
WARWICKSHIRE WASTE PARTNERSHIP

COMMITTEE ROOM 2, SHIRE HALL, WARWICK

2:00pm, 17 June 2015

AGENDA

General

1. **Apologies**
2. **Disclosures of interests**
3. **Minutes of the previous meeting, including matters arising**

Reports

4. **To note the appointment of Councillor Les Smith as the representative for North Warwickshire Borough Council**
5. **To note the appointment of Councillor Lisa Parker as the representative for Rugby Borough Council**
6. **Verbal Update on TEEP**
Each Partner Authority will provide a verbal update to the Waste Partnership.
7. **Waste Composition Analysis**
The Waste Partnership is asked to note the overview of the recent kerbside waste composition analysis.
8. **Waste Partners Report**
This report provides an update on the various waste initiatives taking place in each authority area.
9. **Household Waste Recycling Centre Review 2015**
The HWRC 2015 review will go to the Communities Overview and Scrutiny committee in September 2015, along with comments or observations from the Warwickshire Waste Partnership Committee.

- 10. CLG Select Committee Inquiry into Litter**
The Waste Partnership is asked to note the report and consider if any further action is required
- 11. Waste Statistics from Quarter 4 and the provisional data for 2014/15**
Members of the Warwickshire Waste Partnership are presented with an estimate of waste and recycling figures at Disposal and Collection Authority level.

Other

- 12. Dates of future meetings**
- 16 September 2015, 14.00
 - 16 December 2015, 14.00
 - 16 March 2016, 14.00
- 13. Agenda item suggestions for next meeting**
- 14. Any urgent items**

Membership of the Warwickshire Waste Partnership

North Warwickshire Borough Council
Councillor Les Smith

Nuneaton and Bedworth Borough Council
Councillor Neil Phillips

Rugby Borough Council
Councillor Lisa Parker

Stratford-on-Avon District Council
Councillor Mike Brain

Warwick District Council
Councillor Dave Shilton (Vice-Chair)

Warwickshire County Council
Councillors Richard Chattaway, Jeff Clarke (Chair), Jenny Fradgley, Philip Johnson, Wallace Redford

Enquiries

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WARWICKSHIRE WASTE PARTNERSHIP

Minutes of the meeting held on 17 December 2014, Shire Hall, Warwick

Present:

Warwickshire County Council

Councillors: Richard Chattaway
Jeff Clarke (Chair)
Jenny Fradgley
Philip Johnson
Wallace Redford

Officers: Glenn Fleet – Group Manager, Waste Management
Tamalyn Goodwin, Waste Strategy and Commissioning Officer
Kerry Moore – Waste Strategy and Commissioning Manager
Mark Ryder – Head of Economic Growth
Paul Spencer – Democratic Services Officer

North Warwickshire Borough Council

Councillor Hayden Phillips
Richard Dobbs – Assistant Director (Streetscape)

Nuneaton and Bedworth Borough Council

Councillor Neil Phillips
Sue Cummine - Waste Reduction and Compliance Officer

Rugby Borough Council

Councillor Sally Bragg
Sean Lawson - Head of Environmental Services

Stratford-on-Avon District Council

Councillor Mike Brain
Tony Perks – Head of Technical Services

Warwick District Council

Graham Folkes-Skinner - Waste, Policy and Performance Officer

Also in Attendance

Councillor Keith Kondakor

1. Apologies

Councillor Dave Shilton (Warwick District Council) and Brent Davies (Nuneaton and Bedworth Borough Council).

2. Disclosures of interests

None.

3. Minutes of the previous meeting and matters arising

The minutes of the meeting held on 17 September 2014 were approved as a correct record and signed by the Chair. Richard Dobbs was invited to give an update on the delivery of the Sub regional strategic Waste group following an officer meeting the previous week. It had been identified that there were areas where cross border / joint working and sharing good practice would be beneficial. Mr Dobbs agreed to circulate the minutes of the meeting and action plan.

4. To note the appointment of an elected representative for Rugby Borough Council

The Chair welcomed Councillor Sally Bragg following her appointment to the Waste Partnership as the elected representative for Rugby Borough Council.

5. Government Inquiry into Litter

Sean Lawson, Head of Environmental Services at Rugby Borough Council spoke to a circulated report regarding the oral evidence session of the Communities and Local Government Select Committee meeting on litter and fly tipping held on 25th November 2014. The report included an executive summary and responses to the following question areas:

- What problems do litter and fly-tipping create for local communities - is the situation improving or deteriorating?
- How effective are the actions of those responsible for managing waste in the local environment? What more should local councils, the Environment Agency, and Government funded bodies such as WRAP (Waste and Resources Action Programme) do?
- Does the current statute, regulation and guidance set an effective framework to minimise litter and fly-tipping. What, if any, further changes are required?
- What roles do and should the private citizen and campaign and action groups have in tackling litter?

Mr Lawson gave a verbal update. This was a 1 hour question and answer session and it was clear that the MPs were well briefed. Officers were

questioned on the causes of fly tipping and litter, the potential for taxation to deal with issues such as chewing gum and cigarette stub removal. The next oral evidence session was scheduled for 6th January and would involve representatives from the McDonalds food chain and tobacco manufacturers amongst others. The Select Committee intended to finalise its report before the end of the current Parliament and its findings would be considered after the General Election. Mr Lawson agreed to forward a link to the minutes of the session.

During the discussion the following points were raised:

1. The difficulties of removing litter from the major road network, together with enforcement.
2. Drivers of vehicles that released litter due to their load not being secured properly are committing an offence.
3. Previous joint enforcement exercises have been effective to prosecute those with vehicles that are overladen, not roadworthy or where the load is not secured effectively.
4. There is a Government consultation about the seizure of vehicles, in cases of fly tipping. However, it is understood that seizure powers are already available to local authorities.

Resolved

That the Warwickshire Waste Partnership notes the report.

6. Waste Partners' Report

North Warwickshire Borough Council (NWBC)

Richard Dobbs, Assistant Director (Streetscape) gave a verbal update. NWBC had recently received its interim report on the implications of the TEEP regulations, which required the separation of recyclables, unless there were technical, environmental, economic or practical reasons why this could not be achieved. In the New Year, the Borough Council would be renewing most of its refuse collection and recycling fleet, with vehicles that were capable of meeting the changing demands for the collection of recyclable materials. Improving the collection arrangements for waste paper was a particular objective, with an emphasis on educating residents to maximise the quality and value of collected paper.

Nuneaton and Bedworth Borough Council (N&BBC)

Sue Cummine, Waste Reduction and Compliance Officer reported on a circulated report. The Borough Council was undertaking an audit of recycling activity, to gather information on the amounts and types of materials being

collected for recycling and contamination of recyclables. The survey would run for a period of six weeks.

Rugby Borough Council

Sean Lawson presented a report. This gave an update on the promotion of recycling arrangements for apartments and flats in the Borough. Information was being circulated to letting agents, to remind them of their obligations to inform new tenants of the refuse and recycling arrangements and the potential for enforcement action against the agent. Glenn Fleet asked if the same powers were available to the County Council, but this was not the case.

The County Council had funded a 'door stepping' campaign. The feedback from the campaign was positive and Officers from the Borough Council had since followed up requests for further information and replacement / additional recycling bins. A display was planned at Rugby Art Gallery, to promote the 'Recycle Right for Rugby' campaign. A further point was the need to replace bin stickers that advised residents of the recyclable items to be placed in each bin.

Warwick District Council

Graham Folkes-Skinner, Waste, Policy and Performance Officer presented the update. Door to door canvassing was taking place in areas where levels of recycling participation were low. Recycling and refuse collection calendars would be circulated before the end of 2014. It was noted that the District Council's Executive was to receive a report on the implications of the TEEP regulations.

Stratford District Council

Tony Perks, the District Council's Head of Technical Services, reported on the roll out of Stratford's new waste and recycling collection fleet, planned reviews of bulky waste and communal waste collection arrangements and the circulation of information and kitchen caddies to new residents. Work was being undertaken to produce the authority's assessment in response to the TEEP regulations. Updates were also provided on kerbside collections of recyclables and canvassing as part of the County Council's 'door stepping' initiative. Mr Perks explained that radio advertising was being used to promote recycling. Councillor Jenny Fradgley commented that the Authority's bin stickers were faded and unclear.

Warwickshire County Council

Kerry Moore, Waste Strategy and Commissioning Manager reported on communication activities, procurement activities and other activities since the

last Waste Partnership meeting. Three sets of radio adverts had been placed, to publicise the commercial waste collection service, to encourage residents to place food waste in the compost bin and to promote recycling at Christmas. Following the earlier comments about bin stickers, she advised that replacements were being bought, which should have stronger adhesive and be longer lasting. It was confirmed that the door stepping campaign had been very successful, there only being one minor complaint to date. The recycling of Christmas trees was discussed and these could be taken to household waste recycling centres or placed in the compost bin.

Resolved

That the Waste Partnership notes the contents of the report and acknowledges the work being undertaken by each partner authority.

7. Waste Statistics from Quarter 2, 2014/15

The Partnership received the provisional waste management data for the second quarter of 2014/15. This included a provisional estimate of waste and recycling figures at both disposal and collection authority level, for the period.

Glenn Fleet, Group Manager, Waste Management at WCC took the Partnership through the report. He advised of the increased levels of recycling, due mainly to the amount of green waste processed. This caused increased processing costs. Levels of residual waste were continuing to fall across Warwickshire. The recycling target of 54% was on target to be achieved. One area of concern was the increased refuse levels collected from the Borough of Rugby. Sean Lawson felt this was due to the additional residential development in the Borough.

With regard to household waste recycling centres (HWRC), it was noted that levels of recycling at the Judkins facility had increased by 17.6%, but performance was still below the comparative level of other centres. Work was ongoing to secure further increases in recycling levels at the centre, with the data being monitored monthly. The financial benefits to the operator of reducing waste going to landfill through increased recycling, were confirmed. Councillor Keith Kondakor commented that wet weather had a positive impact the levels of green waste collected and this could reduce as a result of a dry summer period.

Resolved

That the Waste Partnership notes the contents of the report.

8. Progress against targets in Warwickshire's Municipal Waste Management Strategy

Warwickshire's Municipal Waste Management Strategy was updated by the Partnership in December 2013. As part of the update process it was agreed that the Partnership would publish an annual report highlighting progress against the targets in the Strategy.

A copy of the annual report had been submitted, which summarised the progress made to date. Glenn Fleet commented that the Government's target to recycle 50% of waste had already been exceeded, but it was getting harder to secure further increases in the recycling level. A key objective was to encourage residents to place food waste in the compost bin. Mr Fleet also spoke about e-broadcasting as a way of targeting younger residents to change their behaviour and encourage them to recycle. Sean Lawson added that circulation of free newspapers was reducing. Councillor Kondakor welcomed the report and spoke about the need for stretching targets. He made a comparison to recycling arrangements in Wales. It was confirmed that some Welsh authorities only collected the waste bin every three weeks.

Resolved

That the Waste Partnership approves the draft annual report.

9. Verbal update - TEEP

A verbal update was provided by each authority on the implications of the TEEP regulations. These required the separation of certain recyclables, unless there were technical, environmental, economic or practical reasons why this could not be achieved. There were no major issues reported. The district and borough councils were confident that their current arrangements were broadly compliant with the new regulations and no substantial changes were planned to collection methods at this time. In North Warwickshire, work was being undertaken with the operator of a materials recycling facility (MRF) to make some minor changes and this would be monitored by the Council. In future, it would be possible to compare data from different MRFs. For some authorities, the detail of the consultant reports was still being considered, whilst for others they would shortly be submitted to their Cabinet or relevant portfolio holder for sign off. The Environment Agency required that all TEEP assessment reports be submitted to it by the end of March 2015. It was suggested that a report be provided to the June meeting of the Waste Partnership to give an overview of the findings from the TEEP assessments.

Resolved

That the Waste Partnership notes the contents of the report.

10. Dates of future meetings

The dates of future meetings were noted as 18th March (Annual Conference), 17th June, 16th September and 16th December 2015.

11. Agenda Item suggestions for future meetings

It was noted that the next meeting was the annual conference, which would be held in Nuneaton, the theme for the conference being reuse. It was suggested that a tour of the Judkins HWRC could take place after the conference.

For the June meeting, it was suggested that the agenda include community protection notices (powers for management of waste at premises), the report from the Parliamentary Select Committee on waste and fly tipping and the consultant reports on the each authority's TEEP assessments.

12. Any urgent items

None.

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Chair

The meeting closed at 3.05pm

Warwickshire Waste Partnership

17th June 2015

Waste Composition Analysis

Recommendation

The Waste Partnership is asked to note the overview of the recent kerbside waste composition analysis.

1.0 Background

- 1.1 Warwickshire County Council commissioned a waste composition analysis to take place during a three week period in February/March 2015 (spring 2015) on behalf of the Partnership.
- 1.2 The analysis replicated the waste composition surveys undertaken in October/November 2012, February/March 2013 and February/March 2014 in order to provide comparable results.
- 1.3 The same households were surveyed during each waste analysis. The households were selected using Mosaic demographic profiles; so that results from each survey could be weighted to give the annual picture of the residual waste being collected within individual Waste Collection Authority's (WCAs), as well as across the County.
- 1.4 The latest survey, focused on the weight and composition of
 - kerbside residual waste containers
 - kerbside organic/green recycling containers
- 1.5 The data was split into primary categories and sub categories which are shown in **Appendix 1**.
- 1.6 The key aim of the waste composition analysis is to provide information which could be used by the Partnership when planning future services and campaigns etc.

2.0 Residual Kerbside Analysis

- 2.1 Where recorded, an average of 82% of households presented residual waste bins at the kerbside for collection (79% in 2014).

2.2 In terms of kerbside residual waste generation only, households were setting out an average of 5.94 kg/hh/wk for direct collection. This figure has decreased compared with the previous results which showed an average of 7.51kg/hh/wk in 2014.

2.3 Organics and Food

Food waste was seen to be the major component of residual waste forming 40.7% (39.6% in 2014) of the total, this equates to 2.42 kg/hh/wk (2.97 kg/hh/wk in 2014).

Up to 40% of this food waste is potentially home compostable (36% in 2014). This equates to 16% of the total residual waste (14% in 2014).

6.5% of all food waste in residual bins was still packaged (7% in 2014).

1.1% of residual waste was found to be garden waste (1.5% in 2014). Around 48% (45% in 2014) of this was soil and turf, with the remainder consisting of compostable garden trimmings.

2.4 Paper

9.3% of the residual waste in 2015 was paper items (9.1% in 2014). 41% of the paper or 0.23 kg/hh/wk was recyclable at the kerbside (48% or 0.33 kg/hh/wk in 2014). This equates to 3.8% of the total residual waste (4.4% in 2014).

2.5 Card and Cardboard

Card and Cardboard made up around 3.7% of collected residual waste (no change from 2014).

74.6% or 0.19 kg/hh/wk of card and cardboard was recyclable at the kerbside (79.5% or 0.22 kg/hh/wk). This equates to 2.8% of the total residual waste (2.9% in 2014).

2.6 Plastic

Plastics formed 13.1% or 0.78 kg/hh/wk of the residual waste (12.4% or 0.93 kg/hh/wk in 2014).

50% of plastic waste was due to plastic films representing 0.39 kg/hh/wk of residual waste. (48% or 0.45 kg/hh/wk in 2014).

67% of the remaining plastics consisted of recyclable bottles, tubs, pots and trays (52% in 2014). This equated to an additional 0.26 kg/hh/wk of recyclable material, forming 4.4% of the residual waste (0.25 kg/hh/wk or 3.4% in 2014).

2.7 Metal

2.8% of residual waste was metallic (1.9% in 2014).

66% of metallic or 0.11 kg/hh/wk was recyclable (79% or 0.11 kg/hh/wk in 2014). This equates to 1.8% of the total residual waste (1.5% in 2014).

2.8 Glass

Around 2.7% of residual waste was seen to be glass (2% in 2014).

82% or 0.13 kg/hh/wk of this glass was recyclable (83% or 0.13 kg/hh/wk in 2014). This equates to 2.2% of the total residual waste (1.7% in 2013).

2.9 Textiles

4.5% of residual waste was due to textiles (6.8% in 2014).

36% or 0.10 kg/hh/wk was seen to consist of re-usable clothing and shoes (67% or 0.34 kg/hh/wk in 2014). This equates to 1.6% of the total residual waste (4.6% in 2014).

2.10 Hazardous or Waste Electrical and Electronic Equipment (WEEE)

Just 1.6% of residual waste was deemed to be either Hazardous or WEEE (2% in 2014).

2.11 Disposable nappies

4.98% consisted of disposable nappies (5.38% in 2014).

2.12 Summary for kerbside residual waste

Overall 58.6% (57.9% in 2014) of collected residual waste could have been recycled at the kerbside – the equivalent of 3.48 kg/hh/wk (4.34 kg/hh/wk in 2014).

The potentially recyclable waste is largely made up of four material types; food waste 70% (68% in 2014), paper 7% (8% in 2014), plastic 5% (6% in 2014) and card/cardboard 5% (no change from 2014).

Residual waste collected from Warwickshire households was deemed to be around 68% biodegradable (66% in 2014).

Collected waste had a packaging content of 16%, or 0.97 kg/hh/wk; some of this is recyclable across the material types as noted above (13.2 % or 0.99 kg.hh.wk in 2014).

3.0 Organic Kerbside Analysis

3.1 Where data was available, 42% of households presented organic recycling bins at the kerbside (36% in 2014).

- 3.2 Households were setting out an average of 2.84 kg/hh/wk of organic recycling at the kerbside (5.23 kg/hh/wk in 2014).
- 3.3 Overall 43.1% (10.9% in 2014) of organic recycling waste collected from all properties was classified as contamination – the equivalent of 1.23 kg/hh/wk (0.57 kg/hh/wk in 2014). The majority of organic waste contamination was due to soil and turf; forming 93% of that presented (66% in 2014).
- 3.4 16% of food waste and 97% of garden waste was correctly captured (recycled) by households (12% of food waste and 99% of garden waste in 2014).
- 3.5 Warwickshire households diverted an average of 18.4% of their waste through these collections (36.6% in 2014).
- 3.6 Warwickshire households are therefore diverting around 1.62 kg/hh/wk of their total waste (8.82 kg/hh/wk) through their kerbside organic recycling collections (4.65kg/hh/wk of total waste (12.74kg/hh/wk) was diverted in 2014).
- 3.7 If all the organics available to current recycling schemes was captured and recycled then a diversion of 46.3% could currently be achieved (this was 60.4% in 2014).
- 3.8 If all food, garden and pet bedding organics recycled in all WCAs were fully captured; a potential diversion of 46.9% is possible (this was 62.2% in 2014).

4.0 Next steps

- 4.1 It is proposed that future communication campaigns target the recyclable material that is currently being disposed of in the residual waste at the kerbside.

Background Papers

None.

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Portfolio Holder	Jeff Clarke	jeffclarke@warwickshire.gov.uk

Appendix 1 – Sort sheet primary and sub-categories

Primary categories	Sub-categories
PAPER	Newspaper & magazines
	Catalogues & Directories
	Other recyclable paper
	Paper tissue
	Shredded paper
	Other non-recyclable paper
CARD	Tetrapak cartons
	Corrugated Cardboard
	Thin high-grade packaging card
	Thin high-grade non-packaging card
	Thin low-grade brown card
	Non-recyclable card & books
PLASTIC FILM	Packaging film
	Carrier Bags
	Refuse Sacks
	All other film
DENSE PLASTIC	Plastic Bottles Types 1,2,3,5,
	Plastic Bottles Types 4,6,7
	Other Bottles
	EPS
	Packaging Containers Types 1,2,3,5,
	Packaging Containers Types 4,6,7
TEXTILES	Other dense plastic
	Reusable clothing
	Pairs of shoes
	Accessories
	Carpet & underlay
	Clean bed linen, curtains, blankets & towels
	All other textiles & odd shoes
MISC COMBUSTIBLES	Composite & laminates INC TREATED WOOD
	DIY based materials
	Untreated Wood
	Disposable nappies
	All incontinence & absorbent hygiene products
MISC NON-COMBUSTIBLES	All other
	Plasterboard
	DIY rubble & ceramics
GLASS	All other inc Pet Litter non-organic
	Green packaging
	Brown packaging
	Clear bottles
	Clear jars
	Other glass
FERROUS METAL	Drinks cans
	Food cans & tins
	Aerosols
	Other ferrous packaging inc jar lids
	Other ferrous
NON-FERROUS METAL	Drinks cans
	Food cans & tins
	Aerosols
	Aluminium foil & trays
	Other non-ferrous
GARDEN WASTE	Flora organics
	Soil & turf
PUTRESCIBLES	All fully packaged & unopened Home Compostable food waste
	All fully packaged & unopened Non-Home Compostable food waste
	All Loose Home Compostable food waste
	All Loose Non-Home Compostable food waste
	All Mixed Unsortable Food waste
	Herbivorous Pet Straw & Sawdust Bedding
	Consumable Liquids
	Fats & Oils
FINES	Particles passing a 10mm screen
HHW	Household Batteries
	Engine Oil
	Other Separately listed
WEEE	Small WEEE
	All other

Warwickshire Waste Partnership

17th June 2015

Waste Partners Report

Recommendation

The Waste Partnership is asked to acknowledge the work being undertaken in each partner authority.

1.0 Introduction

- 1.1 This report provides an update on the various waste initiatives taking place in each authority area.
- 1.2 Authorities work together on communications initiatives where there is an associated benefit.

2.0 North Warwickshire Borough Council

- 2.1 Verbal update to be provided at the meeting.

3.0 Nuneaton & Bedworth Borough Council

- 3.1 Verbal update to be provided at the meeting.

4.0 Rugby Borough Council

- 4.1 The council has employed a full time Environmental Education Officer to facilitate the Recycle Right for Rugby campaign and address other on-going environmental issues such as contaminated recycling, littering, dog fouling and fly-tipping.
- 4.2 A series of stickers are to be applied to all 3 bins. This initiative funded by WCC will serve as a reminder as to 'what goes where' and it is hoped will assist in the aim of reducing contamination levels in the blue lid and green bins.
- 4.3 WCC has funded 5,000 kitchen caddies to be delivered out to homes not having previously received one. It is anticipated the additional caddies will increase food waste diversion to the green bins.

5.0 Warwick District Council

5.1 Verbal update to be provided at the meeting.

6.0 Stratford District Council

6.1 Work is continuing to roll out a new waste and recycling collection fleet in 2015 to include 360 degree cameras and in-cab technology to protect operatives, improve efficiency of collection service and greatly enhance communication processes. A route optimisation exercise has taken place and a communication plan is being developed to publicise the changes.

6.2 A bulky waste collection service review is being carried out to maximise reuse and recycling.

6.3 A review of communal waste collection provision in the district to enhance the service (incorporating garden and food waste collections where appropriate) is currently taking place.

6.4 New residents continue to receive information packs alongside their wheeled bins. The pack includes a guide to the three bin system plus the new food waste and junk mail leaflets.

6.5 The TEEP assessment in response to the recycling separate collection legislation was approved by Cabinet on 9 February 2015. The Environment Agency's survey has been returned.

6.6 The kerbside collection of textiles, small items of WEEE and batteries continue to prove popular.

6.7 Work has been carried out in preparation for the next round of door to door canvassing.

6.8 There has been a substantial increase in requests for food caddies due to the WCC promotion.

7.0 Warwickshire County Council

7.1 Communication activities update:

- i. A hugely successful on-line food waste competition took place in March with over 11,000 entries being received and 4,143 free packs of compostable caddy liners being posted out to Warwickshire residents. The competition was advertised in a number of ways but the most successful way being the bin hangers/tags which were used in all district areas (with the exception of Rugby). An analysis of the competition entries shows that the highest proportion of entries was from the North Warwickshire area (5.34% of all households) and the lowest from Rugby

Borough area (0.53% of households). Participation rates for the other areas: Nuneaton – 1.91%, Warwick – 3.72% and Stratford – 4.08%).

- ii. This year's door canvassing 'pre-canvassing monitoring', which measures recycling participation rates, has now been largely completed and door canvassing work will commence mid-June for around 30,000 households. Canvassing at the HWRCs is also due to begin in June. The whole project is scheduled to be fully completed by the end of the autumn.
- iii. Upgrades to the waste management pages on the website are now fully complete and include a campaigns banner on the main portal page along with twitter feeds.
- iv. A further composting workshop was run at the end of March in Warwick to encourage residents to learn and begin composting at home.
- v. Signage at the Princes Drive HWRC is in the process of being upgraded and is due to be completed by the middle of the summer
- vi. New leaflet dispensers will be installed over the next month at all HWRC reuse shops and will contain information leaflets on a number of waste management areas such as; HWRCs, home composting, cotton nappies, paint management etc.
- vii. The first bi-monthly 'Recycle for Warwickshire' e-newsletter was sent out at the beginning of May to all Recycle for Warks email subscribers and can be accessed here <https://app.mailerlite.com/g3p5y1> . The number of subscribers was boosted to more than 3,000 following the successful food waste competition.
- viii. A master composter training day was provided at Ryton gardens at the end of March with 5 new volunteers in attendance.
- ix. The ever growing Warwickshire Week of Thrift took place between March 21st to March 29th with more than 30 local activities and events taking place during the week ranging from the county's first-ever accredited Repair Cafe event in Stratford-upon-Avon to 'Do it Yourself' events in Nuneaton & Bedworth, a FREE Community Lunch in North Warwickshire, a Home Composting workshop in Warwick and a 'Saving Money Online' Day in Rugby. For more information see <http://www.thriftweek.co.uk>
- x. The Recycle for Warwickshire Facebook page now has well over 300 likes. The two twitter pages, Compost Corner and Recycle 4 Warks, have 84 and 269 followers respectively.
- xi. The Warwickshire Waste Partnership annual conference held in March was a big success with high quality speakers. The theme this year was 'Reuse' and included afternoon visits to both the Judkins HWRC reuse shop and the reuse warehouse in Nuneaton operated by Second Chance.

- xii. Crown's 'Kick out the Can' initiative was highly promoted in March leading to large volumes of unwanted paint being donated to Crown's Coventry based decorating centre.
- xiii. Stickers, similar to those used throughout the rest of Warwickshire, have recently been applied to all three wheeled bins in the Rugby area. The stickers show what materials should and shouldn't be placed within each bin.

7.2 Procurement activities update:

- i. Completed: Door Canvassing & HWRC Meet & Greet for 2015 – this has been won again by EnviroComms Ltd and is to door canvass 30,000 Warwickshire households and carry out 1,500 hours of canvassing at HWRCs.
- ii. The tender for the emergency disposal of residual waste in the south of the county along with commercial waste from Rugby district did not attract any bidders and so an exemption has been gained for Ling Hall for 3 years and WCC are planning to upgrade the second compaction unit at Princes Drive to cope with any short term emergency site closures.
- iii. The contract for glass from the HWRCs has been awarded. The metals tender will be re-run (and in a simpler format) as there were no tenderers that were happy to go through to an e-auction stage.
- iv. Future tenders planned for this year include; wood, plasterboard, mattresses, paint, textiles and clinical waste.

7.3 Other Activities

- i. A waste composition analysis of kerbside and HWRC residual and kerbside organic wastes was undertaken at the end of February (please refer to separate reports).
- ii. Awards: Waste management collected a Zero Waste Awards Silver for the Lower House Farm HWRC shared facility in early April. WCC is also a finalist in this year's National Recycling Awards (Efficiency of the Year) for the Age UK Warwickshire partnership contract. The same scheme has already won a bronze and a silver award at this year's improvement and efficiency (iESE) awards.
- iii. The National Civic Amenity Site Conference due to be held in Solihull in July will include as part of the afternoon's programme a visit to showcase the Lower House Farm HWRC and reuse shop as an example of best practise.
- iv. WCC have secured over £13,000 worth of funding from the recent DTS local project fund round. This money will be used to develop the reuse of WEEE at the HWRC reuse shops.

- v. WCC undertook a comprehensive satisfaction survey across all its HWRCs in February/March this year. Satisfaction results were up on 2013 results with an overall satisfaction rate of 97.8% (full details can be found within the HWRC review report).
- vi. Funding has been allocated by WCC to enable Rugby Borough Council to deliver over 2,000 kitchen caddies to new housing development areas.

Background Papers

None

	Name	Contact Information
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Warwickshire Waste Partnership

17th June 2015

Household Waste Recycling Centre Review 2015

Recommendations

That the committee notes the report and provides any comments or observations, which they feel that the Warwickshire County Council Communities Overview and Scrutiny committee should consider at their meeting in September 2015.

1.0 Background

- 1.1 Warwickshire County Council manages the Authority's statutory obligation to provide sites for members of the public to dispose of their household waste. It carries out this function through the provision of nine household waste recycling centres (HWRCs) across the county.
- 1.2 Eight of the HWRCs are managed directly by Warwickshire County Council (with two of these eight being operated by a charitable organisation on WCCs behalf). The ninth HWRC is managed and operated by a private waste management company.
- 1.3 In early 2010 the Waste Management Group undertook a fundamental review of its HWRC provision. The aim of the study was to review all aspects of the current service, as well as gather information both on the current service and best practice across the county.
- 1.4 Key decisions arising from the 2010 review:
 - Bringing the management and operation of Cherry Orchard, Grendon (now Lower House Farm), Princes Drive, Shipston, Stockton and Wellesbourne Household Waste Recycling Centres in-house when the contracts for the sites expired in November 2011.
 - The letting of contracts and management of services required to support the in house operation of the HWRCs.
 - Reducing the opening hours of all the Household Waste Recycling Centres.
 - The letting of a design, build and operate contract resulting in a brand new HWRC facility (including a charity operated re-use shop) in Nuneaton and Bedworth Borough.

- 1.5 The changes to the HWRC service resulted in excess of £1 million savings per annum across the HWRC service. In addition the changes have allowed for increased flexibility over the waste management service, which has assisted the authority in introducing new re-use and recycling services.
- 1.6 The Warwickshire Waste Partnership updated the Municipal Waste Management Strategy for Warwickshire in December 2013. As part of the update process the Partnership set the following target for the HWRC service:
- Provide an effective HWRC service aiming to reach re-use, recycling and composting levels of 75% across all sites by reducing recyclables being put into the residual waste stream

2.0 HWRC Review 2015

- 2.1 To support a continuing effective and efficient HWRC service to residents the authority has carried out a further HWRC review.
- 2.2 The review looks at Warwickshire's current site provision, current waste materials provision, policies, current performance and data, public opinion, comparison with other local authorities and possible options for the future HWRC service.
- 2.3 The 2015 review shows that performance at the HWRCs has continued to improve and the present recycling rate for the HWRCs stands at 71.5%; this an increase of 18.3% since 2011 when the service was brought back in-house, which is good progress towards our waste strategy target to of 75%. Satisfaction levels from the public have also increased from 75% in 2010/11 to 97.71% in 2015.
- 2.4 The review seeks to provide an overview of future options to enable a plan to be formed for the HWRC service to have a sustainable future that enhances the provision and accommodates for the extra demand due to predicted housing growth over the coming years.

3.0 Next steps

- 3.1 The HWRC 2015 review will go to the to the Communities Overview and Scrutiny committee in September 2015, along with comments or observations from the Warwickshire Waste Partnership Committee.

Background Papers

None

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Household Waste Recycling Centre Review 2015

Waste Management Group



EXECUTIVE SUMMARY

This report updates the review of the Household Waste Recycling Centre (HWRC) service carried out in 2010. As a result of the 2010 HWRC review, there have been a number of developments to the HWRC service, including bringing the HWRCs in house, the letting of contracts to support the in house operation, reduction of opening hours at all HWRCs, the development of two new HWRCs built in the north of the county (Lower House Farm and Judkins), provision of on-site charity re-use shops at all HWRCs - including a contract with Age UK Warwickshire for operating the re-use shops, capital upgrades at many of the sites to improve operational functions e.g. expansion of the chemical facility at Lower House Farm and an increase in the number of materials accepted for recycling such as carpets and mattresses.

In 2013 as part of the update to Warwickshire's Municipal Waste Strategy, the Warwickshire Waste Partnership set itself a new HWRC target to 'provide an effective HWRC service aiming to reach re-use, recycling and composting levels of 75% across all sites by 2020, by reducing recyclables being put into the residual waste stream'.

To support a continuing effective and efficient HWRC service to residents and work towards the 2020 target WCC has decided to carry out a further HWRC review in 2015. Currently Warwickshire has 9 HWRCs across the County, of these sites 8 are operated in house and 1 is operated by a private contractor. The current HWRC opening times are 9.30am to 15.15pm on week days (with late night opening until 18.15 on a Wednesday in the summer) and 8.30am to 15.15 at the weekend in the winter (17.45pm in the summer).

The type of waste entering the HWRCs includes household waste, non-household waste and commercial waste. Due to variations in the sites, including size, operator and visitor numbers, different materials are accepted and sorted for recycling at different sites. The list of materials that can be recycled at the HWRCs is continuing to increase as cost effective markets are sourced for them.

Performance at the HWRCs has continued to improve and the present recycling rate for the HWRCs stands at 71.5%; this is an increase of 18.3% since 2011 when the service was brought back in-house, which is good progress towards our 2020 target of 75%. Savings of over £1 million have been achieved within a year of bringing the sites in house and satisfaction levels from the public have increased from 75% in 2010/11 to 97.71% in 2015.

The results of the most recent composition analysis carried out in 2015 indicate that much more can be done. The study showed that on average 53.42% of the residual waste analysed from our HWRCs is recyclable within our current kerbside and HWRC recycling systems. A further analysis is planned for 2016.

In addition data gathered during the review shows the HWRC service compares favourably with other local authorities in terms of cost and performance. Many local authorities are carrying out reviews of the HWRC provision with a view to reducing the overall service cost by reducing hours, closing sites or putting material/access restrictions in place.

The aim of this review was to provide a plan to enable the HWRC service to have a sustainable future that enhances the provision and accommodates for the extra demand due to predicted housing growth over the coming years. Population growth across the County has already increased by 2.4% since the last HWRC review and it will be vital to continue to adapt the HWRC service in the coming years in order to maintain a sustainable effective service that meets the needs of our customers, but is affordable to the council.

There are a number of options that could be considered to amend the existing HWRC provision now or in the future. An overview of these options is provided in the report and each of these options could a role to play in the future HWRC service, it is recommended that the following options are investigated now or in the future:

- **Increasing HWRC hours of opening – to meet future housing demands**
The service enhancement should be implemented when funding becomes available and demand dictates the need to expand the opening hours. Current estimates are that an extra £2.4 million capital will be required to meet future service needs and extra annual cost of £1.22 million revenue to extend the hours and manage the extra waste to cater for increased demand.
- **Charging for non-household waste**
The cost of disposing of non-household waste (plasterboard, wood, inert waste and asbestos) in 2015/16 is £192,725, savings could be made by charging for this material. A review would demonstrate if it would be feasible operationally and cost effective to implement this option.
- **Expansion of materials as they become viable**
The monitoring of recycling markets should take place so materials that can be processed for re-use, recycling or recovery where cost effective.
- **Plan for a new site in the South of the County**
A feasibility study should be carried out to see if there are any benefits for Stratford District Council and Warwickshire County Council in developing a co-located Household Waste Recycling Centre (HWRC), Waste Collection Authority (WCA) depot and waste transfer station (WTS) in Stratford.
- **Partnership working with neighbouring authorities**
Continuing work with neighbouring authorities where appropriate, to move the HWRC service forward whilst continuing to provide an efficient service for the residents of Warwickshire.
- **Behaviour change**
Behaviour change will continue to be an area of focus with a canvassing project planned for summer 2015 across all HWRCs will seek to educate and encourage residents to use the recycling facilities in their area.

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Glossary

Commercial waste	Waste classed as arising from non-household sources according to the Controlled Waste Regulations
Composting	An aerobic (in the presence of air) biological process in which organic wastes, such as garden and kitchen waste, are converted into a stable material which can be applied to land to improve soil structure and enrich the nutrient content of the soil
Disposal	Means landfill and incineration without energy recovery
Duty of care	Anyone who produces, imports, keeps, stores, transports, treats or disposes of waste must take all reasonable steps to ensure that waste is managed properly. This duty of care is imposed under the Environmental Protection Act
Environment Agency	Environment Agency - Intended to promote a more integrated approach to waste management and consistency in waste regulation The agency also conducts national surveys of waste arising's and waste facilities
Household waste	Waste classed as arising from household sources according to the Controlled Waste Regulations. Covers: waste from household collections, street sweeping, bulky waste collections, hazardous household waste collections, litter collections, separate garden waste collections, waste from Civic Amenity Sites (HWRCs) and waste collected separately for recycling/composting schemes.
HWRC	Household Waste Recycling Centre - A facility provided by the Local Authority that is accessible to local residents for the deposit of household waste that is not collected by the normal household waste collection round.
Inert Waste	Waste which, when deposited into a landfill site, does not undergo any significant physical, chemical or biological transformation.

Landfill Sites	Land in which waste is deposited
Landfill tax	<p>A levy on landfill site operators with the explicit environmental objective of reducing the UK's reliance on landfill as a means of disposal</p> <p>The level of the tax is £82.60 a tonne during 2015/16 and rises each year. A lower rate of £2.60/tonne applies to waste which is inactive</p>
Local plan	Local Plans set out a vision and a framework for the future development of the area, addressing needs and opportunities in relation to housing, the economy, community facilities and infrastructure
Municipal Waste	Any waste controlled or directed by a Waste Collection Authority or a Waste Disposal Authority
NAWDO	NAWDO represents waste managers working in England its function is to advise on policy and share information and expertise between officers
Non Household Waste	Non Household is construction and demolition waste
Recovered	Includes anaerobic digestion, incineration with energy recovery, gasification and pyrolysis which produce energy (fuels, heat and power) and materials from waste sometimes referred to as "Treatment"
Recycle now	A national campaign which includes a range of free to use communication materials for local authorities and other organisations to coordinate recycling initiatives
Recycling	The segregation, collection and reprocessing of waste materials into the same products or different ones
Residual Waste	The elements of the waste stream that remain after recycling or compostable materials have been separated or removed
Re-use	Includes checking, cleaning, repairing or refurbishing of whole items or spare parts, so they can be used again.

	Householders can donate or purchase items at the County's re-use shops
Trade Waste	Waste classed as arising from non-household sources according to the Controlled Waste Regulations
Transfer Station	A facility where deposited bulked up and transported to a disposal or reprocessing point
Waste hierarchy	<p>The "waste hierarchy" ranks waste management options according to what is best for the environment.</p> <p>It gives top priority to preventing waste in the first place. When waste is created, it gives priority to preparing it for re-use, then recycling, then recovery, and last of all disposal (e.g. landfill).</p>
WCA	Waste Collection Authority is a local authority in the UK charged with the collection of municipal waste.
WCC	Warwickshire County Council
WDA	Waste Disposal Authority is a local authority responsible for facilitating the disposal of waste, providing HWRCs and developing and implementing plans to deal with municipal waste.
WDF	WasteDataFlow is the web based system for municipal waste data reporting by UK local authorities to government.
WEEE	Waste Electrical and Electronic Equipment
WRAP	Waste Resources Action Programme works in the space between Governments, businesses, communities, innovative thinkers and individuals – forging partnerships and developing ground-breaking initiatives to help the UK use resources more sustainably.

1 Introduction

1.1 Background to review

Long-standing legislation from the Civic Amenities Act 1967 to the Environmental Protection Act 1990 has required local authorities to provide free-to-use household waste recycling centres for their residents to dispose of household rubbish and recycling.

In early 2010 the Waste Management Group undertook a fundamental review of its HWRC provision. The aim of the study was to review all aspects of the current service, as well as gather information both on the current service and best practice across the county. This review was in light a 20% savings requirement for WCC Waste Management.

Key decisions arising from the 2010 review:

- Bringing the management and operation of Cherry Orchard, Grendon (now Lower House Farm), Princes Drive, Shipston, Stockton and Wellesbourne Household Waste Recycling Centres in-house when the contracts for the sites expired in November 2011.
- The letting of contracts and management of services required to support the in house operation of the HWRCs.
- Reducing the opening hours of all the Household Waste Recycling Centres.
- The letting of a design, build and operate contract resulting in a brand new HWRC facility (including a charity operated re-use shop) in Nuneaton and Bedworth Borough.

These changes to the HWRC service resulted in excess of £1 million savings per annum across the HWRC service. In addition the changes have allowed for increased flexibility over the waste management service, which has assisted the authority in introducing new re-use and recycling services.

With regards to the impact of the changes on the public, a consultation on the HWRC service was carried out in 2013 which was after changes took place. This showed that the overall satisfaction rating for HWRC services and facilities was 92.9% this has since increased to 97.71% in 2015.

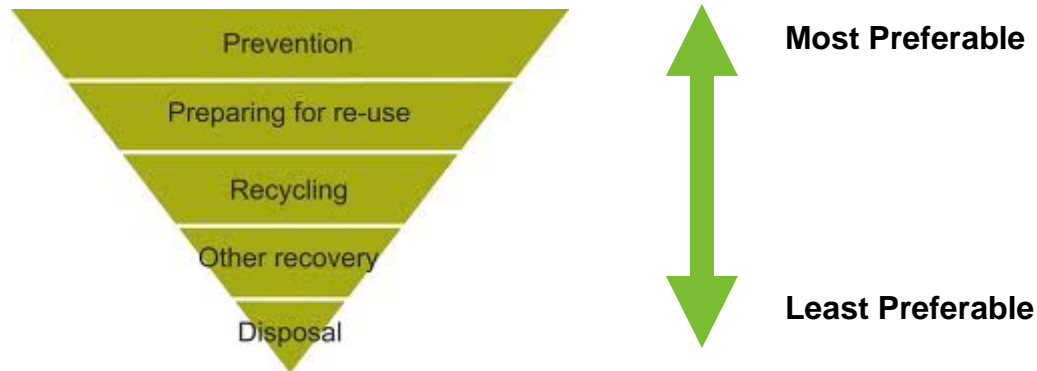
1.2 Waste Strategy 2013

The Warwickshire Waste Partnership updated the Municipal Waste Management Strategy for Warwickshire in December 2013.

The overarching theme of the newly updated strategy is the implementation of the waste hierarchy. The waste hierarchy sets out five steps for dealing with waste ranked according to environmental impact. The partnership includes representation

from WCC as the Warwickshire disposal authority as well as each of the five collection authorities. A diagram of the Waste Hierarchy is shown in Figure 1.

Figure 1 Waste Hierarchy



Local authorities will consider other factors when making decisions on waste, including social and economic impacts, and technical feasibility. These factors will vary in line with the range of materials handled and their location. The relevance of these factors will be considered on a case-by-case basis.

As part of the update process the Partnership renewed support for the following strategy objectives:

Strategy Objectives

1. To reduce the amount of waste generated in Warwickshire
2. To develop integrated, sustainable solutions for managing waste in Warwickshire
3. To meet and exceed national re-use, recycling and composting targets
4. Work in partnership with each other and other stakeholders to produce and implement the Strategy
5. Encourage public participation in the implementation and review of the Waste Strategy
6. Regularly review and update the Strategy and implementation programme

The Partnership set key targets within each of the strategy objectives, the target for the HWRC service sits within objective 3 and is as follows:

HWRC Target

Provide an effective HWRC service aiming to reach re-use, recycling and composting levels of 75% across all sites by reducing recyclables being put into the residual waste stream

1.3 Legislation overview

Household waste and recycling centres (HWRCs) previously known as civic amenity sites, were originally set up under the Civic Amenities Act 1967. This stated in Part III (18) that the duty of a local authority was:

'to provide places where refuse, other than refuse falling to be disposed in the course of a business, may be deposited at all reasonable times free of charge by persons resident in the area of the authority and, on payment of such charges (if any) as the authority think fit, by other persons.'

Since the 1967 Act there have been numerous legislative changes, to define the responsibilities of local authorities and influence the management and recycling requirements at HWRCs.

An overview of the applicable legislation for the HWRC service is provided in appendix 1.

The most recent change is the Local Authorities (Prohibition of Charging Residents to Deposit Household Waste) Order 2015, which came into force on 23rd April 2015. The order brings into law amendments to the 1990 Environmental Protection Act and the 1967 Civic Amenities Act and states:

A local authority must not, in exercise of the general power, charge persons resident in its area to:

- a) Enter into, or exit from, a household waste recycling centre; or
- b) Deposit household waste at a household waste recycling centre.

Since Warwickshire County Council does not charge for its HWRCs this does not affect the authority.

1.4 HWRC Review 2015

To support a continuing effective and efficient HWRC service to residents WCC has decided to carry out a further HWRC review in 2015.

The review aims to look at Warwickshire's current site provision, current waste materials provision, policies, current performance and data, public opinion, comparison with other local authorities and possible options for the future HWRC service.

2 Current site provision

The Waste Management Group, with the Economic Growth Business Unit manages Warwickshire County Council's obligation to provide sites for members of the public to dispose of their household waste. It currently carries out this function through the provision and management of nine Household Waste Recycling Centres (HWRCs) across Warwickshire.

Eight of these HWRCs are run directly by Warwickshire County Council and one of the HWRCs, the Judkins site in Nuneaton is run by a private company under the terms of an agreed contract. The contract with FCC Environmental began in April 2012.

Two of the eight HWRCs that are run by WCC, namely Stockton and Wellesbourne HWRCs, are operated on a day to day by Age UK Warwickshire, a local charity who also manage re-use shops on all 8 of the WCC run sites. The contract with Age UK Warwickshire began in November 2014.

One of the HWRCs, Lower House Farm, in North Warwickshire, although operated by Warwickshire County Council is jointly funded by Staffordshire County Council and is provided as a shared facility. Therefore residents of Staffordshire as well as Warwickshire are able to utilise the site. In addition due to the high use of the Shipston HWRC by Gloucestershire residents, a formal arrangement between WCC and Gloucestershire County Council is in place to allow for the use of this site by the residents of Gloucestershire.

2.1 Sites by district

The nine current HWRCs are spread across Warwickshire, with at least one site located in each district/borough area.

- North Warwickshire Borough – Lower House Farm HWRC (a joint WCC and Staffordshire County Council HWRC and Waste Transfer Station (WTS) facility opened in 2013 which replaced the former Grendon HWRC)
- Nuneaton and Bedworth Borough – Judkins HWRC
- Rugby Borough – Hunters Lane HWRC
- Stratford District – Burton Farm, Shipston, Stockton, and Wellesbourne HWRCs
- Warwick District – Cherry Orchard and Princes Drive HWRCs

2.2 Sites map

A map showing the location of the HWRCs in Warwickshire is provided below:

Map 1 Location of HWRCs



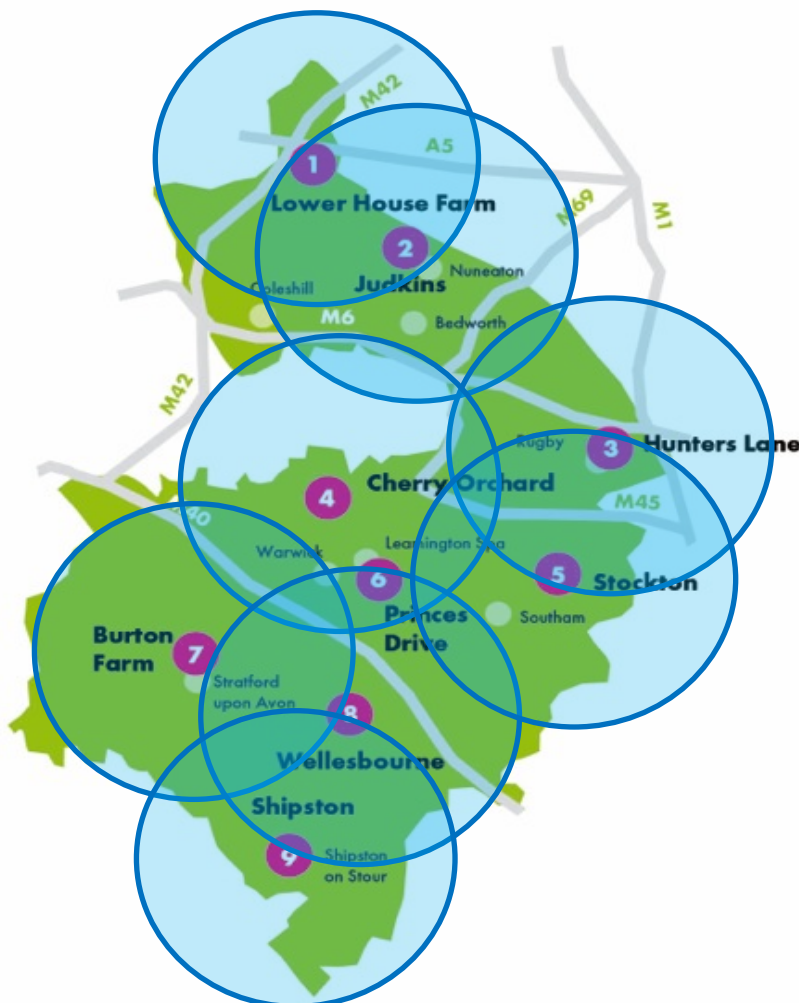
2.3 HWRC Provision

Minimum levels of HWRC provision have been suggested by Waste Resources Action Programme (WRAP) in their HWRC Guidance report (October 2012). The suggested levels are listed below.

- Maximum catchment area for a large proportion of the population: 3 to 5 miles (very rural areas: 7 miles).
- Maximum driving times for the great majority of residents in good traffic conditions: 20 minutes (very rural areas: 30 minutes).
- Maximum number of inhabitants per HWRC (in all but the most urbanised areas): 120,000.
- Maximum number of households per HWRC (in all but the most urbanised areas): 50,000.

Warwickshire currently meets these minimum levels of HWRC provision. For example the blue circles on map 2 show the areas of Warwickshire within 20 minutes' drive of each HWRC. Each circle shows a 10 mile radius, which equates to 20 minutes driving at 30 mph. The map shows the great majority of Warwickshire are within 20 minutes' drive of a HWRC

Map 2 Areas of Warwickshire within 20 minutes' drive of a HWRC



2.4 Operating times

All of the HWRCs in Warwickshire are open 7 days a week with the exception of Stockton. The opening times vary by season (summer and winter), as well as by weekday and weekends.

Table 1 Summary of opening times of HWRCs

Winter times 1st Oct – 31st Mar	Summer times 1st April – 30th Sept
Mon to Fri – 9.30 to 15.15*	Mon, Tues, Thurs, Fri – 9.30 to 15.15* Wed – 9.30 to 18.15*/***
Sat to Sun – 8.30 to 16.15**	Sat to Sun – 8.30 to 17.45**

*Apart from Stockton which only opens on Mondays and weekends

**Apart from Shipston which closes at 12:15

***Apart from Shipston which closes at 15:15

With the exception of Stockton and Shipston all of the HWRCs are open for 52 hours per week in the summer and 46 hours per week in the winter. At Stockton the total summer opening hours are 25 while at Shipston it is 35. At Stockton the total winter opening hours are 22 while at Shipston it is 34.

The opening hours were standardised and reduced at many sites in December 2013 as a result of the previous review of HWRCs undertaken in 2010 and the resulting overview and scrutiny committee work.

On the weekends Shipston is only open Saturday and Sunday morning this is due to limitations in the permission on the site as a result of the closeness of neighbouring houses.

2.5 Sites by operator

The following sites are directly run by Warwickshire County Council

Table 2 WCC Operated sites

Site	Location	Site Owner
Burton Farm HWRC	Stratford upon Avon	Leased from a local land owner over 25 years. The lease expires Dec 2026.
Hunters Lane HWRC & Transfer Station	Rugby	WCC
Cherry Orchard HWRC	Kenilworth	WCC
Lower House Farm HWRC	Atherstone	Land owned by WCC. Buildings/assets jointly owned with Staffordshire County Council and North Warwickshire Borough Council
Princes Drive HWRC and Transfer Station	Leamington Spa	WCC
Shipston HWRC	Shipston	WCC

The following sites are operated by contractors:

Table 3 Contractor Operated sites

Site	Site Owner	Contractor	Contract Length
Stockton HWRC	WCC	Age UK Warwickshire for operation WCC for management	Nov 2014 to Nov 2019 with a possible 5 year extension
Wellesbourne HWRC	WCC	Age UK Warwickshire for operation WCC for management	Nov 2014 to Nov 2019 with a possible 5 year extension
Judkins HWRC in Nuneaton	FCC Environmental	FCC Environmental	April 2012 to March 2027 with a possible 5 year extension

2.6 Transfer stations

Princes Drive in Leamington Spa, Hunters Lane in Rugby and Lower House Farm HWRC in Atherstone also act as waste transfer stations. The transfer station at Lower House Farm, although co-located is a separate facility operated by Biffa on behalf of the Authority. As such they handle more waste streams than the standard HWRCs from both members of the public and also from Waste Collection Authorities (WCAs). Once tipped at the site by the Waste Collection Authorities (WCAs) the

Waste is then bulked up and transported to a disposal point, either together with waste from the HWRC operation or separately.

The transfer station at Princes Drive has recently had its compactor unit replaced with a new unit and a further new unit will be installed in 2015. Once the compactor has been installed this transfer station will act as a contingency facility, should the usual waste disposal facilities available to Warwick District Council and Stratford District become unavailable, thus enabling materials to be moved on to other facilities outside the area.

Princes drive transfer station currently handles around 1,000 tonnes of commercial waste a year, and a further 11,000 tonnes of waste a year, from Stratford District Council and Warwick District Council. Other Warwickshire WCAs, however, also use Princes Drive as a tipping point for items such as clinical waste (for further details see section 3.3).

The Hunter's Lane transfer station currently handles around 300 tonnes per annum of commercial waste and a further 800 tonnes per annum of waste from Rugby Borough Council.

The transfer station at Lower House Farm is operated under contract by Biffa. The contract began in January 2014 and runs for 5 years with an additional extension period of 5 years.

Photo 1 Lower House Farm Waste Transfer Station (licensed to hold 80, 000 tonnes per year)



2.7 HWRC upgrade works

The HWRCs have been upgraded and in some cases have been redeveloped in order to meet the needs of the service safely and improve performance.

Detail on the two redeveloped sites is provided below:

- Lower House Farm HWRC opened in June 2013 as a replacement of the former Grendon HWRC. The project was a joint venture with Staffordshire County Council and the site serves both Warwickshire and Staffordshire residents. The site is co-located with a transfer station facility (which began operating in January 2014). The transfer station is used for transferring residual waste from two Warwickshire WCAs; North Warwickshire and Nuneaton & Bedworth and two Staffordshire WCAs; Tamworth and Lichfield WCAs, to the Energy from Waste Facility (W2R) at Four Ashes in Staffordshire.

Photo 2 Lower House Farm HWRC



- A 15 year contract for the design, build and operation of a HWRC in Nuneaton and Bedworth was awarded in April 2012. As part of the rebuild the site has a purpose built re-use shop on site operated by a third sector organisation.

Other specific improvements at the HWRCs include the installation of a new weighbridge, weighbridge office, bailer and compactor at Princes Drive.

Re-use shops were installed at 4 of the smaller HWRCs (Cherry Orchard, Shipston, Stockton and Wellesbourne) in 2012. There is now a re-use shop at every HWRC in Warwickshire.

The signage at the sites has been improved by adopting the national 'recycle now' branding.

Photo 3 Example of recycle now signage at Lower House Farm HWRC



The layout at the sites has been developed to incorporate additional material streams such as carpets and mattresses. A map showing the site layout is now included on the HWRC webpages.

In addition traffic calming and pedestrian separation has been implemented or planned where appropriate.

WCC recently commissioned a consultant to review CCTV systems across all of the HWRCs with a view to upgrading where appropriate, to protect valuable materials stored on the site and assist with implementation of safety policies. Funding has been secured to upgrade some of the sites and a further programme will hopefully be implemented in future years.

The WCC webpages for the HWRCs¹ have been upgraded to provide a more customer friendly experience. The new pages also include information on what happens to the recycling from the HWRCs.

¹ <http://www.warwickshire.gov.uk/HWRC>

3 Current waste materials provision and policies

The various types of wastes entering the HWRCs can be broadly categorised as follows:

- Household waste
- Non-household waste and
- Commercial waste

Due to variations in the sites, including size, operator and visitor numbers, different materials are accepted and sorted for recycling at different sites. The list of materials that can be recycled at the HWRCs is continuing to increase as cost effective markets are sourced for them. The latest examples include carpet and mattresses.

Services are also being expanded where possible and space allows, such as the provision of chemicals now being accepted at Lower House Farm and paint is now being accepted at both Lower House Farm and Stockton.

Some materials are defined as 'household' in nature whilst others are defined as 'non-household' even though they are produced by members of the public in their own homes.

Tables 4 and table 5 in the sections 3.1 and 3.3 show which household and non-household materials are accepted at each HWRC. Please note that wood is comprised of both household e.g. free standing furniture and non-household elements e.g. fence panels.

3.1 Household waste accepted at HWRCs

As can be seen from table 4 most HWRCs accept the majority of non-hazardous household waste streams. Other waste types such as hazardous chemicals, are restricted to a smaller number of HWRCs, for example hazardous chemicals can only be accepted at Princes Drive and Lower House Farm.

The contractor for the Judkins HWRC has advised WCC that they will be rolling out new recycling services over the coming months for example carpet and mattress recycling.

Table 4 Household Waste accepted

Material - Household	Burton Farm	Cherry Orchard	Lower House Farm	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Aluminium Foil (in scrap metal)	✓	✓	✓	✓	✓	✓	✓	✓	✓
Automotive batteries	✓	✓	✓	✓	✓	✓	✓	✓	✓
Books (for re-use or in cardboard)	✓	✓	✓	✓	✓	✓	✓	✓	✓
Cardboard	✓	✓	✓	✓	✓	✓	✓	✓	✓
Carpet (for recycling)	✓	✓	✓	✓		✓	✓		
Cardboard beverage packaging	✓	✓	✓	✓	✓	✓	✓	✓	✓
Chemicals			✓			✓			
Chipboard and MDF	✓	✓	✓	✓	✓	✓	✓	✓	✓
Engine Oil	✓	✓	✓	✓	✓	✓	✓	✓	✓
General Household Waste	✓	✓	✓	✓	✓	✓	✓	✓	✓
Glass (bottles and jars)	✓	✓	✓	✓	✓	✓	✓	✓	✓
Green garden waste	✓	✓	✓	✓	✓	✓	✓	✓	✓
Household batteries	✓	✓	✓	✓	✓	✓	✓	✓	✓
Ink and toner cartridges	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mattresses (for recycling)	✓	✓	✓	✓		✓	✓		
Mixed cans (in scrap metal)	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mobile phones	✓	✓	✓	✓	✓	✓	✓	✓	✓
Other scrap metal	✓	✓	✓	✓	✓	✓	✓	✓	✓
Paint			✓			✓		✓	
Paper	✓	✓	✓	✓	✓	✓	✓	✓	✓
Plastic (soft - pots, tubs, trays)	✓	✓	✓	✓	✓	✓	✓	✓	✓
Plastic (hard – toys)	✓	✓	✓	✓		✓	✓		
Textiles & footwear	✓	✓	✓	✓	✓	✓	✓	✓	✓
Vegetable oil	✓	✓	✓	✓	✓	✓	✓	✓	
WEEE – Cathode ray tubes	✓	✓	✓	✓	✓	✓	✓	✓	✓

Material - Household	Burton Farm	Cherry Orchard	Lower House Farm	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
WEEE – Fluorescent tubes and other light bulbs	✓	✓	✓	✓	✓	✓	✓	✓	✓
WEEE – Fridges and freezers	✓	✓	✓	✓	✓	✓	✓		
WEEE- Large domestic app	✓	✓	✓	✓	✓	✓	✓		
WEEE – Small domestic app	✓	✓	✓	✓	✓	✓	✓	✓	✓
Wood - household	✓	✓	✓	✓	✓	✓	✓	✓	✓

3.2 Duty of care

Warwickshire County Council has a duty of care to ensure that the materials collected for re-use, recycling or composting at the HWRCs are taken to a licensed facility and are processed correctly. The authority carries out site visits to new contractors to ensure its compliance.

Photo 4 Site visit to recyclables destination for paper/card collected at the HWRCs



3.3 Non-household waste accepted at HWRCs

Asbestos is accepted free of charge at the Lower House Farm, Hunters Lane, Judkins and Princes Drive HWRCs but only in small amounts. A resident may take up to three small pieces a month, wrapped and sealed to these sites. Anyone with more than this must make their own disposal arrangements via a private contractor.

Tyres and gas bottles are not accepted free of charge at any HWRC. They are not deemed to be household waste, and as such, it is recommended that they are taken back to garages or returned to place of purchase. Tyres and gas bottles are accepted as commercial waste for a charge at Princes Drive and Lower House Farm, whilst gas bottles are accepted for a charge at Hunters Lane (see section 3.5 for more detail on the commercial waste).

We cannot offer the full range of materials at all sites due to restrictions with space and licensing.

Table 5 Non Household Waste accepted

Material – Non Household	Burton Farm	Cherry Orchard	Lower House Farm	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Asbestos			✓	✓	✓	✓			
Gas bottles/Cylinders			✓	✓		✓			
Plasterboard	✓		✓	✓	✓	✓			
Rubble, soil and hardcore	✓	✓	✓	✓	✓	✓	✓	✓	✓
Tyres			✓			✓			
Wood – non household	✓	✓	✓	✓	✓	✓	✓	✓	✓

3.4 Waste collection authority waste accepted at the HWRCs and transfer stations

The predominant waste type currently tipped at the transfer stations is street sweepings arising from the districts and boroughs road cleaning activities. The street sweepings material consists primarily of sand and soil generated during the routine cleaning of roadways, but may also contain some high levels of seasonal leaf and other miscellaneous wastes such as litter. Due to the techniques used by street sweeping vehicles, when this waste is tipped it often has a higher than average water content.

Although not available as a facility to the public, Burton Farm does have the facility to hold Gas bottles that are fly-tipped or found on site.

Table 6 WCA waste accepted at the HWRCs and transfer stations

Material	Burton Farm	Cherry Orchard	Lower House Farm - WTS	Lower House Farm - HWRC	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Bulky			✓		✓		✓			
Road sweepings							✓			
Flytipping	✓		✓		✓		✓			
Fly tipped chemicals				✓			✓			
Street cleansing			✓				✓	✓		
Clinical				✓			✓			

3.5 Commercial waste

Both the Princes Drive and Hunters Lane HWRCs have been accepting commercial waste for a charge for many years.

In 2013/14 the Princes Drive HWRC handled 6,600 tonnes of commercial waste and the Hunters Lane HWRC handled around 620 tonnes.

In September 2014 a new commercial waste service was launched which extended both the range of services offered at the two existing HWRCs offering commercial services (Princes Drive and Hunters Lane) and the number of sites offering commercial services to support local businesses .

By November 2014 all 8 WCC run HWRCs were offering commercial waste services as described below:

- Commercial Recycling Permits – for a set number of recyclable materials such as paper, cardboard, and glass etc.
- Pre-paid Commercial Waste Sacks – for non-recyclable waste, and
- Pay-As-You-Throw service – for larger quantities of recyclable and non-recyclable waste such as soil & rubble and general waste. Princes Drive and Hunters Lane charge by weight whereas at the other 6 sites without weighbridges charge by vehicle type and waste type.

To date a total of 24 permits have been issued and 1 set of bags sold, which equates to 373 tonnes of waste over the course of the year.

3.6 Re-use shops

Warwickshire is leading authority in utilising on-site charity re-use shops. The purpose of the shops is to drive waste up the waste hierarchy and to divert waste away from disposal through the promotion of re-use, as well as to support the third sector with regards to their charitable purpose and local community benefit.

Photo 5 Example of items sold via HWRC re-use shops



In 2014 a competitive tender was run by WCC to operate all 8 of the WCC run HWRC re-use shops. The tender was made up of 4 different lots:

Table 7 Re-use shop lots

Lot	Service
1	Stockton HWRC and small re-use shop Wellesbourne HWRC and small re-use shop Cherry Orchard small re-use shop Shipston small re-use shop Princes Drive large re-use shop
2	Lower House Farm large re-use shop
3	Hunters Lane large re-use shop
4	Burton Farm large re-use shop

The winning bidder of all 4 lots was a charitable organisation and all eight re-use shops are now being operated by Age UK Warwickshire under a 5 year contract (with an option to extend by a further 5 years).

The added value of Age UK Warwickshire operating the re-use shops across the County is that all of the surplus revenue generated will be invested in services to support older people and their carers in Warwickshire.

Photo 6 Lower House Farm re-use shop



In addition to the 8 re-use shops at the WCC run HWRCs there is also a re-use shop in operation at the Judkins HWRC. The Judkins re-use shop is also run by a by the Second Chance charity.

3.7 Residual waste

A key objective for WCC as the waste disposal authority for Warwickshire is to reduce the amount of residual waste from the HWRCs, in order to minimise disposal costs. Table 8 shows what happens to the residual waste from each HWRC.

Table 8 Residual Waste Destination

HWRC	Main residual waste destination
Burton Farm	Bubbenhall Landfill
Cherry Orchard	Bubbenhall Landfill
Lower House Farm	W2R Energy from Waste facility (via Lower House Farm waste transfer station)
Hunters Lane	Ling Hall Landfill
Judkins	FCC to arrange as per the contract
Princes Drive	Bubbenhall Landfill
Shipston	Bubbenhall Landfill
Stockton	Bubbenhall Landfill
Wellesbourne	Bubbenhall Landfill

As can be seen in table 8, of the HWRCs managed by WCC only the residual waste from Lower House Farm HWRC is sent to recovery via an energy from waste facility. The residual waste from the all other sites goes to landfill and incurs a landfill tax charge (£82.60 per tonne in 2015/16) in addition to the gate fee for disposal.

For disposal at an energy from waste plant the bulky waste element of residual waste from HWRCs would need to be shredded prior to treatment at an energy recovery facility. There could be an opportunity to separate residual waste at the HWRCs so that the non-bulky waste can be sent to the Coventry energy from waste facility with a potential for further future. There are no shredding facilities available at the Coventry energy from waste facility for bulky waste.

The Lower House Farm HWRC residual waste is sent to the Lower House Farm waste transfer station for separating into bulky/non bulky before being sent to the W2R energy from waste facility. The bulky waste is then shredded by the contractor operating the W2R facility before being processed.

3.8 Recyclable markets

All materials coming into HWRCs need to be re-used, recycled, recovered or disposed of appropriately. Decisions are taken on which route the material will go through based on a number of factors including but not limited to, operational requirements, quality of materials, potential cost or income to the authority, market conditions etc. The cost of disposal is a key factor in determining the processing of each material stream and as long as a material can be processed for re-use, recycling or recovery at a price that is cheaper than disposal or it is at least cost neutral then this will be the preferred option for that material.

Over the past few years we have seen a significant decline in the value generated by the sale of co-mingled and source separated recycling in the UK, this is due to a number of factors.

Demand for paper and card has declined in recent years due to advances in digital media and there is no indication of this trend being halted or reversed. On a national level the UK has reduced its consumption of newsprint by nearly 50% in the last ten years. The reduction in consumption has led to one of the key paper mills in the UK (Aylesford Newsprint) closing in February 2015. Another mill operated by UPM has reduced its capacity in Europe by 800,000 tonnes in the first quarter of 2015. WCC carried out an e-auction for its paper and card in March 2014, which resulted in WCC receiving a very competitive price for the paper and card arising at the HWRCs. The contract was recently extended for 1 year (prior to the changes in the market) and as a result WCC has been unaffected by the market changes to date. The market changes could have an impact when the Authority goes out to tender in 2016.

For plastic the falling oil price is leading users of recycled plastic to switch back to virgin polymers as the value of the material falls alongside the cost of oil. WCC carried out an e-auction for its plastic in March 2014, which resulted in WCC receiving a competitive price for the plastic arising at the HWRCs. The contract was recently extended for 1 year (prior to the changes in the market) and as a result WCC has been unaffected by the market changes to date. The market changes could have an impact when the Authority goes out to tender in 2016.

In the past month WCCs wood recycling contract with a local company came to an end. The company did not wish to extend and WCC had to source a new processing facility. Prices for the processing of wood have increased by 350% since the last contract was tendered meaning an extra processing cost of £337,000 per year for WCC. The reason for the price increase is mainly down to overcapacity in the market place.

Recent updates to the Waste Electrical and Electronic Equipment Regulations plus the reduced value of scrap metal reduced the income received by WCC for small electronic appliances (kettles, hair straighteners etc.) taken to the HWRCs by £179,000.

The recycling of new material types will hopefully increase, as new outlets are developed and new recyclers enter the market. WCC will continue to monitor the markets and will explore the potential incorporation of additional materials into existing services, as they become viable. An example of this has been the introduction of mattress and carpet recycling at the larger HWRCs. Mattresses and carpet made up a significant element of the non-recyclable waste collected at the HWRCs and diverting these materials to recycling markets has increased the recycling rate for those sites participating and WCC costs.

3.9 Vehicle restriction policy at HWRCs

A vehicle restriction policy has been in force at HWRCs since 1998. The policy was formulated and implemented following the introduction of Landfill Tax.

The overarching aim of the policy is to stem unlawful deposits of trade and commercial waste at HWRCs which is not classed as Household Waste, and would otherwise incur additional annual disposal costs of more than £1 million for WCC.

In 1999 a small van permit system was introduced for households whose only vehicle in the family was a small car derived van or pick up (less than 2.2 tonnes gross vehicle weight). Permits were valid for one year and allowed an unrestricted number of visits. The vehicle restriction policy was revised by Cabinet in 2009 (with a minor revision in 2010) to accommodate owners of 4 X 4 twin cab pick-ups and streamline trailer restrictions in line with national best practice.

The small van permit scheme was revised again in 2014 to ascertain the scheme was fit for purpose. The annual permit scheme for small, car-derived vans was replaced with an entitlement to six vouchers for disposal of household waste in a permitted vehicle up to six times a year; part of this review was to consult with these users. Valid van permits have been honoured until expiry. The new voucher scheme commenced on 1 July 2014 and there have been no complaints to date regarding this change.

A recent change in legislation (laid out in section 1.3) states that a local authority must not, charge persons resident in its area to:

- c) Enter into, or exit from, a household waste recycling centre; or
- d) Deposit household waste at a household waste recycling centre.

The waste management team has sought legal advice on whether the vehicle restriction policy complies with this legislation. The advice is that this does not affect the present policy, as WCC is still allowing access free of charge.

3.10 Current material restrictions

There are restrictions in place at the HWRCs for certain material types.

Table 9 Material restrictions

Material	Restriction
Inert waste (soil, tiles, bricks etc)	3 x 25 kg bags per household per month
Plasterboard	Maximum of 3 sheets of plasterboard per household per month is accepted at Lower House Farm, Judkins, Hunters Lane, Princes Drive and Burton Farm
Household chemicals and paint	All visits must be pre-booked via a chemical waste disposal form. Only small amounts of household chemicals and paint can be accepted at Lower House Farm and Princes Drive. Paint can also be accepted at Stockton.
Asbestos	3 pieces of asbestos are accepted from householders at Lower House Farm, Judkins, Hunters Lane and Princes Drive.

4 Current performance and data

The recycling rates and waste throughput for each site, as well as progress towards the waste strategy HWRC target are laid out in this section.

4.1 HWRC Recycling rates

The recycling rates for the HWRCs in 2014/15 are shown below in table 10. The overall recycling rate has been calculated using the total waste managed (household, non-household and commercial) by the HWRC from members of the public, traders and charities; excluding any waste being brought in by the district or borough councils (waste entering the HWRC as a transfer station).

As can be seen from the data during 2014/15 the recycling rate varied across the sites. The large variation between the “Site Recycling Rate” and the “NI192 Recycling Rate”, in the main, is due to inert waste such as soil and rubble. Soil and rubble is not classed as household waste. The NI192 rate only refers to waste which is classed as Household waste by the Controlled Waste Regulation 1992.

Table 10 Recycling rates at HWRCs in 2014/15

	Burton Farm	Cherry Orchard	Lower House Farm	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Site Recycling (including non-household e.g. soil and rubble)	73.60%	73.50%	73.70%	72.70%	61.70%	67.10%	74.20%	72.50%	74.70%
NI 192 Recycling Rate	65.78%	68.24%	64.43%	72.14%	55.19%	67.29%	73.33%	66.30%	70.55%
Dry Recycling	49.52%	45.35%	53.25%	50.77%	43.68%	36.56%	53.05%	46.89%	49.82%
Composting Rate	15.33%	21.44%	8.49%	18.70%	10.37%	28.71%	17.88%	15.26%	18.88%
Re-use Rate	0.93%	1.45%	2.69%	2.67%	1.14%	2.02%	2.40%	4.15%	1.85%

The average site recycling rate across all HWRCs in 2014/15 was 71.5%.

The highest performing site in 2014/15 was Wellesbourne. The lowest performing site was Judkins in Nuneaton. Historically this site has always been poor performing, due to a combination of poor facilities, and the large amount of inert waste passing through the site. However a new facility opened in 2014 and it is hoped this will improve the performance in the long term. Since 2010 all HWRCs have recycled

inert materials with the exception of Judkins. FCC has commenced the recycling of inert waste from August 2014.

If progress continues then WCC will be on track to meet the waste strategy target to achieve re-use, recycling and composting levels of 75% across all sites by 2020.

4.2 Waste throughput at HWRCs

4.2.1 HWRC tonnage data for 2014/15

Table 11 and graph 1 show the amount of waste that each HWRC deals with over 12 months varies considerably.

Table 11 Tonnage passing through HWRCs in 2014/15

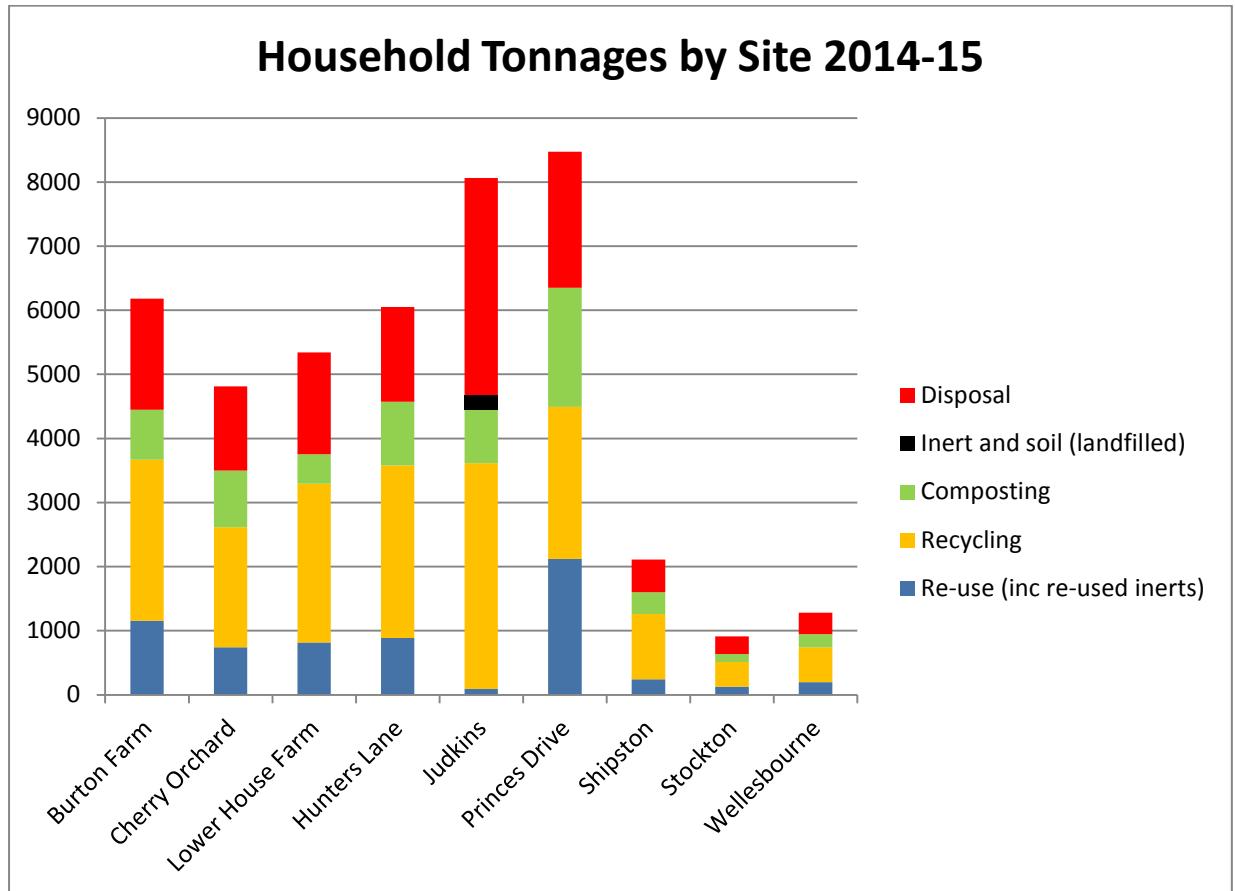
	Burton Farm	Cherry Orchard	Lower House Farm	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Re-use (inc re-used inerts)	1,156	741	815	885	92	2,121	244	128	199
Recycling	2,513	1,874	2,477	2,694	3,522	2,370	1,015	384	541
Composting	778	886	463	992	836	1,861	342	125	205
Inert and soil (landfilled)	0	0	0	0	228	0	0	0	0
Disposal	1,736	1,312	1,587	1,478	3,386	2,121	510	276	338
Total HWRC	6,183	4,813	5,342	6,049	8,064	8,473	2,111	913	1,283
Transfer station waste	90	0	33,868	1,135	0	13,015	0	0	0
Grand Total	6,273	4,813	39,210	7,184	8,064	21,488	2,111	913	1,283

The sites can be split into three categories

- Primary Sites – Those with a throughput of over 7,000 tonnes a year i.e. Lower House Farm, Hunters Lane, Judkins and Princes Drive.
- Secondary Sites – Those with a throughput of between 4,500 and 6,999 tonnes a year i.e. Burton Farm and Cherry Orchard
- Tertiary Sites – Those sites with a throughput under 3,000 tonnes a year i.e. Shipston, Stockton and Wellesbourne

The Primary sites have on average a 10 times greater throughput than the average tertiary site.

Graph 1 Total tonnage passing through HWRCs in 2014/15



4.2.2 Year on year HWRC tonnage and performance

The year on year HWRC tonnage and performance (based on waste diverted from landfill) is provided below:

Table 12 Tonnage passing through HWRCs and recycling rate in 2014/15

Year	Burton Farm	Cherry Orchard	Lower House Farm	Grendon	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne	Total tonnes & average performance
2009/10	6,397 48.8%	5,622 52.4%	N/A	4,660 53.4%	6,729 61.0%	10,548 37.2%	10,354 64.8%	2,735 48.8%	1,118 45.5%	1,838 48.7%	50,001 51.2%
2010/11	6,371 58.4%	5,319 50.8%	N/A	4,385 55.2%	6,500 71.5%	8,741 43.2%	10,567 51.3%	2,621 48.1%	1,113 43.4%	1,638 47.1%	47,255 52.1%
2011/12	6,005 68.7%	5,054 51.1%	N/A	4,200 55.6%	6,288 68.6%	7,944 47.2%	10,359 51.4%	2,454 49.9%	1,078 40.0%	1,580 45.9%	44,962 53.2%
2012/13	5,868 70.6%	4,601 63.8%	N/A	3,619 58.0%	5,899 72.5%	7,754 44.4%	10,230 62.8%	2,183 63.8%	991 64.4%	1,384 64.3%	42,529 62.7%
2013/14	6,087 69.5%	4,814 68.0%	3,368 69.6%	N/A	5,993 72.8%	8,077 42.5%	9,978 67.6%	2,159 72.1%	1,026 67.1%	1,370 68.3%	42,872 66.4%
2014/15	6,183 73.6%	4,813 73.5%	5,342 73.7%	N/A	6,049 72.7%	8,064 61.7%	8,473 67.1%	2,111 74.2%	913 72.5%	1,283 74.7%	43,231 71.5%

This shows that the overall tonnage has in general been steadily decreasing whilst the recycling performance has increased from 53.2% in 2009/10 to 71.5% in 2014/15, a 25.6% increase.

4.2.2.1 Improvements in HWRC performance

The improvement in performance at the HWRCs is due in the main to:

- The introduction of new material recycling streams, made possible due to the increased flexibility of running the HWRCs in-house.
- Behaviour change campaigns including 'sort and save'
- Development of a new HWRC site in Nuneaton and Bedworth borough including on site re-use shop
- Development of a new HWRC in North Warwickshire borough including an onsite re-use shop
- Development and enforcement of site polices such as DIY and vehicle restrictions

4.3 Waste Analysis

Warwickshire County Council has been monitoring waste composition annually at the HWRCs since 2012/13. A further analysis will be carried out in 2016.

The HWRC surveys have focused on the weight and composition of residual waste disposed of at Warwickshire's four largest sites Grendon/Lower House Farm HWRC in North Warwickshire, Hunters Lane HWRC in Rugby, Princes Drive HWRC in Leamington and Burton Farm HWRC in Stratford.

The data from the waste analysis is used to plan and target future behaviour change campaigns.

An overview of the data is provided in this section and a full breakdown of HWRC composition data for 2015 is provided in Appendix 2.

4.3.1 Waste analysis methodology

Residual waste was sampled at weekends and during the week depending on location; this was carried out to give a good overall impression of the residual waste collected at the HWRCs.

Black sacks that were thought to be for the disposal of general household waste were removed from the overall pile. The total amount of this bagged material was weighed and the contents sorted separately. The waste was then combined to give an overall composition of residual waste being disposed of at the HWRCs.

4.3.2 Recyclability of combined HWRC residual waste

On average 58.83% of weekday and 48.01% of weekend residual waste is potentially recyclable (utilising current Kerbside and HWRC recycling services), this gives an average of 53.42% overall. In 2015 this equates to a potential 10,209 tonnes of material that could have been recycled, but was instead sent for recovery (via the energy from waste facilities at Coventry and W2R) or disposal (via landfill at Bubbenhall or Linghall).

Table 13 Recyclability of combined HWRC residual waste

	2012/13 %	2014 %	2015 %
Kerbside recyclable	26.26	30.09	26.16
Site recyclable	39.99	18.67	27.26
Total recyclable	66.25	48.76	53.42

Of the 27.26% site recyclable materials present, 32% are due to recyclable wood and furniture, 25% are due to textiles and shoes, 13% are due to recyclable paper and card with 10% from rubble and plasterboard.

4.3.2.1 Main materials from combined HWRC residual waste

The main materials making up combined HWRC residual waste for the last three years are shown in table 14, along with the actual percentage from the composition data and the estimated annual tonnage.

The previous year's waste analysis data has been included for a comparison, however it should be noted that the overall residual tonnage for 2015 has reduced and the effect of this on the data has been to increase some of the percentages of the main materials listed below, even though the tonnage for that material may not have increased.

For example misc. non-combustible has reduced from 1,241 tonnes in 2014 to 1,109 tonnes in 2015, but the percentage has increased from 5.74% in 2014 to 13.20% in 2015.

Table 14 Main materials making up combined HWRC residual waste with estimated tonnage for 2014/15 and actual percentage

HWRC Waste (inc black sacks composition)	2012/13 Est tonnage and Percentage	2014 Est tonnage and Percentage	2015 Est tonnage and Percentage
Misc. combustible	11,065 tonnes 47.68%	5,892 tonnes 27.24%	7,333 tonnes 38.37%
Paper and card	2,949 tonnes 12.71%	1,678 tonnes 7.76%	2,167 tonnes 11.34%
Misc. non combustible ²	2,397 tonnes 10.33%	1,241 tonnes 5.74%	1,109 tonnes 13.20%
Dense plastic	1,763 tonnes 7.60%	4,683 tonnes 21.65%	2,109 tonnes 11.04%
Textiles	1,747 tonnes 7.53%	2,137 tonnes 9.88%	2,379 tonnes 12.45%
Food and garden	1,469 tonnes 6.33%	2,178 tonnes 10.07%	1,064 tonnes 5.57%
Glass	478 tonnes 2.06%	2,005 tonnes 9.27%	152 tonnes 0.80%

A breakdown of the materials contained in the miscellaneous combustible category is outlined in table 15.

² Includes rubble and plasterboard

Miscellaneous combustibles

Miscellaneous combustibles make up the largest proportion of combined HWRC residual waste. The composition break down for this category is provided below:

Table 15 Materials making up miscellaneous combustibles

Misc. Combustible (inc black sacks composition)	2012/13 Est tonnage and Percentage	2014 Est tonnage and Percentage	2015 Est tonnage and Percentage
Disposable nappies	253 tonnes 1.09%	194 tonnes 0.90%	94 tonnes 0.49%
Shoes	211 tonnes 0.91%	244 tonnes 1.13%	134 tonnes 0.70%
Untreated wood	162 tonnes 0.70%	0 tonnes 0%	359 tonnes 1.88%
Treated wood	589 tonnes 2.54%	778 tonnes 3.60%	451 tonnes 2.36%
Carpet	2,457 tonnes 10.59%	1680 tonnes 7.77%	1,499 tonnes 7.85%
Other flooring	253 tonnes 1.09%	34tonnes 0.16%	344 tonnes 1.80%
Kitchen units	155 tonnes 0.67%	0 tonnes 0%	410 tonnes 2.15%
Furniture	4,267 tonnes 18.39%	1,988 tonnes 9.19%	2,008 tonnes 10.51%
Mattresses	1,703 tonnes 7.34%	0 tonnes 0%	248 tonnes 1.30%
Pet bedding	104 tonnes 0.45%	309 tonnes 1.43%	427 tonnes 2.24%
Other combustibles	909 tonnes 3.92%	661 tonnes 3.06%	1,359 tonnes 7.11%

4.3.2.2 Bagged HWRC residual waste

Results from the surveys showed that a proportion of residual waste being disposed of at the HWRCs is bagged household waste.

Table 16 Bagged household waste

Bagged Household Waste	2012/13 %	2014 %	2015 %
Weekday	21.33	12.05	6.72
Weekend	12.63	23.67	9.79
Average	16.98	17.86	8.26

As can be seen from the data the proportion of bagged household waste has reduced over the three year period. The reason for this could be the 'sort and save' campaign which has taken place at the HWRCs asking members of the public to sort their waste and which sees the site staff splitting open black bags and sorting the contents.

Compositionally black sacks were seen to be different to that of the rest of the residual waste. The materials with some of the highest percentages are provided in table 17:

Table 17 Materials making up bagged household waste

Bagged Household Waste	2012/13 %	2014 %	2015 %
Food	19.40	39.67	19.91
Paper and card	20.40	15.33	25.43
Textiles	11.34	7.42	8.08
Misc. non combustible	11.06	0.59	3.79
Misc. combustible	10.73	9.02	9.38
Dense plastic	9.87	9.04	9.99

4.4 Visitor numbers

At the end of May 2010 vehicle counting equipment was installed at seven of the HWRCs. The vehicle counts have enabled us to gain a snap shot of the vehicles passing through the site each day within hour time slots. There have been a few technical issues with the counters since the installation, so some figures are estimated.

4.4.1 Estimated yearly visits

Due to a lack of complete data it has been necessary to estimate the number of visitors to some of the HWRCs. The estimated yearly visits and other data in table 18 have been worked out using the methods described below:

The car count data for Princes Drive and Cherry Orchard was available for the whole year (2014/15).

For Hunter's Lane, Burton Farm, Shipston and Stockton the car count data for 2014/15 was limited. An annual estimate for each site was produced using the data that was available.

For Judkins, Lower House Farm and Wellesbourne there was no car count data available for the year 2014/15, so the estimates were worked out by using the average waste per visit from the 2010 HWRC review and then dividing it into the total waste throughput for each site in 2014/15.

Table 18 Visitor numbers 2014/15

Site	Visitor Numbers 2014/15	Visitor Numbers 2010/11	Difference between 2010/11 and 2014/15 visitor numbers	Average Weight deposited per visit 2014/15 (kg)	Average Weight deposited per visit 2010/11 (kg)	Wk end usage	Wk day usage
Burton Farm	191,295	210,221	-18,926	32.8	34.0	39%	61%
Cherry Orchard	177,737	198,160	-20,423	27.1	28.0	41%	59%
Lower House Farm	205,462	172,000	+33,462	26.0	N/A	36%	64%
Hunters Lane	196,288	199,453	--3,165	36.3	46.0	40%	60%
Judkins	175,304	300,000	-124,696	44.7	46.0	37%	63%
Princes Drive	327,554	325,043	+2,511	25.9	46.0	41%	59%
Shipston	74,025	78,161	-4,136	28.5	37.0	25%	75%
Stockton	25,896	37,652	-11,756	35.3	31.0	26%	74%
Wellesbourne	36,656	51,297	-14,640	35.0	35.0	30%	70%
Total	1,410,218	1,571,987	-161,769	32.4	37.9	35%	65%

The busiest sites are Princes Drive and Judkins which concurs with the tonnages passing through the sites.

The least busy site is Stockton with less than 1.8% of all HWRC traffic passing through this HWRC. Due to the site only being open Saturday to Monday the weekend/weekday usage ratio is skewed.

4.4.2 Visits per hour

As laid out in section 2.5, the sites have a variety of opening times; this will affect which days and times they are at their busiest.

Table 19 Busiest and quietest HWRC times

Site	Busiest Day	Busiest Hour	Quietest Day	Quietest Hour
Burton Farm	Saturday	11.00 – 12.00	Wednesday	13.00 to 14.00
Cherry Orchard	Saturday	11.00 – 12.00	Wednesday	13.00 to 14.00
Lower House Farm	Saturday	11.00 – 12.00	Wednesday	13.00 to 14.00
Hunters Lane	Saturday	11.00 – 12.00	Wednesday	13.00 to 14.00
Judkins	Saturday	11.00 – 12.00	Wednesday	13.00 to 14.00
Princes Drive	Saturday	12.00 – 13.00	Wednesday	13.00 to 14.00
Shipston	Monday	10.00 – 11.00	Sunday	11.00 to 12.00
Stockton	Saturday	11.00 – 12.00	Monday	14.00 to 15.00
Wellesbourne	Saturday	11.00 – 12.00	Monday	13.00 to 14.00

In the main (across the sites) the busiest time is 11:00 to 12:00.

With the exception of Shipston, which only opens in the morning on the weekend, Saturday is the busiest day of the week.

The sites are generally the quietest at lunchtime on a Wednesday between 1pm and 2pm, with the exception of Shipston and Stockton.

The quietest day at most of the sites is Wednesday, with the exceptions being Shipston (Sunday) and Stockton and Wellesbourne (both Monday). It should be noted that Shipston is only open until 12.15 pm on a Sunday.

4.5 Cost of HWRC service

The current budgeted cost of the HWRC service is £1,838,148, not including the residual disposal from the sites, or costs relating to staff based in the Barrack Street office. In total the HWRCs account for around 13% of the Waste Management budget.

4.5.1 Expected Site Costs in 2015/16

The table below sets out the 2015/16 budgeted expenditure and income for each HWRC.

Expenditure includes employee costs, management fee, premises costs, transport costs, haulage, supplies and services and recycling payments.

Income includes sale of materials, contribution from others (shops or councils), residual waste rebate and trade waste.

Table 20 Budgeted 2015/16 costs by HWRC

Budget breakdown	Burton Farm	Cherry Orchard	Lower House Farm	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Expenditure	£366,568	£214,700	£326,666	£331,770	Commercially sensitive	£776,430	£213,448	£39,504	£47,226
Income	£182,880	£66,300	£270,736	£208,509	Commercially sensitive	£409,931	£57,343	£11,000	£25,500
Total cost to WCC	£183,688	£148,400	£55,930	£123,261	Commercially sensitive	£366,499	£156,105	£28,504	£21,726

The total cost of running the HWRCs has decreased by around £1m per year since 2010/11 when they were brought back in-house with shorter opening hours.

5 Public Opinion

5.1 Customer satisfaction survey 2015

Warwickshire County Council commissioned market research company Osiris to undertake this year's customer survey work at its nine household waste recycling centres. The work was undertaken from the end of February through to the end of March 2015.

Running in parallel with this work an on-line survey was also available via the Warwickshire County Council website.

In total the surveys resulted in 1939 responses; 1321 face to face interviews and 618 on-line responses.

5.1.1 Combined on-line and face to face survey results

By adding together the number of people satisfied via the on-line survey with those from the on-site survey the total number of responders that are satisfied with the sites overall is 97.71%.

The table below shows the combined satisfaction rates for each of the areas surveyed and a comparison with the 2013 data:

Table 21 Satisfaction rate

	Combined satisfaction rate 2013	Number satisfied from 2015 survey	Number completed question in 2015 survey	Combined satisfaction rate 2015
Site opening times	82.7%	1655	1888	87.66%
Traffic queue times	83.6%	1823	1881	96.92%
Signage and information	91.3%	1848	1877	98.45%
Tidiness and cleanliness	93.3%	1865	1882	99.10%
User friendliness	92.4%	1829	1886	96.98%
Staff approachability & helpfulness	94.4%	1818	1876	96.91%
Overall rating of service and facilities	92.9%	1838	1881	97.71%

The combined survey results for each of these survey areas, broken down by HWRC, are available in Appendix 3.

5.1.2 On-line survey results

There were 618 responses to the on-line consultation regarding customer satisfaction with the HWRCs, although not all of the responders answered all of the questions. The survey was promoted on the WCC website with a 'web banner' on the main waste webpage and via a press release. The survey was accessed via the WCC website.

Table 23 shows which HWRC the responder normally uses and shows that over a third of the responders use the Princes Drive HWRC and nearly a quarter use Cherry Orchard HWRC.

Table 22 Online 2015 survey usage

HWRC	Number	Percentage
Burton Farm	21	3.62%
Cherry Orchard	144	24.83%
Lower House Farm	30	5.17%
Hunters Lane	79	13.62%
Judkins	30	5.17%
Princes Drive	199	34.31%
Shipston	15	2.59%
Stockton	23	3.97%
Wellesbourne	39	6.72%
Total	580	

The overall satisfaction rate for the on-line users was 92.92%. The lowest satisfaction rating for the seven areas surveyed was 'site opening times' although more than three quarters of all responders were satisfied. A full summary for each of the areas surveyed are shown in table 23.

Table 23 Online 2015 survey

Facilities	Online HWRC satisfaction levels
Site opening times	77.27%
Traffic queue times	91.68%
Signage and information	97.15%
Tidiness and cleanliness	98.76%
User friendliness	91.56%
Staff approachability and helpfulness	92.21%
Overall rating of services and facilities	92.92%

5.1.2 Face-to-Face survey results

A total of 1,321 customers were surveyed across the whole network of HWRCs. A breakdown of which site the customer was using at the time of the survey shows an even spread across the HWRCs, see Table 24 below

Table 24 Face to face 2015 survey results

HWRC	Number of interviews per site	Percentage Interviews by Site
Burton Farm	133	10.10%
Cherry Orchard	145	11.00%
Lower House Farm	172	13.00%
Hunters Lane	154	11.70%
Judkins	147	11.10%
Princes Drive	158	12.00%
Shipston	136	10.30%
Stockton	158	12.00%
Wellesbourne	118	8.9%
Total	1321	100%

The overall satisfaction rate for the on-site users was 99.8%. The lowest satisfaction rating for the seven areas was also for the site opening times although this was still at 92.20%. A full summary for each of the areas surveyed are shown in Table 25.

Table 25 Face to Face 2015 survey

Facilities	Face to face HWRC satisfaction levels
Site opening times	92.20%
Traffic queue times	99.20%
Signage and information	99.00%
Tidiness and cleanliness	99.20%
User friendliness	99.40%
Staff approachability and helpfulness	98.90%
Overall rating of services and facilities	99.80%

5.2 Satisfaction with HWRCs 2000 - 2015

The satisfaction levels with the HWRCs for the last 10 years are provided below. These are all taken from WCCs annual satisfaction survey.

Table 26 Annual satisfaction survey

Year	% Satisfied
2000/01	76.2%
2001/02	75.8%
2002/03	76.3%
2003/04	74.0%
2004/05	82.3%
2005/06	80.8%
2006/07	83.5%
2007/08	75.9%
2008/09	80.0%
2009/10	74.0%
2010/11	75.3%
2012/13	92.9%
2014/15	97.71%

Source: Best value user satisfaction surveys/ WCC public satisfaction surveys/ Place survey / Partnership survey

As the table 26 shows, the level of customer satisfaction increased in recent years this reflects the time period since the centres were brought back in house. The 2012/13 survey was based on 1,200 responses through a mixture of speaking to customers at the various sites and also on-line responses.

6 Comparisons with other local authorities

6.1 Opening hours

One of the key decisions made by Members following the fundamental review of the HWRCs in 2010 was the reduction of opening hours across all HWRCs. The hours at the HWRCs were reduced in order to make cost savings within the HWRC service. The alternative was to close all the sites two days per week, however reducing hours was the preferred option chosen by the public in an online consultation.

The HWRC opening times changed in January 2012, the current HWRC opening times are 9.30am to 15.15pm on week days (with late night opening until 18.15 on a Wednesday in the summer) and 8.30am to 15.15 at the weekend in the winter (17.45pm in the summer).

Please note Shipston and Stockton have different hours – see table 1 in section 2.4 of this report for full details.

The HWRC's opening hours pre-2012 are provided below:

Table 29 Pre 2012 Opening hours at the HWRCs

	Burton Farm	Cherry Orchard	Lower House Farm	Hunters Lane	Judkins	Princes Drive	Shipston	Stockton	Wellesbourne
Winter									
Monday - Friday	8am to 4.30pm	9am to 4.30pm	9am to 4.30pm	8am to 4.30pm	8am to 4.30pm	8am to 4.30pm	9am to 4.30pm	9am to 4.30pm	8am to 4.30pm
Saturday	8am to 4.30pm	9am to 4.30pm	9am to 4.30pm	8am to 4.30pm	8am to 5.30pm	8am to 4.30pm	9am to 12.30pm	9am to 4.30pm	9am to 4.30pm
Sunday	9am to 4.30pm	9am to 4.30pm	9am to 4.30pm	9am to 4.30pm	9am to 4pm	8am to 4.30pm	9am to 12.30pm	9am to 4.30pm	9am to 4pm
Summer									
Monday - Friday	8am to 6pm	9am to 6.30pm	9am to 4.30pm	8am to 6pm	8am to 6.30pm	8am to 6.30pm	9am to 4.30pm	9am to 4.30pm	8am to 4.30pm
Saturday	8am to 6pm	9am to 6.30pm	9am to 4.30pm	8am to 6pm	8am to 5.30pm	8am to 6.30pm	9am to 12.30pm	9am to 4.30pm	9am to 4.30pm
Sunday	9am to 6pm	9am to 6.30pm	9am to 4.30pm	9am to 6pm	9am to 4pm	8am to 6.30pm	9am to 12.30pm	9am to 4.30pm	9am to 4pm

The implementation of the current HWRC opening hours went well.

The public satisfaction survey carried out in 2015 showed that 87.66% of respondents were satisfied with the opening hours.

Table 30 shows the total number of hours that the HWRCs in Warwickshire and some other neighbouring shire authority areas are open per week (where hours change between summer and winter an average has been taken).

Alongside this, table 30 shows the total number of households for each county and then, to provide a comparison, the number of households served 'per opening hour' that the HWRCs are open (if all the households visited in that week).

Table 30 Opening hours of Warwickshire and neighbouring authorities HWRCs

Authority	Number of HWRCs in the area	Number of HWRC hours per week	Number of households	Number of household served per opening hour
Leicestershire	14	735	281,400	383
Staffordshire	14	878	368,180	419
Warwickshire	9	408	241,890	593
Oxfordshire	7	441	275,920	626
Northamptonshire	10	400	305,310	763
Gloucestershire	5	324 ³	275,230	

The data shows that Warwickshire is ranked third best in terms of the lowest number of households served per hour that the HWRCs are open at 593.

Leicestershire has the lowest number of households served per hour although it is known that Leicestershire are currently reviewing their HWRC provision in order to make £1.1m/year savings by the end of 2016/17. Reducing the opening hours of the HWRCs is one of the areas that are being considered.

Northamptonshire has the highest number of households served per hour. From 1st February 2015 the opening hours were reduced and all of the HWRCs have gone to 5 days out of 7 opening. One HWRC was also closed.

Appendix 4 provides an overview of the HWRC opening hours for neighbouring authorities.

6.2 Cost comparison

Table 28 shows the results of a survey carried out by the waste management team in 2013 to establish unit costs of running HWRC's.

The data shows that Warwickshire was the lowest cost overall in two categories and 2nd in the cost per site visit when compared with the responding authorities.

Table 28 Cost comparison of HWRC provision

Authority	Cost of service per resident	Cost of service per household	Cost per site visit
Warwickshire CC	£3.74	£8.53	£1.22
Hertfordshire CC	£4.27	£10.13	£1.18
Leicestershire CC	£4.91	£11.54	£1.60
Staffordshire CC	£4.03	£9.52	£2.45
Lincolnshire CC	£5.18	£11.34	N/A
East Sussex CC	£4.59	£10.43	£2.42
Herefordshire CC	£12.53	£28.08	N/A
Norfolk CC	£8.12	£17.43	£2.85
Devon CC	£6.12	£13.02	£3.50
Central Bedfordshire CC	£6.07	£16.86	£2.66
Lancashire CC	£3.03	£8.08	£1.62
Oxfordshire CC	£6.15	£14.81	£3.64
Kent County Council	£10.63	£25.02	£5.20
Average	£6.17	£15.02	£2.47

³ Plus access to 2 other HWRCs

6.3 HWRC performance benchmarking

The HWRC performance in Warwickshire and its neighbouring authorities for the year 2013/14 is shown in table 27. This data includes household recycling.

Table 27 HWRC performance in 2013/14

Local Authority	Recycling Rate
Worcestershire	73.17%
Oxfordshire	70.63%
Warwickshire	63.79%
Staffordshire	59.07%
Gloucestershire	58.97%
Leicestershire	56.77%
Northamptonshire	56.62%

Data taken from WDF but reporting differences by each authority may exist

The figure for HWRC performance for household waste in 2014/15 is estimated to be 66.4%. We are unable to provide an estimate for the other authorities as the data is not yet available.

6.4 Other HWRC trends

The national Government has driven a programme of sustained reductions in public spending in order to reduce the budget deficit since 2010. The reductions in public spending have led to organisations looking at new ways of delivering services. Key mechanisms to improve the efficiency of local services have included partnering with other sectors, benefiting from economies of scale, improving logistics and planning, using procurement wisely to benefit from the market and in some cases reducing non-essential services.

Over the last two years there has been a 5% decrease in the number of permanent HWRC sites nationally. Table 31 show the percentage of responding authorities that have either made changes to the level of HWRC provision and/or have specific mechanisms in place designed to monitor use of the sites. It should be noted that permitting schemes include permits for residents and/or permits for vans and large vehicles as well as materials changed for including 'DIY' waste, soils and hardcore, gas bottles and tyres.

Table 31 HWRC provision changes and site monitoring

Changes/Monitoring	Responding Authorities %
	2013/14
Reduced opening hours of HWRCs	5
Have resident only permits	15
Financial arrangement with a neighbouring authority in respect of cross-boundary movement of waste	15
Do charge for the disposal of chargeable waste	31
Automatic number plate recognition in place	42

Although WCC has made changes to the HWRC service it has managed to keep all of the HWRCs open seven days a week whilst still saving £1 million within 12 months of taking the service back in house (2011/12).

Appendix 4 shows more detail on the HWRC service provided by neighbouring authorities.

7 Future demand

7.1 Projected household changes in Warwickshire

The table below shows the projected household changes expected in Warwickshire up to 2031 and any future options for the HWRC service should take these expected increases into account.

Table 32 Predicted changes to Warwickshire households

2012 based household projections				
	2011	2031	Planned growth	Per annum
North Warwickshire	25,862	29,155	3,293	165
Nuneaton and Bedworth	52,808	61,716	8,908	445
Rugby	42,089	51,345	9,256	463
Stratford-on-Avon	52,099	61,404	9,305	465
Warwick	58,714	70,522	11,808	590
Total	231,572	274,142	42,570	2,128

7.2 Local plans

As part of the development of the Local Plans in each district or borough area, consultation has taken place with planning authorities on how to forecast and accommodate the expected increased demand in line with household projections.

Waste generated is based on the population of area, so for each extra person within the catchment extra waste and recyclables will be generated. Statistics show that approximately 1 tonne of waste and recyclables is generated per household per year.

WCC have been responding to each Local Plan and incorporating commentary about future waste disposal needs including infrastructure demands where appropriate.

7.2.1 North Warwickshire

The only site in North Warwickshire is Lower House Farm. The site is shared with Staffordshire County Council. The most recent user survey showed 52% usage by Warwickshire residents and 48% usage by Staffordshire.

It is not foreseen that any extra capacity will be needed at Lower House Farm (except for extending opening hours) to accommodate the proposal to increase the number of homes in North Warwickshire borough by 3,293 and in Tamworth by 3,405. While it is expected that vehicle movements would increase by 3,405 per week (40,188 annually) and the amount of waste being managed would increase if

the number of household's increases as proposed, the site itself will be able to accommodate this increase. This is a relatively new facility and has been designed with the flexibility to increase capacity to cater for future extra demand.

WCC estimates (using current costs based on average visits) that the revenue cost of the HWRC service will increase by around £207,000, including the processing and disposing of the extra waste and staff costs for extended hours (increasing opening hours to 6.30pm for 6 days) . Both the disposal and running costs would be shared between the WCC and Staffordshire County Council.

7.2.2 Nuneaton and Bedworth

Judkins HWRC is the only site within Nuneaton and Bedworth. The site is provided by a private company on behalf of WCC. The company has a further 13 years on their contract, with the option to extend for a further 5 years.

It is not foreseen that any extra capacity will be needed at Judkins to accommodate the proposal to increase the number of homes in Nuneaton and Bedworth borough by approximately 9,000, except for possibly extending opening hours.

While it is expected that vehicle movements would increase by 1,028 per week (53,448 annually) and the amount of waste being managed would increase if the number of household's increases as proposed, the site itself will be able to accommodate this increase. Again, this is a new site with scope to increase capacity if required. Small alterations to storage facilities could be constructed if necessary.

The authority estimates (using current costs based on average visits) that the revenue cost of the HWRC service will increase by around £262,000, including the processing and disposing of the extra and staff costs for extended hours (increasing opening hours to 6.30pm for 6 days).

7.2.3 Rugby

Hunters Lane is the only HWRC in Rugby. The facility was rebuilt in 2008 and was designed with an increased capacity when compared to the previous facility. In addition some residents use Stockton, which is located just outside the district in Stratford although Stockton is presently only open for three days per week, Saturday to Monday.

The proposal in Rugby borough is to increase homes by some 9,256. These extra homes would result in an extra 1,068 vehicle movements per week (55,536 per annum). The Hunter Lane site would be able to accommodate some of the extra demand without extending the opening hours into the evening, due to the reduced usage of this site by 25,000 visits since 2010.

The remaining extra visits could be covered by extending the opening days at Stockton to 7 days per week and refurbishing the facility. The refurbishment could be achieved by enlarging the facility onto the present closed landfill site. Estimated

cost to refurbish Stockton at present day prices is £408,456 based on the capital formula used for the Nuneaton HWRC.

The authority estimates (using current costs based on average visits) that the revenue cost for disposing of waste will increase to around £85,120 if the homes increase as predicted. Staffing costs for extended hours (increasing opening hours to 6.30pm for 6 days) at Hunters Lane and increasing the opening days to seven at Stockton, will further extend the revenue cost for both sites in the region of £156,000 (excluding capital costs of Stockton).

7.2.4 Warwick

There are two sites in the Warwick area these are Princes Drive, Leamington Spa and Cherry Orchard, Kenilworth. In addition some residents use Stockton, which is located just outside the district in Stratford.

With the proposal for 11,800 extra houses in Warwick district, it will be necessary to re-design both of the sites facilities to accommodate the 1,362 extra vehicle movements per week (70,848 per annum) and increase the opening hours of the sites.

At Cherry Orchard HWRC it could be necessary to extend onto the old landfill site to accommodate the increase in skip provision. The estimated cost of this extension is in the region of £241,000.

At Princes Drive an extra waste compactor would need to be installed at a cost of £235,000 (based on the cost of purchase in 2013) to accommodate the extra demand. The skip bays would also need to be re-designed the estimated cost of this would be in the region of £100,000.

7.2.5 Stratford District Council

There are four sites in the Stratford area these are Shipston, Wellesbourne, Stockton and Burton Farm near Stratford-upon-Avon. WCC owns Shipston, Wellesbourne and Stockton; the authority has a 25 year lease for the Burton Farm site that commenced in 2001.

The proposal for 9,305 extra homes in Stratford district is likely to result in an increase in vehicle movements in the region of 1074 per week (55,830 per annum). Based on these figures it will be necessary to refurbish two of the sites to support the extra demand. The Stockton site refurbishment is covered in section 7.2.3.

The Wellesbourne site could become a more strategic site for a much bigger HWRC (estimated capital investment expected to be in the region of £1.5 million). The strategic site could then replace Burton Farm when the lease expires in 2026. The site could also be used as a waste transfer site for Stratford District Council waste services if found to be financially beneficial to both parties. Overall this would result in a reduction of one facility, but the new site would be designed to accommodate

the increased demand would also reduce long term leasing costs in the future (estimated leasing charges £2 million).

WCC estimates (using current costs based on average visits) that the revenue cost of disposing of waste at Burton Farm will increase to around £246,240. Staff costs for extending hours to 6.30pm for 6 days at Burton Farm. Estimated cost for remaining sites would be in the region of £166,000. Shipston increased opening hours would only be able to be Monday to Friday due to planning conditions. Wellesbourne and Stockton estimate can be seen in section 7.2.3.

8 Potential options for the future HWRC service

There are a number of options that could be considered to amend the existing HWRC provision now or in the future. An overview of these options is provided below.

8.1 Amend opening days or hours

8.1.1 Reduced days of opening

A number of authorities have introduced reduced hours of opening across their HWRC service. Reduced opening works by rotating the days the sites are open across the service area. It should be noted that the sites are usually kept open over the weekend. Staffordshire County Council is one authority to operate five day opening across their sites.

WCC looked at this reduced hours of opening as part of the 2010 HWRC review and consulted the public. The result from the public consultation was that users stated a preference for shorter opening hours rather than a reduction in the days of opening.

In addition Burton Farm, Lower House Farm, Hunters Lane and Princes Drive HWRCs are used by the collection authorities to deposit bulky waste or street cleansing, the sites need to be staffed Monday to Friday to accept this material and as such savings are not possible from these sites.

The number of days opening at Cherry Orchard, Shipston and Wellesbourne (Stockton is only open 3 days a week) could potentially be reduced, however the saving would only relate to reduced staff costs and so would only be in the region of £24,000 pa for a one day reduction and £48,000 pa for a two day reduction.

It is not recommended that this option is taken forward for consideration as it would place extra pressure on the already short hours of opening and only has scope to make marginal savings.

8.1.2 Reduced hours of opening

The service already operates reduced opening hours Monday to Friday following a previous review and the need to operate waste management services on a reduced budget. Further reductions would result in half day closures and would not realistically achieve any financial benefit due to the shift working of staff.

In addition, household and population growth is expected to result in increased demand across the HWRC portfolio in future years. This option is not considered to be viable.

8.1.3 Increased hours of opening

Providing additional HWRC service hours is likely to deliver best value for money in terms of enhancing HWRC provision to meet the demand from population increases when compared with extending the footprint of sites and the associated capital works.

In Warwickshire the HWRCs are generally open for 46 hours per week in winter (1st October to 31st March), and 52 hours per week in summer (1st April to 30 September), although some variations exist due to planning constraints. If the opening hours were extended to 8.30 to 4.30 seven days per week during the winter (56 hrs) and to 8.30 to 6pm seven days per week in the summer (66.5 hours), this would increase the current opening hours by 25%. The associated increase in staff costs would be in the order of £175,000 based on current prices.

The authority would need to work out when the extra hours would be required by considering the current HWRC provision and network density, visitor numbers per hour and satisfaction with service.

This option should be considered for implementation when the service becomes oversubscribed due to increased demand.

8.2 Charge for non-household waste

Construction and demolition waste from households is not defined as household waste for the purposes of section 51 of the Environmental Protection Act 1990, which sets out the duty for waste disposal authorities (WDAs) to provide HWRCs to residents to dispose of their household waste.

Examples of construction and demolition waste from households include:

- doors and windows;
- fitted kitchens;
- fitted wardrobes;
- inert material such as rubble, concrete, bricks and roof tiles;
- plasterboard;
- soil from landscaping activities; and
- any other building materials.

In Warwickshire DIY waste such as soil, tiles, bricks etc. can be disposed of in small quantities of 3 x 25kg bags per household per month. The HWRCs also accept plasterboard at some sites at a maximum of 3 sheets per household per month. For quantities in excess of this commercial waste charges apply. There is also a charge for certain non-household items such as tyres and gas canisters.

WCC could introduce charges for other certain non-household materials such as door and windows, fitted kitchens, fitted wardrobes etc. The input of DIY material to the HWRCs in 2014/15 is provided in table 33. The costs shown are the actual costs of processing each material in 2014/15 with no overhead costs included.

Table 33 WCC non-household waste disposal costs

Waste Type	Total tonnes 2014/15	Disposal cost per tonne	Haulage cost per tonne based on 10 miles	Overall cost per tonne	Total annual cost
Plasterboard	541.41	£70.00	£10.90	£80.90	£43,800
Wood/ Chipboard	1,402.07	£52.50	£9.50	£62.00	£86,928
Inert (soil, rubble)	5,842.78	£4.73	£4.20	£8.93	£52,176
Asbestos	54.56	£180.00	£0	£180.00	£9,821
Total	7840.82				£192,725

Charging for non-household waste is an option worth considering particularly in light of recent significant increases in wood recycling.

8.3 Rationalisation of HWRCs

The HWRCs could be rationalised to provide larger strategic sites in more central locations. For example replacing Burton Farm (once the lease runs out) and other nearby sites or replacing Princes Drive and other nearby sites with a purpose built new site at a central location and also include facilities similar to those at the Lower House Farm site e.g. waste transfer station and WCA depot facilities. There may be potential for the ‘old’ sites to be developed for other uses.

A more detailed appraisal of options for rationalisation is recommended. There are potential benefits, including improved strategic locations and cost savings.

8.3.1 Recycling only centres

Stockton and Wellesbourne HWRCs are small sites and currently have a waste throughput of around 1000 tonnes per annum; these sites could be turned into recycling only sites. The benefit of this is that members of the public would have to sort their material before coming to the site if they wished to continue to use this facility. The downside with this option is that demand will drop to non-viable levels if the public do not respond to this different service offer.

Only a small saving would be achieved (c. £10,000), so this option is not considered worth pursuing.

8.4 Expansion of materials

The recycling of new material types will hopefully increase, as new outlets are developed and new recyclers enter the market. WCC will continue to monitor the markets and will explore the potential incorporation of additional materials into existing services, as they become viable. Our in-house provision of HWRCs means

that WCC retains the flexibility to add recycling streams and respond quickly to market developments and opportunities to support a vibrant local recycling market.

It is recommended that WCC continues to expand material streams as they become viable.

8.5 Plan for a new waste facility in the south of the county

The basis of this project is to consider the feasibility of a co-located HWRC, Waste Collection Authority (WCA) depot and waste transfer station (WTS) in Stratford. The HWRC would need to be large enough to accommodate current and future population demand. The WCA depot located at the site should include space for the waste collection contract, offices, storage, general management etc. The waste transfer station would mainly be for transferring residual waste from Stratford to the disposal point.

The benefits of having the depot and the WTS co located is that the refuse collection vehicles could take their material to the WTS, bulk load onto an artic lorry for delivery to the disposal point. The benefits of this way of working are that there would be less downtime on the refuse collection vehicles, reduced haulage costs and reduced excess haulage payments.

The project would be a long term scheme, which may be phased in over a number of years depending on contract/lease timescales. The Burton Farm lease has 15 years remaining. The Stratford District Council collection contract has 7 years left to run.

It is recommended that a feasibility study is carried out to see if there are any benefits for Stratford District Council and Warwickshire County Council in pursuing this scheme.

8.6 Partnership working with neighbouring authorities

As outlined in section 2 of this report WCC already shares two HWRCs with neighbouring authorities (Lower House Farm and Shipston) and this is working well. The Authority could extend joined up working with neighbouring authorities further and potentially share facilities close to boundaries in Rugby, Nuneaton and North Warwickshire.

Informal discussions have taken place already and it is recommended that the Authority investigates further with neighbouring authorities. A recent survey carried out shows the use of sites by non-Warwickshire residents, the detail can be seen in Appendix 5.

8.7 Behaviour change

It is vital for residents to know where sites are located, opening times, which wastes can be recycled and whether there are any restrictions. It is also important to promote other messages such as the cost of waste disposal and landfill tax, feedback on recycling rates, thank you messages, myths busting on what can/cannot be accepted, as well as highlighting what happens to recycling once it is collected.

As part of the waste strategy update in 2013 it was agreed that the Partnership would aim to raise the profile of HWRC recycling and composting in Warwickshire.

The waste strategy implementation group has put together a plan for this work. As part of this plan HWRC canvassing will take place across the sites in summer 2015. Canvassing will also take place in 2016.

8.8 Changes to HWRC policies

WCC could make a number of changes to current HWRC policies to change the service provision, including:

8.8.1 Charity permit

WCC currently issues approximately 135 permits each year to charities and parish councils allowing these bodies to dispose of household and non-household waste at no charge.

The Authority could revoke these permits (and charge for non-household waste) however the tonnages are so small and the community benefit such that it is not recommended to take this option forward at the present time.

8.8.2 Vehicle restriction policy

As covered in section 3.9 the vehicle restriction policy was reviewed in 2014 and as such no review or change is recommended at this time.

8.8.3 Resident permit

Local authorities are obliged to provide HWRCs for residents to dispose of their household waste free of charge. The sites must be reasonably accessible and available at all reasonable times. Other wastes can be also accepted (household waste from non-residents or non-householders, or non-household waste) and charges may be levied for the disposal of these wastes.

WCC and its neighbouring authorities (with the exception of the Redditch HWRC operated by Worcestershire) have operated an open cross border policy whereby

residents in neighbouring areas have been able to use sites in Warwickshire and vice versa. This principle has worked satisfactorily in most areas and where there has been significant use by another authority WCC has worked in partnership to find a solution where possible. In addition there has been an acceptance by most authorities that some cross boundary movement of waste has taken place over the years and is indeed inevitable.

Some authorities are now considering the introduction of residency permits and if these are implemented it may be necessary to consider the introduction of a permit system across Warwickshire as a whole or on an area by area basis.

The recent customer satisfaction surveys show that 14 % of users come from outside the county boundary; most of users are from Staffordshire or Gloucestershire and both of these contribute to our HWRC costs. Appendix 5 shows a breakdown of out of county users.

8.8.4 Hazardous waste policy

WCC accepts small amounts of household chemicals and paint from members of the public free of charge at limited sites on specified days. All visits with chemicals, hazardous waste or paint need to be pre-booked. Household chemicals are only accepted at two sites these are Princes Drive in Leamington Spa and Lower House Farm in North Warwickshire. Paint is accepted at three sites including Princes Drive in Leamington Spa and Lower House Farm in North Warwickshire and Stockton HWRC.

The authority could amend the policy so that more sites can accept household chemicals and/or paint, however this work would need to be carefully planned and the potential cost worked out. The increase in cost for expanding this service would relate to the permit from the environment agency which would need to be reviewed and updated, the investment for correct storage for chemicals and/or paint and if space is available at the site⁴, the additional cost associated with having a trained chemist on site as well as the disposal charges.

It is not recommended that this service provision is extended at the present time due to the cost implications and financial pressure being put on the service from reduced recycling income and increases in disposal costs due to wood processing prices increasing.

8.9 Contract out HWRCs

Officers have not investigated and would not recommend the contracting out of the HWRCs as part of this review, as since bringing the HWRCs back in-house Warwickshire County Council have seen a number of benefits.

⁴ Hunters Lane has been considered previously for paint acceptance, but there was no available storage space

The benefits include; savings of around £1m a year and a much greater level of flexibility of implementing changes without the need for negotiations with contractors. One example of this was the introduction of commercial waste services at all 8 of the 'in-house' HWRCs. Negotiations continue with the contractor to implement a similar service at the ninth HWRC facility.

5. LEGISLATION

Civic amenity sites, now more commonly known as household waste and recycling centres (HWRCs), were originally set up under the [Civic Amenities Act 1967](#). This stated in Part III (18) that the duty of a local authority was:

'to provide places where refuse, other than refuse falling to be disposed in the course of a business, may be deposited at all reasonable times free of charge by persons resident in the area of the authority and, on payment of such charges (if any) as the authority think fit, by other persons.'

Since the 1967 Act there have been numerous legislative changes, such as the Waste Electrical and Electronic Equipment (WEEE) Regulations, to define the responsibilities of local authorities and influence the management and recycling requirements at HWRCs. The overarching legislation is discussed in this section, starting with a focus on the legal definitions of waste, including different types of waste. Health and safety issues and responsibilities are also discussed in detail.

- 5.1 Definition of waste
- 5.2 The Environmental Protection Act 1990
- 5.3 The Controlled Waste Regulations
- 5.4 The Waste Framework Directive
- 5.5 The Waste Shipment Regulation
- 5.6 Waste Management Licencing and Environmental Permitting
- 5.7 The Waste Electrical and Electronic Equipment (WEEE) Regulations
- 5.8 The Localism Act, England
- 5.9 Scotland: The Waste (Scotland) Regulations 2012 and the Zero Waste Plan
- 5.10 The Review of Waste Policy in England
- 5.11 Health and safety

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5.1 DEFINITION OF WASTE

Understanding and applying the definition of waste, and those of different types of waste, is a vital aspect of managing HWRCs. These definitions can fundamentally affect the operation of sites, including requirements to charge for disposal of certain wastes. The Government plans to publish guidance on the legal definition of waste and its application. In the meantime, Defra's draft [guidance for consultation on the definition of waste](#) from 2010 may be of use. The [Waste Framework Directive \(2008/98/EC\)](#) defines waste as:

'any substance or object which the holder discards or intends or is required to discard.'

Waste managed at HWRCs should be household, industrial or commercial waste. All these wastes are classed as 'controlled waste', which is defined in [section 75 of the Environmental Protection Act 1990](#) (EPA 1990) and through the [Controlled Waste \(England and Wales\) Regulations 2012](#). Although generically HWRCs could take in all controlled waste it depends on their permit in England and Wales or Licence in Scotland as to whether they can actually take them in on a site specific basis.

5.1.1 Household waste

'Household waste' is defined in the EPA 1990, and comprises:

- all waste collected by waste collection authorities (WCAs) under [section 45\(1\) of the EPA 1990](#);
- all waste arisings from HWRCs established under [section 51\(1\)\(b\) of the EPA 1990](#), as explained in [Section 5.2](#); and
- waste collected by third parties for which collection or disposal re-use or recycling credits are paid under [section 52 of the EPA 1990](#).

It should be noted that the Controlled Waste (England and Wales) Regulations 2012 have also more recently provided a definition of what is considered Household Waste.

5.1.2 Municipal waste

The definition of municipal waste as described in the Landfill Directive includes both household waste and waste from other sources which is similar in nature and composition. This is likely to include a significant amount of waste generated by businesses and not collected by local authorities. Before the directive was implemented in the UK, 'municipal waste' referred to waste collected by local authorities. In 2010, following a consultation and negotiations with the EU Commission, national targets were redefined and in future references to 'municipal waste' will refer to the new definitions, as set out in the Defra note '[Local authority collected waste – Definition of Terms](#)':

- Local authority collected municipal waste (LACMW) refers to the previous 'municipal' element of the waste collected by local authorities. It includes household waste and business waste, as well as other waste which is similar in nature and composition, as required by the Landfill Directive.
- Local authority collected waste (LACW) refers to all waste collected by the local authority. This is a slightly broader concept than LACMW, as it would include both municipal waste and non-municipal fractions, including construction and demolition waste.

5.1.3 DIY, construction and demolition waste

Construction and demolition waste from households is not defined as household waste for the purposes of [section 51 of the EPA 1990](#), which sets out the duty for waste disposal authorities (WDAs) to provide HWRCs to residents to dispose of their household waste.

DIY waste is classed as household waste if it results from work a householder would normally carry out. However interpretation differ on the householder's ability to perform certain home improvement tasks and if a householder employs the services of a trades person to perform domestic tasks consideration must be given the classification of the resultant waste.

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Examples of construction and demolition waste from households could include:

- doors and windows;
- fitted kitchens;
- fitted wardrobes;
- inert material such as rubble, concrete, bricks and roof tiles;
- plasterboard;
- soil from landscaping activities; and
- any other building materials.

Local authorities understand that such waste can be generated by householders, and they therefore need to dispose it. Several authorities have limited the quantity that can be disposed of for free within their HWRC network, which minimises abuse from traders while providing a service to householders. An example is provided below.

Example

Leicestershire County Council states on its website that, like many local authorities, it accepts construction and demolition waste from households at HWRCs. To control the input of such wastes, the council restricts the amount that can be delivered to its sites to:

- six bin liners of construction and demolition waste from each resident's home every six months, brought in a car; and
- four items that were fitted to the house, such as doors, windows, radiators or fitted units, every six months.

This issue is further discussed in [Section 7](#), along with advice on monitoring restrictions. On sites where commercial waste and household waste are collected together, local authorities will need to measure how much waste originates from each source. This is so that they can be reported on separately, as with other types of waste entering the site.

5.1.4 Hazardous waste

In England and Wales certain wastes are classified as hazardous. In Scotland the term Special Waste is used. Waste is considered 'hazardous' when it contains substances or has properties that might make it harmful to human health or the environment. The Environment Agency's interpretation of the definition and classification of hazardous waste can be found in their technical guidance [WM2](#). WM2 is used by the nations to determine whether waste is considered hazardous/special or not for classification and regulatory purposes.

Wastes brought to an HWRC will fall into one of three categories:

- always hazardous, such as lead acid batteries and fluorescent tubes;
- never hazardous, such as edible oil; or
- may be hazardous and needs to be assessed, such as paint.

While some of these wastes are not legally hazardous, they can be difficult to dispose of, causing mess and nuisance if they are disposed of incorrectly, or if spillages or breakages occur. [The National Household Hazardous Waste Forum](#) (NHHWF) therefore defines [household hazardous waste](#) as:

'any material discarded by a household which is difficult to dispose of or which puts human health or the environment at risk because of its chemical or biological nature.'

While this is not a legal definition, it clearly indicates that HWRC site staff need to manage some wastes with more care and attention than others. Although it is no longer an active forum, the [NHHWF website](#) and the [Haz Guide](#), still host useful and relevant information.

The EU Hazardous Waste Directive (HWD) 1991, as amended, aims to provide a Europe-wide definition of hazardous waste and to ensure its correct management and regulation. The HWD identifies wastes which are hazardous, on the grounds that they possess one or more of 14 hazardous properties. A comprehensive list of all wastes, including hazardous waste, is available in the [European Waste Catalogue](#).

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Asbestos

Asbestos should only be accepted at HWRCs that have suitable facilities and the resources to accept it. Guidance is available from the Health and Safety Executive (HSE) on [Safe Handling of Asbestos Waste at Civic Amenity Sites](#). Asbestos may be accepted for free but some authorities do charge or set limits on quantities accepted. Householders may be requested to make arrangements for the disposal of asbestos, and may also be provided with plastic sheeting in which to bag the asbestos before arriving at the site.

The HWD is implemented in the UK through the following legislation:

- **England and Wales:** The HWD is implemented through the [Hazardous Waste \(England and Wales\) Regulations 2005](#) and the [Hazardous Waste \(Wales\) Regulations 2005](#). These regulations were amended by the [Hazardous Waste \(England and Wales\) \(Amendment\) Regulations 2009](#) and the [Hazardous Waste \(Wales\) Amendment Regulations 2009](#). They have also been amended by [Schedule 2 of the Waste \(England and Wales\) Regulations 2011](#). Hazardous waste is defined within the [List of Wastes \(England\) Regulations 2005](#) and the [List of Wastes \(Wales\) Regulations 2005](#).
- **Scotland:** Rather than implement a new set of regulations to take account of the HWD, Scotland amended the Special Waste Regulations so that the [Special Waste Amendment \(Scotland\) Regulations 2004](#) and the [Waste \(Scotland\) Regulations 2011](#) include provisions for enforcing the HWD.
- **Northern Ireland:** The [Northern Ireland Environment Agency](#) is responsible for enforcing the [Hazardous Waste Regulations \(Northern Ireland\) 2005](#). These were amended by regulations 45 to 63 of the [Waste Regulations \(Northern Ireland\) 2011](#) and the [Environmental Protection \(Disposal of Polychlorinated Biphenyls and other Dangerous Substances\) Regulations \(Northern Ireland\) 2000](#). Again, these contain provisions which implement the HWD.

5.1.5 Bulky waste

The legal definition of 'bulky waste' in the [Controlled Waste Regulations 1992](#) and [Controlled Waste Regulations \(Northern Ireland\) 2002](#) is:

- any article of waste which exceeds 25 kilograms in weight; and/or
- any article of waste which does not fit, or cannot be fitted into:
 - a) a receptacle for household waste provided in accordance with [section 46 of the Environmental Protection Act 1990](#); or
 - b) where no such receptacle is provided, a cylindrical container 750 millimetres in diameter and 1 metre in length.

The [WRAP Bulky Waste Guidance](#) describes common practice in defining what constitutes bulky waste.

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5.1.6 Commercial waste

Commercial waste is waste generated from premises used wholly or mainly for the purposes of a trade or business. The [Controlled Waste \(England and Wales\) Regulations 2012](#) list wastes that should be treated as commercial waste. Commercial waste does not include household, agricultural or industrial waste.

If waste is generated within a residential home or garden, but as a result of a business activity (for example garden waste generated by a landscape gardener or building waste as a result of removing a fitted kitchen), it is defined as, and therefore subject to regulation as, commercial waste.

5.1.7 Re-use

In the revised Waste Framework Directive, the definition of 're-use' is split into two categories, as is currently the case in England and Wales. Some re-use is categorised as 'waste prevention', which means that measures have been taken before a substance, material or product is allowed to become waste. The other category includes items that have become waste, and therefore the items are categorised under 'preparing for re-use'. This type of activity can and does occur at HWRCs. 'Preparing for re-use' refers to checking, cleaning, repairing or recovery operations, which enable products or components of products that have become waste to be re-used without any other pre-processing. Any site considering undertaking direct reuse or preparation for reuse should consult with the relevant regulatory to ascertain the regulatory requirement applicable to their sites and activities.

Clothes, bric-a-brac, electrical and electronic equipment and furniture can be repaired or refurbished and then sold on. Re-usable items at HWRCs can be segregated for off-site or on-site sale; further details are included in [Section 4.9](#). HWRCs that are designated collection facilities (DCFs) for WEEE should consider the [BIS Code of Practice for the collection of WEEE from DCFs](#), which states that there should be systems in place to identify WEEE suitable for refurbishment and re-use.

In Scotland, the [Scottish Environmental Protection Agency \(SEPA\)](#) states that:

'SEPA consider waste to remain waste until fully recovered. The fact that the holder of the waste may have a use for the waste or that the waste may have a value does not necessarily mean that it is not being discarded or that it has been fully recovered [...] The fact that an item has been donated does not mean that it is not waste or that it ceases to be waste, as the decision to discard usually precedes the decision to donate.'

SEPA also states that:

'Goods given to charity shops are generally waste. They may be considered to be fully recovered when they are sorted and put on the shelf for re-sale [...] Goods 'donated' to charitable organisations for refurbishment or re-use are generally waste. They may be considered to be fully recovered only when they are refurbished, treated and/or sorted and made available for (re)sale.'

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5.1.7.1 End of Waste

The revised Waste Framework Directive (rWFD) contains criteria which can be used to determine when certain materials recovered from waste cease to be waste and become products that are outside of waste controls. The rWFD contains generic criteria for end of waste, stating that waste ceases to be waste when it has undergone a recovery operation (including recycling) and:

- the substance or object is commonly used for specific purposes;
- a market or demand exists for such a substance or object;
- the substance or object fulfils the technical requirements for the specific purposes and meets the existing legislation and standards applicable to products; and
- the use of the substance or object will not lead to overall adverse environmental or human health impacts.

The Environment Agency has worked with WRAP, the Northern Ireland Environment Agency and the Welsh Government on the [Waste Protocol Project](#). The project is looking at the recovery of what is currently defined as waste, and how it can lose the associated stigma and regulatory burden. Examples of wastes that may be received at an HWRC and for which final quality protocols have been published include:

- cooking oil;
- source-segregated biodegradable material for compost;
- flat glass;
- plasterboard; and
- tyres.

Segregation of these types of wastes will therefore be encouraged, as the quality protocol will help to open up markets for their recycling into new products. While many of these waste streams are already segregated at HWRCs, the demand for segregating these and other materials may increase as new markets are found.

The definitions on the previous page illustrate that not only the type of waste but also its source defines how it should be classified. Because it can be difficult to interpret the sources of waste, many local authorities take a pragmatic view regarding what is and isn't acceptable at their sites.

Note that HWRCs can also charge for household waste for non-residents (see [Section 8.2](#) for discussion of cross-border waste management); and that additional discretionary facilities that are not HWRCs under the EPA 1990 may also be able to charge to receive household waste (see [Section 9](#)).

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5.2 THE ENVIRONMENTAL PROTECTION ACT 1990

HWRCs are provided under the [EPA 1990](#). The relevant part of the act, [section 51](#), states that:

- (1) It shall be the duty of each waste disposal authority to arrange—
- a) for the disposal of the controlled waste collected in its area by the waste collection authorities; and
 - b) for places to be provided at which persons resident in its area may deposit their household waste and for the disposal of waste so deposited;
- (2) The arrangements made by a waste disposal authority under subsection (1) (b) above shall be such as to secure that—
- a) each place is situated either within the area of the authority or so as to be reasonably accessible to persons resident in its area;
 - b) each place is available for the deposit of waste at all reasonable times (including at least one period on the Saturday or following day of each week except a week in which the Saturday is 25th December or 1st January);
 - c) each place is available for the deposit of waste free of charge by persons resident in the area; but the arrangements may restrict the availability of specified places to specified descriptions of waste.
- (3) A waste disposal authority may include in arrangements made under subsection (1) (b) above arrangements for the places provided for its area to be available for the deposit of household or other controlled waste by other persons on such terms as to payment (if any) as the authority determines.'

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What does the EPA 1990 section 51 mean?

The waste disposal authority has a duty to provide HWRC facilities. However, there is no mention of the number of facilities needed save the requirement for them to be 'reasonably accessible to persons resident in the area'. Therefore, an authority may decide that one facility satisfies that duty, whereas other authorities may consider that they require more sites (see [Section 2.2](#) which discusses standard levels of HWRC provision). It also means that not all wastes have to be accepted at all sites; for example, asbestos may be excluded at a particular HWRC.

Local authorities are obliged to provide HWRCs for residents to dispose of their household waste free of charge. The sites must be reasonably accessible and available at all reasonable times. Other wastes can be also accepted (household waste from non-residents or non-householders, or non-household waste) and charges may be levied for the disposal of these wastes.

[Section 34 of the EPA 1990](#) and the Waste (England and Wales) Regulations 2011 places a duty to manage and transfer waste in a way that enables its safe recovery or disposal on:

- all producers, carriers and importers of controlled waste;
- anyone who keeps, treats or disposes of controlled waste; or
- anyone who has control of such waste as a broker.

This is known as the 'duty of care', and it is particularly pertinent when local authorities are using third parties to treat or dispose of waste from their HWRCs. Failure to comply with this duty could result in wastes being handled or disposed of by illegal traders or exported illegally. This can obviously lead to environmental concerns, but may also cause reputational damage to the local authority. A local authority could be prosecuted for failing to comply with its duty of care under section 34 if it does not take all such measures in its capacity as are reasonable in the circumstances.

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The repeal of section 1 of the Refuse Disposal Amenity Act 1978

Until recently, there was a conflict between section 1 of the Refuse Disposal Amenity Act 1978 (RDAA 1978), which placed the duty to provide HWRCs on local authorities in their role as waste collection authorities (WCAs), and section 51 of the EPA 1990, which assigns the duty to waste disposal authorities (WDAs).

This was an issue for two-tier authorities in London, where WCAs historically held responsibility for providing HWRCs.

Following consultation with English and Welsh local authorities in 2010, Defra repealed section 1 of the RDAA in those parts of the UK with effect from 1 April 2012 (section 1 of the RDAA did not extend to Northern Ireland, and the section 1 RDAA repeal in the EPA does not extend to Scotland).

5.3 THE CONTROLLED WASTE REGULATIONS

The definition of household waste in section 75(5) in the EPA 1990 was further clarified in the [Controlled Waste Regulations 1992, Schedule 1 of the regulations](#) defined such waste according to its source rather than its content. This was problematic for HWRC operators because it was sometimes difficult to establish the source of waste once it has been brought to an HWRC for disposal. For example, traders may try to dispose of wastes arising from commercial activities under the guise of their own household waste.

[Section 5.1](#) of this guide discusses the definition of different types of waste including household, commercial and hazardous waste.

Defra and the Welsh Government have replaced the [Controlled Waste Regulations 1992 with the Controlled Waste \(England and Wales\) Regulations 2012](#). The new regulations came into force in April 2012 and replaced Schedule 1 of the 1992 regulations with an updated schedule defining household waste, still by reference to its origin, but introducing some exceptions. The changes relevant to the management of HWRCs include:

- some waste previously designated as household waste, such as waste from camp sites and halls used for public meetings, being classified as 'commercial waste' for which charges can be made; and
- waste from a 'charity shop selling donated goods originating from domestic property' being classed as household waste, but waste from 'premises occupied by a charity and wholly or mainly used for charitable purposes' being classed as commercial waste, except if the waste is from a place of worship in which case it will be treated as household waste.

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5.3.1 Charging householders

The Controlled Waste (England and Wales) Regulations 2012 describe waste which is to be treated as household waste, industrial waste or commercial waste, and specifies (under section 45(3) of the 1990 Environmental Protection Act) the types of household waste for which a collection charge may be made. In addition, it specifies that certain types of household waste are to be treated as commercial waste for the purpose of enabling a charge to be made for the collection of the waste and, in some cases, its disposal under section 45(4) of the 1990 Act.

However, the Regulations also specify that waste from construction or demolition works, including preparatory works should be “treated as household waste for the purposes of section 34(2) and (2A) of the Act only (disapplication of Section 34(1) and duty on the occupier of domestic property to transfer household waste only to an authorised person or for authorised transport purposes)”.

A number of local authorities are charging householders to deposit (large) amounts of construction and demolition type waste. It is suggested that local authorities consult their own legal team regarding the 2012 regulations and their position on charging to accept certain types of waste.

[Section 93 of the Local Government Act 2003](#) allows local authorities to charge for discretionary services, so long as the authority is authorised but not required by law to provide the service and the person using the service has agreed to its provision. The local authority can recover the costs of providing discretionary services but it cannot make a profit from charging, so the income from charging for the services should not exceed the cost of providing them.

In Scotland, the charging and trading power is contained in the [Local Government in Scotland Act 2003](#).

Table 5.1: A non-exhaustive list of examples of the types of materials which must be accepted free of charge at HWRCs, and those for which charges can be levied.

Materials which must be accepted free of charge	Materials for which charges can be levied
All household waste delivered by residents in the area to the site, including but not limited to:	<ul style="list-style-type: none"> DIY wastes:
Small recyclables:	Doors and windows;
Cardboard;	Fitted kitchens;
Paper;	Fitted wardrobes;
Cans;	Inert material such as rubble and concrete, bricks and roof tiles;
Glass;	Plasterboard;
Plastic bottles;	Soil from landscaping activities;
Drinks cartons/Tetra-pak;	Any other building materials;
Textiles and shoes;	Commercial wastes; and
Books;	Tyres.
Green (garden) waste;	
Timber (high and low grade);	
Metal;	
Large and small domestic appliances;	
Hazardous household wastes:	
Chemicals;	
Paint;	
Fridges and freezers;	
Televisions and monitors (CRT);	
Fluorescent tubes;	
Batteries (domestic and vehicle);	
Dense plastics;	
Carpet;	
Mattresses;	
Furniture; and	
Black-bag waste.	

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5.4 THE WASTE FRAMEWORK DIRECTIVE

The European Commission's [revised Waste Framework Directive](#) (rWFD) has been partially implemented through the [Waste \(England and Wales\) Regulations 2011](#), which have been in force since 29 March 2011. In addition the European Commission has also issued [guidance on the interpretation and key provisions of Directive 2008/98/EC on waste](#). The rWFD has amended and strengthened the waste hierarchy, indicating that it should be viewed as a priority order. The amended hierarchy is:

- Prevention, including re-use;
- Preparing for re-use;
- Recycling;
- Other recovery, including energy recovery; and
- Disposal.

The hierarchy is subject to a proviso that member states shall take measures to encourage options that deliver the best overall outcome. This may require specific waste streams to depart from the hierarchy where this is justified in terms of overall waste-management priorities. Additionally, there may be factors that influence how the hierarchy is applied to HWRC wastes, particularly where an option is not economically viable or technically feasible. Such decisions will be for each local authority to determine, but if decisions do not follow the priorities of the waste hierarchy, the decision must be justifiable.

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How does the rWFD apply to local authorities?

Local authorities should ask themselves what they do with their waste now and in particular:

- could waste at HWRCs be prepared for re-use (for example, by sorting or cleaning)?
- could more or different waste streams be recycled? and
- is there anything else that could be extracted from the waste, such as energy or products?

Defra has published [Guidance on Applying the Waste Hierarchy](#). The Scottish Government is also producing [guidance](#).

From September 2011, a declaration is needed on Waste Transfer Notes and Hazardous Waste Consignment Notes confirming that the duty to apply the waste hierarchy has been applied. Suggested wording is as follows:

'I confirm that I have fulfilled my duty to apply the waste hierarchy as required by regulation 12 of the Waste (England and Wales) Regulations 2011.'

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5.4.1 Re-use and the waste hierarchy

The definition of re-use, as discussed in [Section 5.1.7](#), includes waste-prevention activities for reusable items that have not yet entered the waste stream, and preparing items that have entered the waste stream for re-use. Article 11 of the rWFD discusses re-use and recycling in detail, and includes a target to recycle or prepare for re-use 50% of household waste by 2020.

The rWFD also mentions measures that can affect the consumption and use of a product as an example of waste-prevention activities. One measure could apply to reusable items segregated at HWRCs:

'The promotion of the re-use and/or repair of appropriate discarded products or of their components, notably through the use of educational, economic, logistic or other measures such as support to or establishment of accredited repair and re-use-centres and networks especially in densely populated regions.'

Legislation and policy

What does the rWFD mean for local authorities?

Local authorities will be required to demonstrate that they are implementing the waste hierarchy in priority order. This means that waste prevention and re-use activities will become more important.

5.5 THE WASTE SHIPMENT REGULATION

The export of waste is regulated predominantly by the [Waste Shipment Regulation](#). This sets out what can and cannot be exported, and for what purpose it can be exported, to countries within and outside Europe. The types of waste and where they are being exported to are the most important factors. Most waste cannot be exported for disposal, regardless of where it is being exported to. Certain waste types can be exported for recovery depending on the country of destination. Waste controls will fall into one of three categories:

- Prohibited (for example, WEEE cannot be exported to African countries);
- Notification (for example, refuse-derived fuel or treated wood waste); or
- Green List (for example, single-stream paper or plastic).

Notification and Green List means that waste export can proceed under the relevant controls. Further advice can be found in the Environment Agency publication [Moving Waste Between Countries: Determining the Controls on Waste Exports](#). Of course, there will also be specific regulations in the countries through which the waste will travel and the country of destination. Definition of waste/ non waste and level of control applied must comply the standards of the highest level or regulatory control.

Local authorities will be aware of the importance of knowing the onward destinations of waste and recyclable materials from their HWRCs throughout the recovery and disposal chain and of obtaining evidence from contractors, brokers or other third parties that only legitimate treatment facilities will be used. Officers can request proof during contractor duty-of-care audits to ensure that they are being given reliable information about onward destinations of materials.

The PAS 141 specification has been developed by the Department for Business, Innovation and Skills (BIS) to improve overall standards for the treatment of discarded electrical and electronic equipment in the UK. Reused equipment from PAS 141 approved organisations will carry labels to identify that they have been processed in compliance with the standard, which it is hoped will reassure customers and regulators. The specification will also be used to differentiate 'bona fide' exports from illegal exports of WEEE under the guise of being sent abroad for reuse.

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5.6 WASTE MANAGEMENT LICENCING AND ENVIRONMENTAL PERMITTING

The law relating to waste management licences and environmental permitting varies between the nations of the UK.

5.6.1 England and Wales

In England and Wales, the [Environmental Permitting Core Guidance](#), updated in November 2009, describes the requirements for operator competence and the role of management systems. The competence of an operator is considered by the regulator when issuing an environmental permit. Operators are encouraged to demonstrate good practice by implementing an environmental-management system (EMS) such as ISO14001 or the EU's Eco-Management and Audit Scheme (EMAS).

Under the [Environmental Permitting \(England and Wales\) Regulations 2010](#), operators of certain waste activities, including HWRC managers, are required to prove the competence of their staff to operate the facility and to hold an environmental permit. The wider management system of the operator should contain mechanisms for assessing and maintaining staff technical competence.

There are two Defra-approved schemes for demonstrating technical competence within the waste-management industry:

- The [CIWM/WAMITAB](#) scheme is NVQ-based and leads to the award of a Certificate of Technical Competence (COTC) relevant to a particular type of facility. Holders of a COTC are required to take a Continuing Competence assessment every two years in order to keep the certification.
- The [ESA/EU Skills](#) scheme takes into account vocational and academic qualifications as well as internal and external training.

Environmental Permitting is covered by the [Waste \(England and Wales\) Regulations 2011](#), which superseded the [Waste Management Licensing Regulations 1994](#). The Environmental Permitting (England and Wales) Regulations 2010 and section 9 of the Government's core permitting guidance ('core guidance') set out requirements for the

competence of operators holding environmental permits. The Environment Agency has produced [guidance on operator competence](#) under these regulations.

5.6.2 Northern Ireland

In Northern Ireland, a waste management license is required to authorise the deposit, treating, storage or disposal of controlled waste on any land, or by means of mobile plant, under the Waste Management Licensing Amendment Regulations NI 2009. The Northern Ireland Environment Agency is responsible for granting licences, setting conditions on licensing activities and monitoring sites to ensure compliance. It has produced [guidance on waste management licensing](#), as well as [guidance on technical competence](#), which is also a requirement in Northern Ireland.

5.6.3 Scotland

The [Waste Management Licensing \(Scotland\) Regulations 2011](#) and the associated [Waste \(Scotland\) Regulations 2011](#) came into force in March 2011. They implement certain provisions of the revised Waste Framework Directive 2008. In the addition the Scottish Government are also [consulting on an Integrated Framework for Environmental Regulation](#) which would bring together many sets of regulations, including the Waste Management Licensing Regulations into one flexible, streamlined, risk-based regime.

These regulations consolidate the Waste Management Licensing Regulations 1994 and their amendments into one piece of legislation. [An overview of the 2011 Waste Regulations in Scotland](#) is available from the Environment Agency. The regulations:

- introduce new activities that can be carried out under an exemption rather than needing a waste-management licence;
- remove the need for a COTC to demonstrate that a person is suitably qualified to hold a waste-management licence; and
- introduce the need for all businesses that carry their own waste to be registered as waste carriers.

Sites in Scotland will have a waste-management licence which states that they must have a COTC-holder on site. The change to the legislation will not alter the waste-

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management licence. Clarity is needed from SEPA regarding the impact of this legislative change. In practice, the requirement to have a COTC-holder is likely to continue to be of benefit to staff in terms of career development, and to employers in terms of safe management of sites, even though it is no longer a legal requirement.

The Waste (Scotland) Regulations 2011 implement the remaining parts of the Waste Framework Directive 2008 that are not covered by the Waste Management Licensing (Scotland) Regulations 2011. The regulations allow:

- the partial suspension, revocation, transfer and surrender of site licences;
- the consolidation of licences to cover one site held by the same person or more than one mobile plant held by the same person; and
- changes to the land covered by the licence, such as where a licence is surrendered for some areas of land only.

5.7 THE WASTE ELECTRICAL AND ELECTRONIC EQUIPMENT (WEEE) REGULATIONS

The [WEEE Regulations 2006](#) transpose the EC WEEE Directive 2002 into UK law, and are in force throughout the UK. The WEEE Directive is designed to minimise the environmental impact of WEEE by increasing its collection, re-use, recycling and recovery. It also aims to reduce the amount of WEEE going to landfill. The Directive makes producers responsible for financing the collection, treatment and recovery of WEEE and obliges retailers to take back WEEE from consumers free of charge. This is effectively implementing the principle of 'polluter pays'. The WEEE Directive has been recast and we are expecting revised WEEE Regulations in the near future.

The WEEE Regulations apply to 13 product categories of EEE (electrical and electronic equipment):

1. Large household appliances
2. Small household appliances
3. IT and telecommunications equipment
4. Consumer equipment
5. Lighting equipment
6. Electrical and electronic tools
7. Toys, leisure and sports equipment
8. Medical devices
9. Monitoring and control instruments
10. Automatic dispensers
11. Display equipment
12. Cooling appliances containing refrigerants
13. Gas discharge lamps

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The WEEE Regulations apply to any business that manufactures, imports, re-brands, distributes, or sells EEE, or that stores, treats, dismantles, recycles, disposes of, uses, repairs or refurbishes WEEE. The Environment Agency website discusses [how the WEEE Regulations affect different businesses](#).

Waste-management companies that intend to undertake treatment, recycling and recovery of WEEE must be authorised by the relevant Environment Agency to do so.

[Guidance notes on the WEEE Regulations](#) can be found on the Department for Business Innovation and Skills (BIS) website and further detail is available in the [WEEE Good Practice Guidance](#) published by WRAP.

Legislation and policy

What the WEEE Regulations mean for local authorities managing HWRCs

Although the WEEE Regulations do not place obligations on local authorities to collect and dispose of WEEE, a large proportion of WEEE is likely to end up at HWRCs. Most local authorities have therefore signed up their HWRCs as designated collection facilities (DCFs). As DCFs they will need to comply with the BIS Code of Practice (see below). The WEEE collected from sites registered as DCFs will be removed and recycled free of charge by a producer compliance scheme (PCS) partner.

5.7.1 The BIS Code of Practice

The BIS [Code of Practice for the Collection of Waste Electrical and Electronic Equipment](#) (WEEE) from [Designated Collection Facilities](#) sets out guidance and principles which should be used by anyone who is running a DCF, as well as PCSs that are removing WEEE items from DCFs. The Code of Practice was updated in July 2010. It should be viewed as the minimum standard that a DCF operator should be achieving in order to comply with legislation.

The Code gives details on:

- Collecting WEEE as a separate fraction;
- Giving priority to WEEE re-use;
- Staffing and managing facilities appropriately;
- Scheduling collections;
- Health and safety;
- Contaminations;
- Environmental standards, insurance, and reporting; and
- Resolving disputes.

5.7.2 PAS141

The PAS 141 specification has been developed by the Department for Business, Innovation and Skills (BIS) to improve overall standards for the treatment of discarded electrical and electronic equipment in the UK. The PAS 141 specification aims to increase confidence in the standard of processing for reused EEE. It is hoped that it will address demand from consumers for reassurance that used equipment is electrically safe to use and functionally fit for purpose. Treatment facilities looking to achieve PAS 141 status will be independently assessed by UKAS-accredited certification bodies to ensure they meet the standard. Accreditation of the first UK certification body will take place in the summer of 2012, with more likely to follow. Producer compliance scheme Valpak has been appointed as PAS 141 scheme administrator by BIS to administer the certification schemes and registration of a trade mark and use of labels.

Reused equipment from PAS 141 approved organisations will carry labels to identify that they have been processed in compliance with the standard, which it is hoped will reassure customers and regulators. The specification will also be used to differentiate 'bona fide' exports from illegal exports of WEEE under the guise of being sent abroad for reuse.

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5.8 THE LOCALISM ACT, ENGLAND

The [Localism Act](#) was given Royal Assent in November 2011. The Act includes new rights and powers for communities because the Government believes that social enterprises and community groups can provide high-quality and good-value services. The Localism Act gives these groups, and other organisations such as parish councils, the right to express an interest in taking over the running of a local-authority service. The local authority must then consider and respond accordingly. However if it chooses to accept the challenge it is required to conduct a procurement exercise. This means the challenging organisation can bid but cannot manage the service automatically. This is intended to make it easier for local groups to drive improvement in local services.

The Localism Act gives people the power to initiate local referendums on issues that are important to them. Local authorities and other public bodies are required to take the outcome of referendums into account and consider what steps, if any, they will take to enact the result. Therefore the Localism Act could, in principle, allow local people and organisations representing them to challenge and bid for the management of HWRCs, or to conduct referendums on HWRC-management issues.

5.9 SCOTLAND: THE WASTE (SCOTLAND) REGULATIONS 2012 AND THE ZERO WASTE PLAN

Scotland's Zero Waste Plan sets out the Scottish Government's vision for a zero-waste society in which waste is minimised and seen as a resource. It wants most waste to be sorted, ensuring valuable resources are not disposed of in landfill. The plan includes the separate collection of individual waste materials, waste-prevention plans, and the promotion of the waste hierarchy so that only limited amounts of waste are to be treated. The measures set out in the plan that are relevant to waste disposed at HWRCs include:

- the development of a Waste Prevention Programme for all wastes, ensuring that the prevention and re-use of waste is central to all actions and policies;
- landfill bans for specific waste types, reducing greenhouse-gas emissions and capturing the value from these resources;
- separate collections of specific waste types (including food) to avoid contaminating other materials, thus increasing re-use and recycling opportunities and contributing to renewable energy targets;
- new targets that will apply to all waste so that 70% is recycled, and a maximum of 5% is sent to landfill, both by 2025;
- restrictions on the input to all EfW facilities, which in the past only applied to municipal waste, to encourage greater waste prevention, re-use and recycling; and
- encouraging local authorities and the resource-management sector to establish good-practice commitments and work together to create consistent waste-management services, benefitting businesses and the public.

Legislation and policy

What do the Zero Waste Regulations mean?

It is likely that these regulations will place some requirements for black bag-waste to be pre-treated before disposal and for increased re-use and recycling to occur at HWRCs.

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5.10 THE REVIEW OF WASTE POLICY IN ENGLAND

The Government published its [Review of Waste Policy in England](#) in June 2011. It does not, however, contain many references to HWRCs. Paragraph 75 refers to HWRCs in relation to the need to:

‘establish with local authorities and civil society groups whether there are opportunities for re-use collection facilities to be provided at civic amenity sites.’

Paragraph 124 refers to charging for waste, with reference to HWRCs:

‘The Government believes bin charging is counter-productive and would harm the local environment by fuelling flytipping. This includes ensuring that householders have access to civic amenity sites [HWRCs] where they can deposit their waste and recycling free at the point of use. The Government is committed to this important principle and is opposed to charging for the mainstream collection and disposal of waste from householders.’

Paragraph 157 discusses the acceptance of business waste at HWRCs:

‘[...] we want to encourage local authorities to consider whether HWRCs [...] could be adapted to accept business waste and recycling at an affordable cost to the business user. Accepting business waste and recycling at HWRCs may also have a subsidiary benefit to local authorities and household residents; a number of sites are currently under threat of closure due to financial pressures, but the revenues generated from accepting business waste could help provide the funds needed to keep the sites open. Through WRAP, we will provide guidance to authorities on how they can resolve practical issues associated with adapting HWRCs and ensure charging is fair, easy to understand and transparent to business.’

Legislation and policy

What does the Review of Waste Policy in England 2011 mean for HWRC management?

Charging for household waste is clearly discouraged, but the Government acknowledges that revenue from businesses could help to supplement the costs of HWRCs. In reality there will be practical issues regarding the segregation of commercial and household waste and the data that is reported within waste returns, including **WasteDataFlow**. There are likely to be enforcement issues regarding illegal disposal of commercial waste and WDAs should check that their HWRC permit allows for receipt of commercial waste. They should also check their planning permission because this may impose limitations on tonnages and vehicle numbers. The latter can be an issue due to the additional tonnages and vehicle movements if business waste is accepted.

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5.11 HEALTH AND SAFETY

Responsibility for ensuring the health and safety of operatives lies with both the local authority and any organisation with which they contract. The organisation managing the HWRC must ensure that its operatives are correctly trained and risk assessments have been carried out. The local authority also has a duty of care to ensure that its contractors are competent to carry out the service that they have been contracted to do, and so should see copies of risk assessments, method statements, liability insurance and health and safety policies to ensure that this is the case.

Risks on site can be controlled by:

- selecting and maintaining suitable vehicles and equipment;
- adopting traffic-control measures and a safe site layout;
- developing and maintaining safe operating procedures;
- providing [competence training for employees](#) as outlined on the HSE website; and
- adequate supervision, information and instruction for site users.

HWRCs do present risks to children and animals and therefore it is recommended that there is signage at the site to ask drivers to keep children and animals within the vehicle when visiting the site.

5.11.1 Traffic movements

There are risks to site staff, site users and service-vehicle drivers from traffic movement at HWRCs. In July 2011 a worker at an [HWRC in Northern Ireland](#) was trapped and killed in a vehicle accident.

Managing congestion is important, and site operatives should ensure that users are not tempted to park outside the designated areas and walk to disposal areas, rather than waiting. Site layout and parking should aim to minimise pedestrian interaction with traffic. Modern sites generally direct traffic flow one way and include a passing lane. There should be access to the disposal areas for pedestrians without crossing

traffic lanes. Where any servicing of containers is required within public areas of the site, risks can be minimised by ensuring that this takes place outside peak hours.

The [Workplace \(Health, Safety and Welfare\) Regulations 1992](#) require traffic on sites such as HWRCs to be safely managed.

The HSE has developed a wide range of guidance regarding transport at HWRCs, including:

- [Operating Civic Amenity Sites Safely \(WASTE 01\)](#)
- [Skip and Container Safety in Waste Management and Recycling \(WASTE 06\)](#)
- [Safe Transport in Waste Management and Recycling Facilities \(WASTE 09\)](#)
- [Safety at 'Bring Sites' in the Waste Management and Recycling Industries \(WASTE 11\)](#)
- [Hand Sorting of Recyclables \('Totting'\) with Vehicle Assistance \(WASTE 18\)](#)
- [Sheeting and Unsheeting](#)
- [Safe Use of Skip Loaders \(INDG378\)](#)

The HSE also has an area dedicated to [workplace transport](#) on its website.

5.11.2 Slips, trips, falls and manual handling

The [Manual Handling Operations Regulations 1992](#) state that the need to undertake any manual-handling operation which is likely to involve a risk of injury should be avoided so far as is reasonably practicable. Where manual handling is unavoidable, employers have a duty under the regulations to carry out a suitable risk assessment and take steps to reduce the risk of injury to employees to the lowest level possible. Employees have a duty to make use of any system provided by their employer to abide by these regulations.

Operatives responsible for using lifting equipment to move large and/or heavy items must abide by the [Lifting Operations and Lifting Equipment Regulations 1998](#) which impose requirements on any employer providing lifting equipment for use by an employee at their place of work. [The Provision and Use of Work Equipment Regulations 1998](#) are also relevant.

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5.11.3 Safe use of machinery

Compactors are the type of machinery most likely to be found at an HWRC, though balers and lifting equipment may also be used. Accidents can occur if the machinery is poorly guarded or not used properly. Only staff who are properly trained to use and maintain machinery should use such equipment. There should be appropriate safety measures for all equipment, including warnings and protective devices. Any guards should be secure, with no access to moving parts when the compactor is being used.

The Provision and Use of Work Equipment Regulations 1998 require that the equipment provided for use at work is suitable for the intended use, safe for use, maintained in a safe condition and (in certain circumstances) inspected to ensure this remains the case. It also states that equipment should only be used by people who have received adequate information, instruction and training. The HSE has produced a [simple guide to the regulations](#).

Other relevant guidance includes the HSE's [Guidance for the Recovered Paper Industry](#), which provides information on safe working with balers and compactors. The principles outlined are relevant elsewhere in the recycling and waste industry.

The [Compaction Equipment: User and Public Safety guidance](#) (Waste 08) is also relevant for those operating sites where balers and compactors are used.

5.11.4 Management of hazardous wastes

HWRCs accept numerous different types of hazardous wastes, including gas cylinders, automotive and household batteries, cathode ray tubes and fluorescent tubes. In 2009 the HSE developed guidance on [Storing Hazardous Waste at Household Waste and Recycling Centres](#), focusing on the health and safety implications of handling these hazardous materials.

HWRC operators should have procedures in place for accepting each type of hazardous waste, and if they do not, the waste should not be accepted. Sites must be able to receive, identify, segregate, handle and store wastes safely. Sites should have

emergency and security plans and only appropriately trained site operatives should handle the hazardous wastes. Site operators should also be aware of their duty under the [Dangerous Substances and Explosive Atmospheres Regulations 2002](#) to protect people from the risks of fires and explosions.

The public should also be made aware of their responsibility to dispose of wastes safely. The importance of public awareness was highlighted following a gas cylinder explosion in a scrap metal skip at an [HWRC in Warwickshire](#) in March 2011. The council suspects that this item was hidden among other waste.

5.11.5 Abuse at work

Abuse, threats and even assaults do occur at some sites, and it is important that the danger of work-related violence is managed. Employers are responsible for identifying and managing the risk of any violence or harassment in the workplace. This means that there should be policies in place detailing the responsibility of individual staff and the employer to:

- raise awareness of potentially dangerous situations;
- identify acceptable standards of behaviour; and
- understand the appropriate action to be taken should an incident occur.

Many sites have clear signage stating that abusive behaviour towards staff will not be tolerated. Staff should be made aware of what constitutes unacceptable behaviour and trained to mitigate risk should an incident occur. Some sites have sent their staff on training courses designed for doormen of licensed premises. Where site staff experience abuse from site users, it is important that formal procedures are in place to take action against the offending party, be that a site ban or prosecution. If site staff feel that they have the support of their managers and local authority in these circumstances, this will help to boost their morale and give them greater confidence in dealing with difficult site users.

However, failure to offer adequate support can be very damaging for staff morale. Indeed, under health and safety law, responsibility for a work environment where

Appendix 2 Composition of all materials within the HWRC general waste

PRIMARY CATEGORIES	BURTON FARM WEEKDAY	LOWER HOUSE FARM WEEKEND	HUNTERS LANE WEEKDAY	PRINCES DRIVE WEEKEND	AVERAGE WEEKDAY	AVERAGE WEEKEND	AVERAGE COMBINED
Paper and card	15.09%	16.67%	8.22%	5.37%	11.65%	11.02%	11.34%
Plastic film	1.63%	3.45%	2.69%	4.32%	2.16%	3.88%	3.02%
Dense plastic	8.53%	18.77%	9.00%	7.84%	8.77%	13.31%	11.04%
Textiles	16.06%	13.01%	5.69%	15.05%	10.87%	14.03%	12.45%
Misc. combustible	38.29%	28.58%	43.49%	43.12%	40.89%	35.85%	38.37%
Misc. non-combustible	9.37%	9.72%	18.39%	15.31%	13.88%	12.51%	13.20%
Glass	1.86%	0.40%	0.37%	0.57%	1.11%	0.49%	0.80%
Ferrous metal	2.37%	0.93%	2.81%	1.04%	2.59%	0.98%	1.79%
Non-ferrous metal	0.96%	0.64%	1.03%	0.18%	0.99%	0.41%	0.70%
Putrescible	3.07%	5.50%	7.89%	5.83%	5.48%	5.66%	5.57%
Fines	0.00%	0.48%	0.03%	0.00%	0.01%	0.24%	0.13%
WEEE	2.46%	0.15%	0.39%	0.07%	1.43%	0.11%	0.77%
Hazardous	0.32%	1.70%	0.01%	1.30%	0.17%	1.50%	0.83%
TOTAL	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
KERBSIDE RECYCLABLE	30.81%	29.02%	18.92%	25.88%	24.86%	27.45%	26.16%
SITE RECYCLABLE	30.00%	18.88%	37.94%	22.25%	33.97%	20.56%	27.26%
TOTAL RECYCLABLE	60.80%	47.90%	56.86%	48.13%	58.83%	48.01%	53.42%

Appendix 3 Use of Warwickshire HWRCs by non-Warwickshire residents

Table 1 Site visited when survey was taken

Site name	Total visits	Visits from within Warwickshire	Visits from outside Warwickshire	% Visits from within Warwickshire	% visits from outside Warwickshire
Lower House Farm	165	77	88	46.67%	53.33%
Hunters Lane	147	134	13	91.16%	8.84%
Cherry Orchard	142	134	8	94.27%	5.63%
Wellesbourne	147	126	21	85.71%	14.29%
Shipston	146	139	7	95.21%	4.79%
Judkins	149	146	3	97.99%	2.01%
Princes Drive	107	102	5	95.33%	4.67%
Stockton	122	120	2	98.36%	1.64%
Burton Farm	131	96	35	73.28%	26.72%
Total	1256	1074	182	85.51%	14.49%

Table 2 County breakdown of visits from outside Warwickshire for site visited when survey was taken

	West Midlands	Staffordshire	Leicestershire	Northamptonshire	Oxfordshire	Gloucestershire	Worcestershire	Other	Total
Lower House Farm	0	83	5	0	0	0	0	0	88
Hunters Lane	5	3	5	0	0	0	0	0	13
Cherry Orchard	0	0	2	6	0	0	0	0	8
Wellesbourne	21	0	0	0	0	0	0	0	21
Shipston	4	0	0	0	0	0	2	1	7
Judkins	1	0	1	1	0	0	0	0	3
Princes Drive	2	0	0	1	0	1	0	1	5
Stockton	0	0	0	0	0	0	2	0	2
Burton Farm	0	0	0	0	9	25	1	0	35
Total	33	86	13	8	9	26	5	2	182

Table 3 Usual site visited

Site name	Total visits	Visits from within Warwickshire	Visits from outside Warwickshire	% Visits from within Warwickshire	% visits from outside Warwickshire
Lower House Farm	162	78	84	48.15%	51.85%
Hunters Lane	140	131	9	93.57%	6.43%
Cherry Orchard	137	130	7	94.89%	5.11%
Wellesbourne	134	116	18	86.57%	13.43%
Shipston	145	138	7	95.17%	4.83%
Judkins	139	136	3	97.84%	2.16%
Princes Drive	107	101	6	94.39%	5.61%
Stockton	123	121	2	98.37%	1.63%
Burton Farm	127	93	34	73.23%	26.77%
Unknown sites	42	30	12	71.43%	28.57%
Total	1256	1074	182	85.51%	14.49%

Table 2 County breakdown of visits from outside Warwickshire for usual sites

	West Midlands	Staffordshire	Leicestershire	Northamptonshire	Oxfordshire	Gloucestershire	Worcestershire	Other	Total
Lower House Farm	0	77	5	0	0	0	0	2	84
Hunters Lane	3	2	4	0	0	0	0	0	9
Cherry Orchard	0	0	1	6	0	0	0	0	7
Wellesbourne	17	1	0	0	0	0	0	0	18
Shipston	5	0	0	0	0	0	1	1	7
Judkins	1	0	1	1	0	0	0	0	3
Princes Drive	2	0	0	1	0	2	0	1	6
Stockton	0	0	0	0	0	0	2	0	2
Burton Farm	0	0	0	0	9	24	1	0	34
Unknown sites	5	4	2	0	0	0	1	0	12
Total	33	84	13	8	9	26	5	4	182

Appendix 4 Information on neighbouring authorities' service (taken from 2013/14 data from waste data flow, reporting practices from each WDA vary)

Authority	No of HWRCs	No of Households	No of Households per HWRC	Average KG per Household	Current opening times	Policies on vans, trailers and DIY waste
Gloucestershire County Council	5	244,000	48,000	200	Monday to Sunday from 9am to 6.15pm.	Vans, pickups and trailers must book their visit. Proof of residency required. Small amounts of cement bonded asbestos accepted but must be pre-booked.
Leicestershire County Council	14	277,190	19,799	281	October to March open five days Per week 9am to 4pm. April to September open seven days a week from 9am to 7pm.	Permits system for all cars with trailers over 4 foot 6, pickups, 4x4's and vans. Permits for cars but only for asbestos. Limits of six bags of DIY waste, one bathroom suite, four doors and four windows per six months.
Northamptonshire County Council	10	300,990	30,099	261	Sites are open from 8.00am to 8.00pm from April to September and 8.00am to 6.00pm from October to March. In summer and winter only 5 sites are open 7 days a week. The other 5 sites are open for 5 days a week.	No permit system in place. Set restrictions on the amount of DIY waste that is brought into the site over a 2 month period (by number of trips) pay as you throw policy for any material in excess of the number of trips allocated. No asbestos is accepted at any of the sites. Subsidised charge for household asbestos taken to Brackmills waste transfer station – 5 sheets £50.00 + VAT, 9 metre run of guttering - £50.00 + VAT and 1 x water tank - £40.00 +VAT.

Authority	No of HWRCs	No of Households	No of Households per HWRC	Average KG per Household	Current opening times	Policies on vans, trailers and DIY waste
Oxfordshire County Council	7	248,000	35,428	210	Sites are open from 8.00am to 5.00pm from October to March and 8.00am to 8.00pm from April to September.	Commercial-type vehicles weighing less than 3.5 tonnes laden (eg van, pick-up) or a trailer (6-10 ft) length need a permit allowing up to 12 visits annually. Up to three items of DIY waste will be accepted free of charge each month. Each additional item will be charged at £1, up to a maximum of ten items.
Staffordshire County Council	14	366,390	26,171	195	15 sites which operate different opening times and days ranging from 9-4.30pm to 9.00 until 6pm with some sites closed 2 days a week to sites opening 7 days a week. Sites are open different hours on the weekends to the weekdays.	Soil and rubble amounts are limited to one cubic metre. No permit system in operation. Consultation issued on closing two sites.
Worcestershire County Council	11	231,000	21,000	348	11 sites which operate different opening times and days ranging from 8-4.30pm to 10.00 until 4pm with some sites closed 1 day a week to sites opening 7 days a week. Sites are open different hours on the weekends to the weekdays.	Commercial type vehicle and trailer restrictions apply for vans, pick-ups (inc hire vans) & Trailer over 1.3m internal length. Permit allows 12 visits a year. Free of charge residents permits given out with council tax. Proof of residency required at some sites. Plasterboard accepted at 7 HWRCs

Authority	No of HWRCs	No of Households	No of Households per HWRC	Average KG per Household	Current opening times	Policies on vans, trailers and DIY waste
Warwickshire County Council	9	241,890	26,876	235	<p>Open from 9.30am to 3.15pm on weekdays (6.15pm on Wednesdays in summer) and 8.30am to 17.45pm at weekends from April to September.</p> <p>Open from 9.30am to 3.15pm on weekdays and 8.30am to 16.15pm at weekends from October to March. One site is open only 4 days per week all year round.</p>	<p>Permit system in place, certain vehicles restricted – residents are allowed to apply for vouchers for restricted vehicles – van or pick up 6 vouchers per year caravanettes, people carrier, minibuses, twin cab pickup and large 4x4 four vouchers per year. Cars and cars with trailers no permit required. All other vehicles are not allowed on site.</p>

Appendix 5 HWRC Survey 2015

1. Name of Household Waste Recycling Centre you normally use?

Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
10.60	9.30	12.30	15.20	18.80	9.50	8.30	8.10	7.90

2. How often do you visit a Household Waste Recycling Centre?

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Once a week	12.90	20.00	5.20	26.10	9.10	17.80	15.60	13.70	11.90
Twice a month	7.90	17.10	11.60	26.10	22.70	17.80	18.20	14.40	19.20
Once a month	19.3	17.70	23.20	30.70	29.30	28.90	26.60	27.50	31.10
Once every few months	49.00	41.10	48.90	15.70	35.50	27.80	27.30	39.90	31.80
Once a year	5.90	1.10	7.30	1.00	2.30	2.80	3.20	1.30	2.00
Less than once a year	2.00	2.30	1.30	-	0.60	2.20	3.90	2.00	2.00
Visited once	3.00	0.60	2.60	0.30	0.60	2.80	5.20	1.30	2.00

3. What is the main purpose of your visit today?

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
To deposit at the re-use shop	13.40	26.10	14.20	24.40	21.00	8.30	14.50	10.10	12.60
To browse and buy from the re-use shop	5.40	46.00	3.90	13.60	8.20	21.70	12.50	7.40	13.20
To deposit recyclable household waste	82.20	47.70	82.00	83.30	85.80	70.00	57.90	82.40	89.40
To deposit construction and demolition waste	73.80	44.30	64.40	62.40	49.00	72.80	71.70	69.60	80.80
To deposit chemical waste	-	4.00	2.60	4.20	4.20	4.40	1.30	0.70	1.30
To deposit trade waste	-	0.60	1.70	1.70	1.10	0.60	1.30	-	0.70

4. Thinking about the Household Waste Recycling Centre you normally use, how satisfied are you with the site opening times.

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Very Poor	0.50	2.30	10.00	1.10	3.70	0.60	1.90	2.00	6.00
Poor	5.00	6.20	14.30	15.80	8.20	6.20	6.50	9.80	4.70
Fair	12.40	14.10	27.30	18.20	36.30	22.50	13.00	26.80	32.70
Good	46.30	35.00	38.10	52.60	44.80	50.60	21.40	45.10	45.30
Excellent	35.80	42.40	10.40	12.30	7.10	20.20	57.10	16.30	11.30
% Satisfied	94.50	91.50	75.80	83.10	88.20	93.30	91.50	88.20	89.30

5. Thinking about the Household Waste Recycling Centre you normally use, how satisfied are you with traffic queue times.

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Very Poor	-	0.60	2.60	-	0.60	0.60	-	-	1.30
Poor	1.00	1.10	4.30	0.40	5.70	1.10	1.90	1.30	2.00
Fair	3.00	9.10	28.60	7.10	31.80	8.40	8.40	5.30	22.80
Good	29.00	27.80	53.70	63.30	56.50	40.80	24.70	61.20	58.40
Excellent	67.00	61.40	10.80	29.30	5.40	49.20	64.90	32.20	15.40
% Satisfied	99.00	98.30	93.10	99.70	93.70	98.40	98.00	98.70	96.60

6. Thinking about the Household Waste Recycling Centre you normally use, how satisfied are you with signage and information on site

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Very Poor	0.50	-	-	-	-	-	0.70	0.70	-
Poor	0.50	2.30	2.60	2.10	1.10	-	1.30	0.70	0.70
Fair	1.50	6.90	15.10	6.40	19.30	5.10	5.90	6.00	4.00
Good	30.00	35.40	63.80	62.50	67.30	55.90	23.50	60.90	67.10
Excellent	67.50	55.40	18.50	29.00	12.20	39.00	68.60	31.80	28.20
% Satisfied	99.00	97.70	97.40	97.90	98.80	100.00	98.00	98.70	99.30

7. Thinking about the Household Waste Recycling Centre you normally use, how satisfied are you with tidiness and cleanliness of site

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Very Poor	0.50	0.60	-	-	-	-	-	0.70	-
Poor	0.50	0.60	-	1.40	0.60	0.60	-	1.30	0.70
Fair	1.00	2.80	12.90	5.30	12.60	2.20	3.90	5.30	1.30
Good	22.00	34.50	65.90	62.30	74.90	47.50	24.70	60.50	55.00
Excellent	76.00	61.60	21.10	31.00	12.00	49.70	71.40	32.20	43.00
% Satisfied	99.00	98.90	99.90	98.60	99.50	99.40	100.00	98.00	99.30

8. Thinking about the Household Waste Recycling Centre you normally use, how satisfied are you with user friendliness of site

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Very Poor	-	1.10	1.30	0.40	2.00	0.60	1.30	0.70	1.30
Poor	2.00	2.30	4.30	-	3.10	0.60	1.30	2.00	0.70
Fair	2.50	6.20	13.90	7.70	13.00	2.80	5.20	6.60	8.00
Good	21.40	27.10	56.70	61.30	68.00	39.70	21.30	55.30	40.70
Excellent	74.10	63.30	23.80	30.60	13.90	56.40	71.00	35.50	49.30
% Satisfied	98.00	96.60	94.40	99.60	94.90	98.90	97.50	97.40	98.00

9. Thinking about the Household Waste Recycling Centre you normally use, how satisfied are you with staff approachability and helpfulness

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Very Poor	0.50	1.70	2.20	-	0.90	1.70	2.00	0.70	0.70
Poor	1.50	2.80	2.60	1.40	2.60	0.60	2.60	3.40	0.70
Fair	3.00	11.30	11.30	4.90	9.70	1.10	4.60	6.20	4.70
Good	22.50	24.30	46.80	43.80	64.80	31.70	15.00	47.90	28.70
Excellent	72.50	59.90	37.20	49.80	22.20	65.00	75.80	41.80	65.30
% Satisfied	98.00	95.50	95.30	98.50	96.70	97.80	95.40	95.90	98.70

10. Thinking about the Household Waste Recycling Centre you normally use, how satisfied are you with overall service and facilities

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Very Poor	-	-	2.20	-	0.30	-	-	-	0.70
Poor	0.50	1.70	6.10	0.40	1.70	1.10	1.90	0.70	2.70
Fair	3.50	5.10	10.80	4.20	13.90	2.20	3.90	7.30	10.00
Good	23.50	28.20	62.80	68.60	70.30	40.20	22.70	54.00	34.00
Excellent	72.50	65.00	18.20	26.90	13.90	56.40	71.40	38.00	52.70
% Satisfied	99.50	98.30	91.80	99.70	98.10	98.80	98.00	99.30	96.70

11. Have you ever used the late night opening until 6.30pm on Wednesday between April and September

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Yes	10.90	10.20	13.00	30.20	22.60	8.60	8.80	12.80	11.10
No, but knew about it	13.40	8.50	9.10	8.40	8.60	40.00	17.60	13.40	-
No, and didn't know about it	75.70	81.40	77.90	61.40	68.80	51.40	73.60	73.80	88.90

12. Were you offered assistance at the Household Waste Recycling Centre today?

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Yes	45.50	38.10	36.20	33.10	35.90	40.60	86.10	27.30	16.70
Yes, but didn't want/need help	17.30	6.30	8.60	19.10	13.10	12.20	7.30	2.70	44.70
No, and did want help	5.00	7.40	7.30	3.20	10.50	4.40	1.30	5.30	5.30
No and didn't want any help	32.20	48.30	47.80	44.60	40.50	42.80	5.30	64.70	33.30

13. If more Council financial savings lead to us having to charge to cover the costs for the deposit of non-household waste (like DIY material) at the centres, would you be prepared to pay?

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
Yes	49.00	33.30	29.30	34.60	31.30	42.20	23.30	42.80	53.70
No	51.00	66.70	70.70	65.40	68.70	57.80	76.70	57.20	46.30

14. If yes to previous question how much per car visit would be acceptable?

	Lower House Farm %	Judkins %	Hunters Lane %	Cherry Orchard %	Princes Drive %	Stockton %	Wellesbourne %	Burton Farm %	Shipston %
£2	76.90	78.20	72.20	40.70	63.00	77.80	92.00	58.20	73.30
£4	20.90	20.00	24.10	55.60	31.50	19.40	8.00	29.10	24.00
£6	2.20	1.80	3.70	3.70	5.60	2.80	-	12.70	2.70

Warwickshire Waste Partnership

17th June 2015

CLG Select Committee Inquiry into Litter

Recommendations

That the Waste Partnership notes the report and considers if any further action is required

1.0 Background

- 1.1 Litter remains an issue of local public concern, with levels of littering and fly-tipping failing to reduce substantially, despite campaigns and publicity aimed at changing public behavior, and despite a suite of powers and responsibilities for local councils and other bodies enshrined in legislation. The costs of managing litter and fly-tipping are significant – Keep Britain Tidy puts a £1 billion plus annual price tag on managing litter and its knock-on impacts nationally.
- 1.2 The issue of fly-tipping and litter control has been a topic of discussion and interest to the individual councils and for the partnership as a whole for many years. During the last parliament the Communities and Local Government Select Committee held an inquiry on the topic and a written representation was made on behalf of this partnership.

2.0 Evidence Submission

The Warwickshire Waste Partnership submission can be viewed via the following link:

<http://data.parliament.uk/writtenevidence/committeeevidence.svc/evidencedocument/communities-and-local-government-committee/litter/written/14285.html>

All the written submissions can be viewed on the Communities and Local Government Select Committee Website.

As a result of making the written submission, the partnership was invited to an oral evidence gathering session. Sean Lawson, Head of Environmental Services for Rugby, attended and gave evidence on behalf of the partnership.

The transcript of the oral evidence session can be viewed via the following link:

<http://data.parliament.uk/writtenevidence/committeeevidence.svc/evidencedocument/communities-and-local-government-committee/litter/oral/15861.html>

3.0 Final Report

The Select Committee published its report on the 14th March 2015 and the full report can be read via the following link:

<http://www.publications.parliament.uk/pa/cm201415/cmselect/cmcomloc/607/60702.html>

For convenience the conclusions and recommendations are detailed below:

Measuring litter

1. We consider that more and better data on litter are essential. We have a litter problem in England and we need to know if it is deteriorating or improving. The LEQSE survey provides a useful snapshot of the incidence of litter across England in a given year as well as annual trends. It should be continued to inform policy making. In future years, it would be more useful if a national survey counted the number of examples of each type of litter, to enable better assessment of the cost of clearing litter. In addition, there should be some assessment of population densities and how they relate to litter to help local councils to more accurately target their litter collection activities. (Paragraph 9)

The cost of litter

2. Because of the number of different bodies which collect litter and because the collection of litter is often part of other activities such as street cleaning, it is difficult to get a precise figure for litter collection costs. Nevertheless it is clear that the best estimate costs—from £717 to £850 million—represent significant expenditure by local authorities. (Paragraph 12)

Indirect costs

3. We can see that there may be a correlation between areas with a significant amount of litter and areas of social deprivation and crime—inner city areas in particular, often have people passing through. But the link may not be causal: an area may be littered because of an inefficient council. Claims by Keep Britain Tidy for indirect costs associated with litter need to be underpinned with strong evidence-based research in England. (Paragraph 17)

Fly-tipping trends

4. There has been a significant upsurge in the incidence of fly-tipping in England in the last 12 months. If this trend continues in future years, it will increase the burden on local councils and private land owners. (Paragraph 22)

Cigarette-related litter

5. We have heard arguments for and against local authorities working with the tobacco industry in relation to litter and, unusually, we heard both arguments from different parts of the Government as well. The Local Government Association believes the Local Government Declaration on Tobacco Control prohibits it from working with the tobacco industry. It is likely that many local

councils will follow suit. However, with DCLG's approach to engage with the industry in mind, other local authorities may take a different view and they must be allowed to make their choice. If a council does decide to work with the tobacco industry to reduce cigarette-related litter, we recommend that none of these activities should indicate support for the industry, nor should the industry be allowed to publicise their contribution to a joint project or use it to promote tobacco consumption. Local councils must ensure they are very clear about the purpose of any engagement with the tobacco industry. (Paragraph 29)

6. Tobacco attracts significant levies because of its lethal effects on health. Given the amount of cigarette-related litter, we strongly support the premise that a portion of these levies should be hypothecated and provided to local councils to pay for the cost of clearing cigarette-related litter. (Paragraph 31)

7. We recommend that the Tobacco Manufacturers' Association offer portable ash trays or 'mini bins', free of charge, at the point of sale to all who purchase cigarettes. (Paragraph 32)

8. We recommend that all public buildings install receptacles for disposing of cigarette-related litter in those areas where staff congregate to smoke, but not high profile positions. (Paragraph 33)

Chewing gum

9. This was a matter of considerable concern upon which the Committee deliberated at length. We are not, at this point, recommending a tax on chewing gum. However, this is the last chance for the industry to put its house in order. We recommend that our successor committee revisit this issue in one year unless it sees the industry making a much larger contribution to the costs of removing gum and staining and also encouraging its consumers to change their behaviour and achieving a significant reduction in litter. In this regard it should have larger notices about not littering on all its packaging, wrappers and adverts. (Paragraph 38)

Fast-food litter

10. We recognise that what people eat, and where they eat it is changing. The increase in the number of fast-food outlets in many of our town centres is evidence of this and we are concerned about the increase in fast-food litter which is dropped over a wide area. We commend the work of McDonald's franchisees undertaking daily litter picks outside the perimeter of their restaurants. This is the type of action which we would expect to be the norm for all. We recommend the next Government bring forward in legislation an obligation requiring all shops, restaurants and retail food outlets to keep the perimeters of their premises free from litter. In addition, the fast-food industry should introduce 'on-pack' information on all branded take-away and fast-food packaging to remind consumers to dispose of litter responsibly. (Paragraph 43)

Penalties for litter

11. Although littering is a criminal offence, it is often acted against under civil powers by the use of fixed penalty notices. The Government has not collected data on the number of criminal cases, fines, FPNs issued or amounts collected since 2008/09. Without this information it is difficult to make an assessment of the effectiveness of FPNs, in particular, in meeting the policy objective to deter littering. In addition, even if all the FPNs issued were paid in full, the total sum would be a drop in the ocean compared with the total amount spent on clearing litter. We see a case for increasing the maximum FPN level both to encourage local authorities to make greater use of FPNs and to provide additional resources to remove litter. (Paragraph 46)

12. We recommend that the Government collect data on the use of FPNs and the level and collection of fines and assess whether the maximum fine should be increased. (Paragraph 47)

13. We recommend that the next Government provide our successor committee with data on the use of Community Protection Notices in October 2015, when the legislation will have been in force for 12 months. (Paragraph 49)

Penalties for fly-tipping

14. Fly-tipping is a serious problem for local authorities and private land owners, and it is increasing. There is therefore a need for local councils to increase their efforts both to deter fly-tipping and to penalise those who engage in it. We accept that prosecution is often difficult and costly and as a result the number of convictions for fly-tipping is low. The Government should introduce a national fixed penalty notice for small amounts of fly-tipping, which would require the lower standard of proof required for a civil penalty. (Paragraph 52)

15. Councils should be more proactively engaged with local voluntary groups and charities who may be willing to collect discarded goods from households free of charge to offset some of the costs to councils. In addition, we recommend that industry take away bulky items when they deliver replacements, as is already the case in relation to fridges. A charge should be built into the cost of the item to pay for this facility. Items included in this category would be televisions, cookers, washing machines, other large appliances, mattresses and sofas. New products—medium and large household items and appliances—should all have labels to remind customers to dispose of them properly. We further recommend that the Government encourage industry to implement these recommendations as good practice. (Paragraph 54)

Keeping roads and highways clean

16. It should be possible for local councils to coordinate with the Highways Agency or Transport for London to enable easy access for road and street cleaning. However, this is not happening. Nor are we convinced this is the most efficient approach to street cleaning since it is difficult to organise and it is not cost-effective for local authorities to have staff working through the night. It would be much better, and cost-effective to remove the anomaly

which gives the Highways Agency, and Transport for London in London, responsibility for maintaining trunk roads and another body responsibility for cleaning them. We understand that a proposal to transfer cleaning responsibilities for all purpose trunk roads to the Highways Agency has been under consideration by the Department for Transport for some time. We recommend that the Government make the Highways Agency responsible for cleaning trunk roads and make the necessary budget adjustments. Similarly, we recommend that responsibility for cleaning trunk roads in the London area should become the responsibility of Transport for London. (Paragraph 60)

Littering and fly-tipping from vehicles

17. The Government has been slow to update legislation relating to litter thrown from vehicles and fly-tipping from vehicles. We recommend that it bring into operation before the end of this Parliament long overdue legislation in the Clean Neighbourhoods and Environment Act 2005 providing for the seizure of vehicles involved in fly-tipping offences. We also recommend that it extend immediately to all local authorities in England, the powers in the Anti-Social Behaviour, Crime and Policing Bill 2014 to impose penalties on the owner of a vehicle from which litter is dropped. (Paragraph 64)

A strategy for change

18. We take no satisfaction in it but the evidence of our own eyes, the photographs tweeted to us, and the evidence we took during this inquiry lead us to the conclusion that England is a litter-ridden country compared to most of Europe, North America and Japan. Change is needed. (Paragraph 66)

19. We encourage councils think through their approach to bin types, location and strategy on bins for litter. They should not simply continue previous practice. In some places no bins may be better. In other places brightly-coloured, solar, compacting, talking bins or recycle on-the-go facilities may be the means of encouraging people to use them and to save on both the collection costs of litter and emptying bins. (Paragraph 71)

20. The failure to make a noticeable improvement in litter levels in the last 12 years points to a lack of vigour, if not complacency, within Government over the past decade. There is a division of responsibilities between departments which, as it currently operates, creates problems for industry and volunteer groups and has neither reduced litter levels nor stopped the rise in fly-tipping. We recommend that the Government create a national litter strategy for England with a clear framework for action. This must be underpinned with a coordinating role for local councils within their respective areas. (Paragraph 74)

21. We were minded to recommend a national clean-up England day as a way of encouraging and engendering a big push towards a cleaner England. However, the Government has read our minds and announced that there will be a Community Clean-up Day on 21 March. We welcome this initiative wholeheartedly and hope it will become an annual event. (Paragraph 75)

4.0 What Happens Next?

In relation to the Select Committee report, there will be a Government response. Normally Government departments are expected to respond to select committee reports within 2 months of publication, but the election and the change of ministers will inevitably delay this. It's difficult to say with any certainty at the moment how long it will take, and it may not be before the summer recess.

Select committee reports are not automatically debated in the House as there is simply not enough Parliamentary time to permit this. However, this Partnership could choose to consider how it may wish to respond to their conclusions and recommendations.

Background Papers

None

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Warwickshire Waste Partnership

17th June 2015

Waste Statistics from Quarter 4 and the provisional data for 2014/15

Recommendations

The Waste Partnership is asked to note the provisional data for the 4th quarter (January to March 2015) and the estimated provisional data for the whole year 2014 - 2015.

1.0 Key Issues

- 1.1 Members of the Warwickshire Waste Partnership are presented with an estimate of waste and recycling figures at Disposal and Collection Authority level.

2.0 Data Overview

- 2.1 This report contains a mixture of data taken from Waste Data Flow and from Warwickshire County Council in-house records and at the publication of this report are considered **provisional estimates**
- 2.2 The figures should be treated as provisional, as data may be changed until all authorities data is approved by the EA and DEFRA through the Waste Data Flow System.

Provisional Waste Management Data Quarter 4 2014/15

Figures are taken from Warwickshire County Council in-house records and at the publication of this report are considered **provisional estimates**.

1. Total Municipal Waste Arising and Disposal Route (Tonnes)

	January	February	March	Q4 Total	Q3 Total
Total Tonnes	20,175	17,724	21,144	59,043	62,550
Landfilled	3,074	2,853	2,649	8,576	8,856
Inert - Landfilled	0	0	0	0	0
Energy from Waste	8,022	6,279	7,615	21,916	21,411
Other Technology*	0	0	0	0	0
In-vessel Composting*	2,358	1,959	3,650	7,967	12,227
Windrow Composting*	181	184	436	801	1,095
Other Composting*	0	0	0	0	0
Recycling (HWRC)	1,982	1,806	2,011	5,799	5,651
Recycling (WCA)	4,192	4,279	4,237	12,708	12,060
Reuse	366	364	546	1,276	1,250

*Other Technology – Refuse Derived Fuel

*Windrow composting – Outdoor composting of green garden waste from HWRCs, NBBC and NWBC

*In Vessel composting – Indoor controlled composting of garden and food waste from RBC, WDC, SDC

*Other composting – Chipboard and wood

2. Percentage of Waste by Disposal Route

	January	February	March	Q4 Total	Q3 Total
% Recycling	30.6%	34.4%	29.5%	31.3%	28.3%
% Composting	12.6%	12.1%	19.3%	14.9%	21.3%
% Reuse	1.8%	2.1%	2.6%	2.2%	2.0%
Total	45.0%	48.6%	51.4%	48.4%	51.6%

% Landfill	15.2%	16.0%	12.6%	14.5%	14.2%
% Energy from Waste and RDF	39.8%	35.4%	36.0%	37.1%	34.2%
Total	55.0%	51.4%	48.6%	51.6%	48.4%

3. Estimated Municipal Waste Performance Q4

	Q4 2013/2014	Q4 2014/2015	Change
Recycling/Reuse Rate	20,638 tonnes	19,783 tonnes	<i>X 855 tonnes down</i>
	34.2%	33.5%	<i>X 0.7% down</i>
Composting Rate	10,083 tonnes	8,768 tonnes	<i>X 1,315 tonnes down</i>
	16.7%	14.9%	<i>X 1.8% down</i>
Recycling, Composting and Reuse Rate	30,721 tonnes	28,551 tonnes	<i>X 2,170 tonnes down</i>
	50.9%	48.4%	<i>X 2.5% down</i>
Landfill Rate	10,634 tonnes	8,576 tonnes	<i>☺ 2,058 tonnes down</i>
	17.6%	14.5%	<i>☺ 3.1% down</i>
Energy from Waste	19,002 tonnes	21,916 tonnes	<i>☺ 2,914 tonnes up</i>
	31.5%	37.1%	<i>☺ 5.6% up</i>
Total Municipal Waste	60,357 tonnes	59,043 tonnes	<i>☺ 1,314 tonnes down</i>
			<i>☺ 2.2% down</i>

4. Comparison of Municipal Waste Yearly figures 2013/14 to 2014/15

	2013/14 Year	2014/15 Year	Change
Recycling/Reuse Rate	78,693 tonnes	80,039 tonnes	<i>☺ 1,346 tonnes up</i>
	29.0%	29.5%	<i>☺ 0.5% up</i>
Composting Rate	67,592 tonnes	70,133 tonnes	<i>☺ 2,541 tonnes up</i>
	24.9%	25.8%	<i>☺ 0.9% up</i>
Recycling, Composting and Reuse Rate	146,285 tonnes	150,172 tonnes	<i>☺ 3,887 tonnes up</i>
	53.9%	55.3%	<i>☺ 1.4% up</i>
Landfill Rate	67,806 tonnes	37,526 tonnes	<i>☺ 30,280 tonnes down</i>
	25.0%	13.8%	<i>☺ 11.2%</i>
Energy from Waste	56,977 tonnes	84,083 tonnes	<i>☺ 27,106 tonnes up</i>
	21.0%	30.9%	<i>☺ 9.9% up</i>
Total Municipal Waste	271,068 tonnes	271,781 tonnes	<i>X 713 tonnes up</i>
			<i>X 0.3% up</i>

NB. District recycling rates are taken from claimed recycling credits. Last years figures are taken from Waste Data Flow. All other figures are taken from Warwickshire County Council in-house records and at the publication of this report are considered **provisional estimates**.

5. District Provisional Performance – Household waste

Note: Figures are estimated from the Waste Management System and not Waste Data Flow therefore WCA reporting differences will exist.

	North Warwickshire		Nuneaton and Bedworth		Rugby		Stratford		Warwick	
	Year 2013/14	Year 2014/15	Year 2013/14	Year 2014/15	Year 2013/14	Year 2014/15	Year 2013/14	Year 2014/15	Year 2013/14	Year 2014/15
Recycling Rate	4,487 tonnes	5,609 tonnes	10,587 tonnes	9,328 tonnes	9,294 tonnes	9,187 tonnes	13,909 tonnes	13,667 tonnes	13,138 tonnes	11,213 tonnes
	17%	21%	22%	20%	22%	21%	26%	25%	27%	23%
Composting Rate	6,288 tonnes	7,631 tonnes	11,413 tonnes	11,548 tonnes	10,277 tonnes	10,886 tonnes	17,186 tonnes	18,837 tonnes	13,948 tonnes	14,870 tonnes
	23%	29%	23%	25%	25%	25%	33%	35%	28%	30%
Recycling, Composting and Reuse Rate	10,775 tonnes	13,240 tonnes	22,000 tonnes	20,876 tonnes	19,571 tonnes	20,073 tonnes	31,095 tonnes	32,504 tonnes	27,086 tonnes	26,083 tonnes
	40%	51%	45%	45%	47%	46%	59%	60%	55%	53%
Residual	16,315 tonnes	12,960 tonnes	26,847 tonnes	25,553 tonnes	22,164 tonnes	23,450 tonnes	21,557 tonnes	21,257 tonnes	22,397 tonnes	23,048 tonnes
	60%	49%	55%	55%	53%	54%	41%	40%	45%	47%
Total	27,030 tonnes	26,200 tonnes	48,847 tonnes	46,429 tonnes	41,735 tonnes	43,523 tonnes	52,652 tonnes	53,761 tonnes	49,483 tonnes	49,131 tonnes

6. Estimated Household Waste Performance Q4

	Q4 2013/2014	Q4 2014/2015	Change
Recycling/Reuse Rate	16,924 tonnes	17,463 tonnes	☺ 539 tonnes up
	30.4%	31.8%	☺ 1.4% up
Composting Rate	10,434 tonnes	8,465 tonnes	X 1,969 tonnes down
	18.8%	15.4%	X 3.4% down
Recycling, Composting and Reuse Rate	27,358 tonnes	25,928 tonnes	X 1,430 tonnes down
	49.2%	47.2%	X 2% down
Landfill Rate	9,091 tonnes	7,589 tonnes	☺ 1,502 tonnes down
	16.3%	13.8%	☺ 2.5% down
Energy from Waste	19,191 tonnes	21,429 tonnes	☺ 2,248 tonnes up
	34.5%	39.0%	☺ 4.5% up
Total Household Waste	55,640 tonnes	54,946 tonnes	☺ 594 tonnes down
			☺ 1.1% down

7. Comparison of Estimated Household Waste Yearly figures 2013/14 to 2014/15

	2013/14 Year	2014/15 Year	Change
Recycling/Reuse Rate	69,196 tonnes	71,198 tonnes	☺ 2,002 tonnes up
	26.9%	27.5%	☺ 0.6% up
Composting Rate	67,945 tonnes	69,762 tonnes	☺ 1,817 tonnes up
	26.5%	27.0%	☺ 0.5% up
Recycling, Composting and Reuse Rate	137,141 tonnes	140,960 tonnes	☺ 3,819 tonnes up
	53.4%	54.5%	☺ 1.1% up
Landfill Rate	63,859 tonnes	34,245 tonnes	☺ 29,614 tonnes down
	24.9%	13.3%	☺ 11.6% down
Energy from Waste	55,857 tonnes	83,243 tonnes	☺ 27,386 tonnes up
	21.7%	32.2%	☺ 10.5% up
Total Household Waste	256,857 tonnes	258,448 tonnes	X 1,591 tonnes up
			X 0.6% up

8. HWRC Performance

	Burton Farm HWRC	Cherry Orchard HWRC	Hunters Lane HWRC & Transfer	Judkins HWRC	Lower House Farm	Princes Drive HWRC & Transfer	Shipston HWRC	Stockton HWRC	Wellesbourne HWRC	Total
Apr	71.2	71.7	70.8	50.8	73.6	73.8	78.6	68.4	70.4	69.9
May	73.6	72.8	72.6	47.9	71.0	66.5	72.6	70.4	74.7	69.1
Jun	74.5	74.6	75.9	65.2	74.4	64.3	79.7	72.9	76.7	73.1
Jul	74.2	78.8	74.1	62.1	71.8	69.5	79.5	72.3	76.9	73.3
Aug	74.3	72.9	76.6	57.1	74.3	67.9	74.5	75.1	70.4	71.5
Sept	73.2	75.1	73.7	55.4	72.8	70.0	76.4	72.3	77.1	71.8
Oct	76.2	72.0	73.4	54.1	66.0	65.4	70.6	84.8	74.1	67.5
Nov	71.3	69.7	64.7	61.7	85.6	59.4	77.3	63.7	67.0	68.7
Dec	64.7	63.0	62.9	51.9	64.7	60.5	67.7	60.6	68.9	62.0
Jan	65.7	67.6	67.4	53.0	64.8	58.4	77.1	58.4	64.6	62.4
Feb	73.2	71.8	69.6	57.2	69.1	61.0	67.2	57.9	63.8	65.3
Mar	68.2	76.4	71.6	65.6	70.6	61.3	82.9	54.2	72.8	67.7
Overall	71.7	72.2	71.1	56.8	71.6	64.8	75.3	67.6	71.4	69.7