

# FAREHAM

BOROUGH COUNCIL

## AGENDA

### STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL

**Date:** Thursday, 23 October 2014

**Time:** 6.00 pm

**Venue:** Vannes/Pulheim Room - Civic Offices

**Members:**

Councillor Mrs S M Bayford (Chairman)

Councillor Miss T G Harper (Vice-Chairman)

Councillors J M Englefield  
J V Bryant  
D M Whittingham  
D J Norris  
D C S Swanbrow

**Deputies:** A Mandry  
Mrs K K Trott



**1. Apologies for Absence**

**2. Minutes (Pages 1 - 4)**

To confirm as a correct record the minutes of the meeting of the Panel held on 4 September 2014.

**3. Chairman's Announcements**

**4. Declarations of Interest and Disclosures of Advice or Directions**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Review of Work Programme 2014/15 (Pages 5 - 8)**

To consider a report by the Director of Environmental Services which reviews the Panel's Work Programme 2014/15.

**7. Annual Report on Recycling Performance (Pages 9 - 16)**

To consider a report by the Director of Environmental Services on an Annual Update on Recycling Performance.

**8. Waste Regulations (England and Wales) 2011 (Pages 17 - 28)**

To consider a report by the Director of Environmental Services on Waste Regulations (England and Wales) 2011.

**9. Global Positioning System for Vehicle Fleet (Pages 29 - 32)**

To consider a report by the Director of Environmental Services on the Global Positioning System for Vehicle Fleet.

P GRIMWOOD  
Chief Executive Officer

Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
15 October 2014

**For further information please contact:  
Democratic Services, Civic Offices, Fareham, PO16 7AZ  
Tel:01329 236100  
[democraticservices@fareham.gov.uk](mailto:democraticservices@fareham.gov.uk)**

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development and Review Panel

**(to be confirmed at the next meeting)**

**Date:** Thursday, 4 September 2014

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Mrs S M Bayford (Chairman)

Miss T G Harper (Vice-Chairman)

**Councillors:** J M Englefield, J V Bryant, A Mandry (deputising for D C S Swanbrow) and G Fazackarley (deputising for D J Norris)

**Also Present:** Councillor L Keeble Executive Member for Streetscene (item 2)



## **1. APOLOGIES FOR ABSENCE**

Apologies of absence were received from Councillors D C S Swanbrow, D J Norris and D M Whittingham.

## **2. MINUTES**

It was AGREED that, subject to the correction on minute 10 – Annual Trade Waste to read Councillor Keeble Executive Member for Streetscene, the minutes of the meeting of the Streetscene Policy Development and Review Panel held on 10 July 2014 be confirmed and signed as a correct record.

At the invitation of the Chairman, Councillor Keeble Executive Member for Streetscene, addressed the Panel on this item.

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made the following announcements:

The Chairman advised that in accordance with recent set legislation, members of the public and press are able to audio and video record all public meetings held by Fareham Borough Council.

It was confirmed that there have been no requests to film parts of this meeting of the Streetscene Policy Development and Review Panel, but advised that should members of the public wish to film the meeting they need to respect the wishes of other members of public who do not wish to be filmed.

Hampshire County Council will be organising a guided tour of both the ERF (Energy Recovery Facility) and the MRF (Materials Recovery Facility) in Portsmouth where the Borough's refuse and recycling is processed.

The tour will take place on Wednesday 19<sup>th</sup> November. If members would like to attend please can they let Kitty know by Friday 12 September 2014.

Further details of the time of the visit and directions to the site will be sent out once we have confirmation of the number of visitors attending.

## **4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest or disclosures of advice or directions made at this meeting.

## **5. DEPUTATIONS**

There were no deputations made at this meeting.

## **6. STREETSCENE POLICY AND DEVELOPMENT AND REVIEW PANEL WORK PROGRAMME 2014/15**

The Panel considered a report by the Director of Environmental Services which reviewed the current work programme 2014/15.

The Panel's attention was drawn to the changes in the work programme as highlighted in paragraph 2 of the report.

The Chairman requested that an additional item be added to the work programme on pauper burials. Members and Officers discussed the item and it was agreed that a briefing note would be prepared for the Chairman to read out at the 8 January 2015 meeting.

It was AGREED that the work programme, as set out in Appendix A to the report, be approved.

## **7. HEALTHCARE WASTE COLLECTION SERVICE**

The Panel considered a report by the Director of Environmental Services on the Healthcare Waste Collection Service.

The Refuse and Recycling Manager was asked if better advertising could be done for the sharps collection service as many residents remain unaware that the service exists. It was explained to the Panel that there are regulations governing where sharps can be returned to which means that not all sharps can be returned via the same service, and therefore advertising for the service would be difficult as it would not be applicable to all.

It was AGREED that the contents of the report be noted.

## **8. ANNUAL REVIEW OF STREET CLEANSING SERVICE**

The Panel considered a report by the Director of Environmental Services on an Annual Review of Street Cleansing Services.

The Operations Manager was asked why offensive graffiti was not at 100% for being cleared within the 5 day target. It was explained to the Panel that it is more difficult to achieve 100% success on this as there are incidents where the wrong location has been given or the graffiti is on private land and the owners of the property are not available to sign the disclaimer needed prior to the removal being able to be carried out.

The Operations Manager was also asked if the operatives who collect fly tipping work with the enforcement team to identify the offenders. It was confirmed to the Panel that the Streetscene team do work closely with the Enforcement Officers to try and identify offenders but it is extremely difficult if the offensive has not been witnessed.

Members also enquired regarding the requests for litter bins, and whether customers are contacted to let them know the outcome of their requests. The Operations Manager confirmed that all customers are contacted after a 6 week

monitoring period has taken place, to inform them the outcome of their request.

It was AGREED that the content of the report be noted.

## **9. SPONSORSHIP OF ROUNDABOUTS**

The Panel considered a report by the Director of Environmental Services on the Sponsorship of Roundabouts.

Councillor Englefield commented that the roundabout at Bridge Road was extremely attractive and well maintained.

Members enquired as to the progress made on the Quay Street roundabout which is not in good condition. Members were informed that at present the ownership of the roundabout is still with Tesco's and until they pass over the ownership Fareham Borough Council is unable to do anything with the roundabout.

It was AGREED that the content of the report be noted.

## **10. EXCLUSION OF THE PUBLIC AND PRESS**

It was AGREED that in accordance with Section 100A(4) of the Local Government Act 1972, the public and representatives of the Press be excluded from the remainder of the meeting as the Panel considered it was not in the public interest to consider the matter in public on the grounds that it involved the disclosure of exempt information as defined in paragraph 3 of Part 1 of schedule 12A of the Act.

## **11. HEDGE CUTTING AND SPORTS PITCH RENOVATION CONTRACT**

The Panel considered a report by the Director of Environmental Services on the Hedge Cutting and Sports Pitch Renovation Contract.

It was AGREED that the contents of the report be noted.

(The meeting started at 6.00 pm  
and ended at 7.04 pm).

# FAREHAM

BOROUGH COUNCIL

## Report to Streetscene Policy Development and Review Panel

**Date**                    **23 October 2014**

**Report of:**            **Director of Environmental Services**

**Subject:**              **REVIEW OF WORK PROGRAMME 2014/15**

### SUMMARY

The Work Programme for 2014/15 was reviewed and agreed by the Panel at its last meeting on 4 September 2014.

### RECOMMENDATION

Members are now invited to further review the Work Programme for the year 2014/15.

## **INTRODUCTION**

1. At the meeting of the Panel on 4 September 2014 members reviewed and agreed the Panel's Work Programme for 2014/15, attached as Appendix A to this report. Members are now invited to further review the Work Programme.

## **RISK ASSESSMENT**

2. There are no significant risk considerations in relation to this report

## **CONCLUSION**

3. The Panel is now invited to confirm the programme of items for 2014/15, as set out in the attached Appendix A.

### **Background Papers:**

Streetscene Policy Development and Review Panel – 4 September 2014 – Minute 2.

### **Reference Papers:**

None

### **Enquiries:**

For further information on this report please contact Paul Doran. (Ext 4572)



**STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL – WORK PROGRAMME  
2013/14**

<b>Date</b>	<b>Subject</b>	<b>Type of Item</b>
15 May 2014	<b>CANCELLED</b>	
10 July 2014	• Review of Work Programme 2014/15	Programming
	• Presentation on Streetscene Services and Key Achievements	Information
	• Annual Report on Trade Waste	Information
	• Review of Corporate Cleaning Contract	Information
4 September 2014	• Review of Work Programme 2014/15	Programming
	• Healthcare Waste Collection Service	Information
	• Hedge Cutting and Sports Pitch Renovation Contract	Information
	• Annual Review of Street Cleansing Service	Information
	• Sponsorship of Roundabouts	Information
23 October 2014	• Review of Work Programme 2014/15	Programming
	• Annual Report on Recycling Performance	Information
	• Global positioning system for vehicle fleet	Information
	• Waste Regulations (England and Wales) 2011	Discussion
8 January 2015	• Preliminary Review of Work Programme 2014/15 & Draft Work Programme 2015/16	Programming
	• Annual Review of Grounds Maintenance Service	Information
	• Vehicle Fleet Management	Information

5 March 2015	<ul style="list-style-type: none"> <li>• Final Review of Work Programme for 2014/15 &amp; Draft Work Programme 2015/16</li> </ul>	Programming
	<ul style="list-style-type: none"> <li>• Annual Review of Clothing and Textile Recycling</li> </ul>	Information
	<ul style="list-style-type: none"> <li>• Play Area Safety Surface Replacement Programme</li> </ul>	Information
	<ul style="list-style-type: none"> <li>• Bus Shelter Maintenance Contract Renewal</li> </ul>	Information

# FAREHAM

BOROUGH COUNCIL

## Report to Streetscene Policy Development and Review Panel

**Date**                    **23 October 2014**

**Report of:**            **Director of Environmental Services**

**Subject:**                **ANNUAL REPORT ON RECYCLING PERFORMANCE**

### **SUMMARY**

The purpose of this report is to provide information on the performance of the recycling facilities offered by the Council to residents of the Borough.

### **RECOMMENDATION**

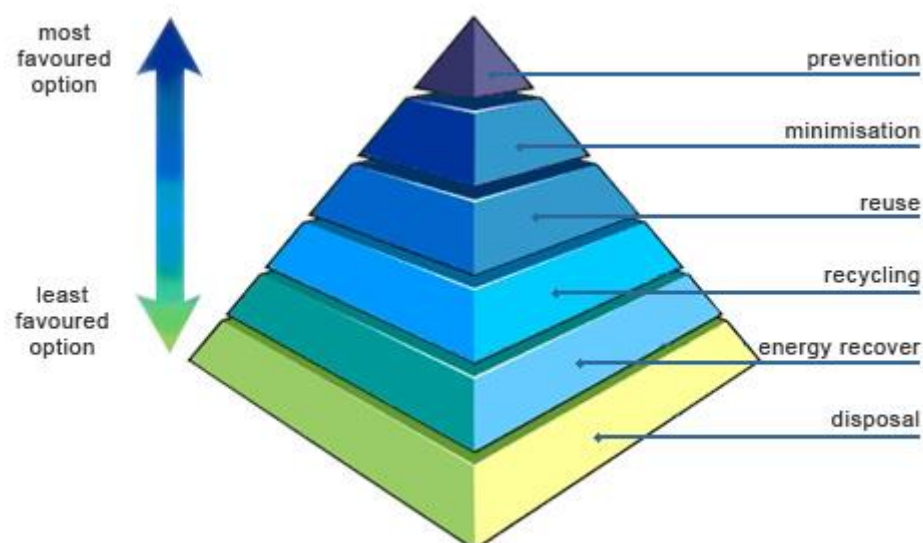
That members note the contents of this report.

## INTRODUCTION

1. Fareham Borough Council collects recycling at the kerbside (in the blue top bins and garden waste sacks), and through a network of bring bank sites (mainly glass and textiles).
2. For the last few years the Council has maintained a position whereby approximately 36% of the total domestic waste generated is sent for recycling. This is one of the highest rates in Hampshire.
3. This has both environmental and financial benefits. The Council receives a significant income from the sale of materials sent for recycling.
4. The waste disposal and recycling facilities are managed through Hampshire County Council in partnership with all of the waste collection authorities in Hampshire, working together with Veolia Environmental Services.

## THE WASTE HIERARCHY

5. The Waste Hierarchy is a process used to protect the environment and conserve resources through a priority approach established in waste policy and legislation. It has been part of the European Union's Waste Framework Directive since 1975 and in 2008 the stepped process outlined in the pyramid diagram below was introduced. As well as recycling, there are benefits to avoiding the waste arising in the first place.
6. The best environmental option is to prevent the waste in the first place, for instance using left-over food rather than throwing it away. If waste is re-used, it saves the energy required to recycle something into a new product. Re-use might include giving away a wardrobe for someone else to use. It is better to incinerate the remaining waste with energy recovery, than landfilling it.
7. The Waste Hierarchy



8. The Waste Hierarchy can be applied to Fareham's waste arisings. The table below shows the proportion of Fareham's waste according to the treatment of it, for the year 2013-14.

<b>Treatment Option</b>	<b>Percentage of total waste</b>
Re-use (books, shoes and some textiles)	0.6 %
Recycling (includes other textiles, blue top bin, glass, paper and garden waste)	34.84 %
Energy recovery (includes refuse, rejected recycling, bulky waste, street sweepings, fly tipped waste)	56.56 %
Landfill (includes waste from HWRC and bottom ash)	8 %*
Total waste	100 %

(\*landfill figure is estimated for Fareham as data is only available for Hampshire)

9. Almost all of Hampshire's residual waste is now incinerated with energy recovery. General waste from the Household Waste Recycling Centres (HWRC) and bottom ash from the incinerators are landfilled. This waste is very difficult to apportion to each individual Borough Council. Across Hampshire, only 8% of the whole County's waste is landfilled.
10. It is very difficult to quantify the amount of waste avoided by prevention or minimisation measures, since by definition, if waste has been prevented it is not there to weigh.
11. Approximately 70% of textiles collected are reused with the remainder being recycled into new products and non-recyclable items being sent for energy recovery. Due to the nature of collections and the individual makeup of the textiles collected, it is difficult to apportion the exact re-use and recycling amount. Therefore, Hampshire County Council categorise textile bank material as recycling within the waste hierarchy. This ensures that all textiles collected contribute towards the Recycling Rate.

## **COMMUNITY ENGAGEMENT**

12. A number of talks and events are held to promote recycling and waste prevention. Love Food Fareham workshops have been held at sheltered accommodation complexes and community centres to raise awareness of food waste. The Project Integra Education Officer works with schools to promote recycling, and liaises closely with the Council to deliver consistent messages.

## WASTE PREVENTION

13. In June 2014 the Project Integra Strategic Board approved the Waste Prevention Plan. If waste is prevented, the cost of collecting, transporting and disposing of that waste is avoided.
14. The main priorities for the Waste Prevention Plan are to:
- increase home composting
  - reduce avoidable food waste focussing on the Love Food Hate Waste campaign
  - develop a central website to promote examples such as the Mail Preference Service, reusable nappies and smart shopping
  - promote furniture reuse organisations for bulky waste

## KERBSIDE RECYCLING

15. All households in the Borough have access to a fortnightly collection for the following materials:
- **Paper** - Including yellow pages. Shredded paper cannot be collected as it gets blown around in the sorting plant, and can also clog the machinery.
  - **Card** - Soiled cardboard such as take-away pizza boxes cannot be recycled.
  - **Food tins and drink cans**
  - **Aerosols**
  - **Plastic bottles** - No other sort of plastic, such as yoghurt pots and food trays are currently accepted.
16. The materials are taken to the Materials Recovery Facility (MRF) in Portsmouth, where they are sorted and sent for re-processing into new products.
17. Recycling must be placed loose in the bin, not in bags, as staff at the MRF are unable to see if there is potentially hazardous material in them. The only exception is clear plastic bags, because staff can see if they contain recyclable materials. Clear plastic bags are sent out on request to residents waiting for a recycling bin, or who occasionally have a large amount of recyclable material. Residents are permitted two recycling bins if required.

## GARDEN WASTE

18. The Council collects one sack of garden waste fortnightly from all households. Residents wishing to dispose of additional garden waste can purchase disposable bags at a cost of £22.50 for 25 bags, or £5.50 for 5 bags.
19. No income is received by the Council for the recycling of garden waste; however, the tonnage is included in the recycling figures. In the first five months of the current financial year (April-August 2014) a total of 2089 tonnes of garden waste was collected.

## **GLASS RECYCLING BANKS**

20. There is a network of 31 glass bring bank sites across the Borough. In addition, 15 blocks of flats have small glass recycling banks. Approximately 2,000 tonnes of glass is collected per annum.

## **CLOTHING AND TEXTILE RECYCLING BANKS**

21. Since April 2013, clothing and textile recycling banks on public land in Fareham have been managed by the European Recycling Company (ERC), under a four year contract with the Council.

22. There are 29 textile recycling banks across the Borough, and along with those on private land provided by charities, residents have access to 40 such facilities. In the year to March 2014, 252 tonnes were collected. The banks are performing equally well so far this year.

## **PAPER RECYCLING BANKS**

23. There are eight paper bank sites around the Borough, operated by Palm Recycling. Since the last report, the contractor has imposed a cost of £10 per tonne collected. Previously there was no cost to operate them. No income is received for the paper. This is due to changes in market conditions and a reduction in the amounts collected. It is reviewed on an annual basis.

24. Most of the material can be put in the blue top bin at home. As well as paper and card, the banks provide a disposal route for large cardboard and shredded paper. In the last year (2013-14), 84 tonnes of paper and card was collected for recycling, which contributes to the Recycling Rate.

## **RECYCLING BANKS FOR BOOKS, DVDS AND CDS**

25. There are nine recycling banks across the Borough operated by charities to collect these materials for sale in the charity's shops. Weights collected contribute to the Recycling Rate.

## **RECYCLING STATISTICS**

26. The tables below show a comparison of recycling figures from the year 2012-13 and 2013-14.

<b>Statistic (total tonnage)</b>	<b>Apr-Mar 12/13</b>	<b>Apr-Mar 13/14</b>
Overall Recycling %	36.74%	35.44%
Total Recycling Tonnage	13671	13594.7

<b>Breakdown of Recycling Tonnage</b>	<b>Apr-Mar 12/13</b>	<b>Apr-Mar 13/14</b>
Recycling (blue top bin) total tonnage	7453	7171
Bring Bank Glass total tonnage	2004	2025
Textile bank total tonnage	262	252
Garden waste total tonnage	3812	3991
Paper bank total tonnage	81	84
Book bank total tonnage	58	71
Shoe bank total tonnage (separate banks on private land)	1	0.7

27. The overall Recycling Rate has reduced by 1.3% compared to the previous year. This is due to the total amount of residual waste collected increasing, whilst the amount of recyclables collected has reduced slightly. Tonnages of glass collected for recycling have remained about the same.

28. The increase in residual waste collected along with the reduction in the Recycling Rate is a trend seen across the Project Integra partnership, and nationally across the UK.

### **INCOME**

29. The income derived from the sale of recycling materials is allocated back to each authority according to the tonnages collected, and the market price of each material. In the financial year 2013-14, Fareham Borough Council received nearly £300,000 from the sale of recycled materials sent to the MRF.

30. Over £78,000 has been generated from the sale of textiles collected from blue banks across the Borough. Full details of all income received from recycling for the last four financial years can be found at Appendix A.

### **RISK ASSESSMENT**

31. There are no significant risk considerations in relation to this report

### **CONCLUSION**

32. The Council currently provides a variety of recycling services that have environmental and financial benefits. However, market prices do vary and, as a result, the levels of income are not guaranteed.

33. Through Project Integra, the Council regularly reviews the type of recycling services it can provide, giving due consideration to issues of sustainability and affordability.

34. The Council continues to work with community groups to promote recycling and waste minimisation, whilst making efficient use of current resources.



**Background Papers:**

None

**Reference Papers:**

None

**Enquiries:**

For further information on this report please contact Sue Hand. (Ext 4554)

## Appendix A

### Summary of Income and Credits Received for Recycling for the Last Four Financial Years

	2010-11	2011-12	2012-13	2013-14
Sale of material from the MRF	£213,539	£376,372	£300,300	£297,880
Sale of glass	£34,370	£20,095	£26,369	£56,081
Glass recycling credits*	£79,021	£66,143	£76,286	£72,220
Sale of Textiles	-	-	-	£78,506
Total	£326,930	£462,610	£402,955	£504,687

\*Recycling credits are paid to waste collection authorities (WCA) by their waste disposal authority (WDA). The WCA receives recycling credit in direct proportion to the saving of cost that would otherwise have been incurred to dispose of the waste. The Council receives recycling credits from Hampshire County Council for glass, paper and textiles collected from bring bank sites.

# FAREHAM

## BOROUGH COUNCIL

### Report to Streetscene Policy Development and Review Panel

**Date**                    **23 October 2014**

**Report of:**            **Director of Environmental Services**

**Subject:**              **WASTE REGULATIONS (ENGLAND AND WALES) 2011**

#### **SUMMARY**

This report outlines the changes to the Waste Regulations (England and Wales) 2011 that require waste collection authorities to collect recycled waste paper, metals, plastic and glass separately from 1 January 2015.

#### **RECOMMENDATION**

That the Panel:

1. Considers the contents of the report and agrees that separate collections of recyclable materials should not be introduced in the borough at this time because:
  - a. It is not necessary to provide high quality recyclates; and
  - b. Would not be technically, environmentally and economically practicable (TEEP).
2. Recommends to the Council's Executive that:
  - a. No changes are required to the collection of recyclable materials currently co-mingled in blue top recycling bins; and
  - b. Any collection policy changes proposed in future are assessed against the new regulations prior to any decision being made.

## **INTRODUCTION**

1. The Waste Regulations (England and Wales) 2011 transposed the EU Waste Framework Directive into English law and imposed duties on waste collection authorities (WCA) and waste disposal authorities (WDA) to follow the waste hierarchy in relation to the collection of waste. Details of the waste hierarchy can be found at Appendix (A).
2. In October 2013, Lord de Mauley (Parliamentary Under Secretary for the Department for Environment Food and Rural Affairs) wrote to all local authorities advising of the changes to Regulation 13 of the Waste Regulations (England and Wales) 2011. A copy of this letter can be found at Appendix (B). The amended regulation states:
3. From 1<sup>st</sup> January 2015 an establishment or undertaking which collects waste paper, metal, plastic or glass must do so by way of separate collection. These requirements apply where separate collection:
  - a. is necessary, in effect to provide high quality recyclates; and
  - b. is technically, environmentally and economically practicable (TEEP)
4. The amendment to Regulation 13 does not prohibit the co-mingled collection of these items, but requires councils to demonstrate that separate collection is not necessary or TEEP in their area.

## **GUIDANCE FOR LOCAL AUTHORITIES**

5. The Department for Environment, Food and Rural Affairs (DEFRA) do not intend to issue detailed guidance for local authorities when considering the implications of the Regulations. A working group consisting of members from Waste and Resources Action Programme (WRAP), London Waste and Recycling Board (LWARB) and the Waste Network Chairs have produced a document known as the Waste Regulations Route Map. The published Route Map is not legal advice but is designed to help authorities understand their legal obligations. A copy of the Route Map can be found at Appendix (C).
6. Streetscene Officers have worked alongside Project Integra and Hampshire County Council Officers to apply the Route Map and ensure that each criterion is being met, that evidence is available to ensure that Fareham Borough Council meets the two requirements of providing high quality recyclate and that the current collection methods fit the TEEP criteria. A separate documentation pack is being prepared to support the Council's evidence of compliance with the regulations. It is anticipated that this pack will be finalised shortly.

## **CURRENT RECYCLING COLLECTION**

7. Fareham Borough Council currently collects recycling from residents as part of the alternate weekly collection schedule which co-mingles the recyclate. Items that can be recycled via the blue top recycling bin include: paper, card, tins, cans, aerosols and plastic bottles. The recyclate is collected and then sent for sorting and reprocessing at the Materials Recovery Facility (MRF) in Portsmouth.

8. Residents are able to dispose of green waste via the fortnightly garden waste service. Glass can be recycled via glass banks located at 31 locations across the Borough. Textiles are collected at 40 sites across the Borough. Bulky waste and other household waste can be disposed of via Household Waste and Recycling Centre (HWRC) sites or by using the bulky waste collection service provided by the Council.

### **QUALITY OF RECYCLATE**

9. The MRF in Portsmouth is operated by Veolia Environmental Services (VES) and works in Partnership with Hampshire County Council to ensure that the quality of recyclate is maintained at a high standard to ensure good value is obtained for the end product. Each day samples are analysed to ensure that the output of the MRF meets the specifications of the reprocessors. Currently the recyclate is supplied to over 60 reprocessing destinations across the UK, with the price and grade of product continually monitored and updated.
10. The dry mixed recyclate (DMR) is collected without glass, which improves the grade of paper produced, maximising the value obtained from sorting and reprocessing. Once the recyclate has been sorted it is baled on site at the MRF, which increases the value of the product as it is easier to transport to the buyers.

### **FEASIBILITY OF IMPLEMENTING SEPARATE COLLECTIONS**

11. To ensure that the requirements of Regulation 13 are met, the feasibility of implementing separate collections in the Borough has been investigated. This investigation is Step 4 of the Waste Regulations Route Map as referred to in Appendix (C) and evaluates whether or not such an arrangement would be TEEP.

### **TECHNICAL REQUIREMENTS**

12. The current MRF in Portsmouth where the recyclate is sent for sorting and processing would require technical changes to permit the separate recyclate streams to be processed.
13. Investigations into the feasibility of refitting and adapting the MRF to process the separate recyclate streams are being carried out by VES and currently the timescale and costings of this project are unavailable. Any modifications necessitated by a change to collection arrangements by waste collection authorities would be the responsibility of Hampshire County Council.

### **ENVIRONMENTAL ISSUES**

14. Carbon footprint is defined as the total amount of greenhouse gases (predominantly carbon dioxide CO<sub>2</sub>) produced to directly and indirectly support an activity. It is measured in tonnes of carbon per year. The number of vehicles that will collect recycling would remain the same at 4 vehicles, but the number of journeys to the MRF to deposit the material would increase. This is due to the reduced capacity of the side loading vehicles as the recyclate is not compacted. It is estimated that the total mileage driven each year would increase by 17,000 miles which equates to an additional 75 tonnes of carbon produced per year.

## ECONOMICAL ISSUES

15. Changing recycling collections from the blue top recycling bin to separate collections of each type of recyclate would require each household to sort the recyclate into three boxes for paper, metals and plastic bottles. To assist in the collection of these items, stackable boxes would be supplied to each household to replace the blue top recycling bin.
16. These recycling boxes would be collected by a side loading recycling collection vehicle instead of the rear loading bin hoist collection vehicle currently in operation. The side loading vehicle is compartmentalised to allow collection of separate materials that can then be deposited separately at the MRF. Presently recycling crews are made up of two loaders and one driver. To facilitate the additional sorting of recyclate into the compartments of the vehicle, an additional loader would be required for each of the 4 crews.
17. Due to the smaller capacity of the split body recycling vehicles, it is anticipated that each vehicle would need to tip up to three times per day; currently recycling vehicles only tip once or twice depending on the load collected. This will increase the length of the working day for the recycling crews and also the Supervisors in the office. It is estimated that 1.5 hours overtime per day would be required for each recycling crew to be able to collect and transport the recyclate to the MRF.
18. Collecting recycling separately across the Borough would require significant operational changes and this message would need to be communicated to residents to assist in the change. It is estimated that 4 Waste and Recycling Officers would need to be employed for 6 months, to help promote the change of collection regime, answer customer enquiries and facilitate the changeover from wheeled bins to stackable boxes. Publicity materials would need to be produced and a co-ordinated communication plan implemented at the same time as changes to the operation occurring.
19. Further costs would be incurred to adapt and refit the MRF in Portsmouth to allow for each of the 3 separate recyclates to be sorted and reprocessed for sale. Initial investigations of the capital and revenue costs associated with this project are currently being conducted by Hampshire County Council as the WDA, but figures are not yet available.
20. There is evidence from other waste authorities that collecting recyclate separately reduces the amount of recycling collected. This is partly due to the reduced capacity available to residents. The capacity of a blue top recycling wheeled bin is 240 litres, with the total capacity of 3 stackable boxes being 120 litres.
21. In 2007 "Remade Scotland", a major initiative funded by the Scottish government who are charged with stimulating, developing and strengthening markets for recyclates in Scotland, conducted a review of 29 local authorities' kerbside recycling schemes. The study revealed that an average of 2.32 kg per household per week of recyclate was collected from co-mingled collections sorted at MRFs, compared to 1.43 kg per household per week for separate collections of recyclate. This equated to a reduction in weight collected of 38%.
22. A reduction of this magnitude in Fareham would result in an additional 2,700 tonnes of recyclable material going to incineration. There would be a consequential loss of

revenue income to the council every year based on current prices achieved for the recycled material. In addition, the council's headline recycling rate would fall by something in the region of 10%.

23. The four existing recycling vehicles used to collect blue top recycling bins which would be replaced by the bespoke recycling vehicles would be disposed of. This would generate a one-off capital receipt.
24. Details of the estimated costs of the implementation described above can be found at Appendix (D).

### **PRACTICAL ISSUES**

25. The bespoke split body recycling vehicles on the market are wider than current refuse collection vehicles; this could result in several areas of the Borough being unable to participate in separate collections of recycling. Further investigations would be required to ensure that all parts of the Borough could be accessed using a narrow access vehicle, which would collect only one stream at a time, increasing the mileage and CO<sub>2</sub> emissions relating to recycling collections and possibly requiring three separate collections per week to collect the recyclate.
26. The introduction of separate collections would require each household to store 3 individual boxes for recycling alongside their existing green wheeled bin for refuse, which could be more difficult to store than current recycling methods.
27. An additional complication to the change of collection method is the collection and disposal of the 48,000 redundant blue top recycling bins currently in use. This would have to occur at the same time as the roll out of the stackable boxes for separate collection. Due to logistical difficulties of this task, it would need a phased roll out of the new collection system, requiring both recycling collection systems to work alongside each other for a period of time. The resale value of the redundant blue top recycling bins would be minimal and there is no indication at present that the revenue would cover more than the disposal cost of the bins.

### **CONCLUSION**

28. The current collection system operating across the Borough provides high quality recyclate which is sent for sorting and reprocessing at a local MRF. The income received from the sale of the recyclate is of a significant value, providing evidence of the high quality of the product. The recyclate is independently assessed periodically by DEFRA and considered to be of a consistently high quality.
29. The introduction of separate collections of the recyclate across the Borough would not be technically, environmentally and economically practicable (TEEP). This is due to
  - a. The significant capital and revenue costs and potential loss of income that would be incurred.
  - b. The practical issues of implementing a new collections system in terms of communication with residents and the significant period of service disruption that would result from the collection of redundant bins and allocation of new boxes. It is estimated that this period would need to be at least six months in order to cope with the logistics of the changeover.

c. Additional vehicle movements increasing the carbon emissions of the vehicle fleet.

30. The review of current collection arrangements contained in this report confirms that changing to separate recycling collections is not necessary to achieve high quality recyclates and is not technically, environmentally and economically practicable (TEEP) As a consequence it is recommended that separate collections of recyclate are not implemented in Fareham at this time.

**Background Papers:**

PI Separate Collections Documentation Pack (to follow)

**Reference Papers:**

[Remade Scotland Report 'Kerbside Collections – Factors for Success'](#)

**Appendices:**

Appendix (A) – The Waste Hierarchy

Appendix (B) – Lord de Mauley letter to Local Authority Bodies

Appendix (C) – Waste Regulations Route Map

Appendix (D) – Estimated Costs

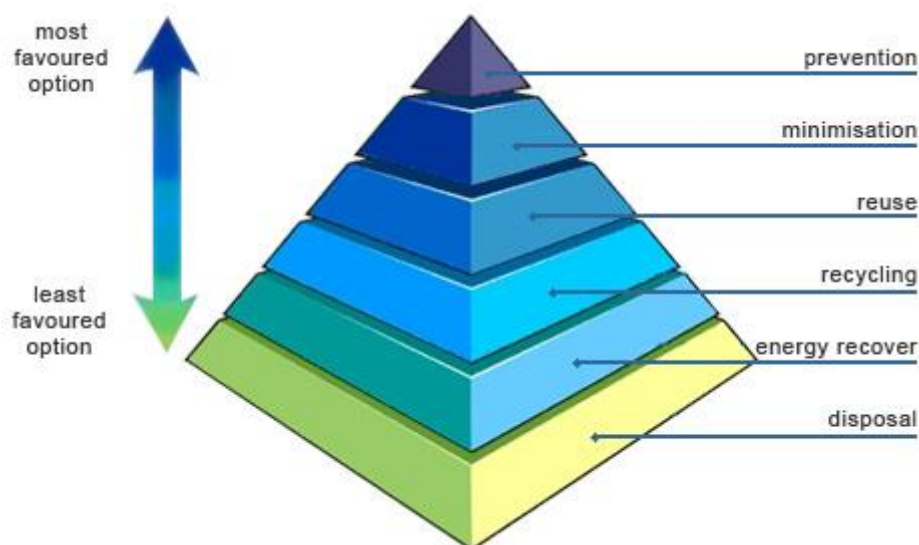
**Enquiries:**

For further information on this report please contact Kitty Rose. (Ext 4747)



## APPENDIX (A) – THE WASTE HIERARCHY

The Waste Hierarchy is a process used to protect the environment and conserve resources through a priority approach established in waste policy and legislation. It has been part of the European Union’s Waste Framework Directive since 1975 and in 2008 the stepped process outlined in the pyramid diagram below was introduced.



The Waste Hierarchy has been applied to Fareham’s waste arisings. The table below shows the proportion of Fareham’s waste according to the treatment of it, for the year 2013-14.

Treatment Option	Percentage of total waste
Re-use (books, shoes and some textiles)	0.6 %
Recycling (includes other textiles, blue top recycling bin, glass, paper and garden waste)	34.84 %
Energy recovery (includes refuse, rejected recycling, bulky waste, street sweepings, fly tipped waste)	56.56 %
Landfill (includes waste from HWRC and bottom ash)	8 %*
Total waste	100 %

(\*landfill figure is estimated for Fareham as data is only available for Hampshire)

## APPENDIX (B) – LORD DE MAULEY LETTER TO LOCAL AUTHORITY BODIES



Department  
for Environment  
Food & Rural Affairs

Nobel House  
17 Smith Square  
London SW1P 3JR

T: 08459 335577  
helpline@defra.gsi.gov.uk  
www.defra.gov.uk

October 2013

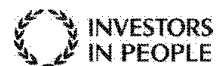
**From Lord de Mauley  
Parliamentary Under Secretary**

I understand that many local authorities are currently looking at their arrangements for collecting and disposing of waste.

Since 2000 the national household recycling rate has risen from 11% to 43%. This is a massive increase and local authorities should be proud of the part they have played in achieving it. But there is no time for complacency. The increase in recycling rates has slowed. To reach our EU target, recycling 50% of all household waste by 2020, will require sustained effort and, whilst we have seen the amount of recycling increase, this has not been accompanied by an increase in the quality of recyclates coming through.

So we need to push ahead on all fronts, driving up both quantity and quality whilst driving down costs. To build up our local and rural economies we want our domestic glass and paper industries to be able to rely on a consistent supply of a good standard of recyclates produced here, without resorting to imports. Local authorities have an important role to play in achieving this, but they will need good information about what happens to the recyclates they collect.

It is for that reason that we are hoping to publish new regulations this winter, requiring information about the quality of recyclates that our Material Recovery Facilities produce. It is also the reason why we fully support the new requirements for the separate collection of waste paper, plastic, glass and metal.



The revised Waste Framework Directive (2008/98/EC) in effect requires member states to set up separate collection where necessary and practicable. Supporting European Commission guidance was published in June 2012.

The Government and Welsh Government transposed these requirements through the Waste (England and Wales) Regulations 2011, as amended by the Waste (England and Wales) (Amendment) Regulations 2012.

It appears that some local authorities may be taking the view that co-mingled collections of paper, glass, plastic and metal waste streams will remain permissible in all circumstances after 1<sup>st</sup> January 2015. I therefore thought it would be helpful now to remind local authorities of the effect of the Regulations.

From 1<sup>st</sup> January 2015 an establishment or undertaking which collects waste paper, metal, plastic or glass must do so by way of separate collection. These requirements apply where separate collection:

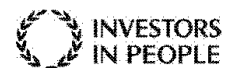
- (a) is necessary, in effect, to provide high quality recyclates, and
- (b) is technically, environmentally and economically practicable.

Where waste paper, metal, plastic or glass has been collected separately all reasonable steps must be taken to keep that stream separate from other waste streams wherever this is necessary to provide high quality recyclates.

It is clear that the intention is that these requirements should represent a high hurdle. I am aware that co-mingled metal and plastic are relatively easy to separate at a MRF. However, at present many of our existing MRFs struggle to keep glass shards out of the paper stream. In addition many MRFs produce low quality mixed glass which needs further sorting and can be uneconomic to re-smelt. I look to local authorities actively to address these problems, by the effective implementation of the new regulations and by tackling problems with operating practices.

Separate collection does not of course mean that each household will need more bins. For example, many areas have kerbside sort systems where materials are sorted before being loaded into the waste collection vehicle. The WRAP website is a useful source of help.

Any local authorities considering new collection or disposal plans should take care to ensure that they are placing themselves in a position to fulfil their legal duties from 2015. This is particularly important for local authorities who may be considering moving away from separate collection, or including glass within a co-mingled stream. Local authorities should consult their own lawyers as necessary, and should keep a clear audit trail given the potential for legal challenge.



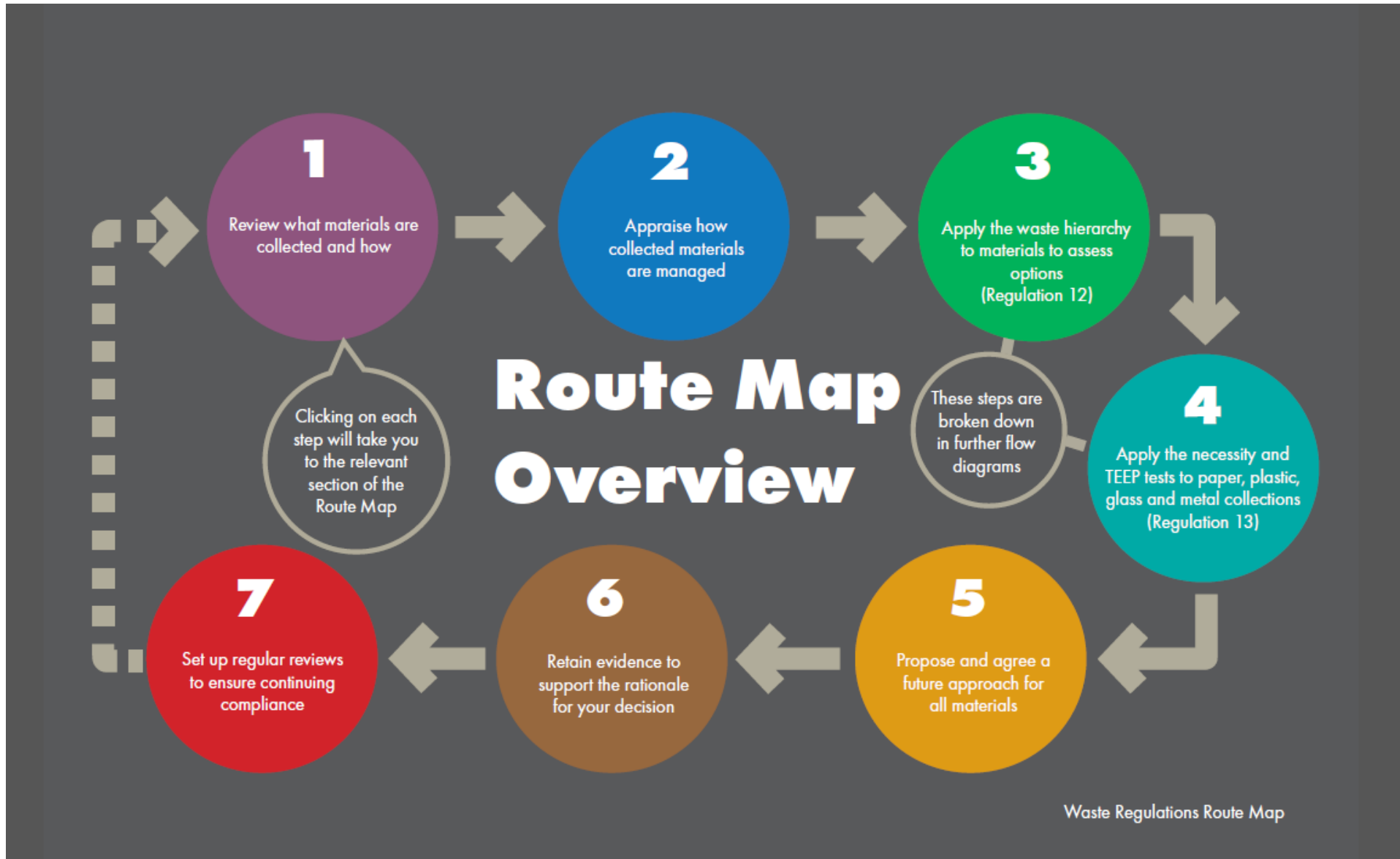
I am aware that this is a challenging time for local government as budgets reduce and expectations increase. I would urge all local authorities to work more closely with each other to sharpen procurement practices and share both facilities and services where possible.

I hope this is helpful to you and would be grateful if you could share this message with your members.

*Prunfest de Manley*



## APPENDIX (C) – WASTE REGULATIONS ROUTE MAP



## APPENDIX (D) – ESTIMATED COSTS

### Additional costs of separate collections of 3 types of recyclate

#### Capital Costs

5 bespoke side loading recycling collection vehicles	£660,000
48,000 stackable boxes (3 per household for each recyclate material: paper, metal and plastic)	£432,000
Publicity and communications	£30,000
4 temporary staff for 6 months to help with transition to separate collections (Local Grade 4)	£67,800
<b>Total Capital Costs</b>	<b>£1,189,800</b>
One-off capital receipt for disposal of 4 current recycling vehicles	(£40,000)
<b>Total</b>	<b>£1,149,800</b>

#### Annual Revenue Costs

Additional 4 loaders for recycling crews (Local Grade 2)	£109,600
Overtime costs for 4 recycling crews	£28,400
Potential loss of recycling income	£114,000
<b>Total</b>	<b>£252,000</b>

# FAREHAM

BOROUGH COUNCIL

## Report to Streetscene Policy Development and Review Panel

**Date**                    **23 October 2014**

**Report of:**            **Director of Environmental Services**

**Subject:**              **GLOBAL POSITIONING SYSTEM (GPS) FOR VEHICLE FLEET**

### **SUMMARY**

The purpose of this report is to provide an update on the GPS system that was installed in the Council's vehicle fleet in April 2014.

### **RECOMMENDATION**

That members note the contents of this report.

## **INTRODUCTION**

1. A procurement exercise was carried out in November 2013 to source a global positioning system (GPS) for the Council's vehicle fleet. 20 organisations expressed an interest in tendering by completing the pre-qualification questionnaire through the South East Business Portal which led to 6 organisations being shortlisted.
2. In February 2014 the contract was awarded to Trackyou Ltd with the installation of the GPS completed by April 2014. A total of 80 Council vehicles have been fitted with a GPS tracking device.

## **GPS MONITORING**

3. The Trackyou website, [www.trackyou.co.uk](http://www.trackyou.co.uk), provides a simple interface for all officers with log in details to check the whereabouts of any vehicle. The fleet is broken down into area categories such as Refuse/Recycling, Enforcement, Mowers and Grounds Maintenance, which can be shown individually on the tracking map.
4. Any individual vehicle can be searched for and the history of the vehicle's route can be explored with details of geographical location, speed and rest periods. A 'snail trail' route of the vehicles activity each day can also be produced. Screenshots of the Trackyou system in operation can be found at Appendix A.

## **KEY BENEFITS OF GPS TRACKING**

5. During the initial 6 months of using the GPS tracking system, it has helped to establish vehicle locations to assist in breakdown recovery and transport repair units attending site. The system has also helped with insurance claim information, being able to prove the whereabouts of a particular vehicle at an exact time and help defend potential accident damage claims.
6. The information provided by GPS is vital in assisting Supervisors monitor crews for health and safety, it has also assisted in work planning, allowing for crews closer to each other to be directed to areas with outstanding work and to assist other crews in nearby areas. Prior to the GPS system, crew assistance was based on where their position was assumed to be which was not always accurate or the most efficient use of resources.
7. Customer service has improved with the aid of the GPS system, as the refuse crew closest to the missed collection can now be diverted to collect the refuse bin rather than assuming the crew will be able to collect at the end of their working day.

## **RISK ASSESSMENT**

8. There are no significant risk considerations in relation to this report.

## **CONCLUSION**

9. The GPS system has resulted in improved customer service, efficiencies in service planning and delivery, potential fuel usage, and enhanced the ability to improve scheduling of rounds.
10. Overall the installation and initial working of the GPS system provided by Trackyou Ltd has been successful, with fuel usage data available in the future once there is a full



year's records to compare.

**Background Papers:**

None.

**Reference Papers:**

None.

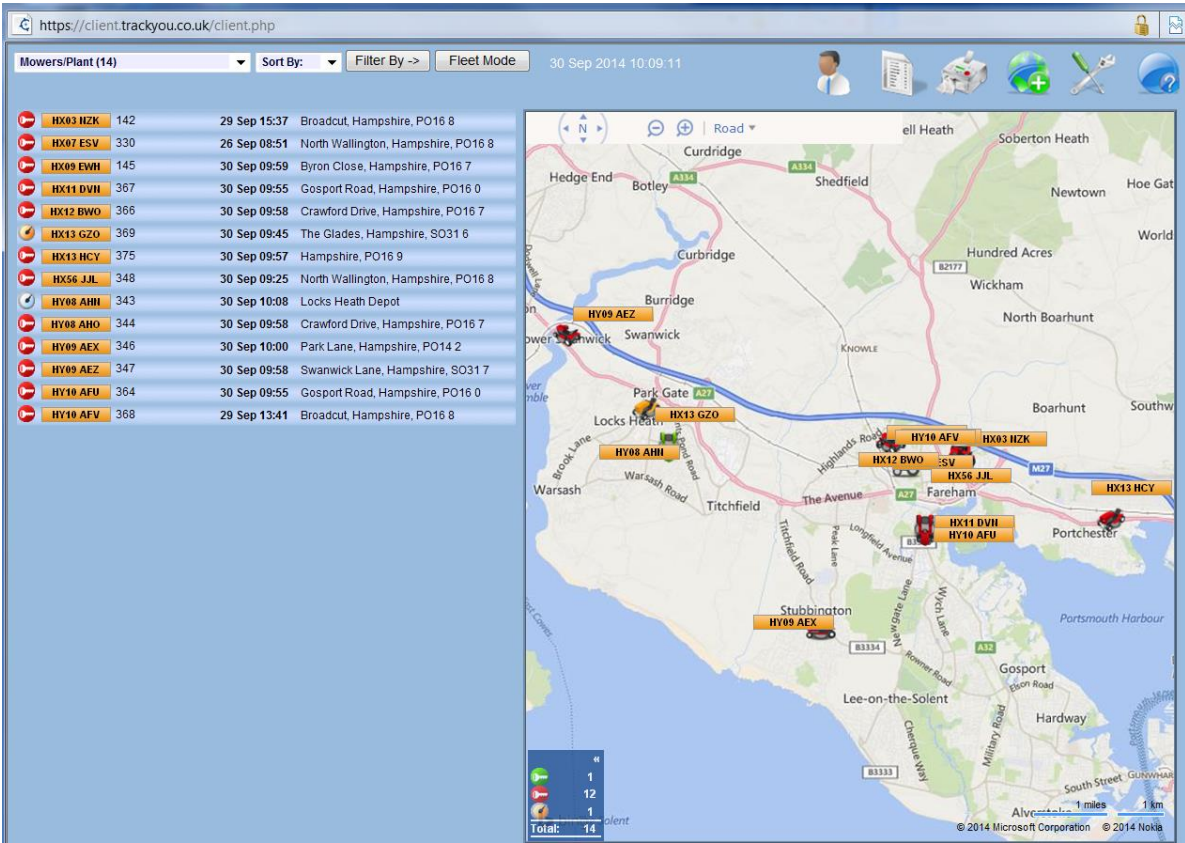
**Appendices:**

Appendix A – Trackyou Screenshots

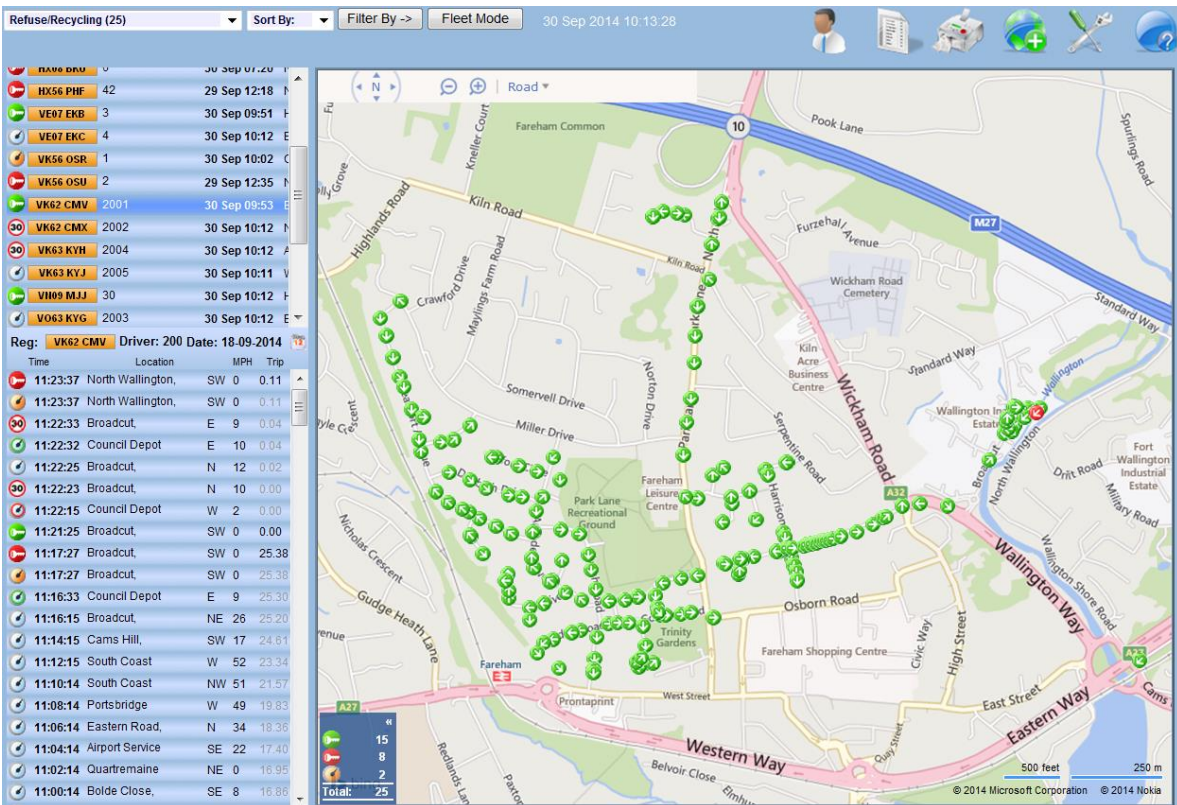
**Enquiries:**

For further information on this report please contact Kitty Rose. (Ext 4747)

# APPENDIX A – TRACKYOU SCREENSHOTS



1. Screenshot of the location of mowers.



2. Screenshot of Area 2 Day 4 Refuse collections with snail trail detail.