

Report of	Assistant Director Environment	Author	Richard Block ☎ 286825
Title	Implementation Plan to Introduce Plastic Recycling Collections to Flats		
Wards affected	All wards		

1. Executive Summary

- 1.1 This report provides an update to the Panel on the implementation plan to introduce plastic recycling collections to flats.

2. Action Required

- 2.1 The Scrutiny Panel should:

- Consider and note the implementation plan.

3. Reason for Scrutiny

- 3.1 To ensure all residents can recycle as much material as possible regardless of where they live to reduce the amount of residual waste produced in the Borough.

4. Background Information

Introduction

- 4.1 The Panel considered the recycling collections provided to flats in March 2018 and recommended to Cabinet that recycling collections provided to flats be increased, with the view to provide a service similar to that provided to other properties.
- 4.2 At the Cabinet Meeting in June 2018, Cabinet resolved that where feasible, residents of flats are provided with collections of plastic recycling and that an additional refuse and recycling collection vehicle is provided to facilitate this.
- 4.3 Since the Cabinet decision an implementation plan for introducing plastic recycling collections to flats has been developed and is being actioned.

Implementation Plan

- 4.4 Since the Cabinet meeting a recruitment process has been commenced for the additional crew to operate the new vehicle that will be used to provide plastic collections to flats. An additional collection vehicle has also been sourced and will be available when collections are due to commence.
- 4.5 An initial round table meeting was conducted on 22 June with some of the main Management Companies and Registered Social Landlords that manage flat developments in the Borough. This was chaired by the Portfolio Holder for Waste, Sustainability, Infrastructure and Transport and enabled views to be captured on how to best implement the new service. The outcome and slides from the meeting were sent to all Management Companies and Registered Social Landlords immediately after the meeting.
- 4.6 At the meeting it was agreed that Management Companies and Registered Social Landlords know the developments they manage well and would be best placed to survey communal bin stores to identify whether space exists to provide additional communal bins required to store plastic recycling. It was also agreed that the Council needs to be informed of any developments where bins won't fit so we are aware of these and can check there are no alternative arrangements that could be made to provide a collection service.
- 4.7 It agreed at the meeting that the Council should lead on communicating the new service and write directly to all residents of flats immediately prior to it launching. Management Companies and Registered Social Landlords agreed to provide postal addresses to all flats in developments they manage to facilitate this. They also agreed to use existing communications channels they have with residents to assist with communicating the new service. The Council will provide communications material to facilitate this.
- 4.8 All parties have agreed that the summer holiday period should be avoided as a time to when communicate and launch the new service.
- 4.9 Following the round table meeting the following implementation plan has been developed:

Task	Completion date
Letter sent to all Management Companies and Registered Social Landlords communicating Cabinet Decision and asking for bin stores to be surveyed.	26/6/2018
Communal storage bin procurement.	29/6/2018
Management Companies/Registered Social Landlords to survey bin stores, provide information on bin requirements and provide postal addresses for all flats under their management.	17/7/2018
Compare information to current flat information held, survey any outstanding blocks and review those that don't have sufficient storage space.	3/8/2018
Develop collection routes.	24/8/2018
Develop dedicated web page and marketing material with information on new service.	31/8/2018
Letter and targeted communications to all residents in blocks that are going to receive new service.	10/9/2018
Bins delivered to communal bin stores	17/9/2018
Collection service introduced	W/C 24/9/2018

5. Equality, Diversity and Human Rights implications

- 5.1 A full Equality Impact Assessment was undertaken prior to the changes to the Refuse and Recycling Collection Service in June 2017 and has been reviewed considering the new service.

6. Strategic Plan References

- 6.1 Further increasing the amount of waste that is recycled will contribute to the responsibility theme of the [Strategic Plan 2018-21](#) in that it will encourage recycling and reduce the amount of waste sent to landfill.

7. Consultation

- 7.1 The initial consultation with Management Companies of flats and Registered Social Landlords has demonstrated that continuing consultation is essential to effectively implement the new service.

8. Publicity Considerations

- 8.1 It will be essential to publicise any additional recycling collection services provided to flats so that residents know what material to recycle and how to store this whilst awaiting collection.

9. Financial implications

- 9.1 There are no further financial implications at this stage other than those highlighted in the previous report to the Panel.

10. Community Safety Implications

- 10.1 There are no implications.

11. Health and Safety Implications

- 11.1 There are no health and safety implications, over and above the existing implications for providing the refuse and recycling collection service to flats which are well managed through an established health and safety management system.

12. Risk Management Implications

- 12.1 There is a risk that not all management companies will respond with the information required within the timescales above. The collaborative approach taken will minimise this risk. A period for Council staff to survey outstanding bin stores has also been built in to the implementation plan to mitigate the potential impact of this.