



## CABINET - 17<sup>TH</sup> JANUARY 2024

**SUBJECT: DRAFT WASTE STRATEGY**

**REPORT BY: CORPORATE DIRECTOR ECONOMY AND ENVIRONMENT**

### 1. PURPOSE OF REPORT

- 1.1 To advise Cabinet of the Joint Scrutiny views on the draft Waste Strategy and associated consultation methods and to seek approval to undertake public consultation on the Council's draft Waste Strategy included at Appendix 1.
- 1.2 To seek approval of the draft Engagement Strategy and Consultation Questionnaire along with proposed timescales.
- 1.3 To advise Cabinet of the financial implications associated with the delivery of the strategy.

### 2. SUMMARY

2.1 Building upon the Routemap which was considered by the Joint Scrutiny Committee prior to approval by Cabinet in July 2023, the Waste Strategy sets out the strategic direction and longer-term plan to ensure that the Council meets and exceeds its statutory performance targets, whilst being realistic about the timescales and resources required to meet these ambitions.

2.2 The Strategy is based on 5 five strategic objectives:

- Reduce overall waste arisings.
- Increase repair and reuse.
- Increase the proportion and quality of material that is recycled.
- Optimise contribution to and use of renewable energy.
- Help our residents to manage waste more sustainably.

Under each of these objectives there are a series of actions that will be delivered. These include the introduction of pre-sort requirements and a trial booking system at Household Recycling Centres, continuing to collaborate with partner organisations in the promotion of repair and reuse, the introduction of new a recycling collection service aligned to Welsh Government's Blueprint, a reduction in the frequency of residual waste collections and exploring options to introduce a fleet of ultra low emission vehicles. Consideration will be given to a separate, weekly collection for Absorbent Hygiene Products where the residual waste frequency is 3 or 4 weekly.

2.3 It is important to understand the size, scale, and complexity of the challenges ahead. The strategy explores key areas of data to set out our current performance as well as setting out the rationale for the proposed interventions and service changes.

- 2.4 It highlights how Caerphilly will minimise the negative impacts of waste on the environment by reducing waste, ensuring items are used again, recycled for further manufacturing, or sent for recovery. It combines actions we will take now and outlines actions for the coming years which require a commitment / decision now.
- 2.5 The strategy is designed to ensure Caerphilly CBC meets and exceeds statutory performance targets, whilst being realistic about the timescales and resources required to meet these ambitions. We are ambitious, yet realistic in what can be achieved. Globally we are facing a climate emergency, and our consumption of resources is unsustainable. The need to act for the benefit of the climate and our environment has never been more vital.
- 2.6 It is clear that we cannot make the changes alone and a collective effort is required. It is important that residents, and our communities have the opportunity to shape proposals. It is proposed that a 12 week consultation period commences in February 2024 should Cabinet approve the draft Waste Strategy. A draft engagement strategy and the draft consultation questionnaire have been included in the appendices of the report (Appendix 2 and 3).
- 2.7 A further report will then be presented to cabinet in the summer of 2024 once the consultation has been completed and the responses analysed. This report will set out the results of the consultation and seek Cabinet approval for adoption and publication of the final waste strategy.

### **3. RECOMMENDATIONS**

- 3.1 For Cabinet to consider the views of the Joint Scrutiny Committee and approve the draft Waste Strategy to allow public consultation to commence.
- 3.2 For Cabinet to approve the draft Engagement Strategy and accompanying draft consultation questionnaire.
- 3.3 To note the financial implications associated with the implementation of the strategy and agree that officers progress further discussions with Welsh Government in relation to the level of capital support available from WG and required for delivery of the strategy.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 Unsustainable consumption of precious resources and waste disposal has a significant impact on the environment and cannot be decoupled from its impact on our climate. It is important that steps are taken to move away from the inefficient linear economy (where resources are taken, made into products, used, and finally thrown away) and transition to a more circular economy. In a circular economy, precious resources are kept in use for longer, often by repair, maximising material quality and offering social and economic opportunities.
- 4.2 The draft Waste Strategy, builds upon the previously approved Routemap and sets out the strategic direction to reduce waste and exceed Welsh Government statutory recycling targets.
- 4.3 The Authority is at risk of circa £2m per annum fines for not achieving statutory

recycling targets. The Minister previously took the decision not to fine Caerphilly subject to a root and branch review and supplementary actions being implemented to meet future targets. The Draft Waste Strategy sets out how Caerphilly will minimise the negative impacts of waste on the environment by reducing waste, ensuring items are used again, recycled for further manufacturing, or sent for recovery. It builds upon the short-term interventions agreed within part of the Routemap and provides evidence to the Minister of Caerphilly's commitment to make change.

## 5. THE REPORT

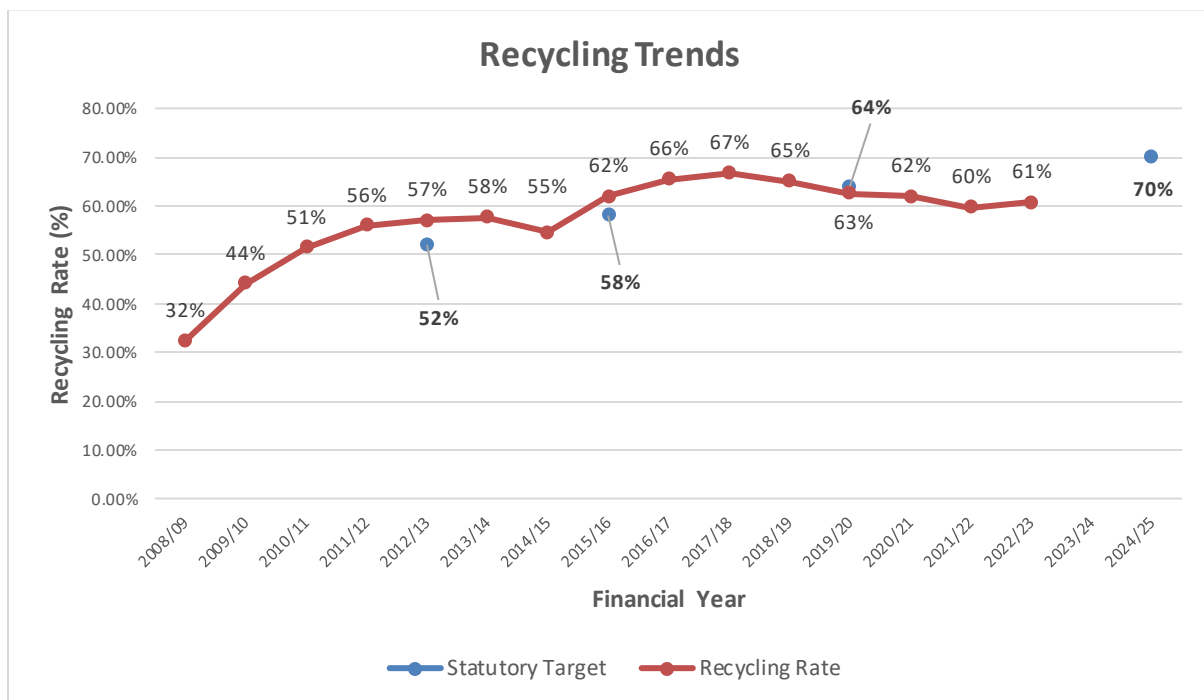
- 5.1 In responding to the climate emergency, Caerphilly has pledged to become net zero. Reducing consumption and decarbonising the waste and recycling services, is a key part of meeting this pledge.
- 5.2 The Welsh Government Strategy, Towards Zero Waste strategy (2010), sets out a series of challenging recycling targets for Local Authorities and through the Waste (Wales) Measure (2010), made the targets from 2012-13 and beyond, statutory. This status allows Welsh Government to levy financial penalties against Council's that fail to achieve them. The statutory targets are weight based and have increased gradually over time. These are outlined below:

Table 1: Welsh Government Recycling Targets 2010 – 2025

	2010/12	12/13	15/16	19/20	24/25
<b>Min. levels of reuse &amp; recycling/composting (or AD)</b>	40%	52%	58%	64%	70%
<b>Min. proportion of reuse/recycling/composting from source separation*</b>	80%	80%	80%	80%	80%
<b>Max. level of landfill</b>	-	-	-	10%	5%
<b>Max. level of energy from waste</b>	-	-	42%	36%	30%
<b>Min. levels of preparing for reuse (excluding Waste Electrical and Electronic Equipment (WEEE))</b>	-	0.4%	0.6%	0.8%	1.0%

- 5.3 Caerphilly has historically performed well against these targets, achieving 66.7 percent in 2017-18, significantly higher than the then target of 58 percent. However, over the last three years recycling performance has declined and since 2019-20 has performed below the 64 percent target. Caerphilly's recycling performance is outlined below.

Graph 1 – Recycling Trends



- 5.4 In the current Welsh Government waste strategy, Beyond Recycling - A Strategy to make the Circular Economy in Wales a reality (2021), the Welsh Government has stated they will work with Local Authorities and other key partners to develop further a suite of future recycling targets in line with their pathway to zero waste, with the ultimate aim of achieving 100 percent recycling by 2050. Welsh Government indicate that they will put in place further minimum statutory recycling targets for Local Authorities beyond 2025, potentially at a level of 80 percent by 2033.
- 5.5 The 2021/22 recycling level 59.7 percent and the projected level of 60.7% for 2022/23 are well below the levels required to achieve the 70 percent statutory target by next year (2024-25) and the Authority is at risk of significant fines. Decisions to fine an Authority are considered on its own merits and the Minister for Climate Change, took the decision for the period 2019-20, not to fine Caerphilly, subject to a root and branch review of the services and a commitment to take action.
- 5.6 In July 2023, Cabinet approved a Routemap that outlined a number of priority interventions for the period 2023-25 (Table 2) As demonstrated below some of these interventions are anticipated to increase recycling performance in the short term and have been built upon in the draft waste strategy.

Table 2 – Priority Interventions to increase recycling for delivery between 2023-25

Pillar / Enabling theme	Activity	Projected Percentage point increase
Pillar 1, <b>HRC provision</b>	<p>Implement recommendations from the recent WRAP observational study in relation to signage and site layout, to move focus to recycling rather than waste disposal.</p> <p>Introduce recycling pre-sort requirement across the HRC network. This will require site users to bring waste to the site segregated into its various material fractions.</p> <p>Improve customer engagement across the Network through the introduction of additional customer trained operatives on site.</p> <p>Introduce a trial booking system across our network of HRCs. <b>(Trial booking system was not supported by Cabinet).</b></p>	1%
Pillar 2, <b>Kerbside Dry Recycling</b>	<p>A widespread informational campaign will be launched, supported by WRAP’s well established “Be Mighty” campaign to reinforce messages of acceptable materials.</p> <p>The information campaign will be further supported with a behaviour change campaign. The campaign will run alongside the informational campaign and will focus on the “why recycle?” designed to evoke an emotional response and focus on the impacts of non-participation. To support the behaviour change campaign, engagement and education staff will directly engage with residents on the doorstep to promote and maximise recycling opportunities. This will include an ongoing campaign within our schools to ensure our younger people are engaged.</p> <p>Additional capacity requirements will be discussed on an individual basis and extra containers provided on a case by case basis.</p>	1%
Pillar 3, <b>Kerbside Organic Recycling</b>	<p>Campaign 1 and 2 will have a significant focus on food waste participation messages, both informational and emotive to evoke a behaviour change. To support the behaviour change campaign engagement and education staff will engage with residents on the doorstep.</p> <p>This will include an ongoing campaign within our schools to ensure our younger people are engaged.</p>	1%

	<p>This will be further supported by the introduction of free caddy liners for 1 year. 6 month supply of liners will be delivered to properties with an accompanying information booklet. The impact of this intervention will be reviewed thereafter.</p> <p>The team will continue with the “Mash for Cash” food waste incentivisation campaign and consider rebranding and relaunching the campaign to align with the behaviour change campaign.</p> <p>Additional capacity requirements will be discussed on an individual basis and extra containers provided on a case by case basis.</p>	
<b>Pillar 4, Kerbside Residual</b>	Engage with residents to maximise recycling through the enforcement of existing residual waste policies, that include for top hatting (bags stacked on top of the bin) and side waste.	
<b>Pillar 5, Trade Service</b>	<p>Review existing service to ensure the residual trade waste service is competitive and has a focussed customer base.</p> <p>Develop a business case for future trade recycling services and implement new service in line with the new workplace recycling regulations.</p>	1%

5.7 There has been progress made in each of the pillars since the Routemap was approved. These are outlined in table 3 below:

Table 3 – Routemap Interventions Process

Pillar	Success to Date
<b>Pillar 1, HRC provision</b>	<p>Successfully employed 9 additional members of staff into customer-centric roles to provide on-site support to residents, including supporting the implementation of pre-sort requirements.</p> <p>Improved the overall site layout, staff uniforms and signage to move focus to recycling rather than waste disposal and provide an enhanced customer experience.</p> <p>The pre-sort requirements will come into effect on the 12<sup>th</sup> February 2024, and associated site layout and communications campaigns are in development.</p>
<b>Pillar 2, Kerbside Dry Recycling</b>	Cabinet agreed a report to introduce a 5-step contamination process which included increased resident engagement and the potential to introduce a section 46 enforcement notice as a last resort to non-compliance.

	<p>The Service has successfully employed 6 Recycling Advisors to support in the delivery of our campaigns, providing direct engagement with residents at the doorstep.</p> <p>Completion of Back-to Basics Communications Campaign. The eight-week campaign outlined the scale of the waste issue in Caerphilly County Borough, whilst reminding residents of the many waste, recycling and reuse services available to them. This included a range of print and digital activity, such as a Waste Edition of Newline sent to all households and a social media campaign.</p>
<p><b>Pillar 3, Kerbside Organic Recycling</b></p>	<p>The introduction of a 12-month trial to provide all residents with free indoor food waste caddy liners. The trial will see the first 6-month supply of liners delivered directly to resident's doors, with the following 6-month supply being available for collection from local libraries, leisure centres, Bedwas Council Chambers, Ty Penallta and Penallta Reuse Shop.</p> <p>The continuation of the Council's established cash prize incentive scheme 'Mash for Cash' to encourage overall participation. To date, 16 winners have been awarded a prize funded by the business sector.</p> <p>The launch of food waste campaigns aligned to the participation in food waste recycling leading to increased food waste caddy requests this was further bolstered by the presence of the Recycling Team at local events with food waste caddies and literature.</p> <p>Completion of Food Waste Communications Campaign. The eight-week communications campaign informed residents of why they should be recycling their food waste, how to recycle it correctly and to dispel any myths around food waste recycling. This included a range of print and digital activity, such as a food waste recycling booklet sent to all households, a social media campaign and an educational campaign provided by WRAP.</p>
<p><b>Pillar 4, Kerbside Residual</b></p>	<p>A strengthened commitment to minimising the quantity of residual waste through the enforcement of existing policies of no 'top hatting' or side waste.</p> <p>Adopting the recycling contamination policy for residual waste, targeting non-recyclable content that can be diverted from the residual, using S46 notices where necessary.</p> <p>Development of educational and engagement resources, to be carried out by Recycling Advisors with residents, to better understand the barriers and issues residents are facing.</p>

<p><b>Pillar 5, Trade Service</b></p>	<p>On 6<sup>th</sup> October 2023, the Members Working Group agreed to consider a range of options for the future of our Trade Waste Services. A full report will be presented to cabinet for further consideration.</p> <p><b>All of the above pillars are underpinned by the following enabling themes and working groups have been established as part of the strategy development.</b></p> <ul style="list-style-type: none"> <li>• <b>Communications and Engagement</b></li> <li>• <b>Workforce Engagement</b></li> <li>• <b>Infrastructure</b></li> <li>• <b>Ultra Low Emissions</b></li> <li>• <b>Digital Offer</b></li> </ul> <p><b>These enabling themes are crucial in ensuring the successful delivery of the objectives and strategy pillars. Several internal working groups have been established to engage the relevant stakeholders and maintain the progress of each workstream.</b></p> <p><b>Much of this work is underpinned by our enhanced digital offer. We are introducing a digital solution for waste collection rounds to improve efficiencies and enhance the customer experience. Linking to the back office it will enable officers to respond proactively and develop a targeted and individual approach to education and communication as well improve customer interactions and journeys.</b></p>
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5.8 The engagement and support of elected members is crucial in shaping the policies and procedures that will be necessary to support the delivery of the Waste Strategy. In July 2023, Cabinet agreed with the recommendation by Joint Scrutiny committee to establish a cross party members working group to include trade union representatives which has been instrumental in the development of the draft strategy. Further information on the outcomes of the members working group are detailed in 10.1.

5.9 The strategy is based around 5 strategic objectives:

- Reduce overall waste arisings.
- Increase repair and reuse.
- Increase the proportion and quality of material that is recycled.
- Optimise contribution to and use of renewable energy.
- Help our residents to manage waste more sustainably.

5.10 Under each of these objectives and based upon the outcomes of the members working group a series of actions have been identified. (Table 4).



Table 4 – Strategic Objectives and Actions

Objectives	Actions
<p><b>Objective 1, Reduce overall waste arisings</b></p>	<p>The Council will continue to support the messaging around waste minimisation including home composting and food waste.</p> <p>Commit to minimising the quantity of residual waste through the enforcement of existing waste policies.</p> <p>The introduction of pre-sort requirements and trial booking system in the HRC sites will support the reduction in residual waste.</p>
<p><b>Objective 2, Increase repair and refuse</b></p>	<p>Continue to collaborate with and promote the work of partner organisations to encourage reuse.</p> <p>Promoting the waste hierarchy through the newly procured digital solution.</p> <p>Support and encourage the introduction of the repair café concept in local communities.</p>
<p><b>Objective 3, Increase the proportion and quality of material that is recycled</b></p>	<p>Introduction of a new recycling collection service aligned with the Welsh Government’s collections Blueprint which will require residents to separate recyclables at the kerbside.</p> <p>A reduction to residual waste collection frequency to 3 or 4 weekly.</p> <p>The implementation of a separate, weekly collection for Absorbent Hygiene Products.</p> <p>An expansion of the range of materials collected at kerbside and HRCs where there are sustainable markets for these materials.</p>
<p><b>Objective 4, Optimise contribution to and use of renewable energy</b></p>	<p>Continue to work with suppliers to enhance the recovery of methane from organic waste.</p> <p>Driving for greater participation in food waste recycling.</p> <p>Explore options to introduce a fleet of ultra-low emission vehicles.</p> <p>Consider options and identify opportunities for renewable energy generation at new sites.</p>
<p><b>Objective 5, Help our residents to manage waste more sustainably</b></p>	<p>Continue to support residents with clear and consistent communication about how and why to recycle as part of county wide campaigns.</p> <p>Use data to inform behaviour change campaigns delivered on a hyper local level to support effective and efficient recycling practices.</p>

	Continue to digitalise the service offer for residents to ensure effective service delivery and improved customer engagement.
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5.11 The strategy and its objectives are designed to ensure Caerphilly meets and exceeds statutory performance targets, whilst being realistic about the timescales and resources required to meet these ambitions. We are ambitious yet realistic in what can be achieved. Globally we are facing a climate emergency, and our consumption of resources is unsustainable. The need to act for the benefit of the climate and our environment have never been more vital.

5.12 A thorough waste modelling exercise was undertaken by WRAP and their appointed consultants SLR in 2022/23. The objective was to review our existing services and compare against a series of options to reduce our waste arisings and improve our recycling performance. Results of the modelling have provided an insight into the actions required to meet the challenging statutory recycling targets.

Table 2 above highlights the projected performance increases against each of the pillar interventions. Combined, we project a total increase of 5% (percentage points).

The tables below provide an overview of our projected recycling performance. It should however be noted that these are projections only and should not be considered definitive.

Below is an illustration of the projected performance impacts solely from the modelling work undertaken by WRAP.

Table 5: CCBC Waste Modelling (Projected Performance)

Service Changes	Projected Performance Impact (%)	Projected Recycling Rate (%)
<b>Recycling only (Option 1B - Blueprint) maintaining 2 weekly residual collections</b>	<b>3.37% increase</b>	<b>63.05%</b>
<b>Option 1B (Blueprint) – with 3 weekly residual</b>	<b>6.07% increase</b>	<b>65.75%</b>
<b>Option 1B (Blueprint) – with 4 weekly residual</b>	<b>7.89% increase</b>	<b>67.57%</b>

Outlined below is a comprehensive view by combining the modelling outcomes with ‘quick wins’, projecting low, medium, and high range increases.

Table 6: Combined Impacts (Modelling plus ‘quick wins’ from table 6 plus table 2)

Service Changes	Projected Modelling Performance Impact (%)	Projected ‘Quick Wins’ Impact (%)	Combined Performance Impact (%)	Range
<b>Recycling only (Option 1B - Blueprint)</b>	<b>3.37% increase</b>	<b>5% increase</b>	<b>8.37% increase</b>	<b>Low</b>

<b>maintaining 2 weekly residual collections</b>				
<b>Option 1B (Blueprint) – with 3 weekly residual</b>	<b>6.07% increase</b>	<b>5% increase</b>	<b>11.07% increase</b>	<b>Mid</b>
<b>Option 1B (Blueprint) – with 4 weekly residual</b>	<b>7.89% increase</b>	<b>5% increase</b>	<b>12.89% increase</b>	<b>High</b>

Based on our 2022/23 recycling performance of 60.76%, this table summarises the overall projected performance impacts, considering low, medium, and high range scenarios identified above.

Table 7: Projected Recycling Performance

<b>Service Changes</b>	<b>Projected Modelling Performance Impact (%)</b>	<b>Projected ‘Quick Wins’ Impact (%)</b>	<b>Projected Recycling Rate (%)</b>	<b>Range</b>
<b>Recycling only (Option 1B - Blueprint) maintaining 2 weekly residual collections</b>	<b>3.37% increase</b>	<b>5% increase</b>	<b>69.13%</b>	<b>Low</b>
<b>Option 1B (Blueprint) – with 3 weekly residual</b>	<b>6.07% increase</b>	<b>5% increase</b>	<b>71.83%</b>	<b>Mid</b>
<b>Option 1B (Blueprint) – with 4 weekly residual</b>	<b>7.89% increase</b>	<b>5% increase</b>	<b>73.65%</b>	<b>High</b>

5.13 In developing the strategy, we have worked with officers from WRAP and Local Partnerships to undertake thorough modelling of a range of options which has informed the strategy. Regular updates have also been provided to Welsh Government. An initial strategic impact assessment which outlined progress made to date and proposed next steps was prepared and shared with government officials. The document was well received, and officers have now commenced preparation of an Outline Business Case (OBC) which will be completed and submitted to Welsh Government if approved by Cabinet in January 2024.

5.14 It is clear that we cannot make the proposed changes alone and a collective effort is required. It is important that residents, and our communities have the opportunity to shape proposals. It is proposed that a 12 week consultation period commences in February 2024. A draft Engagement Strategy (Appendix 2) and the draft Consultation Questionnaire (Appendix 3) can be found in the appendices.

#### 5.15 **Conclusion**

The Council’s waste and recycling service needs to improve not only to meet current and future statutory recycling targets but to support the transition to net zero by 2030. Through the setting of 5 strategic objectives and key actions, the strategy sets out how Caerphilly will achieve these ambitions.

Whilst the challenge to deliver such wide-ranging changes should not be underestimated the strategy sets out realistic timescales to deliver the changes required. To achieve this the Council and its residents are going to need to work differently and together as it is clear that we cannot do this alone.

## **6. ASSUMPTIONS**

- 6.1 The Authority remains at risk of a fine being levied for not meeting statutory recycling targets. It is assumed that by demonstrating commitment to change through the delivery of the new waste strategy, the authority will be able to demonstrate its commitment and make the necessary progress to avoid future fines.
- 6.2 The interventions (both short-term as identified in the Routemap and longer term as detailed in the strategy) and assumed performance impact have been reviewed and are assumed will be achievable within the timescales detailed.
- 6.3 It is assumed that resource from Wrap Cymru and Local Partnerships will be made available to provide support with the implementation of the Strategy.
- 6.4 It is assumed that subject to the five-case business model and approvals Welsh Government funding and future Cabinet approvals will be made to support the investment needed to deliver the strategy.

## **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

- 7.1 Links to respective IIA forms have been included below. These will be further refined following consideration of the public consultation feedback.

**[Link to IIA form - contamination](#)**

**[Link to IIA booking system](#)**

## **8. FINANCIAL IMPLICATIONS**

- 8.1 The following table (Table 8) highlights the work needed to be undertaken in the short-term. The estimated cost is £2.347m for an initial two-year period and covers the development of the strategy, consultation, and the immediate interventions identified to improve recycling performance in the short term to demonstrate progress towards targets whilst a full strategy is developed. The costs were approved by Cabinet on 26<sup>th</sup> July 2023 as part of the Routemap for a 2 year period.

Table 8 – Short Term Financial Implications

Activity / Item	Costs £m
<b>Overarching team capacity and capability (2 year fixed contracts)</b>	
Information Liaison Officer x 1	0.069
Technical Assistant x 1	0.086
Data Entry Administrator x 1	0.063
Recycling Advisors x 6	0.462
Health & Safety Officer x1	0.097
<b>HRC provision</b>	
Sites improvements to include new signage, new branded uniforms, and site reconfiguration	0.020
HRC staff to implement changes and improve customer engagement x 9	0.567
<b>Kerbside Collections</b>	
Additional recycling bins (est. 8,000)	0.180
Free food waste liners for 12 months	0.255
Additional caddies for increased participation (est. 10,000)	0.052
Stickers for top hatting/side waste	0.018
<b>Communication and Engagement</b>	
Advertising, design costs, events, and leaflets	0.128
<b>Digital Offer</b>	
Complete end to end waste digital solution	0.350
<b>Total funded commitment</b>	<b>2.347</b>

- 8.2 Initial cost estimates for the wider strategic changes required are identified below (Table 9 and 10). These costs are current best estimates but remain indicative at this stage and subject to change. Final costs will depend on a range of factors including the final decision made on kerbside collection service changes, manufacturers and contractors selected, final site designs, and inflationary pressures.
- 8.3 A separate business case is being developed for commercial waste services and therefore these costs are not included here.

Table 9 – Waste Strategy Financial Implications (Revenue)

	Cost Estimate Revenue						
	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	Total
	£m	£m	£m	£m	£m	£m	£m
<b>Strategy</b>							
Strategy whole system cost change				0.030			0.030
Strategy spare and restricted access vehicle cost change				0.250			0.250
Absorbent Hygiene Product collection				0.330			0.330
<b>Team Capacity</b>							
Additional staffing including recycling advisors (6 fte, reduce to 4 in 29/30)			0.375			-0.125	0.250
Additional staff capacity for service delivery (3 fte, information liaison officer, technical assistant and health & safety officer)			0.255				0.255
Additional staff capacity to deliver strategy (2 fte, contract officer and waste strategy and implementation officer)	0.105						0.105
<b>HRC provision</b>							
Digital solution including booking fee				0.115			0.115
<b>Kerbside Collections</b>							
Food liner costs		0.240					0.240
<b>Communications</b>							
Additional communications campaigns temporary for two years			0.100		-0.100		0.000
<b>Materials</b>							
Saving from no secondary sort at HRC	-0.465	-0.465					-0.930
<b>Total Estimated Revenue Costs</b>	<b>-0.360</b>	<b>-0.225</b>	<b>0.730</b>	<b>0.725</b>	<b>-0.100</b>	<b>-0.125</b>	<b>0.645</b>
<b>Fleet replacement sinking fund</b>				<b>2.000</b>			<b>2.000</b>

8.4 The revenue implications presented are indicative and will change dependent on the final decision made on kerbside collection service, inflation, treatment costs, tonnages, and the materials market. Income from recyclable material is extremely volatile and difficult to forecast, however this will be a new income stream for the Council and is included in the Strategy whole system cost change figure in the table 9 above. The modelling report was completed on the 31<sup>st</sup> October 2023 and highlights all cost implications associated with each modelled service change. Current estimates are showing an overall total net pressure of £0.645m per annum from 2029/30. Additionally, there is currently no vehicle replacement strategy which should be factored into future modelling for financial resilience. These revenue savings and pressures have not been included in the 2024/25 budget setting process or medium-term financial plan as further work is required to refine and confirm the position. The service will endeavour to design and deliver the service within existing revenue budgets. If a pressure remains then further savings or cost reductions will need to be developed and presented for consideration, this will come back to Cabinet after the consultation process for a final decision.

Table 10 – Waste Strategy Financial Implications (Capital)

Activity / Item	Year	Cost Estimate Capital	
		Low £m	High £m
<b>HRC provision</b>			
Repair / reuse shop infrastructure development	27/28	1.000	1.000
Heavy plant / material handlers (x6)	27/28	0.510	0.930
<b>Kerbside Collections</b>			
New receptacles	27/28	0.450	1.230
Collection vehicles (26 vehicles)	27/28	6.620	12.540
Absorbent Hygiene Product collection vehicles (3 vehicles)	27/28	0.300	0.300
Replace existing collection vehicles (13 vehicles)	26/27	3.250	6.500
<b>Infrastructure</b>			
Development of new WTS, high level estimate	25/26	5.000	7.000
Site acquisition	24/25	5.000	5.000
<b>Total Estimated Capital Costs</b>		<b>22.130</b>	<b>34.500</b>

8.5 As indicated in 5.12 officers have prepared an Initial Strategic Project Assessment which outlines the range of costs indicated in the tables above. Welsh Government have made it clear that they would not be able to provide any revenue funding to support the project. However, they have provided assurance that there will be capital funding available to support us on the journey. The Council does not have sufficient uncommitted reserves to fund this so would either need to reprioritise existing commitments or undertake borrowing. If the Council had to fund the full amount from borrowing, the revenue cost of borrowing would be between circa £1.4m and £2.2m for the range presented above. Savings or service reductions would need to be identified to fund this. Engagement with Welsh Government is ongoing and therefore critical to secure maximum capital contribution.

## 9. PERSONNEL IMPLICATIONS

9.1 The proposals in the draft waste strategy to increase recycling performance would result in changes to the waste service and working practices. None of the changes will result in a reduced number of staff within the service but will require a significant increase in staffing levels as identified in section 8 above.

9.2 The workforce has a key role to play in making the step changes required and they have been engaged in the development of the draft strategy and this will continue through to implementation. A workforce working group has been established and consists of representatives from the various functions across the waste service as well as Trade union representatives and officers from HR, Health and Safety and Transformation.

9.3 The scale of changes within the previously agreed route map and the draft waste strategy are wide ranging and support will be required from across the Council to deliver the changes. The programmes of projects detailed within the report will be managed and delivered through a robust project management process which will

involve all key service areas across the council. There are currently 9 officer working groups looking at various elements of the strategy which include representatives from Waste, Communications, Procurement, IT, Customer Services, HR, Transformation, Property, and Infrastructure.

## 10. CONSULTATIONS

10.1 As approved by Cabinet, a cross party members working group was established in September 2023. The group consisting of 12 members has been reviewing several aspects of the waste strategy. A summary of the discussions and outcomes of the meetings can be found below. (Table 11).

Table 11 – Outcomes from Members Working Group

Date	Topics	Decisions
14.09.23	Kerbside Dry Recycling	<p>Members were in favour of introducing a S46 notice with Fixed Penalty Notice for contaminated recycling bins.</p> <p>Report submitted to cabinet on 18<sup>th</sup> October 2023 with recommendations to implement Section 46 notices approved.</p>
26.09.23	Kerbside Organics	<p>Members were in favour of promoting home composting, reducing food waste and utilising left over foods.</p> <p>Members suggested a push in our communications on advising residents about used by dates and food waste being collected weekly.</p> <p>The working group was in favour of offering a free seasonal service only and campaign messaging should be linked to reducing grass cutting to aid pollinators.</p>
06.10.23	Trade Waste	<p>Members noted that this has been the subject to new legislation for WG which will come into force in April 2024 and that LA's are considering how best to implement that legislation. Members were clear that they did not want to continue subsidising the service but accepted that further information on a definitive proposal would be required.</p> <p>Therefore, a separate report for consideration by Cabinet will be produced.</p>
19.10.23	Waste Modelling Options (WRAP)	<p>The group gave clear direction on the future of waste services in Caerphilly. These were:</p> <ul style="list-style-type: none"> <li>• Changing our recycling collection</li> </ul>



		<p>service to the blueprint system (Option 1B).</p> <ul style="list-style-type: none"> <li>• Food waste to be co-collected with dry mixed recycling on a resource recovery vehicle.</li> <li>• Collecting garden waste fortnightly and seasonal in a weighted, reusable sack.</li> </ul>
24.10.23	Kerbside Residual	<p>Members endorsed 3 weekly residual waste collections with a separate, weekly collection for Absorbent Hygiene Products.</p> <p>Members agreed to the proposal of utilising Section 46 Notices to mirror the contamination process in the recycling stream.</p> <p>The group agreed to improving the efficiencies and effectiveness of existing collections in advance of wider collection changes linked to the strategy by:</p> <ul style="list-style-type: none"> <li>• Zoning collection routes</li> <li>• Collecting waste from outlying properties at the end of the lane / determined collection points.</li> </ul>
10.11.23	Household Recycling Centres (HRCs)	<p>The group supported rationalising our HRC provision by considering closing two or more sites.</p> <p>Members supported the introduction of a booking system reinforcing that this would support the pre-sort requirements in allowing effective planning of resources to maximise assistance to achieve recycling while also reducing levels of misuse.</p>
23.11.23	Digital Offer	<p>Members were supportive of introducing digitisation of the service to improve frontline and customer interactions.</p>

10.2 As outlined in the above table in each session members of the working group have provided a clear steer in developing various aspects of strategy. To help aid understanding and stimulate discussion, in addition to the presentation/workshop sessions, several site visits were arranged. These included visits to Full Moon Waste Transfer Station, Bryn Group, Rose Heyworth HRC in Blaenau Gwent and the new recyclable sorting/bulking facility/transfer station and collection service at Vale of

Glamorgan Council.

- 10.3 In the approval of the Routemap and in the development of draft strategy, meetings have taken place with the operational workforce and the proposals were broadly accepted. There was a unanimous acceptance and understanding of the need to change. A monthly staff newsletter has been developed and workforce working group has recently been established to include representatives from the various functions across the waste service. In addition, the trade unions were invited to attend the meetings of the cross-party member working group.
- 10.4 The draft strategy was presented to the Joint Scrutiny Committee on 15<sup>th</sup> January 2024 and the views of the Joint Scrutiny Committee will therefore be shared verbally with cabinet on 17<sup>th</sup> January 2024.

## **11. STATUTORY POWER**

- 11.1 The following statutory powers, relevant to the Draft Waste Strategy are identified:
- Environment Protection Act (2010)
  - Revised Waste Framework Directive (2018)
  - Environment Act (2021)
  - Waste (Wales) Measure (2010)

Author: Hayley Jones Waste Strategy and Operations Manager

Consultees:

Dave Street, Deputy Chief Executive  
Mark S. Williams, Director of Economy and Environment  
Richard Edmunds, Director of Education and Corporate Services  
Cllr. Chris Morgan, Cabinet Member for Waste, Leisure and Green Spaces  
Cllr Sean Morgan, Leader of Council  
Marcus Lloyd, Head of Infrastructure  
Sue Richards, Head of Education, Planning and Strategy  
Ben Winstanley, Head of Land and Property Services  
Stephen Harris, Head of Financial Services and S151 Officer  
Rob Tranter, Head of Legal Services and Monitoring Officer  
Dave Roberts, Principal Group Accountant  
Cath Forbes-Thompson, Scrutiny Manager  
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Councillor. D. Tudor Davies MBE, Chair, Members Working Group  
Councillor. Adrian Hussey, Vice Chair, Members Working Group  
Councillor. Gary Johnston, Chair, Joint Scrutiny Committee  
Councillor. Brenda Miles, Vice Chair, Joint Scrutiny Committee

## Appendices

Appendix 1  
Appendix 2  
Appendix 3

Draft Waste Strategy  
Draft Engagement Strategy  
Draft Consultation Questionnaire



CAERPHILLY COUNTY BOROUGH COUNCIL  
**DRAFT WASTE AND  
RECYCLING STRATEGY**  
2023-2028



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*TO 70% AND BEYOND* 



# FOREWORD



**Councillor Chris Morgan**  
Cabinet Member for Waste, Leisure and Green Spaces

**F**or many years, Caerphilly County Borough Council has gained a positive reputation for being a high performing recycling authority. However, over recent years, our performance has declined and despite some interventions, our performance has failed to improve. There appears to have been a significant change in behaviours in Caerphilly and we are now producing and reporting much higher quantities of residual (non-recyclable) waste. At present, we have one of the highest levels of residual waste per person in Wales.

It has become clear that the current model of delivery is no longer fit for purpose, both environmentally and financially. To meet the challenging national recycling targets set by Welsh Government, and the wider climate change and decarbonisation agendas, there is a shift required in service delivery and behaviour.

***“This strategy sets out plans to drive up our recycling performance and our wider green credentials...”***

Caerphilly collects over 27,000 tonnes of residual waste from properties each year and compositional analysis has indicated that nearly 60% of the waste that is currently placed in residual bins, can be recycled, or composted. The recovery rates for food waste collection are presently the lowest in Wales and this too, is playing a significant part in our current “below target” recycling performance.

This strategy sets out plans to drive up our recycling performance and our wider green credentials, taking us back to where we belong, as one of the highest performing waste authorities in Wales.

Additionally, the strategy reaffirms our commitment to achieving the Welsh Government’s statutory recycling targets and sets our intention to move beyond them, supporting our transition to net zero Carbon.

We have many challenges ahead, but working together with our residents, we will improve our performance through a combination of changing our collection methodology and adapting our collective behaviours.

We are confident that a *Team Caerphilly* will result in a shared purpose as we all work together to make our County Borough cleaner and greener, for today and for the future.





# INTRODUCTION

**T**his strategy sets out the significant changes intended for implementation to increase overall recycling performance across Caerphilly County Borough Council (CCBC).

The key objectives focussed upon in the strategy include:

1. Reduce overall waste arisings.
2. Increase repair and reuse.
3. Increase the proportion and quality of material that is recycled.
4. Optimise contribution to and use of renewable energy.
5. Help our residents to manage their waste more sustainably.

It is important to understand the size, scale, and complexity of the challenges ahead. The strategy explores key areas of data to set out our current performance as well as setting out the rationale for the interventions proposed. It is also important to highlight the success of the many interventions made to date to improve recycling rates.

This strategy sets out how CCBC will minimise the negative impacts of waste on the environment by reducing waste, ensuring items are used again, recycled for further manufacturing, or sent for recovery. It combines the actions we will take now along with firm commitments for the coming years.

The strategy is designed to ensure CCBC meets and exceeds statutory performance targets, whilst being realistic about the timescales and resources required to meet these ambitions. We are ambitious, yet realistic in what can be achieved. Globally we are facing a climate emergency, and our consumption of resources is unsustainable. The need to act for the benefit of the climate and our environment has never been more vital.

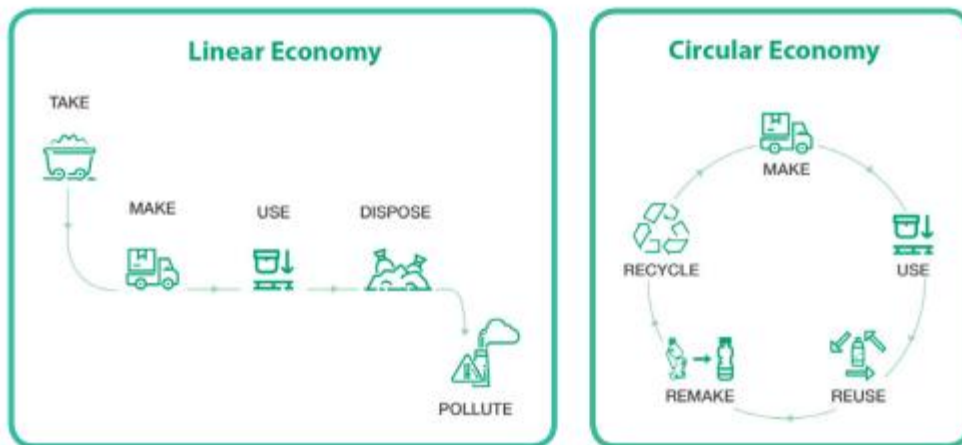
***Our vision is to transform our resources and waste services to move towards an innovative circular economy in Caerphilly.***

Unsustainable consumption of precious resources and waste disposal has a significant impact on the environment and cannot be decoupled from its impact on our climate. It is important that steps are taken to move away from the inefficient linear economy (where resources are taken, made into products, used, and finally thrown away) and transition to a more circular economy (Figure 1). In a circular economy, precious resources are kept in use for longer, maximising material quality and offering social and economic opportunities.

*“Globally we are facing a climate emergency, and our consumption of resources is unsustainable.”*



**Figure 1: Linear Economy versus Circular Economy**







# A CASE FOR CHANGE



**The climate emergency and unsustainable consumption of resources has been recognised by the Welsh Government and CCBC. A strategic and legislative framework is in place to support the move towards a more circular economy.**

In 2019 the Welsh Government declared a climate emergency and CCBC in recognition pledged to become net zero by 2030. Reducing consumption and decarbonising the waste and recycling services, is a key part of reaching this pledge.

Moving to a circular economy is key to significantly reducing our carbon emissions and our over-exploitation of natural resources, and to help reverse the decline in biodiversity. Crucially, it can also improve economic and social outcomes. The drivers, and legislative and strategic framework in place to support our move towards a more circular economy are summarised below.

Welsh Government has set an overall zero waste target by 2050 and challenging recycling targets for councils in the interim period. These are statutory targets and an Authority can be fined if they are not achieved. A target of 64% is already in place and stretches further to 70% from 2024-25. In CCBC 60.7% of waste was recycled in 2022-23, which is well below the levels required to achieve the current and future targets.

As a public body, we must work with communities to protect the long-term impact of decisions in line with the Well-Being and Future Generations Act (2015) and the Environment Act (2021). It is clear that we cannot make the required step changes alone and a collective effort from residents, the workforce and the wider community will be essential to reduce consumption and improve resource management in CCBC.

Collectively, CCBC will transform resources and waste services to support the transition to net zero by 2030 and meet current and future statutory recycling targets.





# NATIONAL CONTEXT

The CCBC Recycling and Waste Strategy is aligned to several key Welsh and European policies and legislative drivers linked to sustainable development, tackling climate change, and enabling improved environmental outcomes.

These include but are not limited to:

- EU Waste Framework Directive.
- The Waste (England & Wales) Regulations 2011.
- Towards Zero Waste: Our Waste Strategy, 2010.
- Waste (Wales) Measure 2010.
- Wellbeing of Future Generations (Wales) Act 2015.
- Environment (Wales) Act 2016.
- EU 2030 Climate Framework.
- Climate Change Strategy for Wales.
- Beyond Recycling: A Strategy to make the Circular Economy in Wales a reality, 2021.
- Extended Producer Responsibility Regulations.
- Deposit Return Scheme Regulations.
- Workplace Recycling Regulations (November 2023).
- The Environmental Protection (Single-use Plastic Products) (Wales) Bill, 2022.

The Strategy has been further shaped by major national events including the Coronavirus Pandemic, which has impacted the way waste is produced and managed.

## 4.1 THE WELL-BEING OF FUTURE GENERATIONS ACT (WALES), 2015

In 2015, the Welsh Government published the Well-being of Future Generations Act (Wales). The Act places a duty on all public bodies in Wales to ensure that they are working to improve the economic, social, environmental, and cultural well-being of Wales.

### The Act puts in place 7 well-being goals



Under the Act, there are 5 key ways of working which the authority must consider to ensure sustainable development principles are taken into account when making decisions.

To demonstrate our commitment to the 5 ways of working, we will seek to ensure that we:

- Work to prevent any increase in waste arisings, and engage with our communities to maximise waste reduction, reuse, and recycling.
- Look to embed long-term thinking about the role of recycling and waste management and its impact on our planet.
- Integrate the Strategy and its actions with other Council strategies, the ongoing work of our partners and other organisations to address the climate emergency.
- Continue to work in partnership and collaborate with our partners across the region to develop innovative approaches towards waste prevention and recovery.
- Involve our local communities in shaping our services and to engage with them throughout, reinforcing the importance of their role in helping us deliver the overall aims and objectives of the strategy.

**4.2 THE NATIONAL WASTE STRATEGY**

The Welsh National Waste Strategy, *Towards Zero Waste* was launched on 21 June 2010. The strategy sets out a series of challenging statutory recycling targets for Local Authorities to deliver.

**Table 1: Welsh Government national statutory waste and recycling targets**

	2010/12	12/13	15/16	19/20	24/25
Minimum levels of reuse and recycling/composting (or AD)	40%	52%	58%	64%	70%
Minimum proportion of reuse/recycling/composting from source separation	80%	80%	80%	80%	80%
Maximum level of landfill	-	-	-	10%	5%
Maximum level of energy from waste	-	-	42%	36%	30%
Minimum levels of preparing for reuse (excluding Waste Electrical and Electronic Equipment [WEEE])	-	0.4%	0.6%	0.8%	1.0%

Through the Waste (Wales) Measure 2010, the Welsh Government (WG) made recycling targets from 2012-13 and beyond, statutory targets. This status allows Welsh Government to levy financial penalties against Councils that fail to achieve them. The statutory targets are weight based and have increased gradually over time.

In the current waste strategy *Beyond Recycling: A Strategy to make the Circular Economy in Wales a reality*, the Welsh Government has stated that they will work with Local Authorities and other key partners to develop further future recycling targets in line with their pathway to zero waste and achieving 100% recycling by 2050. Welsh Government indicates that it will put in place

***“...the Welsh Government has stated that they will work with Local Authorities and other key partners...”***

further minimum statutory recycling targets for Local Authorities beyond 2025, to support the trajectory to achieve zero waste (100% recycling) by 2050.

Welsh Government has stated that it wants to develop future targets collaboratively to ensure they are based on the capability of the services that are being delivered.





### Collections Blueprint

Welsh Government's collection blueprint sets out a recommended service profile for the collection of waste from households, including the following central policies:

- Weekly separate collection of dry recyclables via 'kerbside' sort' with materials being collected separately in boxes and/or in reusable sacks, with two or more boxes provided per household, and recyclables being sorted into separate compartments on the collection vehicle by collection staff at the kerbside during the weekly collection process.
- A separate weekly collection of food waste.
- The use of modern, lightweight, multi compartment vehicles for single pass collection of dry recyclables and food waste.
- Fortnightly collection of residual waste and reduced residual waste capacity, and 'no side waste' policies enforced.



### 4.3 CLIMATE CHANGE

In 2019, Wales became the first UK nation to declare a 'climate emergency'.

In *Beyond Recycling: A Strategy to make the Circular Economy in Wales a reality*, the Welsh Government make it clear that:

*"We are still in the midst of a climate emergency: globally, we are experiencing unprecedented climate events: we are on track for temperature rises above 2°C, one million species are threatened with extinction due to climate change and the over-exploitation of natural resources; and there is increasing evidence of the adverse impacts that plastic is having on the environment and living organisms. Here in Wales, we are already feeling the effects with flooding and other extremes of weather becoming more commonplace. These challenges bring important opportunities to positively shape our future."*



Climate change is significantly impacted by unsustainable consumption and waste disposal processes. The circular economy approach is key to tackling over-consumption, whilst also instigating social and economic improvements for Wales.

In Wales municipal recycling rates have increased from just 4.8% in 1998-1999, to more than 65% in 2021-22. This increase has made a significant difference to emissions, saving around 400,000 tonnes of CO<sup>2</sup> per year from being released into the atmosphere. The Welsh Government has set a target for the country to achieve net zero emissions by 2050 and is investing £2 billion to support communities, businesses, and organisations in their collective efforts to tackle climate change.



# LOCAL CONTEXT



**C**CBC's Corporate Plan spans the period 2023-2028 and is focussed upon creating a better place to live, work and invest in. The recently published plan incorporates a specific objective to enable our environment to be greener with a specific outcome to achieve Welsh Government's challenging waste reduction, reuse and recycling targets.

The Council will continue to demonstrate effective stewardship for the environment by responsibly disposing of IT equipment in accordance with the Waste Electrical and Electronic Equipment (WEEE) Regulations. In addition to this, the Council will continue to re-use corporate furniture wherever possible. Failing this, the Authority will donate to others before considering recycling.

## 5.1 HOUSING AND POPULATION GROWTH

The 2021 Census reports a population decline in CCBC to 175,900, down by 2,900 compared to 2011. Despite this, there's a 2.4% increase in households, totalling 76,300 with at least one resident. Council Tax data presently accounts for 80,739 domestic properties and 5,406 non-domestic establishments. Welsh Government projections anticipate a 1% population increase in Caerphilly County Borough by 2028, primarily due to net immigration.

However, CCBC's upcoming Local Development Plan aims to accommodate the Cardiff Capital Region City Deal's goal of 25,000 additional jobs, planning for an increase of around 10,700 people and 6,750 dwellings.

This aligns with Future Wales, positioning the county borough in the Cardiff, Newport, and the Valleys National Growth Area.

This growth puts additional pressures on waste services by increasing the number of properties and volume of waste that needs to be collected and processed. As a result, this will require the Council and residents to come together, work collectively to change our behaviours and reduce the amount of waste we produce.

## 5.2 THE CLIMATE CHALLENGE

In 2019, the Council declared a climate emergency and committed to becoming carbon neutral by 2030. As part of these efforts, a Decarbonisation Strategy has also been adopted which will enhance the Council's work in reducing carbon emissions and investing in efficiency measures across its portfolio. 'Reduce, Produce, Offset, Buy' aims to tackle the climate emergency by reducing the amount of carbon going into the atmosphere, as well as creating financial and social benefits, through reducing energy bills for the Council and its tenants.

Minimising our carbon footprint will necessitate the delivery of more resource efficient working systems as well as delivering more initiatives that stimulate the circular economy.

Providing cleaner air and improving the quality of the aquatic and terrestrial environments are key objectives that link to the better management of waste.



The Authority's Decarbonisation Action Plan includes actions for key service areas to contribute towards.

For the Waste Management functions this includes:

- Investigate opportunities for reducing (no gain) final waste disposal systems.
- Life Cycle Analysis to design out single use product/packaging.
- Procure goods that are less impacting on the environment.
- Repair First / Recycle last.

The Authority's Decarbonisation Strategy dovetails with the Welsh Government's 'Beyond Recycling' mantra with the core principles centring on:

- **Reduce** the amount of energy we use.
- **Produce** our own green electricity and heat.
- **Offsetting** carbon emissions.
- **Buy** goods with carbon implications in mind, carefully procuring appropriate goods and services.

The Authority's Waste Team has developed a platform upon which to develop its carbon friendly working systems. This includes contracts for the operation of a renewable energy system involving methane capture and recovery from an old brown field (landfill) site and the supply of feedstock in the form of kerbside collected food waste to contribute to a local anaerobic digestion (AD) facility. Both projects capture significant quantities of the most powerful/potentially damaging of greenhouse gases with the AD facility presently generating enough power to generate electricity for 2,000 households.

### 5.3 CURRENT SERVICE PROVISION FOR RESIDENTS

The Authority provides a range of household waste and kerbside recycling collections which includes:

- Dry mixed recycling.
- Food waste.
- Garden waste.
- Residual waste (non-recyclable).
- Chargeable bulky waste.
- Absorbent Hygiene Products.

In addition, the service also provides:

- Six household recycling centres (HRCs).
- Trade waste collections for businesses.
- Additional capacity and support to residents on request.
- Delivery of new and used wheeled bins and receptacles.
- Penallta Re-use Shop in partnership with Wastesavers.
- The Furniture Revival in partnership with Groundworks Caerphilly.

A summary of our current household kerbside collection services is shown in Figure 2 below.

Figure 2: Household Kerbside Collection Services





# CURRENT PERFORMANCE



CCBC has historically performed well against statutory targets set by Welsh Government. In 2017-18, 66.7% of household waste was sent for reuse, recycling, composting or anaerobic digestion. This was significantly higher than the target of 58% at the time.

However, over recent years recycling performance has declined and since 2019/20 has performed below the 64% target. The 2021/22 recycling level 59.7% and the level of 60.7% for 2022/23 are well below the levels required to achieve the 70% statutory target by 2024/25. This means the Authority is at risk of significant fines from Welsh Government. Decisions to fine an Authority are considered on its own merits

*“In 2017-18, 66.7% of household waste was sent for reuse, recycling, composting or anaerobic digestion.”*

and the Minister for Climate Change, took the decision for the period 2019/20, not to fine CCBC, subject to a full review of the services and a commitment to act.

Graph 1 below shows CCBC’s waste performance set against statutory targets from 2008 -2025.

**Graph 1: Recycling Performance Trend Analysis**

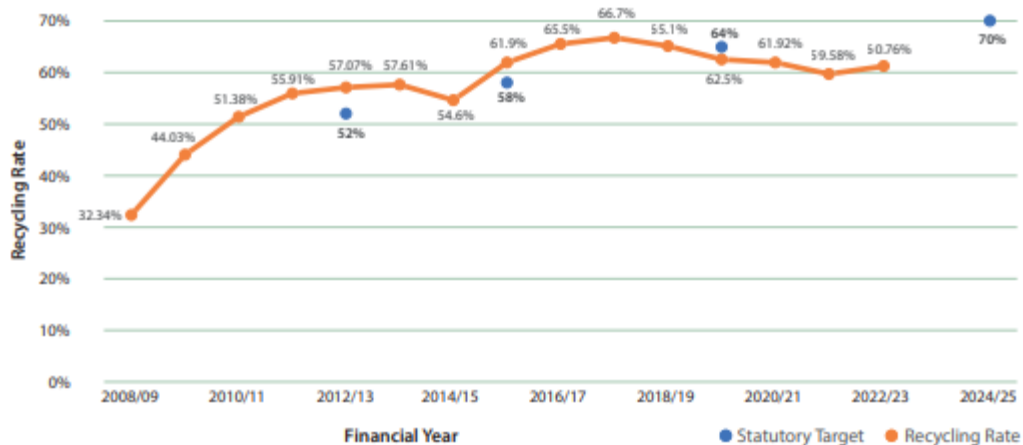
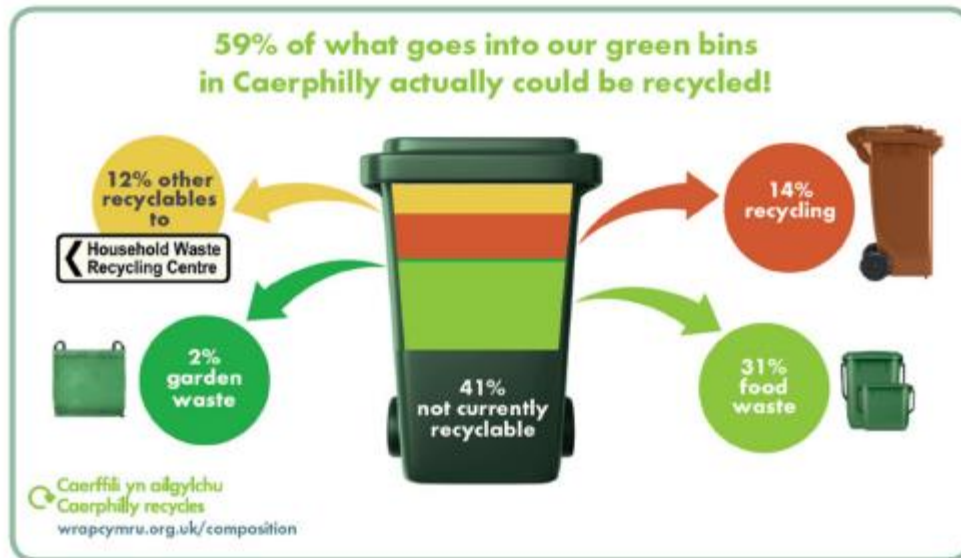


Figure 3: WRAP Compositional Waste Analysis



Analysis of what goes into our residual bins in CCBC, undertaken by WRAP in 2021, showed that 59% of the material could be recycled, shown in the Figure 3.

Just under a third of this material could be collected by the food waste collection. This shows there is significant potential for improvement.







# INTRODUCING THE ROUTE MAP

Figure 4: Route Map to a Net Zero Caerphilly County Borough Council

In July 2023, CCBC's Cabinet agreed proposals for a Resource and Waste Route Map, outlining the overall direction for the Recycling and Waste Service for the next 7 years (2023 to 2030).

The Route Map (Figure 4) sets out the strategic direction to reduce waste and exceed Welsh Government statutory recycling targets, including short term interventions aimed at increasing performance by 2025-26.

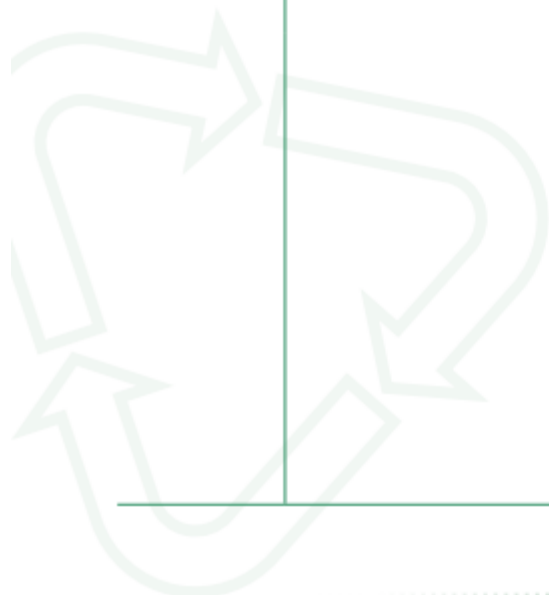
In developing this Route Map, a number of immediate interventions for the period of 2023-2025 were identified.

These are anticipated to increase recycling performance, thereby demonstrating immediate focus upon beginning our journey for long term change.



Pillar/Enabling theme	Activity	Projected increase (%)	Progress to date
<p>Pillar 1 <b>HRC provision</b></p>	<p>Implement recommendations from the recent WRAP observational study in relation to signage and site layout, to move focus to recycling rather than waste disposal.</p> <p>Introduce a pre-sort requirement across the HRC Network. This will require site users to bring waste to the site segregated into its various material fractions.</p> <p>Improve customer engagement across the Network through the introduction of additional customer trained operatives on site.</p> <p>Introduce a trial booking system on one site, followed by a roll out to the remaining sites if the trial proves successful.</p>	<p>1%</p>	<ul style="list-style-type: none"> <li>● Successfully employed 9 additional members of staff into customer-centric roles to provide on-site support to residents, including supporting the implementation of pre-sort requirements.</li> <li>● Improved the overall site layout, staff uniforms and signage to move focus to recycling rather than waste disposal and provide an enhanced customer experience.</li> <li>● The pre-sort requirements will come into effect on the 12th February 2024, and associated site layout and communications campaigns are in development.</li> </ul>
<p>Pillar 2 <b>Kerbside Dry Recycling</b></p>	<p>A widespread informational campaign will be launched, supported by WRAP's well established <i>Be Mighty</i> campaign to reinforce messages of acceptable materials.</p> <p>The information campaign will be further supported with a behaviour change campaign. The campaign will run alongside the informational campaign and will focus on the <i>Why Recycle?</i> designed to evoke an emotional response and focus on the impacts of non-participation.</p> <p>To support the behaviour change campaign, engagement and education staff will directly engage with residents on the doorstep to promote and maximise recycling opportunities. This will include an ongoing campaign within our schools to ensure our younger people are engaged.</p> <p>Additional capacity requirements 1 will be discussed on an individual basis and extra containers provided on a case by case basis.</p>	<p>1%</p>	<ul style="list-style-type: none"> <li>● Cabinet agreed a report to introduce a 5-step contamination process which included increased resident engagement and the potential to introduce a section 46 fixed penalty notice as a last resort to non-compliance.</li> <li>● The service has successfully employed 6 Recycling Advisors to support in the delivery of our campaigns, providing direct engagement with residents at the doorstep.</li> <li>● Delivery of a Back-to Basics Communications Campaign. The eight-week campaign outlined the scale of the waste issue in CCBC, whilst reminding residents of the many waste, recycling, and reuse services available to them. This included a range of print and digital activity, such as a waste edition of Newline sent to all households and a social media campaign.</li> </ul>

Pillar/Enabling theme	Activity	Projected increase (%)	Progress to date
<p><b>Pillar 3</b> <b>Kerbside Organic Recycling</b></p>	<p>Campaign 1 and 2 will have a significant focus on food waste participation messages, both informational and emotive to evoke a behaviour change. To support the behaviour change campaign engagement and education staff will engage with residents on the doorstep.</p> <p>This will include an ongoing campaign within our schools to ensure our younger people are engaged.</p> <p>This will be further supported by the introduction of free caddy liners for 1 year. 6 month supply of liners will be delivered to properties with an accompanying information booklet. The impact of this intervention will be reviewed thereafter.</p> <p>The team will continue with the "Mash for Cash" food waste incentivisation campaign and consider rebranding and relaunching the campaign to align with the behaviour change campaign.</p>	<p>1%</p>	<ul style="list-style-type: none"> <li>● The introduction of a 12-month trial to provide all residents with free indoor food waste caddy liners. The trial will see the first 6-month supply of liners delivered directly to resident's doors, with the following 6-month supply being available for collection from local libraries, leisure centres, Bedwas Council Chambers, Ty Penallta and Penallta Reuse Shop.</li> <li>● The continuation of the Council's established cash prize incentive scheme 'Mash for Cash' to encourage overall participation. To date, 16 winners have been awarded a prize funded by the business sector.</li> <li>● The launch of food waste campaigns aligned to the participation in food waste recycling, leading to increased food waste caddy requests, this was further bolstered by the presence of the Recycling Team at local events with food waste caddies and literature.</li> <li>● Completion of Food Waste Communications Campaign. The eight-week communications campaign informed residents of why they should be recycling their food waste, how to recycle it correctly and to bust any myths around food waste recycling. This included a range of print and digital activity, such as a food waste recycling booklet sent to all households, a social media campaign and an educational campaign provided by WRAP.</li> </ul>



Pillar/Enabling theme	Activity	Projected increase (%)	Progress to date
<b>Pillar 4 Kerbside Residual</b>	Engage with residents to maximise recycling through the enforcement of existing residual waste policies, that include for top hatting (bags stacked on top of the bin) and side waste.		<ul style="list-style-type: none"> <li>● A strengthened commitment to minimising the quantity of residual waste through the enforcement of existing policies of no 'top hatting' or side waste.</li> <li>● Adopting the recycling contamination policy for residual waste, targeting non-recyclable content that can be diverted from the residual, using S46 notices where necessary.</li> <li>● Development of educational and engagement resources, to be carried out by Recycling Advisors with residents, to better understand the barriers and issues residents are facing.</li> </ul>
<b>Pillar 5 Trade Service</b>	<p>Review existing service to ensure the residual trade waste service is competitive and has a focussed customer base.</p> <p>Develop business case for future trade recycling services and implement new service in line with the new commercial waste regulations.</p>	1%	<ul style="list-style-type: none"> <li>● On 6th October 2023, the Members Working Group agreed to consider a range of options for the future of our Trade Waste Services. A full report will be presented to cabinet for further consideration.</li> </ul>

The pillars are underpinned by the following enabling themes and working groups have been established as part of the strategy development.

- Communications and Engagement.
- Workforce Engagement.
- Infrastructure.
- Ultra Low Emissions.
- Digital Offer.

These enabling themes are crucial in ensuring the successful delivery of the objectives and strategy pillars. Several internal working groups have been established to engage the relevant stakeholders and maintain the progress of each workstream.

Much of this work is underpinned by an enhanced digital offer. We are introducing a digital solution for recycling and waste collection rounds to improve efficiencies and enhance the customer experience. Linking to the back office, it will enable officers to respond proactively and develop a targeted and individual approach to education and communication as well improve customer interactions and journey.





# LOOKING AHEAD



**T**he overall strategy objectives are linked to the agreed Route Map. Whilst work has been undertaken, as highlighted above, more work is needed to guarantee the success of these objectives.

Our strategic objectives aim to reduce the volume of waste generated within the county borough, maximise our precious resources through repair and reuse, increase the quality

and proportion of what can be recycled, increase our contribution towards renewable energy generation and help our residents manage their waste more sustainably.

These objectives are underpinned by carbon reduction benefits, financial savings through more efficient services and social benefits through voluntary and employment opportunities.





TO 70% AND BEYOND

Our objectives and what we plan to do:

**Objective 1: Reduce overall waste arisings**

The Council will continue to support the messaging around waste minimisation through a range of communications and engagement methods which includes promoting national campaigns such as, *Love Food, Hate Waste*.

Continue to strengthen the commitment to minimising the quantity of residual waste through the enforcement of existing waste policies.

The introduction of pre-sort requirements in the HRC sites will support the reduction in residual waste.

We will consider implementing a booking system on HRCs on a trial basis. The booking system will support the pre-sort requirements in reducing waste, increasing recycling, and reducing the levels of misuse. Additionally, a booking system will allow for a more personalised visit to the facilities with less congestion and queuing, reducing cross border traffic and abuse by traders.

The Council will promote home composting through a range of communication and engagement methods.

Consideration will be given to promoting and communicating methods of utilising left-over foods, therefore reducing the amount of food that is wasted in the county borough.





**Objective 2: Increase repair and reuse**

Continue to collaborate with and promote the work of partner organisations to encourage reuse. A positive example of this work is the Penallta Rescue Shop, Furniture Revival, the Uniform Exchange, and the Toy Box Project.

Promoting the waste hierarchy through a new digital solution (when searching for items, options will be presented in line with the correct disposal method e.g. textiles showing as re-use before recycling etc).

Support and encourage the introduction of the repair café concept in local communities.

**Objective 3: Increase the proportion and quality of material that is recycled**

We will transform recycling collections in CCBC. A range of options are proposed for collecting recyclables, food, garden, and residual (green bin) waste to identify the most efficient and effective service design to facilitate and encourage an increase in recycling quantity and quality.

From 2027, CCBC will introduce recycling collections aligned with the Welsh Government’s collections Blueprint. Evidence from other local authorities in Wales, and analysis undertaken for CCBC, demonstrates that this method of collection is proven to increase the proportion of high-quality materials collected from households that is recycled and reduce contamination. By keeping different materials separate it increases the quality of these materials making them easier to recycle into new products. It will also help to lower carbon emissions.

The new Blueprint compliant collections system is shown in Figure 5. Residents will be provided with separate containers for plastic and cans, glass, and paper and card, which will be collected weekly. Food waste will continue to be collected weekly, and garden waste will be collected fortnightly and seasonally (throughout the spring/summer growing season).



**Figure 5: Blueprint Compliant Waste Collection Service**

Dry Recycling	Recycling Vehicle	Food Waste	Garden Waste	Garden Waste Vehicle
Plastic, cans and glass - Box Paper and card - Reusable bag	RRV Multi compartment vehicle	Green caddies collected with dry recycling	Reusable bag	Single chamber RCV
				

Improving recycling collections will allow CCBC to transform residual waste (non-recyclable) collections. The assessment shows that moving to collecting residual waste every three or four weeks from 2027 will help to increase recycling rates even further, reduce costs and reduce carbon emissions.

For residents that require additional collections of absorbent hygiene products, a separate collection will be offered by request.

The range of materials collected at kerbside and HRCs will be expanded where they are able to be collected efficiently and safely and where there are sustainable markets for these materials. This may include, for example, textiles, Tetra Pak, small WEEE, batteries and coffee pods.

**Objective 4: Optimise contribution to and use of renewable energy**

Continue to work with suppliers to enhance the recovery of methane from organic waste to support the use of renewable energy as part of the drive to encourage and support greater participation in food waste recycling.

Explore options to introduce a fleet of ultra-low emission vehicles.

Consider options and identify opportunities for renewable energy generation at new sites.

**Objective 5: Help our residents to manage their waste more sustainably**

Continue to support residents with clear and consistent communication about how and why to recycle as part of county wide campaigns.

Use data to inform behaviour change campaigns delivered on a hyper local level to support effective and efficient recycling practices.

Continue to digitalise the service offer for residents to ensure effective service delivery and improved customer engagement.







# MONITOR, MEASURE AND REVIEW

**C**CBC uses a variety of performance indicators to monitor how well services are performing in meeting the needs of service users and to measure efficiency and value for money. Table 2 highlights these statutory and non-statutory measures.

Performance indicators and project milestones relating to the delivery of strategic priorities will be managed, monitored, and reviewed in addition to those noted in Table 2, throughout the year by an established Performance Working Group.

Challenging targets are also set for each indicator, to ensure that the services provided perform amongst the best in Wales, and targets are set accordingly. Additionally, measures for monitoring and review which are bespoke to interventions and objectives will be considered.

These will be used for continued review and improvements, ensuring CCBC can deliver efficiencies through savings from route optimisation and other digital tools, and negotiating better terms and prices with contractors. Thus, ensuring CCBC can operate services that are efficient and value for money.

**Table 2: Service performance measures**

Service Measures	Frequency	Unit of Measure	DPA (Y/N)
Municipal waste collected and prepared for reuse/recycling	Quarterly	%	Y
Missed waste/recycling collections as a % of total collections	Quarterly	%	Y
Vehicle availability % (residual, recycling, green)	Quarterly	%	Y
HRC recycling percentage	Quarterly	%	N
Average working days to collect bulky waste	Quarterly	Days	Y
Average working days to clear fly-tipping	Quarterly	Days	Y
Number of missed waste/recycling collections	Quarterly	100 households/yr	Y
% Highways inspected of a high/acceptable standard of cleanliness	Annually	%	Y
Food waste participation numbers	Annually	%	N
Recycling participation numbers	Annually	%	N
Proportion of waste recycled	Annually	%	N
Proportion of waste composted	Annually	%	N
Proportion of waste reused	Annually	%	N
Kilogram of resident waste generated per year per person	Annually	Kg/person/yr	Y
Food waste yield	Annually	Tonnes/yr	N
Trade waste refuse/recycling/food agreements	Annually	Number	N
Public opinion survey	Biannually	Qualitative	N



# FUNDING



CCBC's Recycling and Waste service needs significant investment to make the improvements identified to support the transition to net zero by 2030 and meet current and future statutory recycling targets.

CCBC has already committed to providing investment for immediate early intervention. Additional financial support will be called upon from Welsh Government throughout the journey, and CCBC values this investment to save long term and for future generations.





Mae'r ddogfen hon ar gael yn Gymraeg, ac mewn ieithoedd a fformatau eraill ar gais.  
This document is available in Welsh, and in other languages and formats on request.



Team Caerphilly  
BETTER TOGETHER

## Caerphilly County Borough Council - Draft Waste and Recycling Strategy

### Engagement Strategy – December 2023

#### The importance of effective consultation...

*“...There are many statutory requirements for consultation, but the truth is that ALL significant changes to long-standing services need consultation.*

*If the public has a sound basis for expecting to be consulted, then failure to do so can lead to losing a Judicial Review. And Judges have ruled that if people have been accustomed to the benefit of a service, then its withdrawal without consultation can in many circumstances, be unlawful...”.*

The **doctrine of legitimate expectation (common law)** means that essentially, where people have come to legitimately expect a process of consultation, there are grounds for a judicial review should a public consultation not take place.

Similarly, a consultation must be conducted properly should the choice be taken to embark on one (whether a legal requirement exists for it or not). This is part of ensuring that the consultation process remains a fair one.

This is rapidly becoming the most important aspect of the law of consultation. The legitimate expectation applies:

- when there has been a clear promise of consultation
- where official guidance or policies imply a promise to act in a particular way
- where there is a withdrawal of a benefit with significant impacts to be considered
- where the nature of the relationship would create unfairness if there were to be inadequate consultation.

#### Gunning Principles:

The gunning principles dictate that:

**Proposals are still at a formative stage.** A final decision has not yet been made, or predetermined, by the decision makers.

**There is sufficient information to give ‘intelligent consideration’.** The information provided must relate to the consultation and must be available, accessible, and easily interpretable for consultees to provide an informed response.

**There is adequate time for consideration and response.** There must be sufficient opportunity for consultees to participate in the consultation. There is no set timeframe for consultation, despite the widely accepted twelve-week consultation period, as the length of

time given for consultee to respond can vary depending on the subject and extent of impact of the consultation.

**‘Conscientious consideration’** must be given to the consultation responses before a decision is made. Decision-makers should be able to provide evidence that they took consultation responses into account.

**‘Involve’ – Wellbeing of Future Generations (Wales) Act**

One of the five ways of working within the Act is ‘Involvement’. The five collectively, when done effectively demonstrate that the sustainable development principle has been considered and applied.

The ‘involve’ principle is central to Caerphilly County Borough Council’s consultation and engagement activity. ‘Involve’ means ‘The importance of involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves’. This is further demonstrated throughout the Integrated Impact Assessment.

**Steps to consider:**

1. Complete an Integrated Impact Assessment for the proposal(s)
2. Identify the purpose/what we’re trying to achieve
3. Identify stakeholders
4. What other evidence/data/feedback do we have?
5. Timescales
6. Methods of engagement and resources required
7. Key messaging
8. Analysis and interpretation of consultation/engagement
9. Close the loop – providing feedback and outlining next steps

**Complete an Integrated Impact Assessment for the proposal(s):**

Integrated Impact Assessments are how we assess whether a proposal we are planning to recommend might have unintended consequences, including impacts on particular groups of people, on the environment in which they live, or otherwise unforeseen risks to the council.

Carrying out an Integrated Impact Assessment does not prevent the council from taking difficult decisions when needed (e.g. making budget savings) but it will ensure that those decisions are made in accordance with our policy objectives, legislative requirements (**including those within the Wellbeing of Future Generations (Wales) Act and our socio-economic duty**) and on the basis of a full understanding of the implications for people, the environment and the council.

The assessment also allows us to consider any actions we can take to mitigate any negative impacts or risks we identify. Doing these assessments well will help the council make better decisions and improve the transparency and accountability of decision-making.

Detail:	Progress	RAG rating
IIA on proposals for consideration within strategy to be developed	Drafted – to be further developed following public consultation feedback	

## Identify the purpose/what we are trying to achieve:

The overarching aim of the draft Waste and Recycling Strategy is to offer a roadmap for Caerphilly County Borough Council to meet the Welsh Government statutory recycling targets of 70% and beyond, with an overall aspiration to become the highest performing local authority area in the UK.

As well as improving recycling performance, we aim to reduce the overall amount of waste produced, as well as maximise the amount of waste that can be reused, in accordance with the reduce, reuse, recycling hierarchy. This strategy supports the Council's Corporate Plan, decarbonisation aspirations, climate emergency commitments and circular economy ambitions.

The following key objectives are highlighted within the draft strategy:

- Reduce overall waste arisings
- Increase repair and reuse
- Increase the proportion and quality of material that is recycled
- Optimise contribution to and use of renewable energy
- Help our residents to manage their waste more sustainably

The public consultation supporting the council's draft Waste and Recycling Strategy will seek the views of our communities on the proposals within the draft strategy that would assist the council in meeting its outlined objectives.

Particular attention will be paid to those under-represented/seldom heard communities and specifically those identified where the proposals may have a potentially adverse impact upon them through development of the Integrated Impact Assessments for the proposals (e.g. those affected by age and disability are two examples).

In line with the gunning principles, 'conscientious consideration' must be given to the consultation responses before a decision is made. Decision-makers should be able to provide evidence that they took consultation responses into account.

Detail:	Progress	RAG rating
Purpose of the public consultation on the councils' draft waste and recycling strategy is agreed	Endorsed by CMT and Cabinet Member – 12/12/23	

## Identify stakeholders:

When we talk about engaging our communities and stakeholders we make a commitment to engage, as appropriate, with:

- Residents – people from every part of the county borough and from every community and of all ages, making a particular effort to encourage those not currently engaged/seldom heard including:
  - Community groups and clubs including those on our various panels, community, voluntary and special interest groups
  - Users of specific council services
  - Vulnerable groups and those with protected characteristics as identified within the Equality Act (2010) and the Public Sector Equality Duty (Wales)
  - Children and young people including those on the Youth and Junior Forums
- Employees of the council

- Relevant trade unions
- Business owners/business forums
- Those who visit, work or participate in activities within the county borough
- Our democratically elected representatives
- Town and Community Councils
- Members of the Senedd and Members of Parliament
- Partner organisations
- Welsh Commissioners (Children’s, Welsh Language, Older Persons, Future Generations)
- Specific subject forums
- Any other body or group with an interest in the work of the authority and the future wellbeing of the area

Detail:	Progress	RAG rating
Identification of comprehensive stakeholder list	Complete	
Further stakeholder groups as highlighted from the IIAs	IIAs drafted. Further groups to be identified throughout consultation in discussion with local elected members	

#### What other evidence/data/feedback do we already have?

The draft strategy is written against the context of ongoing conversations the council has held with residents through its engagement programme ‘The Caerphilly Conversation’.

In November/December 2022, the council ran a phase of engagement called ‘What matters to you?’. 93% of respondents agreed that waste collection and recycling services should continue to be a priority when planning council services and budgets for 2022/23 and beyond.

Through that same engagement activity, 86% of respondents felt that waste collection and recycling services was as important or more important to them than 12 months ago. Insight from the ‘What matters to you?’ phase also suggested that residents appreciate the simplicity of our current recycling system in place.

In addition, an online ‘quick poll’ sought additional views on waste and recycling during January 2023. Key insights from this poll, which received 2,632 responses included:

- 79% of respondents said they recycle food waste at the kerbside. From those respondents who don’t currently recycle food waste, their reasons for not doing so were primarily that they compost any food waste, they don’t waste any food, they don’t like the smell/feel its unclean or they don’t have any liners to place inside the caddy.
- 99% of respondents said they regularly recycle using their brown bin/recycling box/recycling bags at the kerbside
- 73% of respondents said they regularly make use of the green/garden waste recycling service. From those respondents who don’t, their reasons for not doing so were primarily that they don’t have any garden waste/a garden or that they use the service but seasonally (not year-round)

Summary reports for the ‘What matters to you?’ November/December 2022 engagement phase and the ‘Caerphilly Conversation – budget setting 2023/24’ engagement programme can be found at [www.caerphilly.gov.uk/caerphillyconversation](http://www.caerphilly.gov.uk/caerphillyconversation).

<b>Detail:</b>	<b>Progress</b>	<b>RAG rating</b>
Early phase engagement findings/insight embedded in the principles of the draft strategy	Complete	

### **Timings:**

The formal public consultation on the proposals within the draft waste strategy will run, subject to Cabinet endorsement, for a twelve-week period from Monday 5<sup>th</sup> February 2024 until Tuesday 30<sup>th</sup> April (subject to Cabinet approval).

Subsequent in-depth, targeted engagement will be programmed as phase two of the programme, following final Cabinet approval of the waste strategy.

<b>Detail:</b>	<b>Progress</b>	<b>RAG rating</b>
Timing of formal period of consultation, analysis, reporting and consideration by members agreed, incorporating the requirements within the gunning principles	Timings outlined as above subject to Cabinet approval	

### **Methods of engagement and resources required:**

Residents will be invited to give their views in a variety of ways including:

- A survey will be available on the council's website [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk). It will be available online and in printed copy. Hard copies will be available from all libraries across the county borough and returned via libraries or through the post.
- A dedicated edition of Newline, delivered to each household within Caerphilly county borough, will also contain a hard copy version of the proposals and associated consultation materials.
- A series of informal face-to-face drop-in sessions for residents will be arranged at venues across the borough. A series of online face-to-face sessions will also be scheduled. As far as possible, these sessions will be held on different days of the week and different times of the day, including early evening, to enable as many people as possible to attend. They will also be planned to coincide with times of highest footfall at individual venues.
- A dedicated meeting of the Viewpoint Panel. The Viewpoint Panel is a group of residents who are regularly invited to get involved in the council's engagement and consultation activities. Anyone who is a resident of the county borough can join.
- Online engagement opportunities through the council's digital engagement platform, Engagement HQ
- Targeted engagement with stakeholders and seldom heard groups – identification of these was supported through the development of in-depth integrated impact assessments (IIAs) for the draft proposals.



- A far-reaching communications campaign will support the consultation by widely promoting the various opportunities for people to have their say including an extensive digital campaign
- Further engagement opportunities to be identified in discussion with local elected members

<b>Detail:</b>	<b>Progress</b>	<b>RAG rating</b>
Draft consultation questions to be agreed in line with draft strategy's key objectives	Endorsed by CMT and Cabinet Member (12/12/23) and PDM (03/01). Awaiting feedback from Joint Scrutiny Committee	
Confirmation of specific dates/times for engagement sessions to be confirmed	Dates pencilled in – to be publicised following Cabinet approval	
Development and of design materials/promotional posters etc for face to face engagement	Drafts in progress	
Development of digital engagement platform to support engagement on the waste strategy as its inaugural activity	Drafts in progress	
Timeline for special edition of Newslines to be confirmed	In progress	

### **Key messaging:**

Key messaging will mirror that outlined within the Cabinet report and the appended draft waste strategy. As outlined earlier in this document, the public consultation supporting the development of the council's draft Waste and Recycling Strategy will seek the views of our communities on the proposals within the draft strategy that would assist the council in meeting its outlined objectives.

Particular attention will be paid to those under-represented/seldom heard communities and specifically those identified where the proposals may have a potentially adverse impact upon them through development of the Integrated Impact Assessments for the proposals (e.g. those affected by age and disability are two examples).

<b>Detail:</b>	<b>Progress</b>	<b>RAG rating</b>
Key messaging to support the consultation on the various proposals within the draft waste strategy are agreed	Draft survey is in line with proposals within the strategy	

### **Analysis and interpretation of consultation/engagement:**

Following the conclusion of the formal period of public consultation in May 2024, a summary report and comprehensive annexes will be produced, affording members full access to the findings and insight from the public consultation.

In line with the gunning principles, conscientious consideration must be given to the consultation responses before a decision is made. Decision-makers should be able to provide evidence that they took consultation responses into account.

Upon publication of the final Cabinet report into the public domain, the summary report and associated annexes will be available at [www.caerphilly.gov.uk/caerphillyconversation](http://www.caerphilly.gov.uk/caerphillyconversation)

<b>Detail:</b>	<b>Progress</b>	<b>RAG rating</b>
Timeline for report production, analysis of findings and interpretation to be agreed	To be determined	
Webpage for publication of summary report and annexes to be prepared in readiness	Currently in progress	

### **Close the loop – providing feedback and outlining next steps:**

Following consideration of the findings/insight from the public consultation, and subsequent member endorsement of a final waste strategy, it will be key to ‘close the loop’ and provide feedback to the various stakeholders/groups on the final decision. This is crucial both reputationally to build trust, and also to ensure transparency in the decision-making process.

As well as direct responses to those engaging with us through the formal process and publishing the summary report and associated annexes, the supporting communications strategy will also assist in ensuring effective feedback processes to our communities.

Following approval of the waste strategy an important second phase, longer period of engagement will commence, working to educate, inform and encourage participation in the various changes that are agreed. This will be a multi-faceted engagement process that will almost certainly require additional resource to fulfil.

<b>Detail:</b>	<b>Progress</b>	<b>RAG rating</b>
Communication strategy to support feeding back insight gathered during the consultation and subsequent decisions taken	To be developed	
Webpage for publication of summary report and annexes to be prepared in readiness	To be developed	
Development of ‘phase two’ of engagement programme – post-Cabinet decision on the final waste strategy	To be developed	

Appendix 3 – Draft Consultation Questionnaire

## **The Caerphilly Conversation Have your say on the draft Waste and Recycling Strategy 2023-28 – ‘To 70% and beyond’**

### **Why the need to change?**

Caerphilly, like all councils in Wales, is working towards a Welsh Government target for ‘overall zero waste’ by 2050. With that, come challenging recycling targets for councils.

The current target councils must meet is 64%, increasing to a 70% recycling target by 2024/25. Caerphilly's recycling performance is currently at 59% - well below the target set by Welsh Government.

This means the council is at real risk of having to pay significant fines (around £200,000 per percentage point below the target) for not reaching the performance targets.

Caerphilly currently:

- Has the highest level of residual waste (refuse) per person in Wales
- almost half the contents of our residual waste (refuse) bins contain material that could be recycled

**Quite simply, doing nothing is not an option.**

The draft Waste and Recycling Strategy has been developed to outline how the Council, working **with** its residents could meet the Welsh Government statutory recycling targets of 70% by 24/25 and work towards zero waste by 2050.

The overarching aim is to reduce the total volume of residual waste collected by encouraging people to recycle more of their waste. Ultimately this will allow us to work towards a Circular Economy, reduce carbon footprint and become more resource efficient.

This is so important to us and so important to you and our future generations, so we would really appreciate it if you could time to offer us your views on these proposals – as we can only meet these targets if we work together.

It is clear we cannot make the required step changes alone and a collective effort from residents, the workforce and the wider community will be essential to reduce consumption and improve resource management in Caerphilly. As a public body we will ensure we work with our communities to protect the long-term impact of our decisions in line with the Well-Being and Future Generations Act (2015) and the Environment Act (2021).

## **SECTION 1: AIMS AND OVERALL OBJECTIVES OF THE DRAFT WASTE AND RECYCLING STRATEGY**

To meet Welsh Government statutory recycling targets of 70% by 24/25 and work towards zero waste by 2050, the council is proposing to focus on:

- Reduce the overall amount of waste that needs to be disposed of (waste arising)
- Increase opportunities for repair and reuse
- Increase the proportion and quality of material that is recycled
- Optimise contribution to and use of renewable energy
- Help our residents to manage materials more sustainably

**Do you agree or disagree that these are the areas that the council should focus on?**

	<b>Agree</b>	<b>Disagree</b>	<b>Don't know</b>
Reduce the overall amount of waste that needs to be disposed of (waste arising)			
Increase opportunities for repair and reuse			
Increase the proportion and quality of material that is recycled			
Optimise contribution to and use of renewable energy			
Help our residents to manage materials more sustainably			

**If you disagree with any of these focus areas, please tell us why:**

**Are there any other areas that the Council should focus on to help achieve the goal of 'overall zero waste' by 2050.**

## **SECTION 2: PROPOSALS TO CHANGES IN SERVICE**

To help achieve these goals, the council is proposing a number of actions/changes to the way we deliver waste and recycling services. We would like to know your views on each of these proposals:

- Whether you agree or disagree that each proposal will help us achieve our goals
- How each proposal will impact on you and your household and the reasons for this
- How we can work with you to reduce the impact of these proposed changes

### **KERBSIDE DRY RECYCLING COLLECTION**

The current comingled system for collection of dry recycling is **not compliant with the Welsh Government Blueprint**. We need to improve the quality of recycling and reduce contamination. After looking at what has worked in other areas, we need to introduce a system of recycling waste collection.

**Do you currently recycle brown bin/recycling box/recycling bag materials on a weekly basis at the kerbside?**

Yes

No

**If you answered no, please tell us why:**

**Proposal: To introduce separated dry waste recycling**

The proposal is to introduce the use of weighted hessian sacks and boxes for separation of recycling. It would see requirements to separate cardboard, glass and mixed containers such as cans and plastic into three separate receptacles for collection.

**Do you agree or disagree that this proposal will help us achieve our statutory recycling targets?**

- Agree
- Disagree
- Don't know

Please tell us why you say this:

**Do you feel that this proposal will have a positive, negative, or neutral impact on your household?**

- Positive
- Negative
- Neutral

**Please tell us why you chose this option:**

**If you feel that this proposal will have a negative impact on you and your household, please tell us how we could help to reduce the impact. This may include offering alternative receptacles such as a stacked trolley for separation of recycling at a cost to the individual household:**

## **KERBSIDE ORGANIC RECYCLING**

We have been encouraging residents to recycle food waste and making sure that residents understand what and why we need to do this. The Mash for Cash campaign will remain in place (this is funded by the private sector and not the Council) as an incentive to take part in food waste recycling. This is making a difference, but many residents are still placing food waste in their general waste bins. In a previous survey, many residents told us that they would be more likely to recycle food waste if provided with caddy liners. The council has introduced, for a trial period of 1 year, to provide free caddy liners to all residents across the borough.

**Do you currently recycle food waste on a weekly basis at the kerbside?**

- Yes
- No

**If you answered no, please tell us why:**



**Garden waste collection:**

In a recent survey, residents suggested that garden waste could be collected less frequently. They also suggested that seasonal garden waste collection would be more appropriate as very few make use of this service during the winter months. Before we consider this proposal further, we would like to hear your views on how this change would affect you.

**Proposal: To reduce the frequency of garden waste collection from weekly to fortnightly during the summer months only (March-end of October).**

**Do you currently make use of the weekly green/garden waste collection service?**

- Yes
- No

**If you answered no, please tell us why:**

**Do you agree or disagree that the fortnightly and seasonal collection proposal for garden waste collections will help us achieve our statutory recycling targets and provide a more cost-effective service?**

- Agree
- Disagree
- Don't know

**Please tell us why you say this:**

**Do you feel that this proposal will have a positive, negative, or neutral impact on your household?**

- Positive
- Negative
- Neutral

**Please tell us why you chose this option:**

**If you feel that this proposal will have a negative impact on you and your household, please tell us how we could help to reduce the impact:**

**KERBSIDE RESIDUALS (GENERAL WASTE)**

## **Proposal: To reduce the frequency of refuse (residual waste) bin collections**

Studies carried out confirm that approximately 50% of the contents our refuse (residual waste) bins can be recycled. With the ambitious targets the council must achieve, this is unsustainable.

To encourage residents to further increase participation in food waste recycling and recycling, (brown recycling bin/box/bag materials) the Council have to propose changing the frequency of refuse (residual waste) collections, from fortnightly as they currently are. Other councils across Wales have already done this and this change brings increased recycling performance.

**Simply put, fortnightly refuse collections cannot remain as they are. By staying the same, the Council cannot reach its targets.**

We are keen to seek views from our residents on whether their preferred option would be to change the frequency of refuse collections to three weekly or to four weekly.

It is important to note here that other councils across Wales that have previously embedded three weekly refuse collections are now having to consider a **further** change to four weekly collections in order to achieve their 70% targets and beyond. With either option, both food waste and recycling collections would remain weekly.

### **Please tell us your preferred option for changes to frequency of the refuse (residual waste) collection**

- 3 weekly collection.** We have calculated that if done correctly, this change could result in just over 4% improvement in our recycling rates). This however may still not be enough to meet our targets moving forward, and would mean that we would have to reconsider options for refuse collection frequency again (potentially to four weekly) in the short to medium term (within two years).
- 4 weekly collection.** If done correctly, this could result in just over 6.7% improvement in our recycling rates.

### **Do you agree or disagree that a reduction in frequency of refuse (residual waste) will help us achieve our statutory recycling targets?**

- Agree
- Disagree
- Don't know

### **Please tell us why you say this:**

### **Do you feel that the proposed change to frequency of refuse (residual waste) collections will have a positive, negative, or neutral impact on your household?**

- Positive

Negative

Neutral

**Please tell us why you chose this option:**

**If you feel that this proposal will have a negative impact on you and your household, please tell us how we could help to reduce the impact:**

### **Proposal – Expand Absorbent Hygiene Product (AHP) Collection**

We recognise that there are certain groups who require additional/special assistance to deal with the type and amount of waste generated such as nappies and incontinence products. As the refuse (residual waste) collection service frequency reduces, it is proposed that the council would further expand its **weekly** collection service for Absorbent Hygiene Products (AHP), allowing for this specialist waste to be recycled.

This would remain a request-based service and residents who need this service will be provided with bags which we will collect separately.

**Do you agree or disagree that the expansion of the AHP collection service will help us achieve our statutory recycling targets?**

Agree

Disagree

Don't know

**Please tell us why you say this:**

**Do you feel that the expansion of the Absorbent Hygiene Products (AHP) collection service will have a positive, negative, or neutral impact on your household?**

Positive

Negative

Neutral

**Please tell us why you say this:**

**If you feel that this proposal will have a negative impact on you and your household, please tell us how we could help to reduce the impact:**

**Proposal: Additional bin capacity:**

There is enough capacity within the brown, green and food waste bins for all household waste/recycling. It is proposed that additional recycling bins and food waste caddies will be provided free of charge to those who require additional recycling capacity. Additional refuse (residual waste) bin capacity will only be issued following an individual assessment.

**Do you feel that the provision of additional recycling bins and food waste caddies free of charge will have a positive, negative, or neutral impact on your household?**

- Positive
- Negative
- Neutral

**Please tell us why you say this:**

**Do you agree or disagree that the provision of additional recycling bins and food waste caddies free of charge will help us achieve our statutory recycling targets?**

- Agree
- Disagree
- Don't know

**Please tell us why you say this:**

**If you feel that this proposal will have a negative impact on you and your household, please tell us how we could help to reduce the impact:**

## **REVIEW OF HOUSEHOLD RECYCLING CENTRES (HRCs)**

The council currently operates six HRC sites. Across the sites, HRCs are open 363 days of the year, from 1 April to 30 September – 9am to 5.30pm, Monday to Sunday and between 1 October to 31 March - 9am to 4.30pm, Monday to Sunday. Each site is closed 1 or 2 days per week. The range of what can be recycled is different across the sites.

We have already started to make changes to the HRCs to improve the service at these sites through appointing more staff to work at the sites and will be introducing a pre-sorting of waste before visiting the sites. This will help us ensure that more waste is recycled and less waste goes to landfill.

**Have you used a Household Waste Recycling Centre in the last 12 months?**

- Yes
- No

**If yes, how many times have use used a site in the last 12 months?**

- Less than 6 times
- 6-10 times

- More than 10 times

**Which site do you use most often?**

- Bowen Industrial Estate, Aberbargoed
- Lawn Industrial Estate, Rhymney
- Penmaen, Pontllanfraith
- Full Moon, Crosskeys
- Penallta Industrial Estate
- Trehir, Llanbradach

**Proposal: To review the current provision of HRC sites**

The proposal would see an overall reduction to the number of sites. This would allow for increased opening hours at remaining sites.

**Do you agree or disagree that this proposal will help us achieve our statutory recycling targets?**

- Agree
- Disagree
- Don't know

Please tell us why you say this:

**Do you feel that this proposal will have a positive, negative, or neutral impact on your household?**

- Positive
- Negative
- Neutral

Please tell us why you chose this option:

**If you feel that this proposal will have a negative impact on you and your household, please tell us how we could help to reduce the impact:**

**Proposal: Introduce a pilot booking system at each HRC site**

Following the closure of sites during the pandemic, we surveyed residents and, at that time, residents did not support the introduction of a booking system. A booking system however would allow for more bespoke support for residents on site as well as reducing queue times and queues on the highway.

**Do you agree or disagree that this proposal will help us achieve our statutory recycling targets?**

- Agree



- Disagree
- Don't know

Please tell us why you say this:

**Do you feel that this proposal will have a positive, negative, or neutral impact on your household?**

- Positive
- Negative
- Neutral

**Please tell us why you chose this option:**

**If you feel that this proposal will have a negative impact on you and your household, please tell us how we could help to reduce the impact:**

## **SECTION THREE: LONGER TERM OPPORTUNITIES**

Longer term, as the strategy highlights, we may need to take further proposals forward for consideration to help meet the Welsh Government statutory recycling targets of 70% by 24/35 and work towards zero waste by 2050.

**Are any further actions you think the Council and our communities should consider that will help us meet the Welsh Government statutory recycling targets of 70% by 24/25 and work towards zero waste by 2050?**

- Yes
- No

**If there are any other actions you think the Council and our communities should consider that will help us meet the Welsh Government statutory recycling targets of 70% by 24/25 and work towards zero waste by 2050. Please give details below:**

## **SECTION 4: ABOUT YOU**

Caerphilly's waste services will continue to be fair and equitable to all residents. Supporting all those with additional needs, restricted mobility, and ill-health where possible. Further to this, supporting larger families and parents with children in nappies through access to appropriate information and guidance and access to ancillary services such as assisted collections and AHP.

Information will be presented bi-lingually and in a variety of formats upon request.

To help us ensure that the waste services we provide meet the needs of all residents, if you feel that any of these proposals will affect you differently as an individual because of any of the following (age, disability, ethnic origin, gender, gender reassignment, marital status, religious belief or non-belief, use of Welsh language, BSL or other languages, nationality or responsibility for any dependents or because you or a member of your household are or have been a member of the armed forces) please give details below:

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I am responding as:

Postcode:

Age:

Disability long-term illness, health issue or disability that limits your daily activities:

Pregnancy/maternity status:

Type of property – detached/semi/terraced:

**How we use your personal information:** The information you provide will be used by the service area relevant to the consultation / survey within Caerphilly County Borough Council. Views expressed will be collated together and used to produce a summary report. Depending on scope / nature of the survey / consultation, the summary report will be used to evaluate and remodel services / priorities etc. We will not keep your views in a way that will identify you for longer than is necessary.

You have a number of rights in relation to the information we hold about you, including the right of access to your information and the right of complaint if you are unhappy with the way your information is processed. For further information on how we process the information and your rights please follow this link:

[www.caerphilly.gov.uk/CaerphillyDocs/FOI/PrivacyNotices/Privacy-Notice-Consultations-Surveys.aspx](http://www.caerphilly.gov.uk/CaerphillyDocs/FOI/PrivacyNotices/Privacy-Notice-Consultations-Surveys.aspx)

