

Report to the Cabinet

Report reference: C-021-2024/25

Date of meeting: 2 September 2024



**Epping Forest
District Council**

Portfolio: Contracts Delivery (Councillor Ray Balcombe)

Subject: Waste Management Operational Policies

Responsible Officer: James Warwick, Service Director – Contract, Partnerships and Procurement (jwarwick@eppingforestdc.gov.uk)

Democratic Services Officer: V Messenger (democraticservices@eppingforestdc.gov.uk)

Recommendations/Decisions Required:

(1) To agree the amendments to the five waste policies referenced in this report.

Executive Summary:

The Waste Management Service has had several operational policies in the supply of the street cleansing, waste, and recycling collection services for several years. With the start of TVS Ltd in November 2024 it was decided to review these five policies and update them where necessary to be clearer in our expectations and ensure the extent of that service is understood. These are not the only waste policies, there are a full list of the policies on the Council's website. The five policies reviewed as part of this report are:

- Exception Policy
- Flats and Communal Buildings Policy
- Supply of Waste and Recycling Services Policy
- Contamination Policy
- Container Policy

It was deemed by the waste management team that these policies required amendments to ensure that they were accurate, relevant and clear in setting out expectations of service delivery. All waste policies will be monitored and updated to reflect the service provision as and when required. A full review will take place as part of the work to develop and implement an Epping Forest District Council waste and recycling strategy in 2025/2026.

Reasons for Proposed Decision:

To ensure the waste policies are updated to ensure the extent of that service provided is understood. The reason for the proposed decision is to ensure EFDC can maintain and appropriately manage its statutory duties around domestic and commercial waste collections.

Other Options for Action:

No changes made to policies, but this was rejected as it would lead to ambiguity and misunderstanding of the policies.

Report:

1. For clarity the changes to the existing policies are highlighted in red in the attached documents (Appendices 1-5). Any word removal is shown in green.
2. The Exception policy (Appendix 1), there are two sets of changes to the policy to make it clearer, the first is that the residual (refuse) bin does not contain any recyclable materials that we currently collect separately. The second is clarifying the wording that clinical waste is collected free of charge but could be subject to a charge in the future.
3. The changes to Flats and Communal Buildings policy (Appendix 2), is to formalise and reflect how collections are made and defining the criteria for the collection of waste which requires the need to drive a collection vehicle to a bin compound or similar to collect the waste. The additional wording is *the council does offer a concession to the policy of boundary collection. Collection vehicles can enter private roads including car parks or courtyards to access a bin compound for waste collection purposes once (written preferably) permission has been granted by the owners or managing agents. This will be on the condition that the council will not be liable in any way for wear and tear or damage to the road whatsoever.*
4. It also puts the responsibility onto managing agents for flats and housing developments with bin compounds that have key codes or keys to keep EFDC up to date with changes regarding key codes or keys and to give EFDC sufficient time to implement the required changes instead of informing us after the event where there is an expectation that we will collect the waste as a missed collection and viewed as a service failure.
5. The changes to Supply of Waste & Recycling Services policy (Appendix 3) are the same as the additions in the flats and housing developments with communal bins policy regarding private land. The additional wording that has been added to the policy is *the council does offer a concession to the policy of boundary collection. Collection vehicles can enter private roads including car parks or courtyards to access a bin compound for waste collection purposes once (written preferably) permission has been granted by the owners or managing agents. This will be on the condition that the council will not be liable in any way for wear and tear or damage to the road whatsoever.*
6. The changes to the Contamination policy (Appendix 4) is the removal of the word "significant". The council needs to be clear in its messaging that no contamination of the refuse is acceptable. EFDC need to continue to drive out all possible recycling materials into the correct waste stream to reduce our waste that is not recycled. EFDC need to continue to work with our residents to help them understand what is and what is not acceptable in the different waste collection services to control the possibility of rejected loads and the costs that it will incur. The costs of contamination in the past have been borne by the contractor. This will not be the case with our new Dry Mixed Recyclables (DMR) contractor as the council will be directly contracted going forward.
7. The second change is adapting the wording to incorporate the Blue Lidded Wheelie bin for recycling and the change in technology at the recycling plant/s that can now accept glass in with other recycling materials.
8. The changes to the Container policy (Appendix 5) are adding the Blue Lidded Recycling Bin for all dry recycling including glass for properties that are a part of the trial.
9. It is our intention to develop a Waste Strategy for Epping Forest that sets out the vision and principles to show how the council can improve the waste collection service to ensure it works for its communities and help protect the environment and save resources. This work is likely to begin in 2025.

Scrutiny Comments

Place Scrutiny considered the amendments to the waste policies as detailed in this Cabinet report on the 2 July 2024. The Committee provided a range of comments and suggestions which focussed on raising awareness of recycling in flats and the access of waste vehicles on private roads. The Committee voted for the proposed changes in the policies.

Resource Implications:

The policy changes will be implemented as part of the waste management budget.

Legal and Governance Implications:

There are no legal or governance implications arising from the recommendations of this report. The reason for the proposed decision is to ensure EFDC can maintain and appropriately manage its statutory duties around domestic and commercial waste collections.

Safer, Cleaner and Greener Implications:

It is hoped that the changes to the policy documents will lead to less contamination and improve recycling rates.

Consultation / Scrutiny Undertaken:

Place Scrutiny Committee 2 July 2024

Background Papers:

- Appendix 1: Exception Policy
- Appendix 2: Flats and Communal Buildings Policy
- Appendix 3: Supply of Waste and Recycling Services Policy
- Appendix 4: Contamination Policy
- Appendix 5: Container Policy

Risk Management:

Risk registers and logs regularly reviewed and updated by the Waste Management team.

Equality:

An Equality Impact Assessment was carried out and there was no significant impact.