

Public Document Pack



MEETING:	Cabinet
DATE:	Wednesday, 1 November 2017
TIME:	10.00 am
VENUE:	Reception Room, Barnsley Town Hall

AGENDA

1. Declaration of pecuniary and non-pecuniary interests
2. Leader - Call-in of Cabinet decisions

Minutes

3. Minutes of the previous meeting held on 18th October, 2017 (Cab.1.11.2017/3)
(Pages 3 - 4)

Items for Noting

4. Decisions of Cabinet Spokespersons (Cab.1.11.2017/4) (Pages 5 - 6)

Petitions

5. Petitions received under Standing Order 44 (Cab.1.11.2017/5)

Items for Decision/Recommendation to Council

Place Spokesperson

6. Adoption of the South Yorkshire Municipal Waste Strategy (Cab.1.11.2017/6)
(Pages 7 - 84)
7. Revision to Assisted Waste and Recycling Collection Policy (Cab.1.11.2017/7)
(Pages 85 - 96)

RECOMMENDATION TO FULL COUNCIL ON 23RD NOVEMBER, 2017

8. Exclusion of Public and Press
It is likely that the public and press will be excluded from this meeting during consideration of the items so marked because of the likely disclosure of exempt information as defined by the specific paragraphs of Part I of Schedule 12A of the Local Government Act 1972 as amended, subject to the public interest test.

Core Services Spokesperson

9. Asset Management Strategy - 5 Year Regeneration and Growth Programme 2017 - 2022 (Cab.1.11.2017/9) (Pages 97 - 112)

Reason restricted:

Paragraph (3) Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Place Spokesperson

10. The Glass Works - Appointment of a Development Management Organisation (Cab.1.11.2017/10) (Pages 113 - 122)

Reason restricted:

Paragraph (3) Information relating to the financial or business affairs of any particular person (including the authority holding that information)

To: Chair and Members of Cabinet:-

Councillors Houghton CBE (Chair), Andrews BEM, Bruff, Cheetham, Gardiner, Howard, Miller and Platts

Cabinet Support Members:

Councillors Franklin, Frost, David Griffin, Lamb, Pourali and Saunders

Chair of Overview and Scrutiny Committee

Chair of Audit Committee

Diana Terris, Chief Executive

Rachel Dickinson, Executive Director People

Matt Gladstone, Executive Director Place

Wendy Lowder, Executive Director Communities

Julia Burrows, Director Public Health

Andrew Frosdick, Executive Director Core Services

Alison Brown, Service Director Human Resources and Business Support

Michael Potter, Service Director Business Improvement and Communications

Neil Copley, Service Director Finance

Katie Rogers, Communications and Marketing Business Partner

Anna Marshall, Scrutiny Officer

Ian Turner, Service Director, Council Governance

Corporate Communications and Marketing

Labour Group Room – 1 copy

Please contact Ian Turner on 01226 773421 or email governance@barnsley.gov.uk

Tuesday, 24 October 2017



MEETING:	Cabinet
DATE:	Wednesday, 18 October 2017
TIME:	10.00 am
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present Councillors Houghton CBE (Chair), Bruff, Cheetham, Gardiner, David Griffin (for Howard), Miller and Platts

Members in Attendance: Councillors Franklin, Frost, Lamb, Pourali, Saunders and Sheard

96. Declaration of pecuniary and non-pecuniary interests

There were no declarations of pecuniary or non-pecuniary interests.

97. Leader - Call-in of Cabinet decisions

The Leader reported that no decisions from the previous meeting held on 4th October, 2017 had been called in.

98. Minutes of the previous meeting held on 4th October, 2017 (Cab.18.10.2017/3)

The minutes of the meeting held on 4th October, 2017 were taken as read and signed by the Chair as a correct record.

99. Decisions of Cabinet Spokespersons (Cab.18.10.2017/4)

There were no Records of Decisions by Cabinet Spokespersons under delegated powers to report.

100. Petitions received under Standing Order 44 (Cab.18.10.2017/5)

It was reported that no petitions had been received under Standing Order 44.

Leader

101. Emerging Local Authority Mutual Insurance Arrangements (Cab.18.10.2017/6)

RESOLVED that the nomination of the Cabinet Support Member for Core Services to the Founding Members Board of the emerging Local Authority Mutual Insurance organisation with immediate effect, be approved.

Place Spokesperson

**102. Incorporation of Transport for the North as a Sub-National Transport Body
(Cab.18.10.2017/7)**

RESOLVED:-

- (i) that formal consent be given under Section 102J of the Local Transport Act 2008 to the making by the Secretary of State of Regulations to establish Transport for the North (TfN) as a Sub-National Transport Body and giving TfN concurrent highway powers with the Council; and
- (ii) that arrangements be made in due course for an All Member Information Briefing on the progress of TfN in taking forward the pan-Northern Transport Strategy.

Note: In view of the need to inform the Secretary of State for Transport by 20th October, 2017 that the Council has given its consent to the Regulations, the Chair of the Overview and Scrutiny Committee has agreed to waive the Call-In delay in respect of this matter.

.....
Chair

BARNSELY METROPOLITAN BOROUGH COUNCIL

CABINET SPOKESPERSONS' DECISIONS

Schedule of Decisions taken for week ending 27th October, 2017

<u>Cabinet Spokesperson</u>	<u>Item</u>	<u>Decisions</u>	<u>Contact Officer</u>
1. People (Achieving Potential)	Appointment of Members to the Independent Appeal Panels for Admission to School	that approval be given for the persons listed at Appendix 1 of the report be appointed as Independent Appeal Panel Members with effect from 1 st January, 2018 for 3 years until 31 st December, 2020.	Ian Turner Tel. 773421

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BARNSELEY METROPOLITAN BOROUGH COUNCIL

This matter is a Key Decision within the Council's definition and has been included in the relevant Forward Plan

REPORT OF THE EXECUTIVE DIRECTOR FOR PLACE TO CABINET ON 1 NOVEMBER 2017

Adoption of the South Yorkshire Municipal Waste Strategy

1. PURPOSE OF REPORT

This report seeks elected Member approval for the adoption of the South Yorkshire Municipal Waste Strategy.

Barnsley, Doncaster, Rotherham MBCs and SCC are all Unitary Councils in South Yorkshire, this means that each of them has a statutory obligation to collect and dispose of municipal waste arising across South Yorkshire. The Authorities can choose how best to deliver waste services as long as they comply with Legislation. Each Authority has their own waste strategy that has shaped their services up to now. All of these strategies would benefit from a review. It is important to review waste strategies regularly to reflect on achievements and progress towards the aims and objectives. It also allows for consideration of changes to; legislation, government targets, local objectives, new technology and increased pressures on the service.

Austerity measures and budget cuts will undoubtedly continue to impact on local authority funding. Therefore, collaborative initiatives such as the SYMWS will allow for economies of scale, cost savings and improved efficiency across the four authorities, minimising the impacts on council services

2. RECOMMENDATIONS

It is recommended that Cabinet approve:

- The South Yorkshire Municipal Waste Strategy Vision:-
"To reduce, re-use, recycle, and recover energy from 95% of South Yorkshire's waste".
- The adoption of the South Yorkshire Municipal Waste Strategy.
- The Key Strategic Priorities, Strategic Outcomes, Outputs and give Officers permission to implement the SYMWS.

3. INTRODUCTION

- 3.1 Barnsley, Doncaster, Rotherham and Sheffield as Unitary Councils, have responsibility for both the collection and disposal of municipal waste in their area. Their existing waste strategies (listed below) have served as guides to the development of current waste management policies and practices in the districts. These documents now require updating to reflect progress in waste management including; changes in legislation, advances in technology, budget pressures, public awareness and

perceptions, increased housing numbers and associated impacts on waste arisings. These factors need to be considered and actions taken to manage waste over the longer term.

- The existing waste management guidance documents are:
- Barnsley Municipal Waste Management Strategy 2007 to 2030;
- Doncaster Municipal Waste Management Strategy 2009 to 2025;
- Rotherham Municipal Waste Management Strategy 2005 to 2020; and
- Sheffield's Waste Management Strategy 2009-2020
- Barnsley, Doncaster and Rotherham Joint Waste Plan 2012 to 2027

Working together towards an overarching strategy will set a framework for efficiencies, sharing of best practice, co-ordinated developments in infrastructure and preparation for Sheffield City Region in 2017.

2.2 The aim of the SYMWS is to deliver:

- Key stakeholder engagement
- Closer working relationships across South Yorkshire
- Improving efficiency and resources
- Sharing of best practice

2.3 The SYMWS has been developed to build on the existing waste strategies. It provides a long-term direction of travel for the local collection and disposal of waste within the South Yorkshire region. The priorities within the SYMWS have been subject to public scrutiny through a consultation process and reflect the results of that process.

2.4 For the South Yorkshire region, the future of waste management will include continuing to build on the relationships already established and the progress made in moving waste up the waste hierarchy, where top priority is given to the prevention of waste followed by re-use, recycling, recovery (including energy recovery) and lastly disposal.

2.5 Through the SYMWS the South Yorkshire Councils are agreeing a joint vision:

"To reduce, re-use, recycle, and recover energy from 95% of South Yorkshire's waste".

2.6 To deliver this vision five priorities have been developed from the corporate plans across the region (see Appendix 1). These priorities were subject to an eight week consultation during the summer of 2016. The priorities are listed below in order of the importance to the residents of South Yorkshire.

Priority 1 - We aim to encourage and inspire children and adults across Barnsley, Doncaster, Rotherham and Sheffield to make less waste by reducing, re-using and recycling more.

Priority 2 – We will work hard to deliver and maintain a dependable and reliable service to all our customers.

Priority 3 –The four Councils will work together more closely to deliver value for money services.

Priority 4 – We will continue to explore how technology can be used to improve recycling and waste services.

Priority 5 – We will be pro-active to influence decision-making on waste at European, national and local level, to drive investment into infrastructure within the Sheffield City Region economy.

4. PROPOSAL AND JUSTIFICATION

3.1 Local authorities are faced with ever-increasing challenges. They have to deal with escalating recycling and re-use targets (the Waste Framework Directive has a target of recycling 50% of household waste by 2020) and additional pressures to reduce landfilled waste tonnages. They also have to satisfy increased customer awareness, expectations and pressures from the public. All against a backdrop of severe public sector spending cuts.

3.2 All four Authorities have to comply with the same legislation and face austerity measures.

All four Authorities have a statutory duty to collect and dispose of household waste generated within their districts. Historically the authorities have developed their waste collection services in isolation and therefore all deliver their services in slightly different ways. It has been recognised that efficiencies can be made through collaborative working in service specific areas, investing in new technologies, and investigating new smart ways of working together.

When decisions are made at a local level the nearest neighbours can see an adverse impact on their services. For example, a closure of a Household Waste Recycling Centre (HWRC), introduction of permit schemes or implementing a charge for a certain waste stream in one area can see an increase in use at another areas HWRCs. For these reasons, officers have worked together on the SYMWS as a stepping stone to ensure harmonisation across the region.

3.3 The neighbouring councils of Sheffield, Doncaster and Rotherham have a history of working together to address waste management issues concerning recycling, cross boundary movements, capacity shortfalls, health and safety, fly tipping and public awareness campaigns.

3.4 Historically, Sheffield City have worked more independently on waste matters as their waste disposal solution is a long term integrated contract with Veolia which is due to expire in August 2036.

3.5 The scope of the SYMWS is restricted to Local Authority collected municipal waste including:

- Household waste collected at the kerbside (recycling, composting and residual)
- Local authority collected commercial waste
- HWRC Waste
- Clinical Waste
- Household bulky waste
- Gulley emptyings (not in SCC)
- Street cleansing wastes (not in SCC)
- Fly-tipping (not in SCC)

3.6 The SYMWS is a high-level strategic document with the following deliverables:

- Key stakeholder engagement
- Consideration of engagement outcomes to inform strategy directions
- Closer working relationships across South Yorkshire
- Improving efficiency and resources
- Sharing of best practice

3.7 Some of the areas where the Authorities may work together could include:

- Joint procurement of goods and services
- Seeking funding for waste infrastructure e.g. multi-material recycling facilities or Transfer Stations
- Collaborating on communications campaigns
- Working collaboratively on waste prevention and re-use initiatives

4. CONSIDERATION OF ALTERNATIVE APPROACHES

A number of options have been considered as follows:

4.1 Option 1 - Do not adopt a SYMWS

As there is no statutory requirement for Unitary Authorities to have a waste management strategy it would be possible not to review the waste management strategy for Rotherham or any of the other Partner Authorities.

As legislation has changed and austerity measures have been implemented driving a need for efficiencies since all four Strategies were produced, failing to review the Waste Management Strategies is not recommended.

4.2 Option 2 – Review the Waste Management Strategies individually

The individual Councils could review and update their Waste Management Strategies on an individual basis.

There is a risk that by doing this independently there may be an unforeseen negative impact on the nearest neighbours. This option is, therefore, not recommended.

Option 3 - Using the Key Strategic Priorities developed from the current waste management strategies adopt a Joint Strategy.

This option would allow for the development of efficiencies when preparing the strategy document and may support collaboration through the process.

4.3 Option 3 is the recommended option.

5. IMPLICATIONS FOR LOCAL PEOPLE/SERVICE USERS

- 5.1 Any savings realised as a result of collaborative working will have a positive impact on budget pressures across the authorities.

- 5.2 Implementation of the SYMWS should have positive impacts for partners and other directorates, for example, improved service and use of technology could relieve pressure on call centre staff by reducing missed bin collection reports and other associated complaints. Other positive impacts could include increased customer awareness and care when disposing of waste, leading to increased recycling rates across the region.
- 5.3 There is potential that service changes, such as resident permits for HWRCs, more expensive bulky waste collections and paying increased costs for bins, could lead to fly tipping or increased littering which would have a negative impact on other teams in the Council

7. FINANCIAL IMPLICATIONS

- 7.1 The financial costs of producing the SYMWS are projected to be £41,000. The costs will be met by splitting the cost equally across all four Councils, therefore, the cost to Barnsley Council is £10,250.
- 7.2 The costs will be met from the Community Liaison and Education budget in Barnsley, Doncaster and Rotherham, which is part of the Waste PFI Budget.
- 7.3 The costs of delivering the outputs of the SYMWS will be managed within the existing Waste Management Budgets of the respective Authorities, with the aim that the Strategy will deliver savings to each Authority.

8. EMPLOYEE IMPLICATIONS

- 8.1 None arising from the recommendations of this report

9. COMMUNICATIONS IMPLICATIONS

- 9.1 Future communications regarding the strategy will be subject to established cross authority protocols. Internal resources will be required and our internal communications team are fully aware of the SYWS.

10. CONSULTATIONS

- 10.1 Barnsley, Doncaster, Rotherham, and Sheffield Council's Waste Management Officers and Portfolio Holders have been consulted and the Priorities of the SYMWS were subject to an eight-week consultation period, the results of this consultation were built into the strategy and the action plans.

11. LIST OF APPENDICES

1. Executive Summary of the SYMWS
2. SYMWS Technical Document
3. SYWS Equality Impact Assessment

12. BACKGROUND PAPERS

- Barnsley MWMS (adopted April 2007);
- Doncaster Waste Strategy and Action Plan (adopted 2009)

- Rotherham MWMS (adopted February 2005) and
- Sheffield Waste Management Strategy (adopted 2009)

Officer Contact: Matt Bell **Telephone No:** 01226 772057 **Date:** 7th September 2017

South Yorkshire Municipal Waste Strategy 2017-2021

Foreword

Our aim is to make South Yorkshire a thriving, prosperous and attractive place to live and work, driving future growth, jobs and success.

The four councils which make up South Yorkshire – Barnsley, Doncaster, Rotherham and Sheffield – have agreed to work together to deliver high quality services for those who live, work, study, visit or do business within the region.

Improving and protecting the environment for future generations is an important part of this vision. This is why a first class waste and recycling service is so vital. Barnsley, Doncaster and Rotherham have successfully worked together for more than 20 years. Expanding the partnership by working with Sheffield will enable us to take advantage of economies of scale and achieve efficiency savings.

A lot has been achieved already and we have been acknowledged as a beacon for best practice by others in our industry. An award-winning waste treatment plant turns leftover household waste from Barnsley, Doncaster and Rotherham into a useful resource. Sheffield With its own Energy From Waste Plant also has one of the UK's largest and longest established city heat networks, which turns waste into heat and light for 22,000 homes and 140 public buildings.

We want to do much more and we need to do it together with you, our residents and businesses. To meet this challenge we will do everything we can to help everyone in South Yorkshire do their bit.

We have consulted with the public during 2016 on what our priorities should be for dealing with waste and recycling, and this strategy sets out how we will work together towards delivering our shared ambitions.

Our South Yorkshire Municipal Waste Strategy

Our new South Yorkshire Municipal Waste Strategy builds on initiatives already being delivered across the region by the four Councils. It also supports the region's overall aim to make South Yorkshire a thriving, prosperous and attractive place to live and work.

By working with you we intend to reduce, re-use, recycle and recover energy from 95% of South Yorkshire's waste by 2021

We asked you to tell us what was most important to you so the strategy would reflect your views. The region has complex needs and this waste strategy sets out an ambitious approach to how we manage its waste in the future.

The table below summarises the South Yorkshire Municipal Waste Strategy delivery plan and the ambitions for the region. We will deliver the following:

- **Educate and inspire:** *The vision is to encourage and inspire children and adults across South Yorkshire to make less waste by reducing , re-using and recycling more*
- **A reliable service:** *Our vision is to work hard to deliver and maintain a dependable and reliable service to all our customers*
- **Work together:** *Our vision is that all four councils will work together more closely to deliver value for money services*
- **Utilising technology:** *Our vision is to continue exploring how waste technology can be used to improve recycling and waste services*
- **Influence decision making:** *Our vision is to be proactive to influence decision-making on waste at a European, national and local level, to drive investment into infrastructure within the South Yorkshire economy*

<u>Strategic Priority 1</u> <u>Educate and Inspire</u>			<u>Strategic Priority 2</u> <u>A Reliable Service</u>			<u>Strategic Priority 3</u> <u>Working together</u>			<u>Strategic Priority 4</u> <u>Utilising technology</u>			<u>Strategic Priority 5</u> <u>Influencing decision making</u>		
The vision is to encourage and inspire children and adults across South Yorkshire to make less waste by reducing , re-using and recycling more			Our vision is to work hard to deliver and maintain a dependable and reliable service to all our customers			Our vision is that all four councils will work together more closely to deliver value for money services			Our vision is to continue exploring how waste technology can be used to improve recycling and waste services			Our vision is to be proactive to influence decision-making on waste at a European, national and local level and to drive investment into infrastructure within South Yorkshire.		
Strategic Outcomes – what we want to achieve			Strategic Outcomes– what we want to achieve			Strategic Outcomes– what we want to achieve			Strategic Outcomes– what we want to achieve			Strategic Outcomes– what we want to achieve		
<ul style="list-style-type: none"> Inspire people to reduce the amount of waste they produce Educate people to increase re-use levels Empower people to increase recycling Embed the waste hierarchy in our approach to managing South Yorkshire's waste Preserve resources for future generations Promote the responsible disposal of waste e.g. fly-tipping 			<ul style="list-style-type: none"> Maintain a scheduled collection rate above 99% across South Yorkshire Everybody in South Yorkshire understands our shared responsibilities for managing waste Deliver a more standardised service across South Yorkshire 			<ul style="list-style-type: none"> Create a strategic waste partnership across South Yorkshire by 2021 Deliver a best value waste service across South Yorkshire Seek and share best practice and knowledge across the four councils Engage with private and Third Sector partners to deliver value for money services Increase the opportunities for businesses, including Small, Medium Enterprises (SMEs, to access our commercial services 			<ul style="list-style-type: none"> 24/7 online customer access to core waste services Speed up communication between collection crews and customer services Using technology to support staff, customers and road users and protect property 			<ul style="list-style-type: none"> Ensure South Yorkshire remains a strategic leader in waste management Ensure that South Yorkshire's voice is heard at a regional and national level Support industry recognised organisations by sharing best practice 		
Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?		
	Start	End		Start	End		Start	End		Start	End		Start	End
Increase recycling by 10kg per household by 2021	April 2017	March 2021	Implement, publish and promote South Yorkshire's Waste Customer Charter by December 2017	April 2017	December 2017	Develop and annually review a knowledge bank capturing local and national best practice by December 2017	April 2017	December 2017	Real time collection information available to customers online by December 2021	April 2019	December 2021	Lobby central government on emerging waste policies and legislation	April 2017	December 2021
Reduce household waste by 2kg per household each year – year on year until 2021	April 2017	December 2021	Have a plan for how South Yorkshire can deliver a standardised service including materials, containers and collection frequency by December 2017	April 2017	December 2018	South Yorkshire Councils will sign up to a way of working together MoU (Memorandum of Understanding) by December 2017	April 2017	December 2017	On-going installation of GPS tracking, state-of-the-art camera systems and in-cab technology 100% all new and replacement collection vehicles	April 2017	December 2021	Seek to secure £5 million of external funding and investment for South Yorkshire by 2021 for use in infrastructure projects, e.g. Household Waste Recycling Centres	April 2017	December 2021
Deliver a targeted reduce, re-use, recycle campaign to at least 100,000 households across South Yorkshire each year	April 2018	December 2021	Produce and make available a commercial waste guide for businesses across South Yorkshire by March 2018	April 2017	March 2018	Deliver and implement a joint commercial plan which will save the Councils £2 million by December 2021	April 2017	December 2021	Invest in resources to drive improved use of new and existing technology for both staff and customers e.g. more online support	April 2018	December 2021	Provide resources for continuing professional development for industry-recognised bodies	April 2017	December 2021
Make available waste education resources for all Key Stage 2 and Key Stage 3 children in South Yorkshire by March 2018	April 2017	March 2018	Look at the possibility of a shared waste asset and resource plan by April 2018 to maintain a reliable and user friendly service for residents	April 2017	April 2018	Develop a joint calendar of events annually to ensure the best coverage of emerging best practice and developments in the sector with the least cost	April 2017	March 2021						
All of our actions, practices, policies and communications will be reviewed and written to uphold the principles of the waste hierarchy by December 2019	April 2017	December 2019				Support an additional 300 Small, Medium Enterprises across South Yorkshire to access appropriate and cost effective waste services by December 2021	April 2017	December 2021						

Table 1: South Yorkshire Municipal Waste Strategy strategic priorities

1. Why does South Yorkshire need a municipal waste strategy?

Barnsley, Doncaster, Rotherham and Sheffield are all unitary authorities which means they are responsible for all local government functions within their area. This includes the collection and disposal of household waste. A number of the Councils also offer an in house waste collection services to businesses. These services are essential in supporting healthy and attractive environments for us to live and work in. We want to work together to build a strong economy, a skilled workforce and attract infrastructure capital to the region.

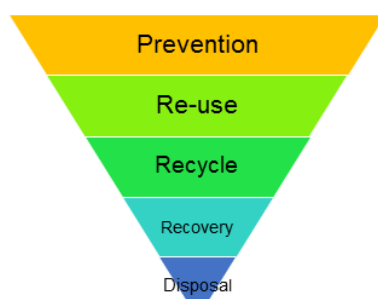
An important element in supporting the growth of the economy, housing developments and businesses will be waste collection and disposal.

Why waste matters

We all encounter waste on a daily basis. Everything we do produces waste, from our homes to businesses and where we shop. Waste presents both challenges and opportunities which we all need to consider. The South Yorkshire Municipal Waste Strategy sets out a framework for managing the waste the councils have a duty to collect, including waste from households and those businesses, offices and schools we provide services to.

Waste prevention through the waste hierarchy

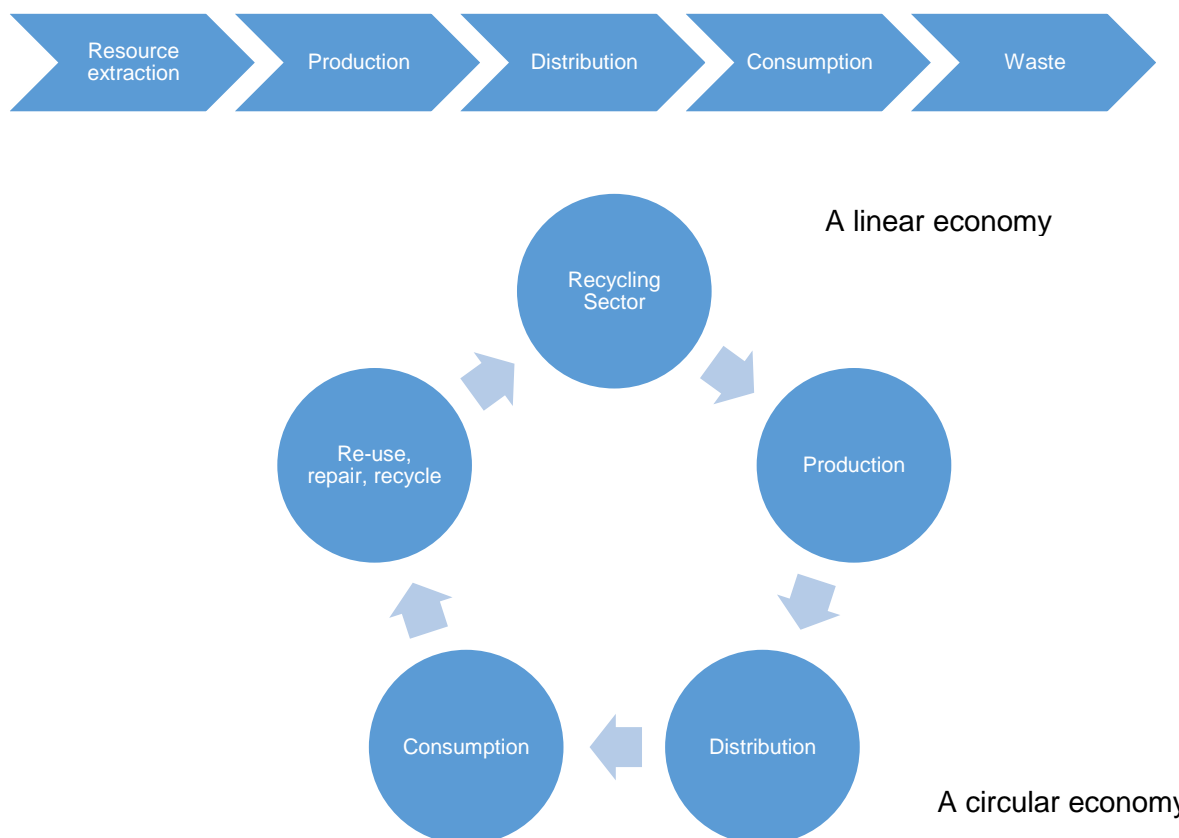
The waste hierarchy drives how we view, treat and dispose of waste. The hierarchy gives top priority to the prevention of waste followed by re-use, recycling, recovery (including energy recovery) and lastly disposal.



Focusing towards the top of the waste hierarchy not only limits the impact of waste on our climate and environment, but also saves money for local government and business, and creates new opportunities for our regional economy to grow. Through education we shall engage with communities to help reduce, re-use, recycle and compost as much as possible.

Understanding the role of waste in our economy

As we aim to move further up the hierarchy, the circular economy will be a driving force. Supported by industry experts and governments, the core vision of a circular economy is to shift from the traditional linear economy (make, use, dispose) to an economy in which resources are used for as long as possible – extracting the maximum value from resources whilst in use, then recovering and regenerating products and materials at the end of service life.



The move to a circular economy could present new opportunities for South Yorkshire. These include the growth and resilience of our economy, new job opportunities, and reducing waste through improved productivity and business design, which in turn addresses emerging issues of resource security and scarcity.

Protecting our communities through legislation

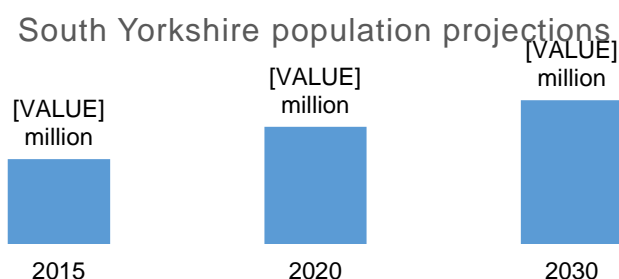
Our responsibilities for dealing with waste are governed by extensive legislation and regulation. Over the decades significant legislation such as the Environmental Protection Act 1990, the EU Waste Framework Directive 2008 and The Waste (England and Wales) (Amendment) Regulations 2012 have helped define how waste should be collected, handled and disposed of. In turn, this has helped generate waste reduction milestones, identify and minimise the risks that unregulated waste can pose to human and animal health (e.g. spread of foot and mouth), and protect the natural environment (e.g. land and water contamination) and the economy (e.g. the cost of food waste).

Protecting our communities from the irresponsible disposal of waste

The illegal disposal of waste has a big impact on our environment and public and animal health. The most common forms of uncontrolled waste disposal are dog fouling and fly-tipping. Fly-tipping is the illegal dumping of waste on land and ranges from 'black bag' waste to large items such as construction material, tyres, industrial waste and white goods (fridges, washing machines). The South Yorkshire Municipal Waste Strategy will help promote the responsible disposal of waste in our region and help reduce the millions of tax payers' money spent on cleaning up illegal waste.¹

Understanding our population now and in the future

South Yorkshire is home to an estimated 1.35 million people and we currently collect 15 million black and grey bins from more than 598,000 households each year, totalling more than 423,000 tonnes of household waste (based on 2016/17 figures). Following the national trend, our regional population is projected to increase bringing with it opportunities for new growth. Our waste service must be capable of meeting this growth in housing developments and associated planning, health and education services.



We need to continue to find ways to work together with partners to ensure a reliable and customer focused approach to meet the requirements of the population.

Protecting future generations

To ensure that future generations are able to meet their needs it is important to pursue sustainable practices now. One way this can be achieved is through the initial prevention of waste, by re-using and recycling to extract the maximum value from resources in line with the concepts of the waste hierarchy and the circular economy. These sustainable practices reduce our need to extract limited natural raw materials (e.g. oil for plastics) which is financially and environmentally costly.

¹ See the Litter Strategy for England at <https://www.gov.uk/government/publications/litter-strategy-for-england>

2. Delivering the strategy

Your views are important and they continue to be instrumental in developing the new South Yorkshire Municipal Waste Strategy.

During June and July 2016 we invited people living or working in the region to take part in the strategy consultation. Over a thousand people participated in the survey, with 89% of responses coming from local residents. The vast majority of participants strongly agreed with each of the priorities and Barnsley, Doncaster, Rotherham and Sheffield ranked the priorities in the same order of importance:

- Strategic Priority 1: Educate and inspire
- Strategic Priority 2: Deliver a reliable service
- Strategic Priority 3: Work together
- Strategic Priority 4: Utilise technology
- Strategic Priority 5: Influence decision making

We have taken your views on board and have outlined our ambitions for South Yorkshire over the next five years, including the actions we will take first and issues we will address over the longer term which can be seen in Table 1.

Our ambitions to reduce, re-use and recycle waste across South Yorkshire will be challenging but we know that it can be achieved if we work together.

Strategic Priority 1: Educate and Inspire

The vision is to encourage and inspire children and adults across South Yorkshire to make less waste by reducing, re-using and recycling more

South Yorkshire councils are committed to providing accessible information for all residents and local businesses in order to educate and inspire positive actions across the region.

Resources will be aimed at supporting people to make economical and sustainable choices. This could range from what materials can be recycled, to guidance on waste regulations and compliance for businesses.

We will deliver education in various ways including participating in national recycling schemes, running regional campaigns and targeting information at key specific groups.

To ensure that the information we deliver is always current we shall work together to share best practice, skills and resources.

Outcomes – What we want to achieve

- Inspire people to reduce waste
- Educate people to increase re-use levels
- Empower people to increase recycling
- Embed the waste hierarchy in our approach to managing South Yorkshire's waste
- Preserve resources for future generations
- Promote the responsible disposal of waste, e.g. fly-tipping

Outputs – How will we achieve it?

- Increase recycling by 10kg per household by 2021
- Reduce household waste by 2kg per household each year – year on year until 2021
- Deliver a targeted reduce, re-use, recycle campaign to at least 100,000 households across South Yorkshire each year
- Make available waste education resources for all Key Stage 2 and Key Stage 3 children in South Yorkshire by March 2018
- All our actions, practices, policies and communications will be reviewed and written to uphold the principles of the waste hierarchy by December 2019

Key performance Indicators – How we will measure our performance

- Monitor how many people visit the waste education resources pages of the BDR and South Yorkshire Councils' websites
- Compare recycling figures annually to track performance
- Engage with residents and businesses at campaign events
- Monitor and report fly-tipping incidents

Strategic Priority 2: **A Reliable Service**

Our vision is to work hard to deliver and maintain a dependable and reliable service to all our customers

A reliable service is important to us all – from ensuring bins are collected on their scheduled date to planning our service requirements appropriately and within budget.

To achieve this, we believe that everybody in South Yorkshire has a shared responsibility to manage waste. This is why we are going to produce a South Yorkshire Waste Customer Charter by the end of 2017.

We are also going to increase the opportunities for businesses to access our commercial services. In doing so we hope to assist more businesses to understand their waste responsibilities. We believe this assistance could help reduce the illegal disposal of waste (e.g. fly-tipping) that pollutes our environment.

Looking to the future, we understand that another way we can deliver a reliable service is through the standardisation of our services. This could include what we collect from our kerbside recycling schemes and our Household Waste Recycling Centres.

Outcomes – What we want to achieve

- Maintain a scheduled collection rate above 99% across South Yorkshire
- Everybody in South Yorkshire understands our shared responsibilities for managing waste
- Deliver a more standardised service across South Yorkshire

Outputs – How will we achieve it?

- Implement, publish and promote South Yorkshire's Waste Customer Charter by December 2017
- By December 2019 we will have a plan for how South Yorkshire can deliver a standardised service including materials, containers and collection frequency
- Produce and make available a commercial waste guide for businesses across South Yorkshire by March 2018
- Look at the possibility of a shared waste asset and resource plan by April 2018 to maintain a reliable and user friendly service for residents

Key performance Indicators – How we will measure our performance

- Number of bins collected (as a percentage)
- Record and monitor complaints and compliments from residents
- Record number of vehicle breakdowns
- Increase participation

Strategic Priority 3: **Working Together**

Our vision is that the four councils will work together more closely to deliver value for money services

We have identified that by working together we can achieve more. This approach has become even more important as councils strive to maintain services in the face of budget cuts from central government.

The South Yorkshire Municipal Waste Strategy 2017-2021 is the one step towards creating a formal waste partnership for South Yorkshire. By the end of 2021 we envisage that through working together we will be able to identify a significant decrease in our overall waste production.

We will also support our partners in the private and third sectors to process waste using the principles of the waste hierarchy.

Over the next five years we anticipate that working together will present greater economic savings. We also believe that our combined partnership will encourage investment opportunities from within and outside the region.

Outcomes – What we want to achieve

- Create a strategic waste partnership across South Yorkshire by 2021
- Deliver a best value waste service across South Yorkshire
- Seek and share best practice and knowledge across the four Councils
- Engage with private and third sector partners to deliver value for money services
- Increase the opportunities for businesses, including Small, Medium Enterprises (SMEs), to access our commercial services

Outputs – How will we achieve it?

- Develop and annually review a knowledge bank capturing local and national best practice by December 2017
- Signing up to a way of working together (Memorandum of Understanding) by December 2017
- Deliver and implement a joint commercial plan which will save the Councils £2 million by December 2021
- Develop a joint calendar of events, annually to ensure the best coverage of emerging best practice and developments in the sector for the least cost
- Support an additional 300 SMEs across South Yorkshire to access appropriate and cost effective waste services by December 2021

Key performance Indicators – How we will measure our performance

- Bottom quartile for collection and disposal cost, i.e. cost per household
- Bottom quartile for residual waste arisings, i.e. kg per household or kg per head
- We aim to assist 60 businesses each year

Strategic Priority 4: Utilising Technology

Our vision is to continue exploring how waste technology can be used to improve recycling and waste services

How we receive and look for information is changing. As a result, the councils will explore how technology can be used to improve our services, for example, how we receive and communicate information.

We will strengthen the link between our customer services and collection crews in order to deliver real time information to customers by 2021. We will do this by continuing to install GPS tracking systems and in-cab technologies to assist staff and inform residents.

Residents and business will be able to access core waste services online on days and times convenient to them. Through investment in new and existing technology we shall support residents and businesses.

Outcomes – What we want to achieve

- 24/7 online customer access to core waste services
- Speed up communication between collection crews and customer services
- Use technology to support staff, customers, road users and protect property

Outputs – How will we achieve it?

- Real time collection information available to customers online by December 2021
- On-going installation of GPS tracking, state-of-the-art camera systems and in-cab technology in 100% of new and replacement collection vehicles
- Invest in resources to drive improved use of new and existing technology for both staff and customers, e.g. more online support

Key performance Indicators – How we will measure our performance

- Use technology to monitor contracts
- We will monitor customer enquiries in accordance with council response times

Strategic Priority 5: Influencing Decision Making

Our vision is to be proactive to influence decision-making on waste at European, national and local level, to drive investment into infrastructure within the South Yorkshire economy

We wish to maintain our leadership as an advocate and frontrunner of innovation in waste management in order to drive investment into our region, bringing new opportunities and jobs.

We shall therefore work to ensure that our voices remain heard at a regional and national level.

By 2021 we aim to have secured external funding for use in developing public resources such as Household Waste Recycling Centres.

Outcomes – What we want to achieve

- Ensure South Yorkshire remains a strategic leader in waste management
- Ensure that the South Yorkshire voice is heard at a regional and national level
- Support industry recognised organisations by sharing best practice

Outputs – How will we achieve it?

- Lobby central government on emerging waste policies and legislation
- Seek to secure £5 million of external funding and investment for South Yorkshire by 2021 for use in infrastructure projects, e.g. Household Waste Recycling Centres
- Provide resources for continuing professional development for industry recognised bodies

Key performance Indicators – How we will measure our performance

- We will monitor staff in relation to achieving professional qualifications that will support our waste management services
- We will monitor and review the number of Continuous Professional Development events attended by staff
- We will monitor and review attendance at and contribution to public sector events

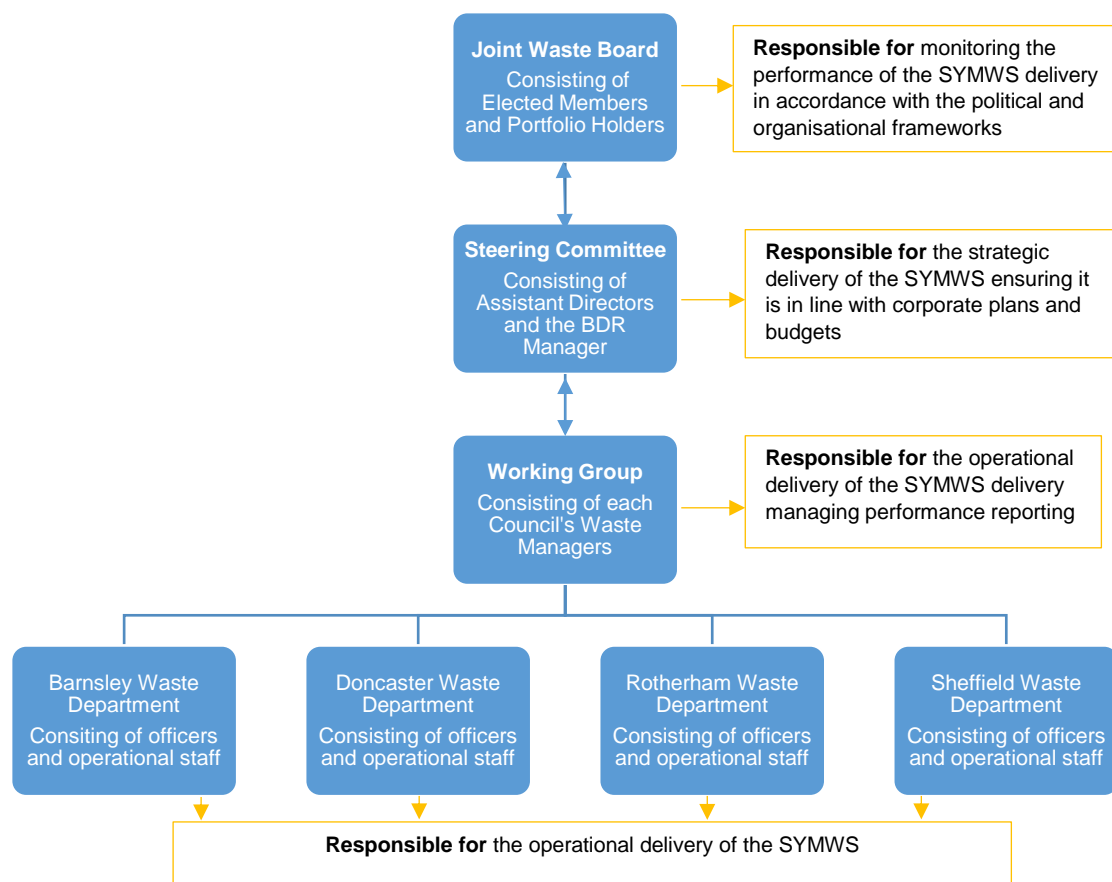
3. How will we make it happen?

Good governance and transparency are essential to the Councils' approach to improving public services. Local Councils are responsible for ensuring that the services they provide are conducted within the law and to proper standards. This ensures that public money is correctly accounted for and is used economically, efficiently and effectively.

To deliver these overarching principles the South Yorkshire Municipal Waste Strategy will be subject to performance monitoring and review. The monitoring will be conducted each year to measure the strategy's performance in delivering the joint outcomes and outputs (see Table 1) and each Council's individual action plans.

Monitoring our performance ensures all staff and councillors understand how their individual contributions are critical in guaranteeing an effective waste management service, continuous improvement and value for money for residents of Barnsley, Doncaster, Rotherham and Sheffield.

The flow chart below shows the governance behind the South Yorkshire Municipal Waste Strategy 2017-2021 (SYMWS) and its delivery, performance and review. The purpose of this structure is to ensure effective delivery and performance of the strategy.



The above governance structure only applies to the delivery of the South Yorkshire Municipal Waste Strategy. Each Council reserves the right to make decisions regarding changes to service delivery and will do so following their own individual Council procedures.

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South Yorkshire Municipal Waste Strategy 2016-2021 Operational Document

Foreword

Our aim is to make South Yorkshire a thriving, prosperous and attractive place to live and work driving future growth, jobs and success.

The four councils which make up South Yorkshire – Barnsley, Doncaster, Rotherham and Sheffield – have agreed to work together to deliver high quality services for those who live, work, study, visit or do business within the region.

Improving and protecting the environment for future generations is an important part of this vision. This is why a first class waste and recycling service is so vital. Barnsley, Doncaster and Rotherham have successfully worked together on this for more than 20 years. Expanding the partnership by working with Sheffield we will take advantage of economies of scale and achieve efficiency savings.

A lot has been achieved already and we have been acknowledged as a beacon for best practice by others in our industry. An award-winning waste treatment plant turns leftover household waste from Barnsley, Doncaster and Rotherham into a useful resource. Sheffield With its own Energy From Waste Plant also has one of the UK's largest and longest established city heat networks, which turns waste into heat and light for 22,000 homes and 140 public buildings.

We want to do much more and we need to do it together with you, our residents and businesses. To meet this challenge we will do everything we can to help everyone in South Yorkshire do their bit.

We have consulted with the public during 2016 on what our priorities should be for dealing with waste and recycling, and this strategy sets out how we will work together towards delivering our shared ambitions.

Our South Yorkshire Municipal Waste Strategy 2016-2021

A strategy is a plan of action which has been created to achieve an overall vision. The vision for the South Yorkshire Municipal Waste Strategy 2016-2021 is to **work with you to reduce, re-use, recycle and recover energy from 95% of South Yorkshire's waste**. Our new South Yorkshire Waste Strategy builds on initiatives which we are currently delivering across the region. It also supports the region's overall aim to make South Yorkshire a thriving, prosperous and attractive place to live and work.

Our region

South Yorkshire is made up of Barnsley, Doncaster, Rotherham and Sheffield.



The whole area covers almost 600 square miles with a predicated population of 1.35 million people who live, work, study and or business within the region.

Local Authority	Population	Area Size (km ²)
Barnsley	224,600	329.1
Doncaster	302,400	568.0
Rotherham	260,100	286.5
Sheffield	563,749	367.9
Total	1,350,849	1,551.0

With a diverse landscape and population, South Yorkshire is a region which is known nationally and worldwide for its continuous industrial expertise. It has a rich heritage of Gothic and Victorian architecture, museums, and a passion for music, sport and culture attracting both businesses and tourism inside and outside the United Kingdom.

Improving our waste collection and disposal services through the implementation of the South Yorkshire Municipal Waste Strategy is an important element in supporting thriving communities, creating sustainable environments and securing economic growth, now and in the future.

**On average the Councils collect 423,000 tonnes of black and grey bin waste a year
from over 598,000 households**

Waste has a direct impact on our environment, ranging from rubbish and litter to climate change. Having a waste strategy is one approach that describes actions which the councils will do, so we can all protect our environment for present and future generations. The South Yorkshire Municipal Waste Strategy 2016-2021 has been developed in order to achieve this vision.

We asked you to tell us what was most important to you so the strategy would reflect your views. The region has complex needs and this waste strategy sets out an ambitious approach to how we manage its waste in the future.

The table below summarises the South Yorkshire Municipal Waste Strategy delivery plan and the key ambitions for the region. We will deliver the following strategic priorities:

- **Educate and inspire:** *The vision is to encourage and inspire children and adults across South Yorkshire to make less waste by reducing , re-using and recycling more*
- **A reliable service:** *Our vision is to work hard to deliver and maintain a dependable and reliable service to all our customers*
- **Work together:** *Our vision is that all four councils will work together more closely to deliver value for money services*
- **Explore technology:** *Our vision is to continue exploring how waste technology can be used to improve recycling and waste services*
- **Influence decision making:** *Our vision is to be proactive to influence decision-making on waste at European, national and local level, to drive investment into infrastructure within the South Yorkshire economy*

<u>Strategic Priority 1</u> <u>Educate and Inspire</u>			<u>Strategic Priority 2</u> <u>A Reliable Service</u>			<u>Strategic Priority 3</u> <u>Working together</u>			<u>Strategic Priority 4</u> <u>Utilising technology</u>			<u>Strategic Priority 5</u> <u>Influencing decision making</u>		
The vision is to encourage and inspire children and adults across South Yorkshire to make less waste by reducing , re-using and recycling more			Our vision is to work hard to deliver and maintain a dependable and reliable service to all our customers			Our vision is that all four councils will work together more closely to deliver value for money services			Our vision is to continue exploring how waste technology can be used to improve recycling and waste services			Our vision is to be proactive to influence decision-making on waste at a European, national and local level and to drive investment into infrastructure within South Yorkshire.		
Strategic Outcomes – what we want to achieve			Strategic Outcomes– what we want to achieve			Strategic Outcomes– what we want to achieve			Strategic Outcomes– what we want to achieve			Strategic Outcomes– what we want to achieve		
<ul style="list-style-type: none"> Inspire people to reduce the amount of waste they produce Educate people to increase re-use levels Empower people to increase recycling Embed the waste hierarchy in our approach to managing South Yorkshire's waste Preserve resources for future generations Promote the responsible disposal of waste e.g. fly-tipping 			<ul style="list-style-type: none"> Maintain a scheduled collection rate above 99% across South Yorkshire Everybody in South Yorkshire understands our shared responsibilities for managing waste Deliver a more standardised service across South Yorkshire 			<ul style="list-style-type: none"> Create a strategic waste partnership across South Yorkshire by 2021 Deliver a best value waste service across South Yorkshire Seek and share best practice and knowledge across the four councils Engage with private and Third Sector partners to deliver value for money services Increase the opportunities for businesses, including Small, Medium Enterprises (SMEs, to access our commercial services 			<ul style="list-style-type: none"> 24/7 online customer access to core waste services Speed up communication between collection crews and customer services Using technology to support staff, customers and road users and protect property 			<ul style="list-style-type: none"> Ensure South Yorkshire remains a strategic leader in waste management Ensure that South Yorkshire's voice is heard at a regional and national level Support industry recognised organisations by sharing best practice 		
Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?			Strategic Outputs– How will we achieve it?		
	Start	End		Start	End		Start	End		Start	End		Start	End
Increase recycling by 10kg per household by 2021	April 2017	March 2021	Implement, publish and promote South Yorkshire's Waste Customer Charter by December 2017	April 2017	December 2017	Develop and annually review a knowledge bank capturing local and national best practice by December 2017	April 2017	December 2017	Real time collection information available to customers online by December 2021	April 2019	December 2021	Lobby central government on emerging waste policies and legislation	April 2017	December 2021
Reduce household waste by 2kg per household each year – year on year until 2021	April 2017	December 2021	Have a plan for how South Yorkshire can deliver a standardised service including materials, containers and collection frequency by December 2017	April 2017	December 2018	South Yorkshire Councils will sign up to a way of working together MoU (Memorandum of Understanding) by December 2017	April 2017	December 2017	On-going installation of GPS tracking, state-of-the-art camera systems and in-cab technology 100% all new and replacement collection vehicles	April 2017	December 2021	Seek to secure £5 million of external funding and investment for South Yorkshire by 2021 for use in infrastructure projects, e.g. Household Waste Recycling Centres	April 2017	December 2021
Deliver a targeted reduce, re-use, recycle campaign to at least 100,000 households across South Yorkshire each year	April 2018	December 2021	Produce and make available a commercial waste guide for businesses across South Yorkshire by March 2018	April 2017	March 2018	Deliver and implement a joint commercial plan which will save the Councils £2 million by December 2021	April 2017	December 2021	Invest in resources to drive improved use of new and existing technology for both staff and customers e.g. more online support	April 2018	December 2021	Provide resources for continuing professional development for industry-recognised bodies	April 2017	December 2021
Make available waste education resources for all Key Stage 2 and Key Stage 3 children in South Yorkshire by March 2018	April 2017	March 2018	Look at the possibility of a shared waste asset and resource plan by April 2018 to maintain a reliable and user friendly service for residents	April 2017	April 2018	Develop a joint calendar of events annually to ensure the best coverage of emerging best practice and developments in the sector with the least cost	April 2017	March 2021						
All of our actions, practices, policies and communications will be reviewed and written to uphold the principles of the waste hierarchy by December 2019	April 2017	December 2019				Support an additional 300 Small, Medium Enterprises across South Yorkshire to access appropriate and cost effective waste services by December 2021	April 2017	December 2021						

Table 1: South Yorkshire Municipal Waste Strategy strategic priorities

What we have achieved so far?

A lot has been achieved in the challenge to deal with the regions waste;

Historic partnership: Barnsley, Doncaster and Rotherham have had a successful working relationship for over 20 years and now with Sheffield we shall continue to build our working relationship.

Diversion from landfill: With your help the councils have been able to divert over 98% of our waste from landfill through recycling and composting.

Provision of waste infrastructure: South Yorkshire councils have successfully delivered treatment disposal and transfer facilities, such as the Mechanical Biological Treatment facility on Bolton Road and Energy Recovery facility on Bernard Road.

Prestigious award winners: At the National Recycling Awards 2016 we won the category of Best Energy from Waste Initiative as well national recognition in other significant industry awards.

National campaign partners: As part of our waste prevention measures we participate in national campaigns run by Waste Resource Action Programme (WRAP) campaigns have focused on various issues from food waste with 'Love Food Hate Waste' to 'No junk mail' and 'Thank you for recycling' drives.

What do we actually mean by waste?

Waste is anything that we no longer want or need. The strategy concentrates on waste that we have a duty to collect which originates from households and those businesses, offices and schools we provide services to. Waste is a huge environmental challenge and across South Yorkshire we generate over 578,000 tonnes of recycling, composting and non-recyclable household waste a year. A large amount of this waste could be prevented, re-used, recycled or composted by residents.



Why is managing our waste so important?

Experts predict that as global income levels increase, our towns and cities will inevitably grow to accommodate the rising population – this in turn will increase the amount of waste that is produced and put a strain on our natural resources. To fulfil our existing demands we would require the resources of five planet Earths¹. This is not only unachievable but hugely unsustainable.

As waste quantity increases and waste characteristics become ever more complex it is paramount that we handle our waste responsibly. As there are consequences for not handling our waste properly for our health, environment and economy;

Health

- Unregulated waste encourages the spread of infectious diseases to humans and animals (e.g. foot and mouth)
- Drains blocked with human-created rubbish are a contributing factor to flooding
- The unregulated burning of waste can create particulates, organic pollutants and emissions which have a detrimental effect on respiratory systems

Environment

- Unmanaged waste can pollute land surfaces (e.g. soil degradation) and groundwater sources
- Waste can contaminate water sources such as rivers, streams and the sea directly
- Human-created waste pollutes coastlines as marine litter which is harmful to sea life

Economy

- It is 5-10 times cheaper to deal with our waste now rather than having to correct mismanagement in the future²
- Fly-tipping is the illegal dumping of waste and it costs local authorities in England around £50 million a year³
- Across the UK we throw away 8 million tonnes of food and drink from our homes every year

¹ United Nations Environmental Programme (2016). Last accessed on 08/12/2016 from

<http://uneplive.mps.arcgis.com/apps/MapSeries/index.html?appid=c113c1fe956a40ca9ef5553c5e20b61d>

² United Nations Environment Programme, (2015)., 'Global Waste Management Outlook September 2015. Last accessed on 09/12/2016 from

http://iswa2015.org/assets/files/downloads/03_Wilsson_David.pdf

³ Estimated value in 2014/15. Priestly, S., Bennett, O., Pratt, A., (2016), House of Commons Library May 2016, '*Fly-tipping – the illegal dumping of waste*. Last accessed on 09/12/2016 at researchbriefings.files.parliament.uk/documents/SN05672/SN05672.pdf

Why does South Yorkshire need a waste strategy?

We all encounter waste on a daily basis. It comes from a wide range of sources including our own homes, businesses and economic activities. For us all, waste presents both challenges and opportunities which we need to consider and act upon.

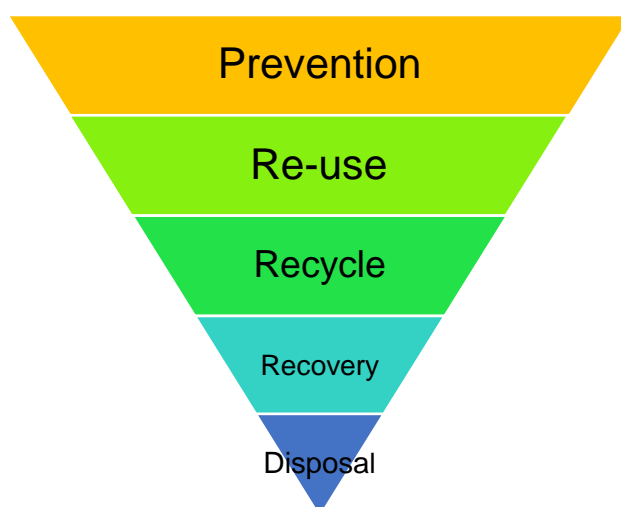
A waste strategy lays down measures to prevent or reduce the adverse impacts of the generation and measurement of waste by promoting the waste hierarchy, education and sustainable practices to improve the efficiency of resources.

The South Yorkshire Municipal Waste Strategy has been created to reflect a number of key council priorities and will:

- Protect our health and the environment now and in the future
- Help to meet the region's resource demands and conserve materials
- Reduce emissions from waste
- Generate jobs

Waste prevention through the waste hierarchy

The waste hierarchy is a fundamental factor in how we perceive, treat and dispose of waste. The hierarchy gives top priority to the prevention of waste followed by re-use, recycling, recovery (including energy recovery) and lastly disposal.



Our emphasis on pursuing the benefits of selecting options further up the hierarchy extend beyond limiting the impact of waste on our climate and environment, it can save our local governments and businesses money and create new opportunities for our regional economy to grow. Using education we shall engage with communities to help implement the waste hierarchy.

Protecting future generations

To ensure that future generations are able to meet their needs it is important to pursue sustainable practices now. Managing waste contributes to bigger global issues of sustainable development. Sustainable development is 'meeting the needs of the present without compromising the ability of future generations to meet their own needs'.ⁱ

One way this can be achieved is through the initial prevention of waste, through re-using and recycling items to extract the maximum value from resources in line with the concepts of the waste hierarchy and the circular economy. These sustainable practices reduce our need to extract limited natural raw materials (e.g. oil for plastics) which is financially and environmentally costly.

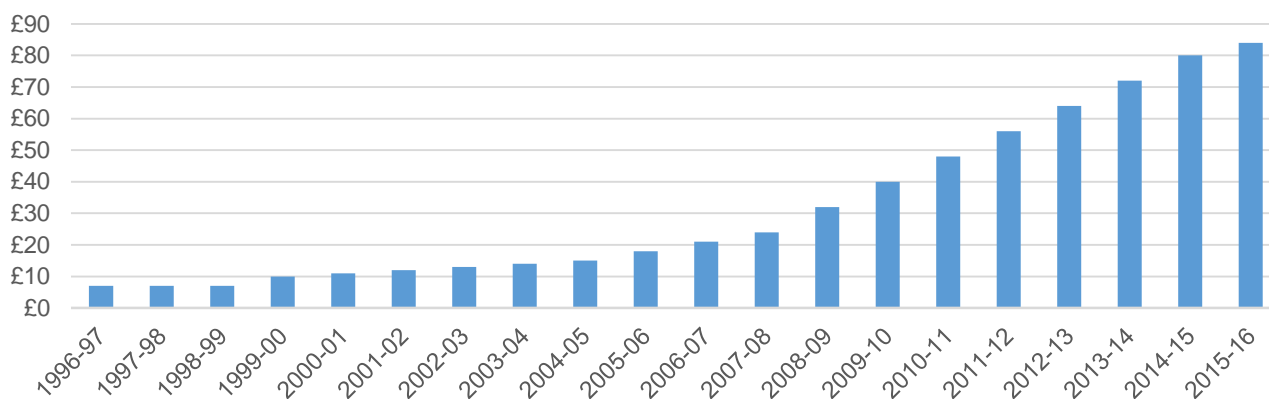
Legislation

Our responsibilities for dealing with waste are governed by extensive legislation. Compliance with legislation is necessary to help set waste reduction milestones and minimise the risks that unregulated waste can pose. This includes risks to human and animal health (e.g. spread of foot and mouth), the natural environment (e.g. land contamination and flooding) and the financial cost of uncontrolled waste (e.g. fly-tipping) and the economy (e.g. food waste).

Waste management is regulated under strict controls and this legislation is continually subject to revision. Since the Councils adopted their previous waste strategies there have been changes to legislation and the UK's position within the EU which need to be reflected and incorporated. Some of the main legislative drivers which have influenced the South Yorkshire Municipal Waste Strategy outlined below:

Landfill tax: Introduced as an environmental tax to help reduce the amount of waste going to landfill. This figure has been deliberately increased year on year, as shown below in Graph 1.ⁱⁱ

Landfill tax rates



The increase in price correlates with the drive to reduce, re-use, recycle and recover waste. The Landfill tax rate is £86.10 per tonne from 1st April 2017. In addition, facilities charge an extra operational fee for every tonne of waste sent to landfill.

The Landfill Directive 1999: In the waste hierarchy, landfilling waste is the least desirable form of waste management. This is due to the damaging economic and environmental impacts. The directive defines what can and cannot be landfilled, capacity of sites, details of closing landfill and the aftercare procedures for closed landfills.

Waste Strategy for England 2007: This strategy was created to build on and coincide with existing legislation. The main elements of this strategy include incentivising efforts to reduce, re-use, recycle, compost and recover. For example, increasing landfill tax to give greater

financial incentives for businesses to reduce, re-use and recycle. Stimulating investment in collection, recycling and recovery infrastructure also helps to improve frameworks to deliver coordinated action and services.

European Waste Framework Directive 2008: The framework is central to waste management policy in Europe and as such has been reviewed since its initial conception in 1996. It was within the directive that the waste hierarchy was formally established, setting the precedent for waste priority. The review of the directive in 2008 set two key aspects for Member States. The directive set a target for all EU Member States to re-use/recycle 50% of household waste by 2020. Additionally, in the revised framework, it states paper, metal, plastic and glass should be collected separately from January 2015, unless it is not technically, environmentally and economically practical to do so.

TEEP (Technically, Environmentally and Economically Practical) test: In the revised EU Waste Framework Directive it states that paper, metal, plastic and glass should be collected separately. From January 2015 the Waste (England and Wales) Regulations 2011 require Local Authorities to apply the waste hierarchy to waste they are responsible for and to meet the EU directive on separate collections of the four materials unless it is not technically, environmentally or economically practical to do so.ⁱⁱⁱ Factors which can affect practicality and therefore collection materials which are taken into consideration include:

Technical: Infrastructure, residence demographics

Environmental: Quality of materials

Economical: Initial start-up costs, market value of materials, transport and staff

All South Yorkshire councils have undertaken a TEEP test analysis to ensure compliance with the law.

Waste Regulations for England and Wales 2011: The regulations implement the revised EU Waste Framework Directive which sets requirements for the collection, transport, recovery and disposal of waste. It also sets out that waste producers or handlers must comply with the waste hierarchy.

The Localism Act 2011: This act facilitates the devolution and transference of powers from Central Government to individuals and communities, giving greater freedoms to Local Government in the North of England. This transference of power contributes to the development of investment into the North of England as a Northern Powerhouse of economy and culture, for example, Government Northern Powerhouse investments such as the £235 million Sir Henry Royce Institute for advanced materials, with centres in Leeds, Liverpool and Sheffield.^{iv} In terms of charging, the Localism Act also follows on from the Local Government Act 2003 which allows a council to charge for any discretionary service. The Localism Act gives the power to do anything that an individual can do which is not explicitly prohibited by other legislation. This can include charging and could be aimed at benefiting the authority or its local communities.^v

The Controlled Waste Regulations 2012: Continues to define waste into the categories household waste, commercial waste and industrial waste but it has separate means of classification:

- By the place of production
- By the nature of the waste or the activity producing the waste.

Waste Prevention Programme for England 2013: The Waste Prevention Programme recognises the objectives of the Waste Framework Directive and acknowledges that it cannot be delivered by Government alone. Therefore, Local Authorities are responsible for

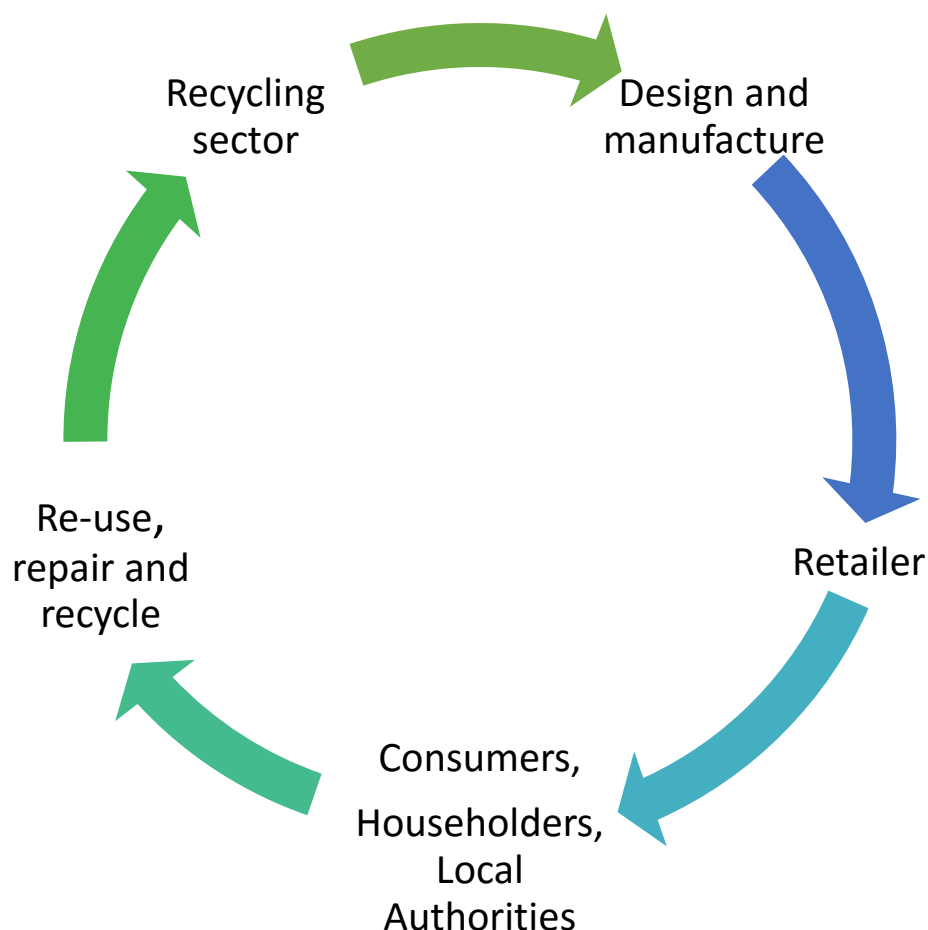
producing local waste management plans which cover land and planning aspects of waste management.

Waste Management Plan for England 2013: This is a high level document which provides analysis of the current waste management situation in England and evaluates how it will support the implementation of the objectives and provisions of the revised Waste Framework Directive mandatory requirements.

The UK's decision to leave the EU and the effect this will have on environmental legislation and waste management law is currently unknown. EU environmental law is very much embedded in existing UK and English legislation and practices. It is therefore expected that following the triggering of Article 50 a transitional period and legislative review will occur. During this transitional period each of the four Councils will continue to remain compliant with the required legislation and regulations.

The role of waste in our economy

As we aim to move further up the hierarchy the application of the circular economy will be a driving force. Supported by industry experts and governments, the core vision of a circular economy is to shift from the traditional linear economy (make, use, dispose) to an economy in which resources are used for as long as possible – extracting the maximum value from resources whilst in use, then recover and regenerate products and materials at the end of service life.



For South Yorkshire the transition to a circular economy will present new opportunities. Potential changes include the growth and resilience of our economy, new job opportunities, reducing waste – through improved productivity, business design – which in turn addresses emerging issues of resource security and scarcity.

Providing the waste infrastructure for our economy

Substantial economic growth and development within our region is already planned or underway with significant projects such as:

- Supercar producers McLaren Automotive's and Boeing (aeroplane manufacturers) have confirmed landmark deals to base production in Rotherham's Advanced Manufacturing Research Centre, with Creative Sheffield (part of Sheffield City Council) and the University of Sheffield being instrumental in securing the deal
- The proposed HS2 rail line is expected to have a link in Sheffield which will transform journeys between the north and south of the country
- HS2 College (to be built in Doncaster) will present learning opportunities and career development
- The Bus Rapid Transit route between Sheffield and Rotherham has improved local connectivity for residents and businesses
- Doncaster's i-port is currently under construction and will be one of the UK's largest logistical developments
- Our region is already an operational centre for national brands including Amazon, ASOS and Next and currently under construction is Ikea. These national and international businesses have capitalised on the regions transport links and location

These new developments will require a range of services to support the businesses themselves and those who work for them, including effective waste management.

Working jointly together

We believe that by working together we will achieve more. The councils have always worked and promoted this approach. It helps drive best practice, share knowledge and resources.

This united way of working has also become even more significant since the Government's Comprehensive Spending Review was announced in 2010, Local Authorities have undergone a major shift in funding. Between 2009/10 and 2014/15, spending by England's Local Authorities was cut by a fifth.^{vi} The continuation of these cuts poses a real challenge to how we will maintain and improve our service delivery. We need to manage our budgets responsibly in order to provide the best services for the best value.

Working together the South Yorkshire Municipal Waste Strategy is our first step in creating a formal waste partnership. This partnership will become a framework that will assist the councils to determine our waste priorities, delivering future infrastructure and planning.

Consultation results

Your views were important for developing the first South Yorkshire Municipal Waste Strategy. During June and July 2016 we invited people living or working in the region to take part in the strategy consultation.

Residents were asked to complete a short questionnaire either online or at one of the nine consultation events we ran throughout the region. The questionnaires asked residents to have their say and rank which of the five council priorities was most important to them.

Over a thousand people participated in the survey, with 89% of responses coming from residents. The highest response rate was from the 46-65 age group with 40.3%, followed by 26-45 year olds with 36.4%. The South Yorkshire Municipal Waste Strategy also achieved a positive response rate from under 18 year olds (a normally hard to reach audience) with a response rate of 8.4%. This is most likely attributed to the consultation team's presence at events aimed at under 18s.

The vast majority of participants strongly agreed with each of the priorities and our region unanimously ranked the priorities in the same order:

- **Strategic Priority 1: Educate and inspire:** *The results show that 91% of people agreed or strongly agreed that we should educate and inspire and 43% of people said that it is the most important of our priorities*
- **Strategic Priority 2: Deliver a reliable service:** *Of those who took part 89% of people agreed or strongly agreed that we should deliver a reliable service and 32% of people said that it is the most important of our priorities*
- **Strategic Priority 3: Work together:** *In response to the councils proposal to work together 83% of people agreed or strongly agreed that we should work together and 11% of people said that it is the most important of our priorities*
- **Strategic Priority 4: Explore technology:** *In terms of technology 86% of people agreed or strongly agreed that we should explore technology and 8% of people said that it is the most important of our priorities*
- **Strategic Priority 5: Influence decision making:** *The results showed that 78% of people agreed or strongly agreed that we should influence decision-making and 4% of people said that it is the most important of our priorities*

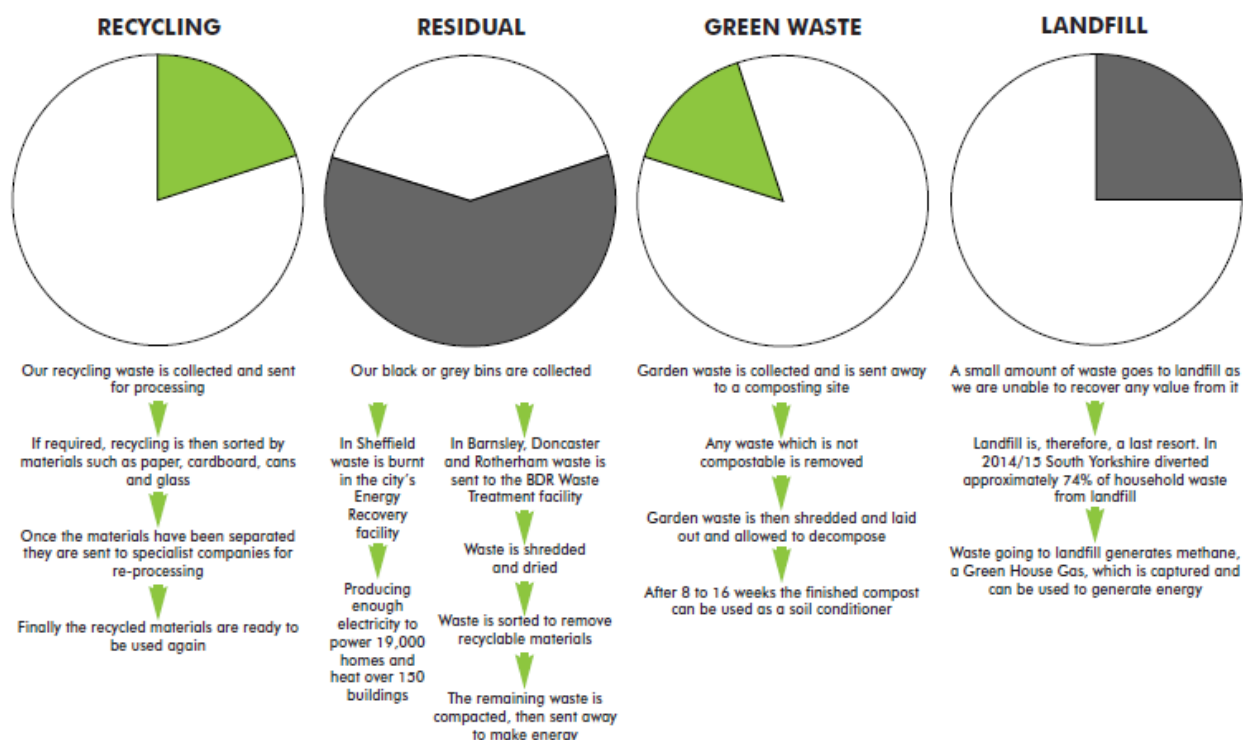
Residents also had the opportunity to make additional comments. We received a lot of feedback on our current services, bins and boxes, material collected and the frequency of collections. The full consultation report can be viewed at [XXXXXXXXXXXX](#)

We have taken your views on board and have outlined our ambitions for South Yorkshire over the next five years, including the actions we will take first and issues which we will address over the longer term.

Our ambitions to reduce, re-use and recycle waste across South Yorkshire will be challenging but we know that it can be achieved if we work together.

What currently happens to our waste?

Within our region we process waste based upon material type.



Current service and performance

Together the councils collect 15 million black and grey general waste bins from 598,000 households across the region. Currently, these services vary in what materials and containers are collected at the kerbside. Currently, each of the Councils run a household collection service details of which are shown below.

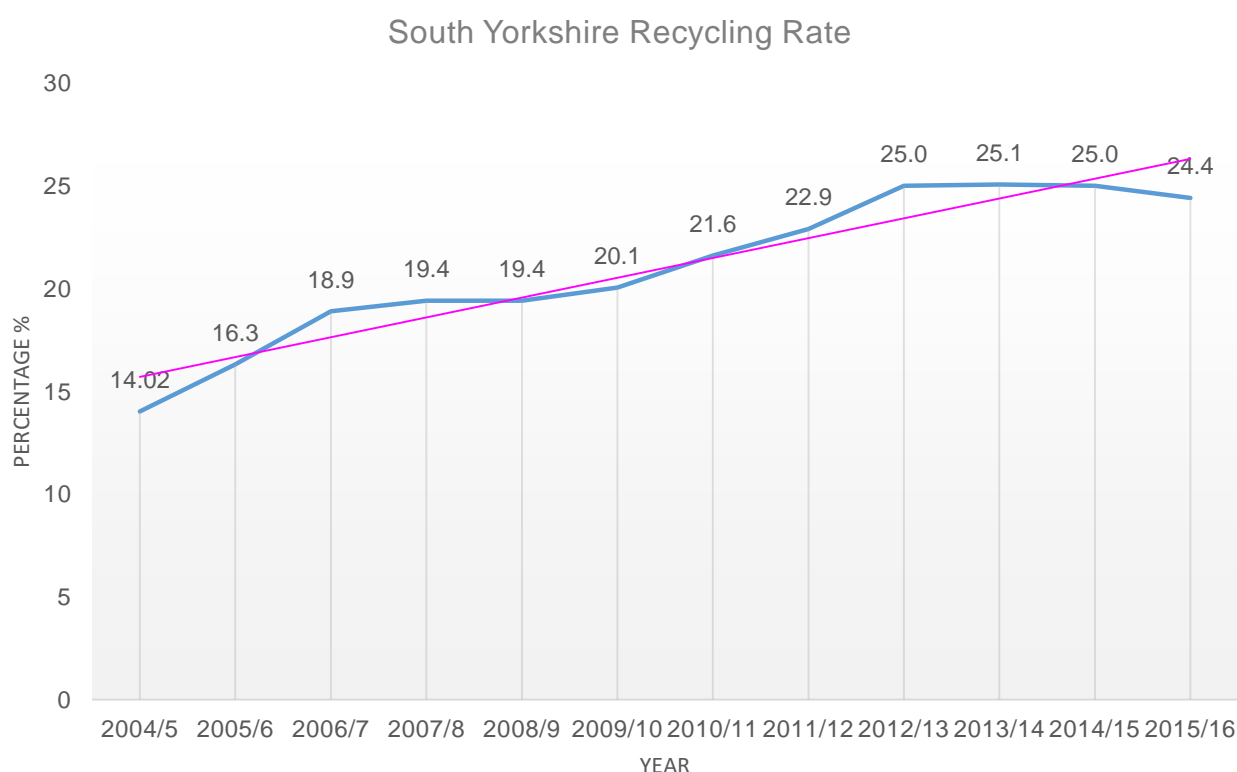
Local Authority Area	Container	Frequency	Materials	Collection Method
Barnsley	Brown bin	Four weekly	Food tins Drinks Cans Glass bottles and jars Plastic bottles	Co-mingled
	Blue bin	Four weekly	Cardboard Brown paper	Co-mingled
	White bag	Four weekly	White paper	Separated
Doncaster	Green box	Weekly	Food tins Drinks cans Aerosols Aluminium foil Glass bottles and jars Cardboard Textiles Shoes Mobile Phones Printer cartridges	Co-mingled
	Blue bag	Weekly	Paper	Separated
	Clear bag	Weekly	Plastic bottles	Separated
Rotherham	Blue box	Alternate week	Food tins Drinks cans Aluminium foil Glass bottles and jars Textiles Shoes	Co-mingled
	Blue bag	Alternate week	Cardboard Paper	Co-mingled
Sheffield	Blue bin	Alternative week	Food tins Drinks cans Glass bottles and jars Plastic bottles	Co-mingled
	Blue box	Alternate week	Cardboard Paper	Co-mingled

Recycling rate

There are many reasons why we should all recycle and compost as much as we can. Recycling saves energy, conserves natural resources (and habitats), helps prevent climate change, water and air pollution and greatly reduces how much waste is landfilled.

There are also financial incentives to recycling. Much like other councils, we have to pay to treat or landfill waste and as landfill taxes increase, Councils who continue to use this means of waste disposal will need to meet these costs (which could see increases in council tax). Therefore, recycling is a means of diverting waste from landfill or other treatment methods.

Together our recycling and composting has greatly improved since 2002 – as shown in the graph below. Recycling and composting rates have steadily progressed from 14% in 2004/5 to 24% in 2015/6.



Graph XX plots South Yorkshire's recycling rate over the last 10 years. The graph highlights our positive progress. However, it also indicates that a lot more needs to be done in order to achieve the 50% recycling rate by 2020.

What happens to you dry recycling?

The recycling crew will collect your wheelie bin, box or bag and empty it into the recycling vehicle. Once the vehicle is full it is tipped at a site, where the recycling will be weighed and loaded onto a much larger vehicle. It is then taken to a Materials Recovery Facility (MRF). There the mixed recyclables get sorted into material types and reprocessed in the UK.

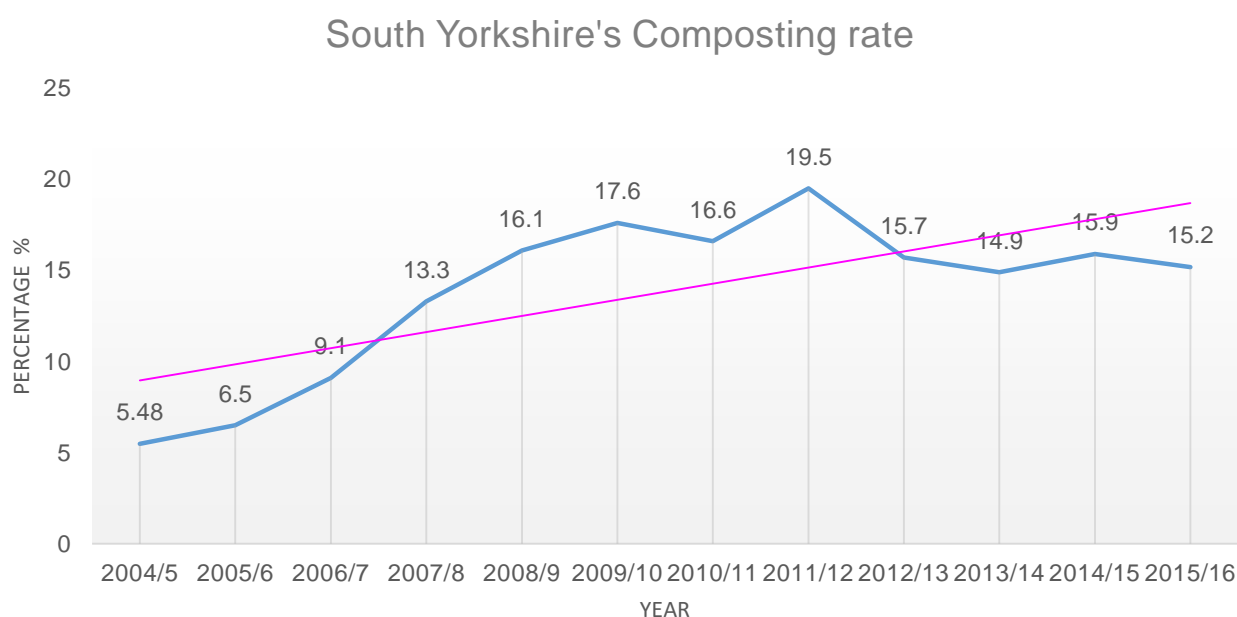
Garden waste

Garden waste is unwanted organic material produced by gardening such as grass cuttings, hedge clippings, pruning's and weeds.

Barnsley, Doncaster and Rotherham councils collect garden waste free of charge whilst Sheffield City council charge for this service. The current garden waste service is outlined in Table XX.

Local Authority Area	Container	Frequency	Period	Treatment Method
Barnsley	Green bin	Alternate week	March to November	Windrow
Doncaster	Green bin	Alternate week	All year*	Windrow
Rotherham	Green bin	Alternate week	April to October	Windrow
Sheffield	Green bin	Alternate week	April to November	Windrow

*with a three week break over the Christmas period

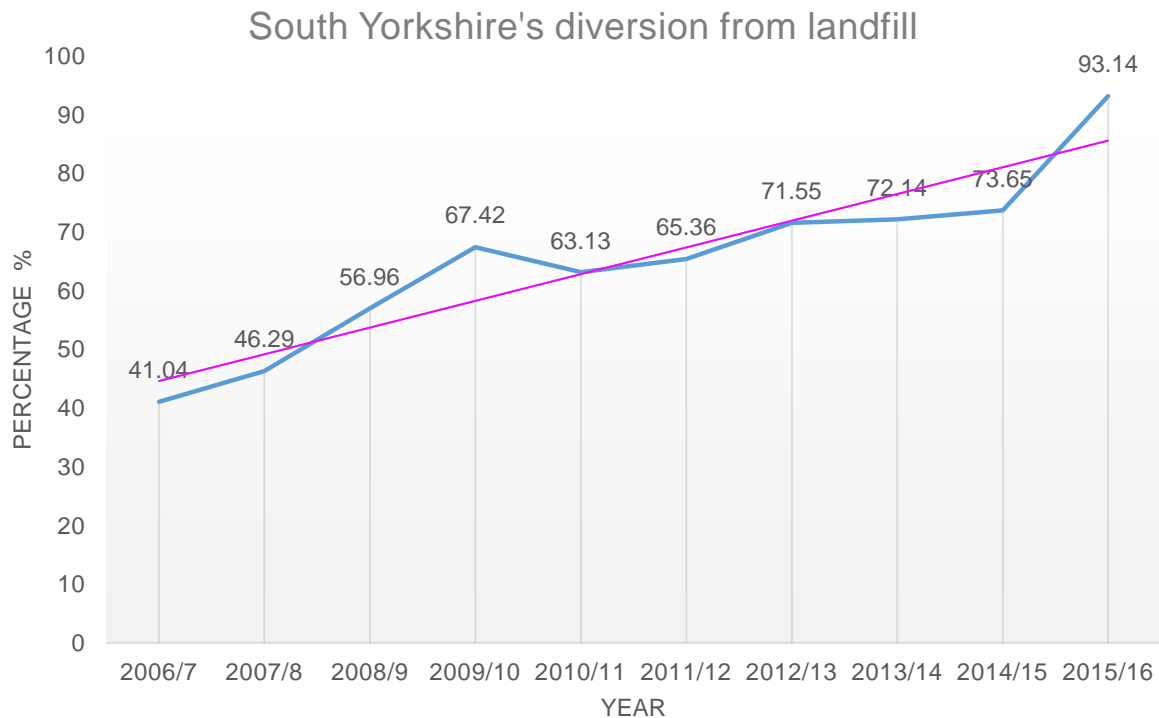


What happens to your garden waste?

After the crews have collected your green bin the waste is sent away to be composted. Garden waste is shredded, laid out and allowed to decompose. After 8 to 16 weeks your garden waste has naturally turned into a finished compost which can be used as a fertiliser.

Diversion from landfill

In the waste hierarchy landfill is a means of waste disposal that is harmful to the environment, costly and unsustainable. Therefore diversion from landfill is an important part of current and future waste management plans.



The regions diversion rate is a fantastic achievement and demonstrates how much progress we have made in making the most of our waste.

Black or grey bin waste

Residual waste is materials and products which are unable to be re-used, recycled or composted (e.g. nappies and plastic film) and drive the need for disposal technologies.

Local Authority Area	Container	Frequency	Treatment Method
Barnsley	Grey bin	Alternate week	Mechanical Biological Treatment Anaerobic Digestion
Doncaster	Black bin	Alternate week	Mechanical Biological Treatment Anaerobic Digestion
Rotherham	Black bin	Alternate week	Mechanical Biological Treatment Anaerobic Digestion
Sheffield	Black bin	Alternate week	Energy Recovery Facility

The four authorities have two residual waste disposal contracts. These contracts use different ways of treating waste in order to recover energy.

What happens to your black/grey bin waste?

Barnsley, Doncaster and Rotherham

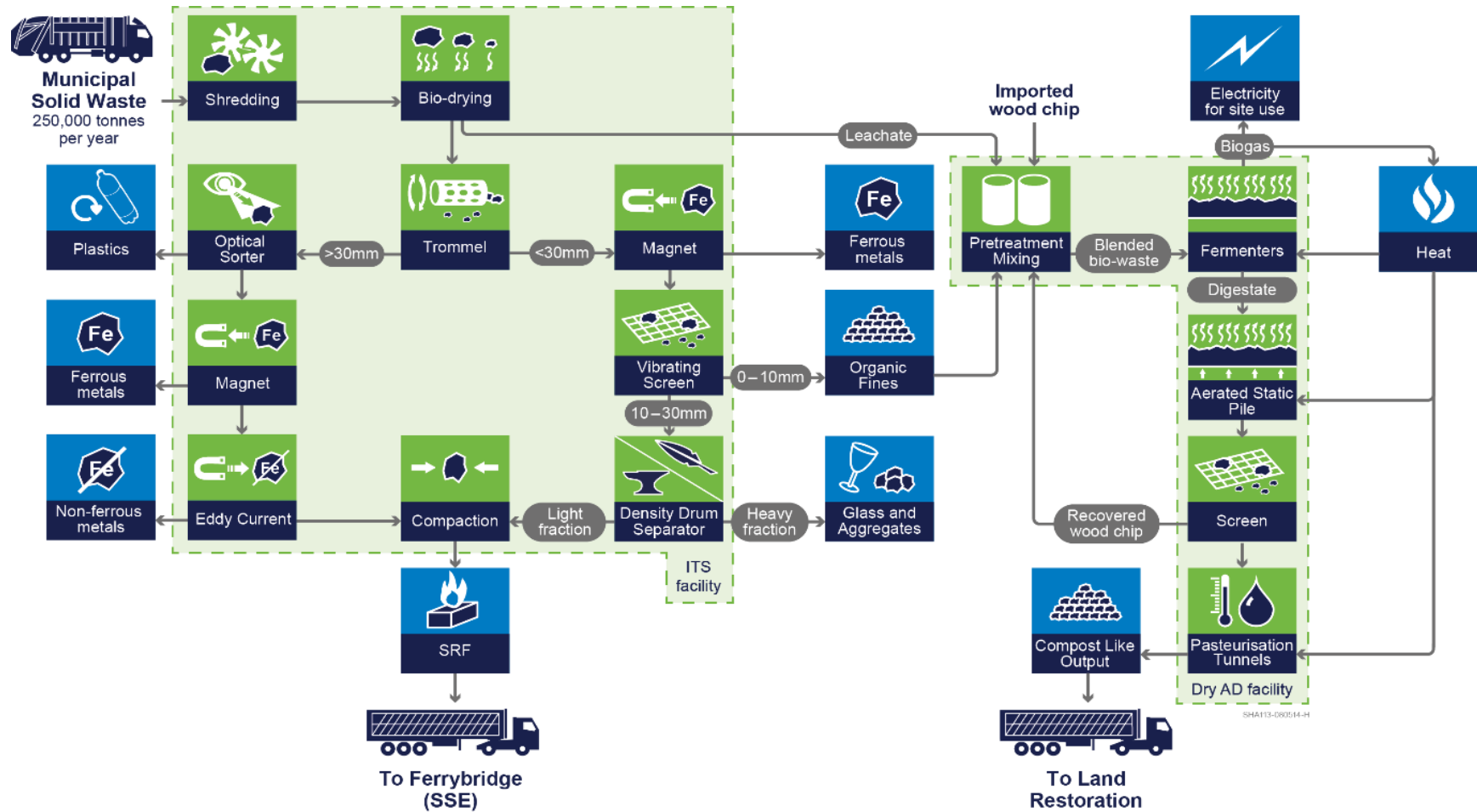
All black/grey bin waste collected in Barnsley, Doncaster and Rotherham is sent to the BDR Waste Treatment Facility and is treated in the Mechanical Biological Treatment (MBT) process. The waste is tipped from the collection vehicles into a reception pit. The waste will be shredded and put into a special bio-drying hall where air passes through the waste and dries it out (biological part).

The mechanical part of the process involves removing materials that can be used or recycled. This will include metals, plastics, and glass and stone. These have value as a resource or are of limited or no use as fuel.

Waste is sorted by materials using a variety of equipment.

- First the waste is put into a trommel. This acts as a rotating drum sieve, like a washing machine drum. Large item such as cans and bottles pass through the trommel while small items such as organic material of glass and stone fall through the holes
- The recycling is then moved along a series of conveyor belts. Magnets are used to separate ferrous metals such as steel or tin and an eddy current separates aluminium cans. Air separation is used to capture plastic bottles
- At the end of the conveyor belt, the sorted recycling falls into skips to be taken off site and re-processed
- The recycling is sent to re-processors who make it into new products

- For waste which cannot be recycled it is separated further;
 - Organic waste is sent to the Anaerobic Digestion (AD) facility, at the BDR site, where it is processed to become a Compost like Output (CLO) which can be used in land remediation works.
 - Waste which cannot be recycled or used in the AD Facility it is sent to Multi Fuel 1 at Ferry Bridge where the waste is used in energy recovery.

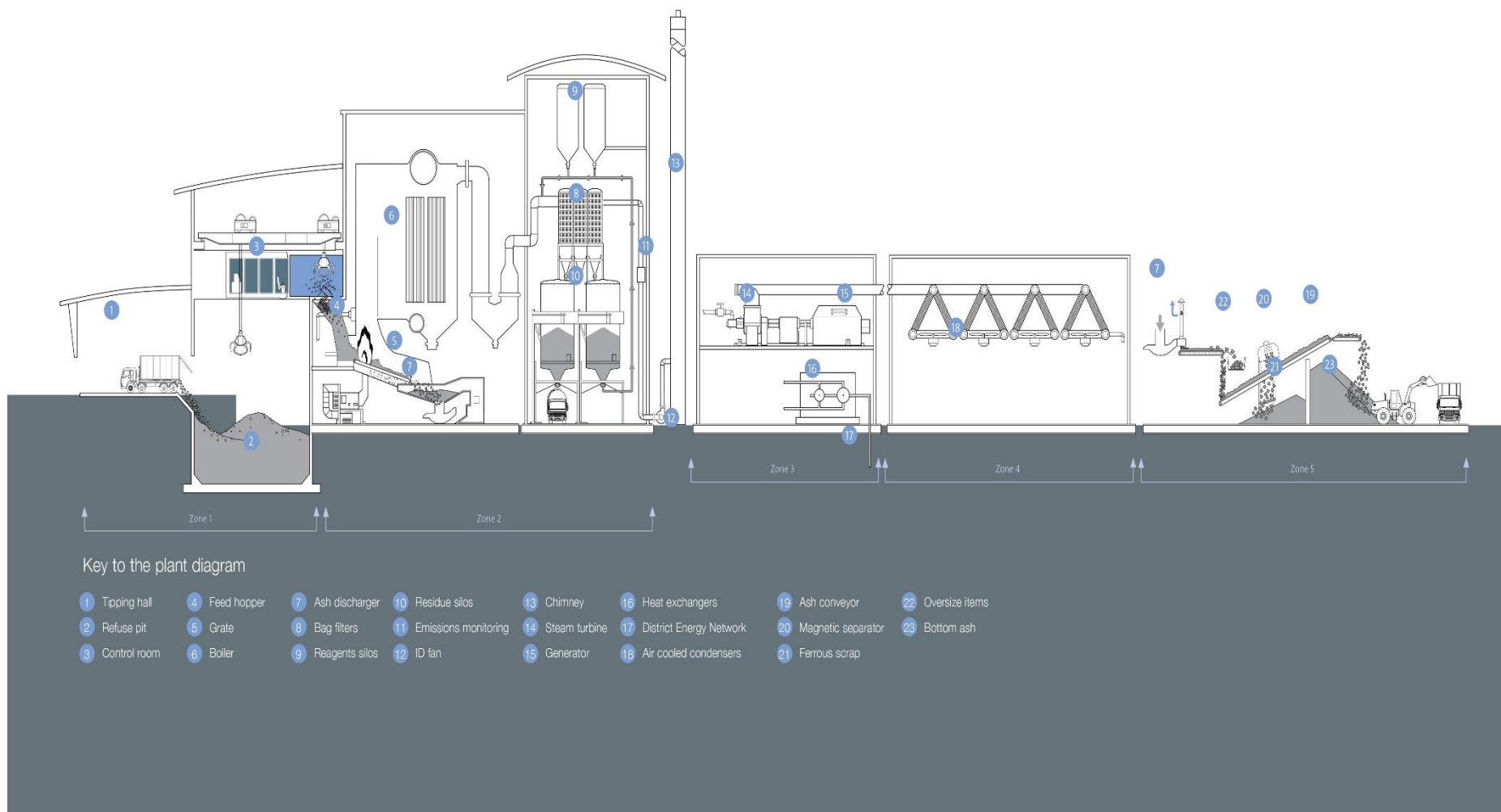


The process map above shows how the BDR Waste Treatment Facility handles our black bin waste

Sheffield

In Sheffield residents black bin waste is collected and brought to the Energy Recovery Facility (ERF) situated on Bernard Road in Sheffield.

- The waste is tipped into a bunker where a crane lifts it into a hopper (a type of funnel which controls the flow of waste) which feeds into a single incineration unit where waste is burned at 850°C.
- Above the incinerator a large boiler produces superheated steam at 400°C – a condensing steam turbine uses this steam to generate electricity for the National Grid and produce hot water for the District Energy Network
- The gases produced whilst incineration is taking place are treated with lime and activated carbon in order to neutralise acidity and absorb any other pollutants
- The cooled gases pass through 1,760 filters to remove dust (the dust is collected and stored ready for safe disposal)
- The cleaned gases are then released via the 75m chimney - this process is continually monitored to ensure the gases meet strict environmental regulations
- Metals are removed from the ash (the by-product of the incineration process) using electromagnetics and are recycled by a local company. The remaining bottom ash (which is stored in a bunker) is also collected by a local company to be recycled into a sustainable source of aggregate for use in construction e.g. road surfacing.



Household waste recycling centres (HWRCs):

HWRCs play an important role in enhancing the recycling and waste management services that South Yorkshire provides. These sites provide opportunities for residents to recycle additional waste streams which are not collected at kerbside. Householders can deposit household waste for recycling, composting or disposal. Open throughout the year, the four councils run in total 19 HWRCs in total (See Table XX). For information about the types of waste accepted at HWRCs please refer to the individual council websites.

	Number of HWRCs	Name of HWRCs
Barnsley	4	Smithies Lane Nicholas Lane Spring Vale West Street
Doncaster	6	Armthorpe Balby Carcroft Conisbrough Hatfield Rossington
Rotherham	4	Greasbrough Bramley Rawmarsh North Anston
Sheffield	5	Beighton Road Blackstock Road Manchester Road Greaves Lane Longley Avenue West

Bulky waste collection services

Bulky waste is large items of household waste which are too big for the standard bin such as furniture or fridges, mattresses and DIY waste. In Barnsley 29.3%, Doncaster 27.8%, Rotherham 26.6% and Sheffield 33.0% of residents do not have access to a car or van.^{vii} Therefore the Bulky Waste Collection Services help residents dispose of waste responsibly helping maintain clean streets. Each council offers arranged removal of bulky waste which can warrant a fee (for more information please refer to the individual council's websites).

Separately collected and healthcare waste

Some healthcare waste needs to be separately collected from other domestic waste and includes human tissue, blood, bodily fluids, drugs, swabs or dressing and sharps. This waste can only be collected separately with a referral from a healthcare professional.

Waste not from households

Alongside household collection, all four authorities are responsible for the environmental cleanliness within our districts. This responsibility includes waste not from households which can include the following:

Commercial waste similar to household waste

Commercial waste - recyclable or non-recyclable - is any item that a business no longer wants and needs to get rid of such as paper, kitchen waste, packaging, and general dry non-hazardous waste. This can be from shops, pubs, offices, schools, manufacturing, clinics and business premises (including charities) which are not used purely for domestic living accommodation. Any waste generated by a business, regardless of it being of a domestic nature (such as kitchen waste), is classed as business waste.

Gully emptying

Road gullies allow water to drain away from roads and footpaths and are emptied regularly of debris, silt and litter.^{viii}

Street cleansing (including litter bins)

Street cleansing includes waste from litter bins, dog waste bins and street sweepings, which are the removal of mud, litter, leaves, grit and debris from the roadside.^{ix}

Fly-tipping

Fly-tipping is waste which has been illegally dumped. It poses a huge risk to public, animal and environmental health as well as being costly to remove.

Grounds maintenance

Grounds maintenance includes waste which results from keeping a landscape healthy, clean, safe and attractive e.g. public parks.^x

Highways waste

Highways includes maintaining ‘publicly maintained’ or ‘adopted’ roads, pavements and highways, including removing what is called ‘detritus’ from the highways. This includes silt, grit, gravel, and soil, as well as rotted organic matter like leaves and blossom fall.^{xi}

2.1 Factors which affect our waste

Our population

Our population size has a big influence on waste generation. The population of South Yorkshire is estimated to be 1,350,849 people.^{xii} This figure is projected to rise due to factors such as migration, increased birth rate and a growing ageing population. The table below highlights how our region will grow over the coming decades.

Table X: Estimated population growth.^{xiii}

	Estimated population in 2020	Estimated population in 2030
Barnsley	245,000	258,000
Doncaster	308,000	313,000
Rotherham	266,000	273,000
Sheffield	582,000	614,00
South Yorkshire	1,401,000	1,458,000

Within our population are different types of recyclers – those who recycle everything to those who do not recycle anything – it’s important to understand the motivations and barriers. Similarly, how our communities are spread and housed across the region is an important factor when planning waste service collections, routes and predicted volumes. The regional population density and number of households can be seen in Table X.

Table X: ONS Population density and household numbers 2011.^{xiv}

District	Population density (people per km ²)	Number of Households
Barnsley	692	100,734
Doncaster	512	126,487
Rotherham	899	108,293
Sheffield	1,510	229,928
Average	857	Total 565,442/598,000

Our regional population is spread cross various dwelling types including semi-detached, terraced, flat, and detached and is a mixed tenure of private ownership, rented and social housing as well as business, schools, hospitals and shopping centres.^{xv}

Type of home

The type of homes we live in can influence our likelihood to recycle and compost. In South Yorkshire we have over 598,000 households with at least one resident.^{xvi} Our homes are all very different and range from houses, flats, bungalows and caravans. In some of these properties there are known issues that can affect recycling. Flats and apartments are more likely to have communal recycling facilities without the need to compost. While smaller houses (e.g. terraced houses) can face challenges in terms of available space to store bins, boxes and bags.^{xvii} These factors can discourage some residents from participating in kerbside recycling.

To achieve the strategies targets we will need the help of residents and businesses to capture as much recycling as we can! The South Yorkshire Municipal Waste Strategy will continue to work with you, businesses and partners. For example, ensuring waste and recycling storage space is designed into new planning developments to encourage participation.

Your attitudes and opinions

People have general attitudes about a variety of general topics and then use this collection of attitudes to create a specific opinion about a narrow topic. What we think about recycling e.g. “it is a good thing” or “recycling its takes too long” will direct our attitudes and opinions. From the things we buy, use and throw away to the items we choose to re-use and recycle.

People frequently change their attitudes and opinions based on influences such as experiences and education. The South Yorkshire Municipal Waste Strategy has listened to those who participated in the consultation to make education our number one priority. We believe that promoting education on the waste hierarchy will enable us to inspire our region reduce, re-use and recycle the waste produced.

Our organisational actions

The recycling and composting services available from the councils undoubtedly impacts what we and you can do in terms of recycling and composting, especially at the kerbside.

Supply of bins, boxes and bags - *The supply of bins, boxes and bags to residents can have an impact on recycling. For example, the visibility of recycling and composting bins, boxes and bags on the kerbside has the positive effect of raising awareness in residents. The ease of replacing these items if damaged or lost can affect attitudes to recycling and as a result a person's recycling behaviour.*^{xviii}

Container type bin, boxes or bags - *The size of a container can determine the amount a household can recycle and compost at the kerbside, for example, a bin has a greater capacity than a box or bag.*

Types of materials collected - *The range of materials collected by the councils at the kerbside influences what you can recycle and compost at home. The types of materials a council can collect are dependent on numerous factors including budgets, resources and facilities.*

Frequency of collections - *Alternate weekly collections have been found to increase recycling and composting.*^{xix} *This is because by reducing the capacity available in black or grey bins it encourages people to actively separate recyclable materials.*

Amount of waste separation required – *Each of the councils asks residents to separate recycling such as glass, paper and cardboard (also known as source separation), at kerbside as it helps maximise the quality and volume of recycling and minimise contamination. For example, it keeps dry recyclables (paper and card) separate from organic matter (garden or food waste).*^{xx} *Source separated recycling reduces the reliance of sorting technology or manual labour and generally yields higher quality materials.*

Communication of services and education about which materials go in each container - *Ensuring that residents, businesses and visitors in the region are aware of our recycling practices is crucial for participation and keeping our communities healthy and happy.*

Knowing what material goes where is important to reduce contamination of recyclable material. For example, not every kind of plastic is the same. There are many types of plastic which are in common use and reflect the different consumer needs and the variety of products used today. For example, different plastics are used to make products like plastic bottles, bin bags or a TV. Therefore plastics must be sorted by type for recycling since as type of plastic melts at a different temperature. The most common plastics which can be recycled by the councils are:

Plastic type		Examples
<i>PET Polyethylene</i>		<i>Soft drinks bottles, plastic ketchup bottles, Liquid dish detergent bottles, bleach bottles</i>
<i>HDPE High Density Polyethylene</i>		<i>Milk, water and juice bottles</i>
<i>PVC Polyvinyl Chloride</i>		<i>Shampoo bottles, cooking oil</i>

Tackling South Yorkshire's waste 2016-2021: Action Plan

In order to meet the challenges the South Yorkshire Municipal Waste Strategy will undertake a two pronged approach in order to bridge the differences in service delivery that currently exist between each authority. For example the types of bins and boxes used, materials and collection fleets. Therefore, the strategy has outlined a Joint Action Plan which lists 20 actions the councils will deliver in the five year period of the strategy.

Eventually, through review and developing future strategies, the councils will become even more aligned and the Joint Action Plan will develop to mirror this.

Strategic Priority 1: **Educate and Inspire**

The vision is to encourage and inspire children and adults across South Yorkshire to make less waste by reducing, re-using and recycling more

South Yorkshire councils are committed to providing accessible information for all residents and local businesses in order to educate and inspire positive actions across the region.

Resources will be aimed at supporting people to make economical and sustainable choices. This could range from what materials can be recycled, to guidance on waste regulations and compliance for businesses.

We will deliver education in various ways including participating in national recycling schemes, running regional campaigns and targeting information at key specific groups.

To ensure that the information we deliver is always current we shall work together to share best practice, skills and resources

Outcomes – What we want to achieve

- Inspire people to reduce waste
- Educate people to increase re-use levels
- Empower people to increase recycling
- Embed the waste hierarchy in our approach to managing South Yorkshire's waste
- Preserve resources for future generations
- Promote the responsible disposal of waste e.g. fly-tipping

Outputs – How will we achieve it?

- Increase recycling by 10kg per household by 2021
- Reduce household waste by 2kg per household each year – year on year until 2021
- Deliver a targeted reduce, re-use, recycle campaign to at least 100,000 middle performing households across South Yorkshire each year
- Make available waste education resources for all KS2 and KS3 children in South Yorkshire
- Write and review all of our actions, practices, policies and communications to ensure they uphold the principles of the waste hierarchy

Key performance Indicators – How we will measure our performance

- Monitor how many people visit the waste education resources pages of the South Yorkshire Council and the BDR websites
- Compare recycling figures annually to track performance
- Engage with residents and businesses at campaign events
- Monitor and report fly-tipping incidents

Strategic Priority 2: **A Reliable Service**

Our vision is to work hard to deliver and maintain a dependable and reliable service to all our customers

A reliable service is important to us all – from ensuring bins are collected on their scheduled date to planning our service requirements appropriately and within budget.

To achieve this we believe that everybody in South Yorkshire has a shared responsibility to manage waste. This is why we are going to produce a South Yorkshire Waste Customer Charter by the end of 2017.

We are also going to increase the opportunities for businesses to access our commercial services. In doing so we hope to assist more businesses to understand their waste responsibilities. We believe this assistance could help reduce the illegal disposal of waste (e.g. fly-tipping) that pollutes our environment.

Looking to the future, we understand that another way we can deliver a reliable service is through the standardisation of our services. This could include, collecting similar materials in our kerbside recycling schemes and Household Waste Recycling Centres.

Outcomes – What we want to achieve

- Maintain a scheduled collection rate above 99% across South Yorkshire
- Everybody in South Yorkshire understands our shared responsibilities for managing waste
- Deliver a more standardised service across South Yorkshire
- Increase the opportunities for businesses to access our commercial services

Outputs – How will we achieve it?

- Implement, publish and promote South Yorkshire's Waste Customer Charter by 31st December 2017
- By 1st January 2019 we will have a plan for how South Yorkshire can deliver a standardised service including materials, containers and collection frequency
- Produce and make available a commercial waste guide for businesses across South Yorkshire by March 2018
- Support an additional 300 SMEs across South Yorkshire to access appropriate and cost effective waste services by 2021
- Look at the possibility of a shared waste asset and resource plan by 1st April 2018 to maintain a reliable service

Key performance Indicators – How we will measure our performance

- We aim to assist 60 businesses each year
- Number of bins collected (as a %)
- Record and monitor complaints and compliments from residents
- Record number of vehicle breakdowns
- Increase participation

Strategic Priority 3: Working Together

Our vision is that the four councils will work together more closely to deliver value for money services

We have identified that by working together we can achieve more. This approach has become even more important as councils strive to maintain services in the face of budget cuts from central government.

The South Yorkshire Municipal Waste Strategy 2016-2021 is the first step in creating a formal waste partnership for South Yorkshire. By the end of 2021 we envisage that through working together we will be able to identify a significant decrease in our overall waste production.

We will also support our partners in the private and third sectors to process waste using the principles of the waste hierarchy.

Over the next five years we anticipate that working together will present greater economical savings. We also believe that our combined partnership will encourage investment opportunities from within and outside the region.

Outcomes – What we want to achieve

- Create a strategic waste partnership across South Yorkshire by 2021
- Deliver a best value waste service across South Yorkshire
- Seek and share best practice and knowledge across the four councils
- The councils will engage with private and third sector partners to deliver value for money services

Outputs – How will we achieve it?

- Develop a knowledge bank capturing local and national best practice by 31st December 2017
- South Yorkshires councils will sign up to an agreed way of working by December 2017
- We will deliver and implement a joint commercial plan which will save the councils £2 million by 2021
- Share events and develop an attendance rota, cost sharing and feedback practice

Key performance Indicators – How we will measure our performance

- Bottom quartile for collection and disposal cost i.e. cost per household
- Bottom quartile for residual waste arising's i.e. kg per household or kg per head

Strategic Priority 4: Exploring Technology

Our vision is to continue exploring waste technology can be used to improve recycling and waste services

How we receive and look for information is changing. As a result, the councils will explore how technology can be used to improve our services, for example, how we receive and communicate information.

We will strengthen the link between our customer services and collection crews in order to deliver real time information to customers by 2021. We will do this by installing GPS tracking systems and in-cab technologies to assist staff and inform residents.

Residents and business will be able to access core waste services online on days and times convenient to them and as we shift resources online we shall support residents and businesses through our digital champions' investment.

Outcomes – What we want to achieve

- 24/7 online customer access to core waste services
- Speed up communication between collection crews and customer services
- Using technology to support staff, customers, road users and protect property

Outputs – How will we achieve it?

- Real time collection information available to customers online by 2021
- Installation of GPS tracking, state-of-the-art camera systems and in-cab technology on all new collection vehicles
- Invest £50,000 of resources a year in digital champions to drive improved use of news and existing technology for both staff and customers

Key performance Indicators – How we will measure our performance

- Use technology to monitor contracts
- Respond to customer enquiries in accordance with council response times

Strategic Priority 5: Influencing Decision Making

Our vision is to be proactive to influence decision-making on waste at European, national and local level, to drive investment into infrastructure within the South Yorkshire economy

We wish to maintain our leadership as an advocate and frontrunner of innovation in waste management in order to drive investment into our region, bringing new opportunities and jobs.

We shall therefore work to ensure that our voices remain heard at a regional and national level and on all new developments.

By 2021 we aim to have secured external funding for use in developing public resources such as Household Waste Recycling Centres.

Outcomes – What we want to achieve

- Ensure South Yorkshire remains a strategic leader in waste management
- Ensure that the South Yorkshire voice is heard at a regional and national level
- Support industry recognised organisations by sharing best practice

Outputs – How will we achieve it?

- Lobby central government on emerging waste policies and legislation
- Secure £5 million of external funding and investment for South Yorkshire by 2021 for use in infrastructure projects e.g. Household Waste Recycling Centres
- Provide resources for continuing professional development for industry recognised institutes

Key performance Indicators – How we will measure our performance

- Supporting our staff to achieve professional qualifications that will support our waste management services
- Number of Continuous Professional Development events
- Attendance at and contribution to public sector events

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Strategic priority	Action number	Measurable action	Start	End	Responsible Person
Educate and inspire	1	Increase recycling by 10kg per household by 2021	April 2017	March 2021	CELO
Educate and inspire	2	Reduce household waste by 2kg per household each year – year on year until 2021	April 2017	December 2021	CELO
Educate and inspire	3	Deliver a targeted reduce, re-use, recycle campaign to at least 100,000 middle performing households across South Yorkshire each year	April 2018	December 2021	Councils
Educate and inspire	4	All of our actions, practices, policies and communications will be reviewed and written to uphold the principles of the waste hierarchy	April 2017	December 2021	Councils
Reliable service	5	Implement, publish and promote South Yorkshire's Waste Customer Charter by 31st December 2017	April 2017	December 2017	Councils
Reliable service	6	By the 1 st January 2019 we will have a plan for how South Yorkshire can deliver a standardised service including materials, containers and collection frequency	April 2017	January 2019	Councils
Reliable service	7	Produce and make available a commercial waste guide for businesses across South Yorkshire by March 2018	April 2017	March 2018	CELO
Reliable service	8	Support an additional 300 Small, Medium Enterprises across South Yorkshire to access appropriate and cost effective waste services by 2021	April 2017	December 2021	Councils
Reliable service	9	Look at the possibility of a shared waste asset and resource plan by 1 st April 2018 to maintain a reliable and user friendly service for residents	April 2017	April 2018	Councils
Working together	10	Develop a knowledge bank capturing local and national best practice by 31 st December 2017	April 2017	December 2017	BDR team
Working together	11	South Yorkshire councils will sign up to an agreed way of working by December 2017	April 2017	December 2017	BDT team

Working together	12	Deliver and implement a joint commercial plan which will save the councils £2 million by 2021	April 2017	December 2021	Councils
Working together	13	Share events and develop an attendance rota, cost sharing and feedback method	April 2017	March 2021	Councils
Exploring technology	14	Real time collection information available to customers online by 2021	April 2019	March 2021	Councils
Exploring technology	15	Installation of GPS tracking, state-of-the-art camera systems and in-cab technology on all new collection vehicles	April 2017	March 2021	Councils
Exploring technology	16	Invest £50,000 of resources a year in digital champions to drive improved use of new and existing technology for both staff and customers	April 2018	March 2021	Councils
Influencing decisions making	17	Lobby central government on emerging waste policies and legislation	April 2017	March 2021	Councils
Influencing decisions making	18	Secure £5 million of external funding and investment for South Yorkshire by 2021 for use in infrastructure projects, e.g. Household Waste Recycling Centres	April 2017	March 2021	Councils
Influencing decisions making	19	Provide resources for continuing professional development for industry-recognised institutes	April 2017	March 2021	CELO/ Councils

What will we do to support South Yorkshire's people?

We want South Yorkshire's communities to thrive by encouraging residents to make sustainable choices which make the most of resources. We will achieve this through:

Engagement

The consultation identified education as a priority to engage with people, communities and business. Education will allow us to empower people to help them make informed and sustainable choices. Our educational campaigns will promote sustainable and economical practices, and where relevant, support national campaigns.

Standardisation of services

We plan to synchronise South Yorkshire's services to provide a more harmonised service in the future. This means pursuing the same type of collection materials and containers. This will help to mitigate contamination, drive up recycling rates and enable resources (e.g. fleet vehicles) to be used across the region, reducing costs for scenarios such as vehicle breakdowns.

- Common collections: materials, frequency and combined purchasing
- Business as usual: continuing to deliver a reliable and efficient service

Explore new economic prospects

In the face of budget cuts, increases in landfill tax and challenging targets to increase recycling, the councils will seek to explore new economic opportunities. For example, the development of local authority financed and operated infrastructure – leading to job creation. The councils will also explore potential to expand the provision of their waste services to very small individual businesses in order to help them and cut down on fly-tipping in the region.

Working differently together

Together we can make a difference in reducing our waste in order to maximise our resources. Through working together we can offer services that use best practice and offer the best value for money

Digital technology

As digital technology is increasingly forming a part of people's daily lives it is important that the councils utilise this to complement other approaches. The digitalisation of council services will aim to maximise the customer benefits and make cost savings. We will focus on:

- Investing-to save: improving the range of services available online so that residents and businesses can find information or complete their dealing with the councils in ways which are convenient to them and save public money
- Digital skills: supporting residents and business to get online to make the most of resources
- New ways of working: faster access to customer data and partner organisations

Governance

The difficult funding situation facing council's means that we will need to continue to make hard decisions with far-reaching implications for the way in which we and our partners deliver services. This will impact on local people. The region's aspirations for creating a prosperous place to live will require the councils' continued input into:

- Participation in national and local consultations
- Transparency of our decision-making
- Increasing our accountability to our service users

How will we measure success?

The South Yorkshire Municipal Waste Strategy will use a variety of key performance indicators (also known as KPIs) to monitor how well our waste and recycling services are performing. We do this to ensure that we meet the needs and wishes of our communities, services are efficient and value for money.

With some services it is fairly easy to answer these questions. We know how many bins we lift and how many people use our leisure centres. It is not so easy to measure a service such as economic development or community relations. Even when we get an answer, what exactly is it telling us? If we spend more on a particular service than another council, is this because we are providing a better service or because we are less efficient? Other factors can also affect the cost of a service, for example, the cost of refuse collection will be affected by whether an area is urban or rural.

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Strategic priority	KPI Action	Key Performance Indicator	Reported	Responsible Person
Educate and inspire	1	Monitor how many people visit the waste education resources pages of the South Yorkshire Council and the BDR websites	Annually	CELO and Council
Educate and inspire	2	Compare recycling figures annually to track performance	Annually	BDR Team
Educate and inspire	3	Engage with residents and businesses at campaign events	Annually	CELO and Councils
Educate and inspire	4	Monitor and report fly-tipping incidents	Annually	Councils
Reliable service	5	We aim to assist 60 businesses each year	Annually	Councils
Reliable service	6	Number of bins collected (as a %)	Annually	Councils
Reliable service	7	Record and monitor complaints and compliments from residents	Annually	CELO and Councils
Reliable service	8	Record number of vehicle breakdowns	Annually	Councils
Reliable service	9	Increase participation	Annually	Councils and CELO
Working together	10	Bottom quartile for collection and disposal cost i.e. cost per household	Annually	BDR team
Working together	11	Bottom quartile for residual waste arising's i.e. kg per household or kg per head	Annually	BDT team
Exploring technology	14	Use technology to monitor contracts	Annually	Councils
Exploring technology	15	Respond to customer enquiries in accordance with council response times	Annually	Councils

Document 7 – SYMWS (operational document) V5

Exploring technology	16	Supporting our staff to achieve professional qualifications that will support our waste management services	Annually	Councils
Influencing decisions making	17	Number of Continuous Professional Development events	Annually	Councils
Influencing decisions making	18	Attendance at and contribution to public sector events	Annually	Councils

Glossary

Agricultural: Agricultural waste is waste produced as a result of various agricultural operations. It includes manure and other wastes from farms, poultry houses and slaughterhouses; harvest waste; fertilizer run-off from fields; pesticides that enter into water, air or soils; and salt and silt drained from fields.

Anaerobic Digestion (AD): Anaerobic digestion is a collection of processes by which micro-organisms break down biodegradable material in the absence of oxygen. The process is used for industrial or domestic purposes to manage waste and/or to produce fuels.

Bulky waste: Large items of household waste such as furniture, fridges and mattresses.

Commercial Industrial: The solid component of the waste stream arising from commercial, industrial, government, public or domestic premises (not collected as Municipal Solid Waste), but does not contain Listed Waste, Hazardous Waste or Radioactive Waste.

Commercial waste similar to household waste: Any item that a business no longer wants and needs to get rid of such as paper, kitchen waste, packaging, and general dry non-hazardous waste. This can be from shops, pubs, offices, schools, manufacturing or clinics and business premises (including charities) which are not used purely for domestic living accommodation. Any waste generated by a business, regardless of it being of a domestic nature (such as kitchen waste) is classed as business waste.

Construction and Demolition: Arises from activities such as the construction of buildings and civil infrastructure and is one of the heaviest and most voluminous waste streams generated in the EU. It consists of numerous materials, including concrete, bricks, gypsum, wood, glass, metals, plastic, and solvents, asbestos and excavated soil, much of which can be recycled.

Consultation: The dynamic process of dialogue between individuals or groups, based upon a genuine exchange of views, and normally with the objective of influencing decisions, policies or programmes of action.

Department for Environment, Food and Rural Affairs (DEFRA): UK Government department responsible for safeguarding the natural environment.

Dry recyclable waste: Is waste that is free from contaminants such as construction, food or garden waste, leaving clean materials such as paper, cardboard, plastic bottles, drinks cans and glass bottles to be sorted and recycled.

Energy from Waste facilities: A facility that burns waste generating electricity and, at certain facilities, heat.

Energy recovery: The process of recovering the embodied energy of a material through incineration.

Fly tipping: Waste which has been illegally dumped.

Garden waste: Unwanted organic material produced by gardening, such as grass cuttings and hedge clippings.

Grounds maintenance: Waste which results from keeping a landscape healthy, clean, safe and attractive, e.g. public parks.

Gully emptying: Road gullies allow water to drain away from roads and footpaths, and are emptied regularly of debris, silt and litter.

Hazardous waste: Waste is considered 'hazardous' under environmental legislation when it contains substances or has properties that might make it harmful to human health or the environment.

Highways waste: Maintaining 'publicly maintained' or 'adopted' roads, pavements and highways, which includes removing what is called 'detritus' from the highways; this includes silt, grit, gravel, and soil, as well as rotted organic matter like leaves and blossom fall.

Household residual waste: Materials and products which are unable to be re-used, recycled or composted and these are the materials that end up in residual waste and drive the need for disposal technologies such as landfill and incineration.

Household Waste Recycling Centres (HWRCs): Sites at which householders can deposit household waste free of charge for re-use, recycling, composting or disposal.

Local Authority Collected Municipal Waste (LACMW): This is the previous 'municipal' element of the waste collected by local authorities. It is household waste and business waste collected by the local authority and is similar in nature and composition as required by the Landfill Directive. This is the definition that will be used for Landfill Allowance Trading Scheme.

Local Plan: The plan for the future development of the local area, drawn up by the local planning authority in consultation with the community. Legally this is described as the development plan documents adopted under the Planning and Compulsory Purchase Act 2004. Current core strategies or other planning policies, which under the regulations would be considered to be development plan documents, form part of the Local Plan. The term includes old policies which have been saved under the 2004 Act.

Materials Recycling Facilities (MRFs): A sorting plant where recyclables are separated into their different material streams.

Mechanical Biological Treatment (MBT): An MBT facility is a type of waste processing that combines a sorting facility with a form of biological treatment such as composting or anaerobic digestion. MBT plants are designed to process mixed household waste as well as commercial and industrial wastes.

Office for National Statistics (ONS): The UK's largest independent producer of official statistics.

Qualitative research: Is used to gain an understanding of underlying reasons, opinions, and motivations

Quantitative research: is used to quantify the problem by generating numerical data which can be turned into usable statistics.

Recycling: The reprocessing of wastes, either into the same material (closed-loop) or a different material (open-loop), for the original or another purpose. This does not include reprocessing for fuel or backfilling.

Remediation: The removal of pollution or contaminants from environmental material so it can be put to beneficial re-use.

Re-use: The beneficial re-use of materials in their current form (either on-site or off-site) and for the same purpose for which it was made.

Separately collected and healthcare waste: This needs to be collected separately from other domestic waste and includes human tissue, blood, bodily fluids, drugs, swabs or dressing, and sharps.

Strategic Environmental Assessment (SEA): SEA is a systematic decision support process, aimed at ensuring that environmental and other sustainability aspects are considered effectively in policy, plans and programme making.
Street cleansing (including litter bins): Street sweeping is the removal of mud, litter,

leaves, grit and debris from the roadside. This also includes the contents of litter and dog waste bins.

Sustainability Appraisal (SA): Under UK planning law, a sustainability appraisal is an examination of the economic, environmental, and social effects of a plan from the outset of the preparation process to allow decisions to be made that accord with sustainable development.

Transfer stations: A place where waste is aggregated for onward transit in bigger vehicles.

Waste: The legal definition of waste as defined in the EU Waste Framework Directive is “any substance or object which the holder discards or intends or is required to discard.” (Article 1(A)).

Waste and Resources Action Programme (WRAP): Is a registered charity established in 2000 to work with businesses, individuals and communities to promote waste reduction and the circular economy. WRAP has developed campaigns such as ‘Recycle Now’, ‘Love Food. Hate Waste’ and ‘Love your Clothes’.

Definitions of “waste from households” and “household waste”:

‘Waste from household’ and ‘waste not from households’ are different definitions from the previous ‘household’ and ‘non household’ waste.

Recycling (including composting and reuse)	"Waste from households" recycling	"Households waste" recycling
From households and other premises similar to households	✓	✓
From street recycling bins	x	✓
From household-related parks and grounds	Community skips only	✓
From soil	x	✓
From rubble and plasterboard	x	x
From compost-like output from MBT plant	x	✓
From incineration bottom ash (IBA) & IBA metals	x	x
Other, from residual streams	Some outputs	✓
Recycling rejections	x	x

Residual waste	"Waste from households" residual	"Household waste" residual
From regular household collection	✓	✓
From civic amenity sites	✓	✓
From bulky waste	✓	✓

From other household waste	✓	✓
From street cleaning/sweeping	✗	✓
From gully emptying	✗	✓
From separately collected healthcare waste	✗	✓
From asbestos waste	✗	✓

i World Commission on Environment and Development's (the Brundtland Commission). (1987). *Our Common Future*. Oxford, Oxford University Press.

ii House of Commons Library (2009) 'Landfill Tax: introduction and early history' SN/BT/237; LetsRecycle (2015) Landfill tax to hit £84.40'. Last accessed on 29/02/2016 at <http://www.letsrecycle.com/news/latest-news/landfill-tax-to-hit-84-40-per-tonne-in-2016/>

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https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/218586/l_31220081122en00030030.pdf; Legislation last accessed on 01/03/2015 at

<http://www.legislation.gov.uk/ukxi/2011/988/regulation/12/made>; EUROPA (2016) last accessed on 01/03/2016 at http://ec.europa.eu/environment/waste/framework/pdf/guidance_doc.pdf

iv GOV. (2015). The Northern Powerhouse: One Agenda, One Economy, One North. Retrieved from: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/427339/the-northern-powerhouse-tagged.pdf

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viii This service varies and may not under the remit of a Councils Waste Management Department but is handled by another department.

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xi This service varies and may not under the remit of a Councils Waste Management Department but is handled by another department.

xii Office for National Statistics. (2012). Ward Population Estimates.

xiii Office for National Statistics. (2012). *Population figures for mid-2012 to mid-2037 for persons, males and females in five year age groups for local authorities in England*. Retrieved from <https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/datasets/localauthoritiesinenglandtable2>

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xv The University of Sheffield. (no date). *A Tale of Two Cities the Sheffield Project*. Retrieved from: http://www.sasi.group.shef.ac.uk/research/sheffield/a_tale_of_2_cities_sheffield_project_final_report.pdf

xvi Office of National Statistics. (2011). Retrieved from: www.ons.gov.uk/.../key-statistics---yorkshire-and-the-humber.html

^{xvii} Martin, M., Williams, I. D., and Clark, M. (2006). *Social, Cultural and Structural Influences on Household Waste Recycling: A Case Study*. Resources, Conservation and Recycling 48:357-395; WRAP. (2012). *Recycling collections for flats – bring recycling scheme*. Retrieved from: <http://www.wrap.org.uk/content/recycling-collections-flats-bring-recycling-schemes>

^{xviii} WRAP. (2008). Summary Report Barriers to recycling at home. Retrieved from http://www.wrap.org.uk/sites/files/wrap/Barriers_to_Recycling_Summary_Report.pdf

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<p>Under the Equality Act 2010 Protected characteristics are age, disability, gender, gender identity, race, religion or belief, sexuality, civil partnerships and marriage, pregnancy and maternity. Page 6 of guidance. Other areas to note see guidance appendix 1</p>	
<p>Name of policy, service or function. If a policy, list any associated policies:</p>	<p>South Yorkshire Municipal Waste Strategy 2016-2021 (SYMWS)</p>
<p>Name of service and Directorate</p>	<p>Environment and Development Service</p>
<p>Lead manager</p>	<p>Lisbeth Baxter – BDR Manager</p>
<p>Date of Equality Analysis (EA)</p>	<p>2017</p>
<p>Names of those involved in the EA (Should include at least two other people)</p>	<p>Lisbeth Baxter BDR Manager Russell Flint – BDR Contract Compliance Officer Rowena Machon - Graduate Waste Strategy Assistant Zaidah Ahmed, MBE - Corporate Equalities and Diversity Officer</p>
<p>Aim/Scope (who the Policy /Service affects and intended outcomes if known) See page 7 of guidance step 1</p> <p>In 2015 Barnsley, Doncaster, Rotherham and Sheffield Councils came together to review their current waste strategies and agreed to develop a joint waste strategy for the future management of waste across South Yorkshire.</p> <p>An eight week consultation ran during June and July 2016 asking residents and businesses to comment on the strategy vision – ‘to reduce, reuse, recycle and recover energy from 95% of South Yorkshires waste’ and rank the following priorities (see below) which the partnership wish to develop:</p> <p>Priority A – We aim to encourage and inspire children and adults across Barnsley, Doncaster, Rotherham and Sheffield to make less waste by reducing, re-using and recycling more.</p> <p>Priority B –The four Councils will work together more closely to deliver value for money services.</p> <p>Priority C – We will work hard to deliver and maintain a dependable and reliable service to all our customers.</p> <p>Priority D – We will continue to explore how technology can be used to improve recycling and waste services.</p> <p>Priority E – We will be pro-active to influence decision-making on waste at European, National and local level, to drive investment into infrastructure within the South Yorkshire Economy.</p>	

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In total 1062 people participated in the consultation. This elicited a number of public opinions which have been used in the development of the final strategy.

Local Authorities have a statutory duty to collect and dispose of household Waste generated within their district. The Councils waste management services provide kerbside residual waste and recycling collections, Household Waste Recycling Centres (HWRCs), recycling bring banks, commercial waste collections (from businesses and offices producing similar waste to household waste), and clinical waste collections. Collecting waste from every household means there is the potential for everyone to be affected. However the waste management policies ensure that no one is ever discriminated against when using the service.

The SYWS 2016-2021 and its priorities will not directly affect the front line services provided by the Barnsley, Doncaster, Rotherham and Sheffield waste management teams. The strategy will however influence the decision making process for future service changes. The strategy will be in place to ensure robust management decisions are made to drive collective thinking and a resilient and reliable service for the future.

The key stakeholders affected by this strategy are; the public, council officers, elected Members and the Council's contractors that deliver the services on the council's behalf.

What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? See page 7 of guidance step 2

Barnsley, Doncaster and Rotherham Metropolitan Borough Councils and Sheffield City Council jointly form South Yorkshire. An area which covers 1,500 km² (600 square miles) with an estimated population of 1.35 million people which is distributed as shown below.

South Yorkshires population 2016

Local Authority	Population	Area Size (km ²)
Barnsley	231,221	329.1
Doncaster	302,402	568.0
Rotherham	257,280	286.5
Sheffield	552,698	367.9
Total	1,343,601	1,551.0

The front line services provided by the Waste Management Departments to residents include:

- Kerbside waste and recycling collection for every household
- Provision of the HWRCs and recycling bring banks
- The commercial waste collections (for business creating waste similar to that from a household)
- Clinical waste collections

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The departments are also responsible for communicating information to residents on issues such as collection timetables (e.g. bin calendars), materials accepted at kerbside recycling services, reporting missed bins and how to replace bins, boxes or bags.

Access to the service is available to all households.

The SYMWS will set the direction of travel for the front line service. In itself it will not directly affect or be affected by the protected characteristics of any communities or individuals. Any projects of service resulting from the implementation of the strategy will be subject to their own EA

Engagement undertaken with customers. (date and group(s) consulted and key findings) See page 7 of guidance step 3

The SYMWS consultation ran for eight weeks over June and July 2016. The consultation included nine public consultation events and various media coverage including: print media, website pages, twitter and paid for Facebook coverage.

One week prior to the consultation media outlets announced the start of consultation. Updates and reminders continued throughout the consultation period. Followed by a closure announcement. Residents and businesses were directed to have their say – completing the paper questionnaire or using the online questionnaire link. More than one questionnaire could be completed as based upon the premise that some people could be residents and a local business owner and have different priorities.

In total nine open events for the consultation where residents and business were invited to provide their feedback. Consultation dates were:

- Monday 6th June: DMBC – Mansion House
- Tuesday 7th June RMBC – Town Hall
- Thursday 9th June SCC - Town Hall
- Tuesday 14th June BMBC – Town Hall
- Saturday 25th June – Crewboree
- Tuesday 12th July DMBC – Civic Building
- Wednesday 13th July BMBC – Better Barnsley Shop
- Tuesday 19th July RMBC – Riverside
- Wednesday 20th July SCC – The Moor Market

Events were publicised in print media, website pages, twitter and paid for Facebook coverage. To ensure the adverts were accessible alternative formats and languages were signposted as available on request.

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	<p><u>Key Findings</u></p> <p>Part of the SYWS included monitoring questions. These provided equality information for the strategy. The consultation results showed that 89.3% of those who participated were local residents. With a 40.3% response rate from those aged 46-65 years. With responses elicited from a range of ethnic backgrounds as shown below:</p> <table><tr><th>Ethnic group</th><th>Total</th><th>Percentage</th></tr><tr><td>Asian, Asian black</td><td>11</td><td>1.0%</td></tr><tr><td>Black African, Caribbean or Black British</td><td>6</td><td>0.6%</td></tr><tr><td>Mixed Heritage</td><td>9</td><td>0.8%</td></tr><tr><td>Other Ethnicity</td><td>17</td><td>1.6%</td></tr><tr><td>Other Blank</td><td>35</td><td>3.3%</td></tr><tr><td>White</td><td>984</td><td>92.7%</td></tr><tr><td>Total</td><td>1062</td><td>100%</td></tr></table> <table><tr><th>Gender</th><th>Total</th><th>Percentage</th></tr><tr><td>Female</td><td>589</td><td>55</td></tr><tr><td>Male</td><td>445</td><td>42</td></tr><tr><td>Other</td><td>5</td><td>0</td></tr><tr><td>Blank</td><td>23</td><td>2</td></tr><tr><td>Total</td><td>1062</td><td>100</td></tr></table> <p>The data from the consultation has been quantitatively and thematically analysed. This triangular data approach has helped identify priorities for local residents and businesses. Whilst highlighting specific issues for residents. The top three themes raised by residents included the introduction of plastic, education and service standards. These responses have been identified in the SYWS outcomes and outputs.</p> <p>For more information about the consultation, methodology and results please see the Consultation Report South Yorkshire Waste Strategy.</p>	Ethnic group	Total	Percentage	Asian, Asian black	11	1.0%	Black African, Caribbean or Black British	6	0.6%	Mixed Heritage	9	0.8%	Other Ethnicity	17	1.6%	Other Blank	35	3.3%	White	984	92.7%	Total	1062	100%	Gender	Total	Percentage	Female	589	55	Male	445	42	Other	5	0	Blank	23	2	Total	1062	100
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Male	445	42																																									
Other	5	0																																									
Blank	23	2																																									
Total	1062	100																																									
<p>Engagement undertaken with staff about the implications on service users (date and group(s) consulted and key findings) See page 7 of guidance step 3</p>	<p>Engagement has been undertaken with staff about the implications on service users in regards to the SYWS.</p> <p>The outcomes, outputs and Key Performance Indicators of the SYMWS have been created by the working group (consisting of the waste managers from Barnsley, Doncaster, Rotherham and Sheffield Council's) and were produced in line with each council's corporate plans, budgets and waste management strategies.</p>																																										

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	<p>The SYMWS will be subject to approval through the BDR Governance Structure and has been agreed by the SYWS Steering Committee consisting of four Assistant Strategic Directors (representing each of the authority's interests). The SMYWS has been discussed at a meeting of Portfolio Holders across the South Yorkshire Region.</p> <p>Full adoption of the SYMWS will be in line with each of the South Yorkshire Council's Governance requirements.</p>
<p>The Analysis</p>	
<p>How do you think the Policy/Service meets the needs of different communities and groups? Protected characteristics of age, disability, gender, gender identity, race, religion or belief, sexuality, Civil Partnerships and Marriage, Pregnancy and Maternity. Rotherham also includes Carers as a specific group. Other areas to note are Financial Inclusion, Fuel Poverty, and other social economic factors. This list is not exhaustive - see guidance appendix 1 and page 8 of guidance step 4.</p> <p>The priorities of the SYWS will not directly affect the service provisions. The SYWS will be an overarching strategy that enables the four authorities to work towards common goals. The SYWS 2016-2021 will be the first formal step in aligning services. The action plan has been devised using the guiding principles of the strategy. If any of these directly affects service users there may be a requirement for further consultations and Equality Assessments.</p> <p>Only priority C will directly affect the front line services provided by the waste management teams by the South Yorkshire Councils.</p> <p>"Priority C – We will work hard to deliver and maintain a dependable and reliable service to all our customers."</p> <p>This should have a positive impact on all communities within the Authorities, but will not discriminate positively or negatively on any areas, communities or individuals.</p>	
<p>Analysis of the actual or likely effect of the Policy or Service: See page 8 of guidance step 4 and 5</p> <p>Does your Policy/Service present any problems or barriers to communities or Group? Identify by protected characteristics Does the Service/Policy provide any improvements/remove barriers? Identify by protected characteristics</p> <p>The overarching aim and priorities of the Waste Strategy will not present any problems or barriers to communities or groups.</p> <p>What affect will the Policy/Service have on community relations? Identify by protected characteristics</p> <p>There are no identified effects on community relations. However a dependable reliable service will increase customer satisfaction.</p>	

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Please list any **actions and targets** by Protected Characteristic that need to be taken as a consequence of this assessment and ensure that they are added into your service plan.

Website Key Findings Summary: To meet legislative requirements a summary of the Equality Analysis needs to be completed and published.

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Equality Analysis Action Plan - See page 9 of guidance step 6 and 7

Time Period

Manager:..... Service Area:..... Tel:.....

Title of Equality Analysis:

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic.

List all the Actions and Equality Targets identified

Action/Target		State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
The South Yorkshire Waste Strategy will be reviewed every 5 years. The EA will be reviewed in conjunction with this		All	November 2021
The EA will be reviewed each time one of the four authorities implement a significant service change		All	TBC
Communication campaigns will be subject to their own individual EA		All	TBC
Name Of Director who approved Plan		Date	

*A = Age, C= Carers D= Disability, G = Gender, GI Gender Identity, O= other groups, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage.

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Website Summary – Please complete for publishing on our website and append to any reports to Elected Members, SLT or Directorate Management Teams

Completed equality analysis	Key findings	Future actions
Directorate: Regeneration and Environment Function, policy or proposal name: South Yorkshire Municipal Waste Strategy Function or policy status: New Name of lead officer completing the assessment: Lisbeth Baxter Date of assessment: 01/06/2017	The adoption of the SYMWS should not have any effect on individuals or communities within the protected characteristic groups	Any future action plans developed to assist in implement the SYMWS and service changes will be subject to their own individual EA's

BARNSELEY METROPOLITAN BOROUGH COUNCIL

This matter is not a Key Decision within the Council's definition and has not been included in the relevant Forward Plan

**REPORT OF THE
EXECUTIVE DIRECTOR FOR PLACE
TO CABINET ON 1st November 2017**

Revision to Assisted Waste and Recycling Collection Policy

1. PURPOSE OF REPORT

To set out the proposed changes to the current Assisted Collection Policy highlighting amendments to the eligibility criteria and the introduction of an administration and renewal fee.

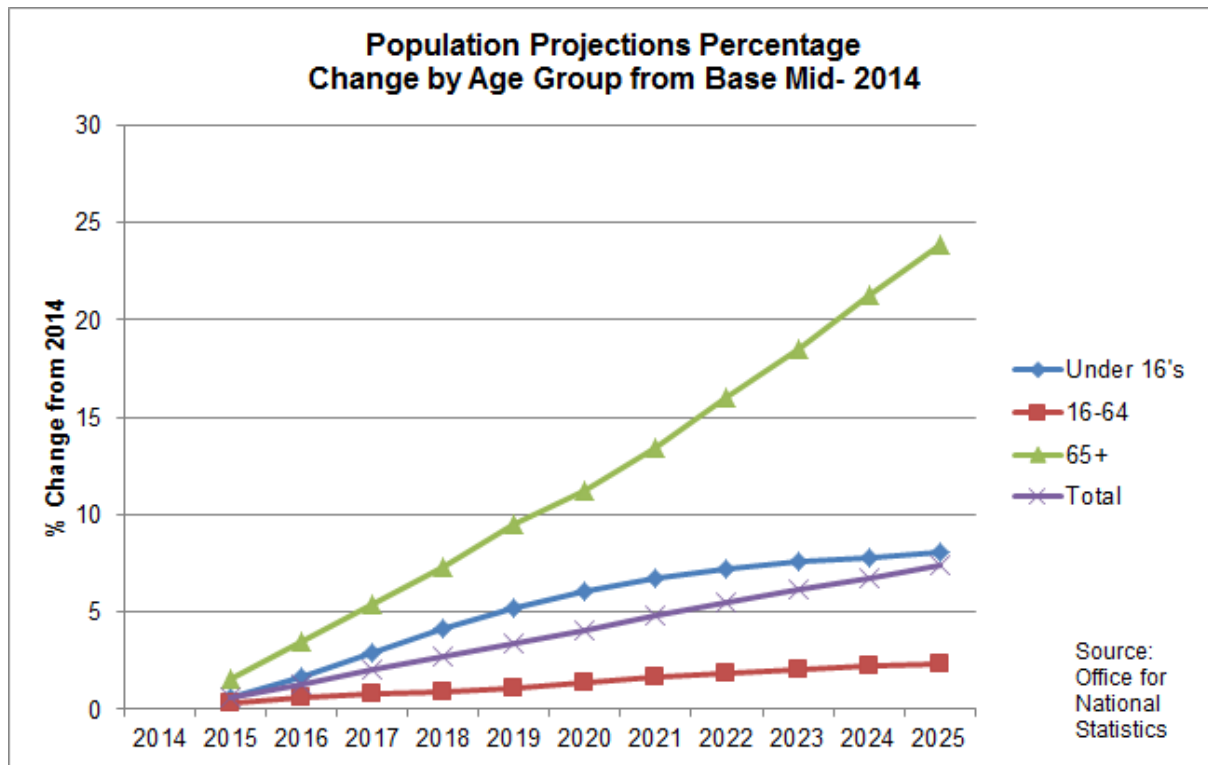
2. RECOMMENDATIONS

- 2.1. To amend the current eligibility criteria so that the age of applicants is no longer considered as a determining factor for new applicants, after 23rd November 2017; and
- 2.2. To introduce an administration fee of £10 which will be applied to all new applicants and those renewing the service; and
- 2.3. To introduce a revised application process for service users to reduce the time taken to determine applications; and
- 2.4. That, once approved, the new policy changes will only be applied to new applicants.
- 2.5. To support a pilot project that determines whether waste and recycling technology is suitably developed to consider the implementation of an 'on-demand' assisted collection.

3. INTRODUCTION

- 3.1. The Council's Assisted Collection service has been in place for over 20 years and has changed very little over that time. The service is accessible for all residents who meet one of the following criteria;
 - Applicants are 80 years old or over;
 - Applicants have a physical disability and don't live with anyone who can put refuse containers out for collection.
- 3.2. The Waste Collection service currently provides assisted collections to 4,325 properties in Barnsley. This equates to around 4% of the total population.
- 3.3. On average the service receives 32 new application each month, 70% of which are automatically eligible for the service due to the age of the applicants being 80 years or older. The remainder request the service on the grounds that they are physically unable to move their bins to the kerbside for collection.

- 3.4. This bias in application eligibility towards the age based criteria is supported by the ONS mid 2014 based population projection estimates. This data demonstrates that Barnsley has an aging population with the age range demographic experiencing the most growth being the 65years +. By 2045 it is estimated that the 65+years demographic will make up almost 25% of the total population.



- 3.5. Further analysis shows that there are 11,000 residents in Barnsley who are aged 80 years or older and who would automatically qualify for an assisted collection service based on the current criteria.
- 3.6. Observations carried out by the Service indicate that on average an assisted collection takes 1 min 30 sec longer to carry out than a standard kerbside collection. This may not appear to be a significant amount of time in isolation, however, when multiplied to reflect the current number of active service users this equates to around 108 hrs per week of front line service capacity.
- 3.7. In order to apply a degree of control to the total number of residents receiving the service, the current database of active users is refreshed every 2-3 years. This involves writing to all users and requesting notification that they still require the service. Typically around 25% of all users contacted no longer require the assisted collection service.
- 3.8. With the pressure on front line services to operate with greater efficiency and productivity against a backdrop of increasing demand for services, due to an aging population and increasing housing levels, existing policy's must be reviewed to ensure they are fit for purpose for the next 3-5 years. The following sections set out the proposals and rationale for amending the current assisted collection policy with a view to maximising efficiency and productivity of front line services.

4. PROPOSAL AND JUSTIFICATION

4.1. The following sets out the options with regard to potential policy changes.

4.2. Option 1 – Do Nothing

4.2.1. Preserving the current Policy puts the front line waste collection service at risk of ever increasing demand. As highlighted in paragraph 3.6, each and every assisted collection carried out reduces the overall daily collection capacity of the front line crews and reduces overall productivity levels. In short, in the time it takes to carry out 1 assisted collection, 5 standard collections could be completed.

4.2.2. With an aging population and an annual increase in the nett number of households (approximately 800 additional properties per year) the core aim of the Waste Collection service is to maximise the use of its resources so that it can absorb demand without additional investment.

4.2.3. If the policy is not amended as proposed then the result would be less efficient and less productive collection rounds which are less able to absorb the increasing demand for services. This would lead to the service requiring additional resources (vehicles and staff) at significant additional cost to the Authority. The current cost of providing a refuse collection vehicle and three man crew is around £130,000

4.2.4. Alternatively, by trying to absorb the increasing demand within existing resources would put additional pressure on an already stretched service which in turn would result in a poorer quality of service for all users and additional workflow though supporting council services i.e. Customer Services (call centre and complaint teams)

4.3. Option 2 – Proposed Policy Amendments

4.3.1. The proposed policy changes can be categorised in the following way;

- Changes to eligibility criteria;
- Changes to evidence required to support an application;
- Changes to the renewal frequency; and
- Changes to the recovery of administration and processing costs;
- Changes to the default service provision for eligible users.

4.3.2. Eligibility Criteria

4.3.3. As highlighted in paragraph 3.1 the current criteria for eligibility centres on two key factors;

- The applicant being 80 years or older and not living with anyone who can put bins to the kerbside; or
- The applicant having a physical disability and not living with anyone who can take bins to the kerbside.

4.3.4. The proposed change to the current eligibility criteria is to remove the age trigger and simply rely on applicants demonstrating that they are unable to move bins to the kerbside because of a disability or medical condition.

- 4.3.5. This change would reduce the exposure of the service to an increasing number automatic age based applicants and instead base the criteria for eligibility on whether or not, irrespective of age, a resident can place their bins out for collection.
- 4.3.6. The proposed change to eligibility is in keeping with the policy adopted by other Councils across the country i.e. Newcastle, Salford, Rochdale, East Cambridge, N.E. Lincs', Durham and Huntingdonshire.
- 4.3.7. Supporting evidence
- 4.3.8. The current policy requires no evidence to be supplied in respect of an applicant's age. Instead the service cross reference the applicant's submitted details with the details held on existing council systems (i.e. Academy).
- 4.3.9. With regard to providing evidence with respect to eligibility on disability or medical grounds the proposal is to leave this unchanged. Applicants will still be required to submit a G.P. authorised application form which is evidenced by obtaining a stamp from their G.P.'s practice.
- 4.3.10. Renewal Frequency
- 4.3.11. The proposal is to renew the active list every 12 months, rather than writing to users every 2/3 years, to improve the accuracy of the information that is kept on eligibility for the assisted service.
- 4.3.12. By renewing the active list more frequently will allow the service to maintain as accurate a record as possible so that collection resources are not directed to properties who no longer qualify or require the assisted collection service.
- 4.3.13. This change in frequency better discharges our responsibility under Schedule 1 of the Data Protection Act 1998 -

Principle 4 – Personal data shall be accurate and, where necessary, kept up to date.

- 4.3.14. Recovery of Administration costs
- 4.3.15. It is proposed to introduce an administration charge of £10 for all new applications and/or the annual renewal of these users. This charge is in line with the fee charged for applying for a blue badge.
- 4.3.16. For clarity, it is not proposed to apply this charge to the current active list of service users. I.e. no retrospective charging will take place.
- 4.3.17. The administration charge will offset the cost of processing the application /renewal and a visit to the property by the waste collections team to agree the level of service required by the resident.

4.3.18. Redefining the Default Service Provision

- 4.3.19. Residents eligible under the proposed policy changes will have their waste and recycling collected from an agreed location on their property that is safe and accessible for the refuse collection crews.
- 4.3.20. The service will provide an assisted collection service to those residents who are unable to place waste and recycling bins /sacks on the kerbside for collection because of a medical condition or disability regardless of age. There must be no-one else living at the property who is able to move bins to the kerbside.
- 4.3.21. This default service offer will include the collection of the grey residual bin and will also include the collection of green garden waste and recycling bins provided the resident produces sufficient recycling to at least half fill a recycling bin in a four week period or the green bin in a two weekly period.
- 4.3.22. For those residents who only produce small quantities of recycling it is proposed that the service will advise them that the assisted service will only cover the grey bin and all waste and recycling should be placed in this bin. For those residents who query this approach we can make them aware that the BDR Waste PFI treatment plant will separate out their general waste into recyclates and create a fuel to generate electricity. Furthermore, we can ensure that more than 95% of their bin will avoid being landfilled. This is a 2020 Corporate Outcome target.
- 4.3.23. The proposed policy changes are summarised in Appendix A.
- 4.4. As part of the implementation of these policy changes to support the consideration, evaluation and potential piloting of new technology being developed around 'on-demand' waste collection services.
 - 4.4.1. Technology in the waste and recycling sector exists that can monitor the levels of waste in the container that they are located. Service data generated by the unit can also predict how long it will take for a bin to become full.
 - 4.4.2. Once a container reaches a predetermined capacity level it can alert services requesting it to be emptied. When services have a number of these units deployed, management software can also develop collection routes based upon the collection data.
 - 4.4.3. From a customer perspective, this would mean that the bin would only be emptied once it had reached a predetermined level.
 - 4.4.4. From a service perspective it starts to allow us to route services based upon demand, rather than attending to every bin every collection.
 - 4.4.5. There are potential implications for both customers and the service. By piloting this we can determine how effective and efficient this could make the service for a potential future roll out.

5. IMPLICATIONS FOR LOCAL PEOPLE/SERVICE USERS

- 5.1. The revised policy for Assisted Collections will continue to fulfill the needs of those residents who genuinely require assistance to move their waste and recycling bins to the kerbside for collection. An Initial Equality Impact Assessment has been completed and is attached at Appendix B.

- 5.2. Existing service users will be unaffected by the proposed changes as it is recommended that the changes are only applied to new applicants.

6. FINANCIAL IMPLICATIONS

- 6.1. The proposed changes will generate capacity across the front line collection service; however it is difficult to quantify this as direct saving. Instead this should be viewed as a cost avoidance as any capacity generated as a result of the proposed changes will, over time, be taken up as new properties come on line across the borough.
- 6.2. The proposed £10 administration fee will generate around £960 over the first 12 months of the service, based on 8 successful new applicants being added to the service each month.

7. EMPLOYEE IMPLICATIONS

- 7.1. There are no employee implications

8. COMMUNICATIONS IMPLICATIONS

- 8.1. The current web pages and associated e-form will need to be amended and a policy will be published on our web site following approval of the changes.

9. CONSULTATIONS

- 9.1 We will write to all current members of the assisted collection scheme informing them of the changes to the service.

10. LIST OF APPENDICES

Appendix A – Summary of Proposed Changes
Appendix B – Initial Equality Impact Assessment

11. BACKGROUND PAPERS

Officer Contact: Matt Bell

Telephone No: 01226 774352

Date:09/08/2017

Financial Implications/Consultation

.....
*(To be signed by senior Financial Services officer
where no financial implications)*

Appendix A – Summary of proposed changes

	Current policy	Proposed
Eligibility criteria	Residents aged 80 or over Residents unable to move bins to kerbside because of disability or medical condition	Removal of age limit All residents unable to move bins to kerbside because of disability or medical condition
Evidence required	80 or over – no evidence required Medical condition- Paper form taken to G.P. to be stamped	All applicants will need to produce proof of disability or medical condition which may include a G.P. letter
Process	Simple e-form completed either on line or by contact centre Paper form posted out as necessary to be completed and returned to department	An e-form application form to include facility to download evidence and pay admin fee electronically
Renewal	All scheme members are written to every 2/3 years to confirm service still required	Annual renewal
Administration Fee	None in place	£10 administration fee for each new application or renewal.
Administration	Office based paper system	Electronic application and payment
Level of service	All waste and recycling bins are emptied	Default service will be grey bin only with option to include recycling bins if sufficient usage

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Equality Impact Assessment (Waste Management - Changes to Assisted Collections Policy)

Details

Service	Lead Officer	Date
Waste Management	Matt Bell	3rd October 2017
Business Unit	Email	Telephone
BU6 - Environment & Transport	matthewbell@barnsley.gov.uk	0

Summary

Outline of proposal
Revision to Assisted Waste and Recycling Collection Policy -to set out the proposed changes to the current Assisted Collection Policy, highlighting amendments to the eligibility criteria and the introduction of an administration and renewal fee.
Summary of objectives To amend the current eligibility criteria so that the age of applicants is no longer considered as a determining factor To introduce an administration fee of £10 which will be applied to all new applicants and those renewing the service To undertake an annual refresh of the service delivery database to maintain accuracy and comply with Data Protection principles To introduce a revised application process for service users to reduce the time taken to determine applications
Reference
0

Equality Impact Assessment (Waste Management - Changes to Assisted Collections Policy)

Step 1

What are the key equality and diversity questions you would like to ask?

eg Do some diverse groups experience poorer outcomes or barriers to access?

Do some diverse groups experience greater need for services?

How can the investment the help improve outcomes for diverse groups?

How can the investment help to promote equal access / take-up of services for all sections of the community?

1 How do you identify the people who are potentially eligible for support under the Assisted Collections Policy?

2 How will you make contact with these potentially eligible people to give them the opportunity to apply for Assisted Collections?

3 Have you identified other potential sources of support / routes for information sharing? (eg. council, voluntary and community services who have regular contact with older people)

4 What are the planned access channels for people who wish to apply?

5 What support is available for people to use the proposed access channels?

6 Do we know how many people in the target age group have internet access?

7 How will we ensure that eligible older people are not deterred by the application / assessment process?

Equality Impact Assessment (Waste Management - Changes to Assisted Collections Policy)

Step 2

How will you find out the answers to these questions? (please include brief details of findings if already known)

eg Ask staff and other stakeholders what they know.

Discuss the issue with service users.

Meet with a relevant community group or forum.

Analyse service performance data and compare it with local demographic data.

	Who	When
1 Information is included on the council website, with an e-form to complete. Berneslai Homes and housing associations also know about the scheme so can inform their tenants. It is also included in information sent to residents about collection points, and the service talk it through with residents on home visits. Elected Members are also aware of the scheme and can publicise it with residents. Awareness and take-up is generally high among the target group of residents.		
2 Under the revised policy, the contact channels will be the same (see point 1 above), the information sent out will be amended and the payment facility will be built into the e-form. A communication plan will be done around this as well, in advance of the proposed implementation in December. Contact centres will be made aware of the changes, and they will be able to offer advice about alternatives if people are reluctant to pay the £10 charge (eg. potentially identifying family members or neighbours who could help out). Refuse vehicle crews also advise residents about the scheme if they see someone who appears to be struggling - they have information they can give out to residents.		Changes planned to be implemented from 1st December 2017.
3 See point 1 above. Awareness and information sharing routes about the scheme are already in place. Changes to the process are being kept as simple as possible, avoiding the resident having to provide a lot of information or imposing extra work on GPs in providing medical evidence. People applying will just need to get a form stamped by the GP practice.		
4 The initial request for service will be via a new e-form. People will also be able to call a telephone helpline.		
5 For people who are not able to complete the e-form (or do not have internet access) support is available over the phone. Help will also be given at Libraries, and discussions are taking place to enlist the support of the Digital Champions.		
6 We don't have easy access to comprehensive data about this, but in Barnsley internet take-up is likely to be relatively low among the target group. People tend to ask for assistance from family members, or access support on the phone helpline or at libraries, as outlined above. This is not thought to be a prohibitive issue in making sure eligible people access the service.		
7 The initial e-form is being kept as simple as possible - it won't ask for a lot of information - just enough to provide residents with information about how to apply and what evidence is needed. Also, as outlined above, support is available via other routes.		

Equality Impact Assessment (Waste Management - Changes to Assisted Collections Policy)

Step 3

Customer Access - How accessible is the service and how will this be affected by the budget efficiency?

Has the service been assessed for the Minimum Access Standard?

Yes

According to the MAS, what access priority level is your service?

Medium

How will the following groups of people with different access needs be affected by the proposal?

Deaf (BSL Users)	Physical Impairment	Visual Impairment	Hearing Impairment	Learning Difficulty	Community Language
<i>Not anticipating a major impact compared to current arrangements, unless people are also over 80 and have other medical issues.</i>	<i>This will be the main target group of residents - the changes to the policy will ensure that the assisted collections service focuses on assisting those most in need of support to get their waste collected.</i>	<i>Some people with visual impairments may not be able to use the e-form. They will be able to apply over the phone, or with support in libraries.</i>	<i>Not anticipating a major impact compared to current arrangements, unless people are also over 80 and have other medical issues.</i>	<i>Not anticipating a major impact compared to current arrangements, unless people are also over 80 and have other medical issues.</i>	<i>Some people whose first language is not English may be affected - however, the council website now has an auto-translate function into a wide range of different languages.</i>

Step 4

How can any potential adverse impacts be minimised?

As outlined earlier, the proposed implementation of this change to the Assisted Collections scheme will primarily be via a new e-form for residents to apply and make payment. This will however be supported by a phone helpline for people who are unable to access the service online, and arrangements are being made for face-to-face support where necessary.

Refuse collection crews, contact centre teams, social landlords and elected Members will continue to have the knowledge about the scheme to ensure that eligible residents know how to access it.

The auto-translate function on the council's website will assist any eligible residents who are not fluent in English - it is recommended that the e-form also has this functionality if feasible. Also, it is recommended that samples of the auto-translated text are 'sense-checked' to ensure that it provides clear instructions.

The Minimum Access Standard includes the suggestion of using a text message short-code number for use by people with hearing impairments. This could be a way of improving access for this group of people if it becomes apparent that accessing the service is a barrier for some eligible people with hearing impairments, although the service do not anticipate a major impact in this respect.

Consultation, Advice and Support

E+I Team Consulted	E+I Business Partner (Name / email)	Date of most recent contact
Yes	Sue Smith (suesmith@barnsley.gov.uk)	17th October 2017

Please email your completed EIA to:

equalityanddiversity@barnsley.gov.uk

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