



REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 30TH JUNE 2015

**SUBJECT: CIVIC AMENITY/HOUSEHOLD WASTE RECYCLING CENTRE REVIEW –
REVIEW OF THE EFFECTS OF POLICIES AND PROCEDURES LINKED
TO MEDIUM TERM FINANCIAL PLAN SAVINGS**

**REPORT BY: ACTING DIRECTOR OF CORPORATE SERVICES AND SECTION 151
OFFICER**

1. PURPOSE OF REPORT

- 1.1 To advise Members of the effects of the Civic Amenity/Household Waste Recycling Centres policies and procedures on medium term financial plan savings and outline their impact on recycling performance.

2. SUMMARY

- 2.1 The report details the impact of the van permit scheme and reduction in opening hours at household waste centres (HWRC's) on overall recycling performance and assesses the effect that these have on achievement of medium term financial plan savings.
- 2.2 As part of the Authority's Medium Term Financial Plan (MTFP). There have been 2 policy changes agreed by full Council. These include:-
- i. Restricting Van and Trailer use to prevent the illegal and free deposit of commercial waste – this commenced on 1st October 2014.
 - ii. Amending site opening hours such that each site is closed for 1 day per week.
- 2.3 In the first six-months of the van and trailer restriction scheme (October 2014 – March 2015) 692 permits were issued (688 free +4 chargeable for construction/demolition waste) with no individual using their full allocation of 6 free permits in the first 6 months. There has been an overall reduction in tonnage of just under 3,000 tonnes compared to the same period in 2013/14 and whilst it is difficult to use this to extrapolate the whole year tonnage (due to seasonal variations in the various waste streams) it would suggest that annual impact could realise a reduction of circa 6,000-7,000 tonnes. In response to customer feedback a series of modifications have been proposed/implemented which should help to alleviate the key issues being raised.
- 2.4 In addition to the permit scheme introduced October 2014, in April 2015, all household waste recycling centres were closed for one day each per week. Whilst it is too early to assess whether this has had an additional impact on throughput, it is anticipated that the £50,000 savings outlined in the MTFP will be achieved.

3. LINKS TO STRATEGY

- 3.1 The Community & Leisure Services Divisional Service Improvement Plan contains specific objectives to meet a range of statutory and non statutory targets. A number of these objectives contribute to the “greener” theme within “Caerphilly delivers” the Local Service Board Single Integrated Plan.
- 3.2 This report relates to the Community and Leisure Services Medium Term Financial Plan and the resultant efficient and effective use of revenue and capital resources moving forward.

4. THE REPORT

4.1 Van Permit Scheme

4.1.1 In October 2014, following Cabinet, Scrutiny and Full Council approval a permit scheme for vans and trailers was introduced across each of the Authority’s 6 HWRCs. Residents wishing to dispose of household waste using a van less than 3.5 ton or a trailer less than 1.8m in length are required to obtain a single use permit in advance of tipping from on of the Authority’s cash or customer first offices. Proof of residency and vehicle ownership are required.

4.1.2 Residents are entitled to a maximum of 6 permits in a 12 month period. To prevent abuse these are monitored on a property/vehicle basis utilising a monitoring system developed by our in-house IT department. A chargeable permit is available for residents who wish to use a small van or trailer to dispose of domestic construction/demolition waste (e.g.: kitchen units, asbestos, plasterboards and doors etc). The permits are £35 for a car derived van and trailers (less than 1.8 metres in length) and £70 for larger vans up to “ford transit size”. Vans greater than “ford transit” size, Luton vans, tippers and trailers over 1.8m in length are no longer permitted to use the sites.

4.2 Customer Feedback/Amendments

4.2.1 In response to customer feedback and review meetings with Customer Services Management a series of amendments to the permit scheme have been undertaken/proposed. These include:-

- Amendments to the website – to improve layout and aid understanding.
- Availability of the permit in Welsh as well as English.
- Amendments to the system to allow a permit to be issued for a vehicle that has been borrowed (e.g. log book and address do not match).
- Amendments to the system to allow residents to obtain a permit to use on the day it is issued (initially a minimum of 1 days notice was required). At present this is a manual process – further IT development is required to make this fully automated.
- Further detail on type of waste requiring disposal to be included on the permit (further IT development required).
- Amendment to the system to allow a nominated person to dispose of waste from another person’s property within the County Borough e.g: a family member disposing of waste on behalf of a relative.

4.2.2 From discussions with customer service managers it is anticipated that the amendments above will alleviate the majority of complaints currently received by residents seeking to obtain a permit. Although members should note that the opening times of Customer Service Centres will be reduced later this year which will reduce the hours available for residents to collect permits.

4.2.3 A few complaints have been received from residents who have vans over 3.5 tonne, owners of 4x4 vehicles and/or trailers over 1.8 metres. As agreed in the original report to scrutiny these vehicles are commonly associated with commercial activity are not permitted on the site. Height barriers have been installed accordingly.

4.2.4 If this was changed then there would certainly be an increase in throughput, potential misuse and probably require further IT development.

4.3 Opening Hours/Closure

4.3.1 From April 2015, as part of the department's Medium Tern Financial Plan Savings, each of the Authority's 6 household waste recycling centres are closed one day per week. A maximum of two sites are closed per day with adjacent sites not being closed on the same day. All sites are open on a Saturday, with only one site Full Moon (due to its co-location with the Waste Transfer Station) being closed on a Sunday.

4.3.2 Residents were advised of the changes in advance through a variety of communication methods including signage on sites and website updates.

4.3.3 Minimal complaints have been received from residents to date and it is anticipated that these will continue to decrease as the changes become embedded. The key issue has been the closure of Full Moon on a Sunday. However, for health and safety reasons it would be difficult to close this site during the week due to it being located on the same site as the waste transfer station which is operational Monday-Friday.

4.4 Tonnage/Performance

4.4.1 There has been a significant reduction in HWRC tonnage in the first six-months of implementation of the van permit scheme compared to the same period in 2013/14.

2014/15							
Month	General	Green	Wood	Scrap	H/Core	C/board	Total
October	744.98	102.56	320.78	29.78	345.42	28.98	1572.50
November	726.88	58.52	276.68	33.94	291.86	39.26	1427.14
December	794.60	49.06	198.96	18.28	143.56	22.48	1226.94
January	813.79	44.74	264.88	38.28	236.16	35.86	1433.71
February	720.04	38.98	283.24	30.10	229.26	29.42	1331.04
March	952.88	116.76	321.96	33.64	345.12	8.74	1779.10
	4753.17	410.62	1666.5	184.02	1591.38	164.74	8770.43

2013/14							
Month	General	Green	Wood	Scrap	H/Core	C/board	Total
October	907.32	155.1	375.16	47.89	486.56	54.90	2026.93
November	862.9	125.52	354.4	37.16	391.18	42.89	1814.05
December	903.46	50.58	315.22	31.12	238.5	52.44	1591.32
January	1054.12	74.64	365.94	45.10	417.26	70.19	2027.25
February	911.98	38.22	331.72	28.52	222.84	48.90	1582.18
March	1116.48	244.74	528.98	58.20	652.80	44.40	2645.60
	5756.26	688.8	2271.42	247.99	2409.14	313.72	11687.33

4.4.2 There has been an overall reduction in tonnage from October 2014 to April 2015 of just under 3,000 tonnes compared to the same period in 2013/14. When the loss of recycling tonnage is taken into account (circa 2600 tonnes) the effect on the WG performance indicator for the 6 month period would be a reduction of 0.87%. This reduction combined with analysis of the permits issued tends to suggest that this additional waste was probably commercial waste that was being illegally disposed of at our HWRC's. The loss of this CA site recycling will need to be monitored in conjunction with other recycling tonnages as the Authority evaluates its ability to achieve the WG 58% target for 2015/16. Failure to achieve the target may attract fines of £200 per tonne for every tonne below the target level.

4.5 Fly Tipping

- 4.5.1 There has been no significant increase in fly-tipping since the introduction of the van permit scheme. In the first six months of implementation 964 instances of fly tipping were recorded. In the same period in 13/14, 1244 instances were recorded.
- 4.5.2 A letter has been received from the Caerphilly Local Access Forum outlining their concerns over the 'seemingly' increase in fly tipping. However, from analysis of the data above it appears that this has not been the case. Officers will continue to monitor the situation.
- 4.5.3 There has been an increase in fly tipping outside the front gates of some of the Household Waste Recycling Centres on the day of site closure. This is despite clear signage outlining the nearest open site and warnings that CCTV is in operation. It is anticipated that this will reduce when the changes to opening hours become more widely known. However, if this persists then we will need to consider further enforcement action with colleagues in enforcement. We have enforcement already targeting some offenders where we have found personal information in the waste deposited outside the site. In the interim it is more operationally effective to manage fly tipping in the controlled area outside the site than if it is wider spread but officers will continue to monitor the situation.

5. EQUALITIES IMPLICATIONS

- 5.1 There are no equalities implications associated with this report as the restrictions have been implemented and applied equally. In developing the van permit scheme, however, the issue of the size of disability adapted vehicles compared with cars/vans etc was taken into account when determining the categories.

6. FINANCIAL IMPLICATIONS

- 6.1 The overall reduction in tonnage of 3000 referred to above, generated a saving of £270k for the last 6 months of the financial year 14/15. This saving was not anticipated and was able to be used to offset higher than anticipated costs in respect of treatment costs for kerbside recyclables. Furthermore it is anticipated that this saving may continue for 15/16 which would deliver a contribution of £540k towards higher than budgeted costs for kerbside recyclables. The position will be monitored throughout the year.
- 6.2 It is anticipated that the reduction in opening hours will achieve the £50,000 saving in 2015/16 as set out in the MTFP.
- 6.3 If additional savings are made over and above those identified in the 2015/16 MTFP then they may be utilised to offset other budgetary pressures within the Waste Management Service.

7. PERSONNEL IMPLICATIONS

- 7.1 Any personnel implications have been managed by the reduction in staffing levels achieved via Voluntary Severance and non-filling of vacant posts.

8. CONSULTATIONS

- 8.1 The report reflects the views of the listed consultees.

9. RECOMMENDATIONS

- 9.1 That members of scrutiny support the continuation of the van permit scheme with the modifications listed in 4.2.1 and the continuation of the 1 day/week closures.

10. REASONS FOR THE RECOMMENDATIONS

- 10.1 The van permit scheme and site closures have led to a reduction in tonnage and achievement of the MTFP savings previously agreed by Council.

11. STATUTORY POWER

- 11.1 Environmental Protection Act 1990, Local Government & Housing Acts

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