waste that cannot be recycled that clearly contain recyclable materials*** (including paper, card, glass, plastics, metals and food) in line with the Code of Practice (CoP).
8. Where citizens have not followed our collection advice and policies, we will ensure our ***policies for communicating and taking corrective action are delivered consistently*** in line with the Code of Practice (CoP).
9. We will ensure that policies for ***bulky or excess waste encourage citizens to recycle and reuse***, where this is practicable to do so.

Operating our services

10. We will ***collect household waste when we have said we will*** and ensure materials are managed appropriately upon collection.
11. We will manage materials so that the ***highest possible quality is attained and we seek to accumulate value*** by working with partners to encourage inward investment for our economy.
12. We will ***record complaints and alleged missed collections*** and ensure that we respond to these in line with the Code of Practice (CoP).
13. We will ***listen to special requests or challenges*** that citizens are having in relation to household waste collections and ensure that we respond to these in line with the Code of Practice (CoP).

14. We will deliver services so that they ***take account of current policies with regards to environmental crime, litter and flytipping*** in line with the Code of Practice (CoP).
15. We will deliver services so that our ***staff and citizens are not endangered or at risk from harm*** in line with the Code of Practice (CoP).

Communicating our services

16. We will ***clearly explain to all citizens*** what services we provide by providing information on a regular basis. This will take recognition of different housing types, collection routes and service availability and be as specific to each property as necessary, in line with the Code of Practice (CoP).
17. We will ***deliver service information directly*** to citizens periodically in line with established Code of Practice (CoP).
18. Where we need to ***change our services for any reason, we will communicate with citizens directly.***
19. We will ***provide clear instructions to citizens on what can and cannot be recycled***, giving clear explanations where materials cannot be competently recycled.
20. We will communicate with citizens when they have not understood our services to ***improve awareness and reduce contamination of recyclable materials.***
21. We will ***record accurate information*** on the amount of waste collected and the destinations, as far as practicable, of these materials in order to give confidence to citizens that it is being properly managed.

Citizens

To aid with the delivery of this charter and the Code of Practice, we expect our citizens to participate in the recycling, re-use and non-recyclable waste services that we deliver, using them in accordance with the policies communicated to them, and hence assisting in improving both the quality and the quantity of materials provided for recycling.

Partners

In committing to this charter we request that our partners in national and local government, the resource management industry, retailers, manufacturers,

packagers, the third sector and others provide leadership and support in helping us deliver this commitment.

This charter is a clear statement of local government's intent to encourage high-levels of citizen participation in waste prevention, recycling and reuse. All of our partners will have a part to play in utilising the influence they have on our citizens to compliment this intent.

Furthermore, our partners are requested to assist the development of the Code of Practice by providing expertise, information and evidence wherever possible.

The following commitments have been given by each of our partners:

Scottish Government

- To provide the leadership in supporting the delivery of this commitment.
- To provide the necessary policy framework to support local government in delivering the commitments in this Charter and the associated Code of Practice
- To liaise with partners to support the local government delivery of this commitment.
- To support the national behaviour change process required to deliver the foundations of a circular economy

Zero Waste Scotland

- To provide the evidence, research, benchmarking and examples required to deliver the commitments in this Charter and the associated Code of Practice
- To provide support, advice and guidance to local government that allows successful implementation of changes to services.

SEPA

- To advise local government on the regulatory impacts of the commitments in this Charter and the associated Code of Practice.
- To regulate waste and recycle processors to ensure compliance with relevant legislation, particularly with respect to achieving appropriate destinations and markets for material.

Retailers, brands and packaging manufacturers

- To provide information to inform specifications for local government that will encourage consistent collections
- To provide technical, public relations and consumer behaviour advice to local government and its partners.
- To consider what resources, 'in kind', including behaviour changing measures, or financial, they can provide to support the delivery of the Charter.
- To inform, advise and guide local government and its partners on the technical scope of this Charter and related Code of Practice

The resource management industry

- To provide information to inform specifications for local government that will encourage consistent collections which consistently achieve high quality recycling and reuse.
- To support local government by providing targeted information and data that allows them to reduce contamination and improve public participation and confidence in recycling and reuse.
- To provide leadership and public support for the Charter and the related Code of Practice.

The third sector

- To provide leadership within the Third Sector on waste prevention, recycling and reuse and work in partnership with local authorities to develop the Code of Practice and support the effective delivery of the commitments in the Charter.
- To work with the Scottish Government and local authorities to promote effective communication with communities, groups, organisations and individuals on waste prevention, recycling and reuse and facilitate engagement in the design and development of services in line with the commitments in the Charter.
- To encourage and support practical action by communities, groups, organisations and individuals at a local level on waste prevention, recycling and reuse in line with the commitments in the Charter