



## LINCOLNSHIRE WASTE PARTNERSHIP

A MEETING OF THE LINCOLNSHIRE WASTE PARTNERSHIP  
WILL BE HELD ON THURSDAY, 8 MARCH 2018 AT 11.30 AM  
IN COMMITTEE ROOM ONE, COUNTY OFFICES, NEWLAND, LINCOLN LN1  
1YL

### AGENDA

		LEAD
<b>PARTNERSHIP MANAGEMENT ISSUES</b>		
1	<b>Apologies for Absence</b>	
2	<b>Declaration of Interests</b>	
3	<b>Minutes of the meeting held on 23 November 2017</b> (Pages 3 - 10)	
4	<b>Partner Updates</b> (Verbal Report)	ALL
5	<b>Chairman's Announcements</b> (Verbal Report)	LCC
<b>CORE BUSINESS</b>		
6	<b>Follow Up Audit Report (LWP &amp; JMWMS)</b> (Pages 11 - 28)	LCC
7	<b>Joint Municipal Waste Management Strategy</b> (Pages 29 - 104)	LCC
8	<b>Food Waste Trial</b> (Pages 105 - 106)	LCC/SKDC
<b>DISCUSSION ITEMS</b>		
9	<b>West Lindsey Revised Waste Policies</b> (Pages 107 - 132)	WLDC

28 February 2018

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**LINCOLNSHIRE WASTE  
PARTNERSHIP  
23 NOVEMBER 2017**

**PRESENT: COUNCILLOR E J POLL (CHAIRMAN)**

Sean Kent	(Lincolnshire County Council)
District Councillor Michael Brookes	(Boston Borough Council)
Victoria Burgess	(East Lindsey District Council)
District Councillor Fay Smith	(City of Lincoln Council)
Steve Bird	(City of Lincoln Council)
Mark Taylor	(North Kesteven District Council)
District Councillor Roger Gambba-Jones (Vice-Chairman)	(South Holland District Council)
Emily Spicer	(South Holland District Council)
Matthew Michell	North Kesteven District Council
Nina Camm	Boston Borough Council
District Councillor M Cooper	Environment and Economy
Phil Drury	South Kesteven District Council
Neil McBride	South Kesteven District Council
Councillor Dr Peter Moseley	
Councillor Anthony Herbert Turner MBE JP	
Ian Yates	

**22      APOLOGIES FOR ABSENCE**

Apologies for absence were received from:

- Councillor D Cotton (West Lindsey District Council);
- Andy Gutherson (Lincolnshire County Council);
- Councillor Mrs S Harrison (East Lindsey District Council);
- Adrian Selby (West Lindsey District Council) replaced by Rob Gilliot;
- David Steels (North Kesteven District Council);
- Councillor R Wright (North Kesteven District Council).

**23      DECLARATION OF INTERESTS**

There were no declarations of interest at this point in the proceedings.

**24      MINUTES OF THE MEETING HELD ON 7 SEPTEMBER 2017**

**RESOLVED**

That the minutes of the meeting held on 7 September 2017 be agreed and signed by the Chairman as a correct record subject to a minor amendment.

**2**

**LINCOLNSHIRE WASTE PARTNERSHIP**

**23 NOVEMBER 2017**

**24a      Action Notes from the meeting held on 7 September 2017**

**RESOLVED**

That the action notes from the meeting held on 7 September 2017 be noted.

Nina NKDC progression depot at metheringham 30/04/18 – large meeting facility. 2<sup>nd</sup> update

**25      PARTNER UPDATES**

Members of the Partnership were provided with the opportunity to update the rest of the Partners on any developments within their districts which may be of interest. The following areas were noted:-

Suggestions were made regarding the printing of the agenda and the possibility of circulating it by electronic means only. This would give members of the Partnership the option to print the agenda themselves or not and save on waste paper.

It was reported that Boston Borough Council had seen four successful prosecutions following covert filming of fly-tipping in laybys. As the prosecutions had been widely publicised around Boston, there was hope others had been deterred from offending.

The Partnership was referred to page 13 of the agenda pack which included a resolution from the Overview and Scrutiny Management Board held on 26 October 2017. The resolution requested that the Partnership consider the campaign for clearer recycling symbols to make them easier to read. This would be considered at the next meeting of the Partnership in March along with Trading Standards and the Environment Agency.

The partnership was updated on the progression of the depot at Metheringham, which was due to open on 30 April 2018.

There was also an update on the collection of waste from schools, charges for which came into force on 1 September 2017. All the schools who had been involved previously had signed up to the scheme despite the new charge which was a positive step.

Following discussions at previous meetings, it was proposed that the Partnership visit the food waste collection plant operated by Peterborough City Council on 13 December 2017.

Work was continuing and going well on Boston House Recycling Centre and it was hoped it would be operational on 1 April 2018. It was suggested that the Partnership could visit the site in the New Year.

**RESOLVED**

That the partner updates be noted.

**26      PROPOSED SCHEDULE OF MEETING DATES**

The Lincolnshire Waste Partnership received a report which sought agreement of meeting dates for the Partnership, Member/Officer Pre-Meeting and the Officer Working Group in 2018. The following dates were agreed:-

Informal Member Workshop (10.00am – 1.00pm)

Monday 8 January 2018  
Tuesday 8 May 2018  
Monday 10 September 2018

Officer Working Group

Wednesday 7 February 2018  
Wednesday 4 April 2018  
Wednesday 6 June 2018  
Wednesday 24 October 2018

Lincolnshire Waste Partnership (10.30am start)

Thursday 8 March 2018  
Thursday 12 July 2018  
Thursday 22 November 2018

**RESOLVED**

That the meeting dates, as set out above, be agreed.

**27      AUDIT REPORT**

The Lincolnshire Waste Partnership received a report providing the outcome of an audit which had been undertaken on the Waste Partnership in 2016/17 by Lincolnshire County Council. The audit identified a range of issues which were then detailed within an Action Plan. There were 12 identified risk descriptions under the headings of:-

- Lack of a fit for purpose Strategy;
- No approach planned for producing a new Strategy; and
- Actions and requirements of the Partnership had not been completed.

Lincolnshire County Council intended to undertake a follow-up review in March 2018 to assess the progress made since this audit was done.

There was discussion regarding the review of the Action Plan and it was noted that the Plan would be scrutinised in order to help with the issues raised by the audit. A review following the audit would be carried out over the next three months and a report brought back to the Partnership at its meeting in March.

**RESOLVED**

**LINCOLNSHIRE WASTE PARTNERSHIP****23 NOVEMBER 2017**

That a review of the 2016/17 audit for the Lincolnshire Waste Partnership's be undertaken and reported back at the Partnership's meeting in March 2018.

**28      JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY**

The Lincolnshire Waste Partnership considered a report which presented the first draft version of the new Joint Municipal Waste Management Strategy (JMWMS) and sought feedback from the Partners on the content and format of the document. The Partnership noted that the current format was based on the existing JMWMS which was published in 2008.

It was reported that the document reflected input received to date from each member authority via the following methods:-

- Strategy workshops held in July 2017;
- Lincolnshire Waste Partnership meetings; and
- Meetings of the Lincolnshire Waste Partnership's Officer Working Group.

The draft Strategy had been shared with the Partnership to invite feedback from Partners. It was requested that this be via email, over the coming weeks, in time for the meeting of the Officer Working Group on 21 December 2017.

Issues were raised regarding the possibility of public engagement on the draft strategy. Following discussion among partners, it was decided the best way to communicate the strategy to the public was to provide them with the finished product and help them to understand it. However, it was felt the opportunity for the public to comment on the document may not be beneficial due to the technical nature of waste management operations.

All district partners needed to consider when the draft Strategy would be taken through each of their scrutiny processes. It was reported that the County Council already had it scheduled into the work programme for its Environmental Scrutiny Committee for January 2017, however it was felt that this was a little hasty as there was more work to do on the document and a coordinated scrutiny response from all partners was required.

Issues were raised regarding the detailed costings within the strategy (which appeared on page 60 of the agenda pack) and whether they were too divisive. It was questioned whether this information could be presented in a different way.

Page 55 of the strategy gave details of potential landfill site closures in 2018 and it was felt this was contentious information to give the public. The long term plan was for zero waste to go to landfill, which may not be immediately obvious to the public.

The Chairman concluded that the Partnership would wait until it had an indication of how successful the proposed food waste trial would be, before taking the strategy any further. The partnership agreed that the document was well written.

**RESOLVED**

1. That the LWP consider the first draft of the JMWMS and Individual authorities respond with any comments to the Officer by email;
2. That the public be provided with the finalised document for information and there be no public consultation on the contents;
3. That the JMWMS be passed through Partners' political processes in a coordinated fashion, once the LWP was happy with the final amendments.

**29      FOOD WASTE TRIAL**

The Lincolnshire Waste Partnership received a report which sought the support of the Partners for the development of a Business Case for a Food Waste Trial which would be presented at the meeting of the Partnership in March 2018. The report also sought the agreement of the Partners to launch a publicity campaign in support of the trial.

It was explained that the food waste trial would be undertaken in selective locations within South Kesteven District Council, covering urban, rural and semi-rural areas. It was proposed that, should the trial prove successful, this would then be replicated as a countywide food waste service.

The trial was due to the start in April 2018, for one year. Disposal points would initially be in the south of the county. Alternatively, it could be brought to waste transfer stations and taken on from there to the appropriate site.

A development business case would be prepared for the March meeting of the Partnership for members' input.

The rollout would need to be linked to Communications teams, with Officers from both South Kesteven District Council and Lincolnshire County Council working together on this.

It was highlighted that there would be regular updates to keep the public informed, with a steer on helping the public feel positive about the scheme. Including schools in the trial would help educate children, who in turn would hopefully pass the message on to their parents. The free school meals incentive for infants at primary schools would no doubt produce a lot of food waste.

There was discussion between members about the work still to be done in order to improve existing dry recycling schemes through education and the quality of recycling being collected. It was confirmed that as a proportion of recycling was contaminated by food waste, the success of the trial would improve the quality of recycling across the county. There was feeling from some Officers, however that the people who repeatedly contaminated dry recycling with food and other waste would not be inspired to work with a specific food waste scheme.

The advantages of putting food waste into a specific bin would benefit the public also as it would keep kitchens cleaner and less smelly. Collection schedules were already in place to collect waste and recycling from every dwelling in the county, so including a new waste stream made minimal impact. New pods for vehicles would be required, as well as bins for residents. There had also been evidence that food waste collection altered people's buying habits, as it demonstrated just how much food is wasted.

A concern of Officers was to ensure there was a future to food waste collection beyond the trial. A business case would be needed to take it forward to the next level.

**RESOLVED**

1. That the development of a Business Case be supported and presented to the Lincolnshire Waste Partnership at its meeting in March 2018;
2. That a publicity campaign to support the Food Waste Trial be discussed by South Kesteven District Council and Lincolnshire County Council Communications teams.

30     WASTE AND RECYCLING ACTION PROGRAMME (WRAP)  
CONSULTANCY WORK REGARDING GREATER CONSISTENCY IN  
HOUSEHOLD RECYCLING

The Lincolnshire Waste Partnership received a report in relation to the Waste and Recycling Action Programme (WRAP) which announced funding that could assist authorities in understanding the potential to move to one of four collection methodologies. Following approval by the Lincolnshire Waste Partnership, the Lincolnshire bid had been approved after a rigorous selection process.

The procurement process was undertaken to carry out this piece of work and Ricardo Energy and Environmental were appointed. Following a number of workshops, a draft report was produced and the options and various sensitivities within the report were considered by the Officer Working Group on 26 October 2017.

All options within the report included the collection of food waste and it was resolved at the last meeting of the Partnership that outcomes from this report be considered when the structure of any food waste trial in Lincolnshire was determined.

Further modelling work would be undertaken and a final report produced in late November 2017.

The Partnership had seen the draft report and the points below were made:

- Overall, the Partnership was pleased with the document and felt it asked some good questions. One or two errors had been spotted, but these could easily be rectified;
- It was highlighted that the report needed to compare future costs would be rather than what costs are now;

**LINCOLNSHIRE WASTE PARTNERSHIP  
23 NOVEMBER 2017**

- Certain considerations had been omitted from the costings, for example a new fleet of vehicles and caddies for collection of food waste for each home;
- The Officers were trying to arrange a meeting to discuss the report and these issues would be raised at that meeting.

RESOLVED

That the report be noted.

**31      WASTE PERFORMANCE REPORT**

The Lincolnshire Waste Partnership considered a report which detailed the following areas of the waste service performance:-

- The percentage of Household Waste sent for Composting, Recycling or Reuse (NI192);
- LWP Total Reuse, Recycling or Composting (NI192) by combined WCA/WDA performance; and
- LWP Total Residual Waste Tonnage by Method of Final Disposal.

It was noted from the information that recycling levels were dropping and that the residual waste stream would grow.

It was the first time the Partnership had seen information in this format and thanks were expressed to Ian Taylor for preparing it.

RESOLVED

That the Waste Performance Report be noted.

**32      ONE PUBLIC ESTATE UPDATE**

The Lincolnshire Waste Partnership considered a report which provided an update on the One Public Estate initiative. The initiative sought to encourage better use of public estates in order to improve efficiency savings, capital receipts, reduce running costs and create economic growth in industry and housing. The Lincolnshire One Public Estate Board was Chief Executive led with Leader support.

Initial scoping workshops had given partners the opportunity to submit further data which had been developed into Feasibility Studies. Along with projects from other strands, these studies were undergoing final assessment prior to the decision-making about the final application for OPE Stage 6 funding. The results of the OPE6 funding applications were expected to be announced in early 2018.

Regular meetings between the planning and property departments needed to be made to ensure there would be no issues arise in the future.

RESOLVED

**LINCOLNSHIRE WASTE PARTNERSHIP  
23 NOVEMBER 2017**

That the report be noted by the Lincolnshire Waste Partnership.

**33      FLY - TIPPING INFORMATION**

The Lincolnshire Waste Partnership received a report which provided information on Fly-Tipping as requested at the meeting of the Partnership on 7 September 2017.

The information presented in Appendix A to the report had been compiled from statistics by DEFRA for each district in Lincolnshire. This information was based on the returns made to the Fly-Tipping Module in the WasteDataFlow database by local authorities in England from April 2016 to March 2017. Across Lincolnshire, a total of 7404 fly-tip incidents had been reported with the most common classified as 'other household waste'.

It was noted that 10% of the fly tipping figures given was commercial waste.

It cost just short of £0.5m to collect fly-tipped rubbish from across Lincolnshire.

The Community Safety Partnership had been running a campaign raising awareness of fly tipping, as individual households had a duty of care. The Partnership was asked if it should run a similar campaign alongside council communication sections. It was reported that in spring 2018, new fines for fly-tipping would come into force, which might be a good opportunity to run a campaign. It was felt there was no point targeting the professional fly-tippers, as they were unlikely to change their behaviour.

Social media was a good medium for a campaign, as it would be seen by the target audience and communicating how much it cost the tax payer to remove fly-tipped rubbish would be persuasive. A simple campaign would be more effective.

**RESOLVED**

That the report be noted.

The meeting closed at 12.40 pm

# Agenda Item 6



LINCOLNSHIRE WASTE PARTNERSHIP

8 March 2018

<b>SUBJECT :</b>	<b>FOLLOW UP AUDIT REPORT (LWP &amp; JMWMS)</b>
<b>REPORT BY:</b>	<b>ALASTAIR SIMSON, PRINCIPAL AUDITOR, ASSURANCE LINCOLNSHIRE</b>
<b>CONTACT NO:</b>	<b>01522 553691</b>

## BACKGROUND INFORMATION

In 2016 an LCC audit was completed that looked at the Lincolnshire Waste Partnership and the Joint Municipal Waste Management Strategy (JMWMS). The scope of the review was to provide independent assurance that there are strong governance arrangements in place for the Lincolnshire Waste Partnership (LWP) as well as ensuring that the JMWMS is an up to date and relevant document. The risks identified at the time were:

- Lack of a fit for purpose Strategy
- No approach planned for producing a new Strategy
- Actions and requirements of the Partnership are not completed

The audit identified 12 findings and provided Limited Assurance. The findings from the report were presented at the 15th September 2016 LWP meeting. The outcomes were discussed by the audit team along with the results from the delegate questionnaire that was provided to members of the LWP as part of the review.

As part of LCC's 2017/18 annual audit plan, a follow up review of this area was included. The intention was to examine progress made against all 12 of the findings. This work was carried out in February 2018.

The draft report (attached at Appendix A) has recorded that work is well underway for the creation of new JMWMS and the majority of findings identified in 2016 have been actioned. There remain just 3 findings that require action, and we have increased our level of assurance to Substantial. These remaining actions are contained within an action plan which outlines the risks identified during the audit as well as findings, implications and recommendations for addressing each risk.

## **RECOMMENDATIONS**

1. That the Lincolnshire Waste Partnership receive the follow up audit report
2. That the Lincolnshire Waste Partnership agree to support the completion of the findings and recommendations presented



For All Your Assurance Needs



## Final Internal Audit Report

### Waste Strategy Follow Up

Date: February 2018

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## Contents

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The contacts at Assurance Lincolnshire with this review are:

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	Page
<b>Background and Scope</b>	1
<b>Executive Summary</b> Assurance Opinion and Key Messages	3
<b>Management Response</b>	6
<b>Action Plan</b> Findings, Recommendations and Agreed Actions	7
<b>Advisory Points – Adding Value through Efficiencies</b> Findings and advice	10
<b>Appendices</b> Appendix 1 – Assurance Definitions Appendix 2 – Distribution List	11 13



## Executive Summary

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### Background and Context

The Lincolnshire Waste Partnership (LWP) has been set up to enhance the way that sustainable waste management is delivered within Lincolnshire through the identification of best value and long term goals. The LWP consists of one Member and one officer from each of the following Lincolnshire Authorities:

- Boston Borough Council
- City of Lincoln Council
- East Lindsey District Council
- Lincolnshire County Council
- North Kesteven District Council
- South Holland District Council
- South Kesteven District Council
- West Lindsey District Council

There is also representation from the Environment Agency.

The LWP hold three annual meetings that are attended by all representatives, as well as interim meetings that are attended by officers. These are all chaired and have secretarial support. It is a statutory requirement overseen by DEFRA for two-tier Authorities such as Lincolnshire to produce a Joint Municipal Waste Management Strategy (JMWMS). This Strategy is designed to sets a clear framework where the Authorities can consider and provide continuous improvement, reduce cost and meet challenging targets.

This area was reviewed in 2016 by Assurance Lincolnshire and was given Limited Assurance. The main findings were around the lack of an up to date strategy, no clear plans for creating a new one, and underlying relationship issues between the Authorities. Part of our testing involved creating a questionnaire that was sent to all Members and staff involved with the partnership to gauge their views as part of the audit review.

## Executive Summary

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### Scope

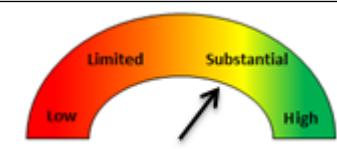
This audit has revisited the Strategy and the Lincolnshire Waste Partnership, and assessed the progress that has been made on the improvements identified. We have sought to provide an update on how the partnership have followed through on each of the original report's agreed actions via a new report that will be shared in the March 2018 partnership meeting.

The key risks identified are:

- Lack of a fit for purpose Strategy
- No approach planned for producing a new strategy
- Actions and requirements of the Partnership are not completed

## Executive Summary

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### Substantial Assurance

Significant assurance that the controls reduce the level of risk, but there are some reservations; most risks are adequately managed, for others there are minor issues that need to be addressed by management.

Risk	Rating (R-A-G)	Recommendations	
		High	Medium
Lack of a fit for purpose strategy	Medium	0	1
No approach planned for producing a new strategy	Low	0	1
Actions and requirements of the Partnership are not completed	Low	0	1
TOTAL		0	3

## Executive Summary

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### Key Messages



We are pleased to report that considerable progress has taken place by the LWP since our audit in 2016. While this is still at draft stage, the creation of a new Joint Municipal Waste Management Strategy has commenced through the use of a dedicated team and input from the LWP. We found that there is an agreed timeline in place with regular updates on progress to the Partnership as part of a set agenda. The draft is currently receiving feedback from the LWP regarding format and content, with the intention to have the final draft ready for Summer 2018 before it is formally agreed by each Partner and adopted. This is a positive step forward for the Partnership compared to 18 months ago when there was no agreed plan in place for producing a new Strategy, no resource and no set date for completion. Our review found that the strategy's new objectives as well as its review process need to be re-examined to ensure that they are transparent.

We are satisfied that the majority of the actions from our last review have been implemented by the LWP. We can see that the way that the Partnership operates has been discussed and agreed, and that the Terms Of Reference for the Group has been updated to reflect this. This document captures the need for the LWP to review its governance and effectiveness, as well as agreement and commitment of the secretariat support for the LWP through LCC. We were also made aware of the improved recording and monitoring of agreed actions from the LWP meetings.

As part of the review, our intention was to provide all current delegates with the questionnaire that we asked representatives to complete in the last audit. Predominantly negative responses were received in 2016 with delegates highlighting the problems with the relationships between Authorities within the Partnership, the lack of action being taken by the LWP, and the lack of an up to date Strategy with no plan on how this could be updated. This exercise was intended to allow for a comparison between those original responses and their thoughts on the LWP and Strategy at this time. However, limited responses were received back and we also noted that a number of the delegates in place had changed which would not allow for a fair comparison so this approach was not pursued.

While it is not appropriate to give an opinion just based upon the low number of responses received, I

## Executive Summary

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think it is still useful to bring out the two themes that I identified. From the questionnaires received it does appear that relationships are starting to improve which is echoed by my discussion with LCC staff. This was a key issue in the last audit and an area that the LWP was keen to address so this should be seen as encouraging. However representatives still felt that it was too soon to give a definitive view on the LWP as a whole and that this was still a work in progress. Therefore we would ask that the LWP completes a self reflection task once the JMWMS has been finalised and published to allow for identification of areas for improvement, and this becomes a scheduled annual process.

While the JMWMS still needs to be formally published and work is still required to ensure that the LWP meets its goals, the work completed so far is very encouraging. We are satisfied that the LWP have taken our last review seriously and are working towards creating both the Partnership and Strategy that they aspired to based on the 2016 questionnaire responses.

## Management Response

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### Management Response



Since the original audit, the Lincolnshire Waste Partnership has positively evolved with new members and officers helping to provide a refreshed way of working across all eight authorities, in the true spirit of an equal and working partnership. This has been achieved through more focused meetings for members and positive engaging leadership from the Chairman and Vice Chairman. This is demonstrated by there only being three actions left in the action plan, from the original 12 which were identified in the 2016 audit.

It is clear that the Partnership is looking forward to address the significant challenges which the Waste Service is facing, such as disposal capacity and recycling contamination which will require more collaborative working. A present example of this is the food waste trial which is being undertaken in South Kesteven, on behalf of the Partnership, to ascertain if this is a viable waste stream which could then be implemented countywide.

The Partnership has a more progressive and constructive sense of direction between the eight authorities and it is well placed to manage effectively and efficiently the collection and disposal of the presented waste streams for the public's benefit.

## Action Plan

	Risk Description	Current Rating	Target Rating
	Lack Of A Fit For Purpose Strategy	Medium	Low
<b>Findings</b>			
While we are pleased to see that work has been completed on the Strategy with input from the LWP as well as progress monitoring, the JMWMS is still in draft form at this time.			
<b>Implications</b>			
The lack of an up to date and accurate Strategy means that the LWP does not have a clear framework to follow, and this will impact upon the effectiveness of the Partnership. Should DEFRA begin to enforce the requirement for an up to date Strategy, this could also mean that the LWP is in breach of Government legislation and could also suffer reputational damage.			
<b>Recommendation</b>			
LWP to continue in it's efforts to create and publish a new Joint Municipal Waste Management Strategy that is relevant to the current needs and requirements of Lincolnshire.			
Agreed Action	Responsibility	Implementation date	
The LWP has been working on developing a new Joint Municipal Waste Management Strategy, with workshops, Officers and Partnerships meetings to produce a jointly agreed strategy since early 2017. There has been significant progress and this will continue with a view to each authority adopting the Strategy by December 2018.	Sean Kent, Group Manager Environmental Services	End of December 2018	
	Risk Description	Current Rating	Target Rating
	No Approach Planned For Producing A New Strategy	Low	Low

## Action Plan

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Findings		
While the requirement to complete a review of the JMWMS has been captured within the document, this needs to contain more specific information.		
Implications		
Review of the plan at key stages is important for checking progress and allowing for corrective action as necessary. Without prompt this important monitoring may be overlooked or delayed.		
Recommendation		
Ensure that the specific detail of when this document will be reviewed and by whom are included. This should be scheduled in to the appropriate working group and minuted.	Medium	
Agreed Action	Responsibility	Implementation date
This detail will be added to the JMWMS and measures will be put in place to ensure that it is regularly reviewed.	Sean Kent, Group Manager Environmental Services	End of December 2018

	Risk Description	Current Rating	Target Rating
	<b>Actions And Requirements Of the Partnership Are Not Complete</b>	Low	Low
Findings			

## Action Plan

As the LWP has focused on the completion and publication of the JMWMS, this has meant that the partnership has not had the capacity to complete a self assessment of it's operational decisions and actions over the last 18 months.

### Implications

If issues are left unchecked, this can have a significant impact on the effectiveness of the Partnership. This can also create frustration among delegates if improvement requests are not acted on, which could lead to issues with collaborative working.

### Recommendation

Following the completion of the JMWMS, the LWP should review it's achievements over the last 24 months and participate in a proactive review of the key decisions that it has made. This will allow the LWP to collaboratively identify if further support and engagement is required to ensure that all operations are performing effectively.

**Medium**

### Agreed Action

From January onwards we expect that the JMWMS will have become a published document. We can then actively review the LWP's achievements and challenge if further work and support is required in any areas such as the Mixed Dry Recyclables Contract and WRAP.

### Responsibility

Sean Kent, Group Manager Environmental Services

### Implementation date

End of March 2019

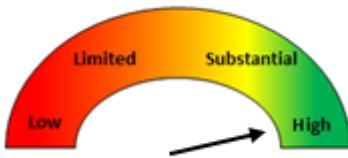
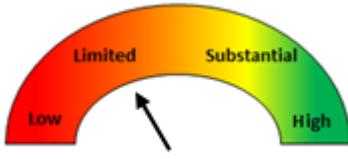
## Advisory Points - Adding Value through Efficiencies

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The following items are advisory recommendations / comments arising from the audit, which management may wish to consider implementing to improve efficiency of the system or performance.

Ref	Finding	Advice
AP1	While the TOR states that it will be reviewed bi-annually, it was not clear when it was last reviewed due to the fact that it uses the wording "last amended".	Adjust the wording within the section on reviewing the document to state "last reviewed xx.xx.xx" as opposed to "last amended xx.xx.xx" to avoid confusion and to confirm that the review has occurred even if nothing changes.

## Appendix 1 - Assurance Definitions

High	Substantial
<p>Our critical review or assessment on the activity gives us a high level of confidence on service delivery arrangements, management of risks, and the operation of controls and / or performance.</p> <p>The risk of the activity not achieving its objectives or outcomes is low. Controls have been evaluated as adequate, appropriate and are operating effectively.</p>	 <p>Our critical review or assessment on the activity gives us a substantial level of confidence (assurance) on service delivery arrangements, management of risks, and operation of controls and / or performance.</p> <p>There are some improvements needed in the application of controls to manage risks. However, the controls have been evaluated as adequate, appropriate and operating sufficiently so that the risk of the activity not achieving its objectives is medium to low.</p>
Limited	Low
<p>Our critical review or assessment on the activity gives us a limited level of confidence on service delivery arrangements, management of risks, and operation of controls and / or performance.</p> <p>The controls to manage the key risks were found not always to be operating or are inadequate. Therefore, the controls evaluated are unlikely to give a reasonable level of confidence (assurance) that the risks are being managed effectively. It is unlikely that the activity will achieve its objectives.</p>	 <p>Our critical review or assessment on the activity identified significant concerns on service delivery arrangements, management of risks, and operation of controls and / or performance.</p> <p>There are either gaps in the control framework managing the key risks or the controls have been evaluated as not adequate, appropriate or are not being effectively operated. Therefore, the risk of the activity not achieving its objectives is high.</p>

## Appendix 1 - Assurance Definitions

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Action Priority	
<b>High</b>	Immediate management attention is required - an internal control or risk issue where there is a high certainty of: substantial loss / non-compliance with corporate strategies, policies or values / serious reputational damage / adverse regulatory impact and / or material fines (action taken usually within 3 months).
<b>Medium</b>	Timely management action is warranted - an internal control or risk issue that could lead to financial loss / reputational damage / adverse regulatory impact, public sanction and / or immaterial fines (action taken usually within 6 to 12 months).



## Appendix 2 – Distribution List

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### Distribution List



Delegates of the Lincolnshire Waste Partnership

Sean Kent – Group Manager, Environmental Services

External Audit

### Disclaimer

The matters raised in this report are only those which came to our attention during our internal audit work. Our quality assurance processes ensure that our work is conducted in conformance with the UK Public Sector Internal Audit Standards and that the information contained in this report is as accurate as possible – we do not provide absolute assurance that material errors, fraud or loss do not exist.

This report has been prepared solely for the use of Members and Management of Lincolnshire County Council. Details may be made available to specified external organisations, including external auditors, but otherwise the report should not be used or referred to in whole or in part without prior consent. No responsibility to any third party is accepted as the report has not been prepared, and is not intended for any other purpose.

# Agenda Item 7



LINCOLNSHIRE WASTE PARTNERSHIP

8 March 2018

<b>SUBJECT :</b>	<b>Joint Municipal Waste Management Strategy</b>
<b>REPORT BY:</b>	<b>MATTHEW MICHELL</b>
<b>CONTACT NO:</b>	<b>01522 552371</b>

## BACKGROUND INFORMATION

This paper accompanies the proposed Engagement Draft of the new Joint Municipal Waste Management Strategy (JMWMS). This version has been prepared in the light of feedback received on the previous two drafts (versions 1.0 and 2.0) which have previously been circulated around the Lincolnshire Waste Partnership (LWP). It is proposed that this version is presented for public engagement, and that the engagement process starts at the beginning of April.

Also attached herewith are notes regarding the proposed process for the public engagement. This process will be further developed during the remainder of March in cooperation with communications staff from across the LWP and presented by email for final LWP approval before the engagement begins.

## PROPOSED TIMETABLE

As has already been circulated to the LWP by email, the proposed timetable for the remainder of the JMWMS process is as follows. This would be dependant on the LWP deciding to approve the Engagement Draft at their 8<sup>th</sup> March meeting.

- Mid March = Finalising of questions for engagement survey and associated communications messages.
- Late March = Engagement Draft (and survey details) circulated simultaneously to all elected members at all LWP authorities for their information ahead of engagement.
- Early Apr = Public Engagement opens.
  - The recommendation is that each authority puts the Engagement Draft JMWMS through their Scrutiny processes as early as possible during the public engagement period, so that comments can be fed into the

- subsequent revision.
- Where possible, any editing resulting from comments received will be drafted and circulated during the public engagement period so that the LWP can have as long as possible to consider it.
  - Late June = Public Engagement closes.
  - Early July = Matthew to finalise and circulate a redraft of the JMWMS reflecting feedback from the engagement process.
  - 12th July = LWP meeting. Depending on the level of feedback and number of proposed changes, the LWP may be able to consider approving the final JMWMS at this meeting.
  - September? = Additional LWP meeting to secure, if not done in July, approval of the final JMWMS – The next scheduled full LWP meeting (after July) is not until 22nd Nov.
  - Autumn = Final sign-off and adoption by each individual authority through their own political processes.

## **OPTIONS**

- 1) Final approval of Engagement Draft at this meeting – This will enable work to continue immediately on drafting, circulating for comment and finalising the accompanying engagement process, with a view to engagement beginning at the start of April.
- 2) Provisional approval of Engagement Draft at this meeting – Provided specific changes are agreed, the engagement process should still be able to begin as proposed.
- 3) Engagement Draft held for a further round of feedback and revision – This will delay the Public Engagement process.

## **APPENDICES**

**Appendix 1** – Engagement Draft Joint Municipal Waste Management Strategy for Lincolnshire

**Appendix 2** – What's New in Engagement Draft

**Appendix 3** – Proposed Engagement Process

**Appendix 4** – Lincolnshire Waste Partnership Joint Municipal Waste Management Strategy Workshops

## **RECOMMENDATIONS**

- 1) That the Lincolnshire Waste Partnership approves the Engagement Draft as being ready to be presented to the public.

- 2) That the proposed engagement process is noted, with any specific feedback being provided by 15<sup>th</sup> March so that the necessary documentation to accompany the engagement can be finalised.
- 3) That each Lincolnshire Waste Partnership authority begins preparations for final sign-off and adoption in the autumn of the Joint Municipal Waste Management Strategy through their own political processes.

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## Joint Municipal Waste Management Strategy

for Lincolnshire

The Lincolnshire Waste Partnership

## Table of contents

- 1 Summary**
- 2 Introduction**
- 3 What are the key legislative drivers?**
- 4 How has the strategy been developed?**
- 5 Where are we today?**
- 6 What are we aiming for?**
- 7 How will we get there?**
- 8 The next steps: Monitoring, implementing and reviewing the strategy**

## Appendices

- Appendix A – Neighbouring Authorities**
- Appendix B – Input from across the LWP**
- Appendix C – Public Engagement Results**
- Appendix D – Glossary of Terms & Abbreviations**

## 1 Summary

This Joint Municipal Waste Management Strategy (JMWMS) for Lincolnshire sets out how the eight local authorities of Lincolnshire and the Environment Agency can work in partnership to protect the environment by delivering sustainable waste management services and to establish best value waste management practices.

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### 1.1 This version of the Strategy

This draft version of the Strategy has been prepared and revised in discussion with the members of the Lincolnshire Waste Partnership (LWP).

Whilst this remains a draft document, open to change in response to further feedback, it is presented in this full form (rather than simply a summary or introduction) so that it is possible to understand both what the LWP are seeking to achieve and how they propose to go about doing so. This may mean that, in places, the text refers to things in the past tense to things which we are anticipating to have happened by the time the final Strategy is published.

Feedback is welcomed from anyone with an interest in our waste services, including the public, and will be considered in finalising the Strategy before it is adopted by each LWP authority at the end of the process.

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### 1.2 Layout of the document

In addition to this summary, the Strategy includes the following chapters.

#### 2. Introduction

Gives more detailed background information about why we need a new Strategy.

#### 3. What are the key legislative drivers?

Background information which has been taken into account in shaping the Strategy.

#### 4. How has the strategy been developed?

Details of the process followed to develop this Strategy.

#### 5. Where are we today?

An assessment of the Partnership's current services and future needs.

#### 6. What are we aiming for?

Our vision and objectives for what we want to achieve.

#### 7. How will we get there?

Sets out the types of action identified to fulfil our objectives – These will be expanded upon in further detail in a separate Action Plan to be updated annually.

#### 8. The next steps: Monitoring, implementing and reviewing the strategy

How we will check that we are fulfilling our objectives.

This document also includes a number of appendices which give further explanatory details to support the main text.

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### **1.3 Where are we today? (see Chapter 5)**

In order to consider what we would like to achieve and how we might do so, it is important to establish where we are starting from. Chapter 5 sets out detailed information, including:

- An analysis of the nature and performance of existing services;
- The impact of any service changes already firmly planned (if any);
- Projections of future waste quantities; and
- The impact of changes in waste quantities on overall performance if no changes, other than those already firmly planned, are introduced.

This information makes it clear that, whilst we have achieved a lot in recent years, we now face a number of challenges, such as:

- A growing population producing more waste each year;
- Funding from central government decreasing each year;
- A falling recycling rate locally and a stalled rate nationally;
- Waste going into the wrong bin – A quarter of what we receive in our recycling collections is not recyclable, whilst a quarter of what we receive in our general waste collections is actually recyclable.

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### **1.4 What are we aiming for? (see Chapter 6)**

The Lincolnshire Waste Partnership vision for this Strategy is:

***To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.***

In order to work towards this vision, the Partnership has also developed and agreed a set of high-level objectives, which are key drivers for the delivery of this strategy. In line with the vision, each of these objectives is to be considered in the light of the Partnership's shared values that:

***All Objectives should ensure that services provided under the Strategy represent the best possible environmental option which gives value for money for Lincolnshire residents.***

The ten objectives are as follows:

<b>Objective 1.</b>	To improve the quality and therefore commercial value of our recycling stream.
<b>Objective 2.</b>	To consider moving towards a common set of recycling materials.
<b>Objective 3.</b>	To consider the introduction of separate food waste collections.
<b>Objective 4.</b>	To explore new opportunities of using all waste as a resource in accordance with the waste hierarchy.
<b>Objective 5.</b>	To contribute to the UK recycling target of 50% by 2020.
<b>Objective 6.</b>	To find the most appropriate ways to measure our environmental performance, and set appropriate targets.
<b>Objective 7.</b>	To seek to reduce our carbon footprint.
<b>Objective 8.</b>	To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.
<b>Objective 9.</b>	To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.
<b>Objective 10.</b>	To consider appropriate innovative solutions in the delivery of our waste management services.

## 1.5 How will we get there? (see Chapters 7 & 8)

In order to achieve these objectives, this Strategy will be accompanied by a separate Action Plan detailing what will be done when and by whom. The Action Plan will be reviewed and revised annually to ensure that it remains up to date and addresses any new challenges arising during the lifetime of the Strategy.

Chapter 7 sets out some of the themes which need to be reflected in the action plan:

- **Seeing the wider picture**
  - Developing links with other local authorities
  - Engaging with the commercial sector
  - Addressing any waste processing capacity gaps
- **Balancing economic and environmental benefits**
  - Ensuring value for money
  - Caring for the environment
- **Reviewing what we collect and how**
- **Getting our messages across**
  - To the Lincolnshire public – e.g. What to put in which bin
  - To the national government – We need to try to influence national strategy & policy to tie in with our own
  - To other stakeholders – Parish Councils, Environment Agency, etc.

- To the commercial sector – To waste producers as well as waste businesses

We will also (as detailed in Chapter 8) need to ensure that we keep working to achieve our objectives throughout the lifetime of this Strategy. This will include:

- **Monitoring the strategy** – Measuring our performance both in existing ways (such as recycling percentage) and in new ways which better reflect how we are doing compared to our strategic objectives.
- **Implementing the strategy** – Ensuring that our work is:
  - Appropriately funded,
  - Done in partnership across the members of the LWP, and
  - Properly focussed through the use of an action plan.
- **Reviewing the strategy** – This will, in line with government guidance, happen at least every five years, and will also need to react to changing circumstances such as the UK's departure from the European Union.

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## 1.6 What happens now?

At this stage, it is important to us that we understand what others think about what we are proposing in this Strategy. In view of that, we are now asking for views from:

- Lincolnshire residents;
- Councillors at Parish/Town, District and County level;
- Waste management businesses;
- Neighbouring local authorities; and
- Anyone else with an interest in waste management in Lincolnshire.

This engagement process will last from April to June 2018. During that time, we will be doing our best to make sure we publicise it as widely as possible but, if you know someone who might be interested, please let them know.

In line with our vision for this JMWMS, to choose the "best environmental option" and "give value for money", we believe that it would not be appropriate to print thousands of pages of paper when many people will prefer to read and respond online. Please be assured, however, that we are happy to provide paper copies for anyone who wants them.

### 1.6.1 Reading and Responding Online

For most people, the easiest way to view and to comment on the Strategy is via our dedicated page at the Recycle for Lincolnshire website:

<https://www.lincolnshire.gov.uk/residents/environment-and-planning/recycling-and-waste/joint-municipal-waste-management-strategy-for-lincolnshire/37756.article>

In addition to the main Strategy document itself, you will also find there further information about the JMWMS process, and a number of related documents including the draft Environmental Report for the accompanying Strategic Environmental Assessment (SEA).

Your comments are welcomed via the online survey which is also available at the same web address.

### **1.6.2 Reading and Responding In Other Ways**

If you would prefer to read a paper copy of the documents, you can view them:

- By visiting the main office of any of the eight LWP Councils; or
- At your local library.

If you would like your own paper copy of any or all of the documents, you can get hold of them:

- By printing them off from our website – Although please be aware that the full set of documents is quite large; or
- By post, email or telephone – Please either contact any LWP Council using their usual details, or contact the County Council as follows.

<b>Post:</b>	Waste Strategy Lincolnshire County Council Lancaster House 36 Orchard Street Lincoln LN1 1XX
<b>Email:</b>	<a href="mailto:customer.services@lincolnshire.gov.uk">customer.services@lincolnshire.gov.uk</a>
<b>Telephone:</b>	01522 782070

### **1.6.3 Reviewing Your Comments**

Once all comments have been received and the engagement process has finished, from July we will consider what final changes need to be made to the Strategy, and each LWP member authority will then adopt it through its own formal processes.

Of course, that is only the first part of the story, as we'll then need to move ahead with working to achieve our objectives.

## 2 Introduction

### 2.1 Background

The Lincolnshire Waste Partnership (LWP) brings together the public bodies within Lincolnshire responsible for collection and disposal of waste, including:

- Seven Waste Collection Authorities (WCA's) – Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council;
- One Waste Disposal Authority (WDA) – Lincolnshire County Council; and
- One Waste Regulatory Authority – The Environment Agency.

This Joint Municipal Waste Management Strategy (JMWMS) provides a strategic framework through which the partners of the LWP can express their shared vision and strategic objectives for the handling of municipal waste. Furthermore, it meets the requirements of the Waste and Emissions Trading Act (2003) to have such a joint strategy.

The LWP's previous Strategy was adopted in 2008, necessitating this review. This new Strategy has been developed as a joint venture between the WDA and the WCA's, with significant commitment from all members of the LWP in order to arrive at a genuinely shared vision and future strategy.

In addition to this main Strategy document, the JMWMS process will produce:

- A Strategic Environmental Assessment (SEA), as required under the Environmental Assessment of Plans and Programmes Regulations 2004. The SEA provides a thorough environmental assessment of a number of scenarios which can deliver the objectives set by the strategy. In accordance with Government guidance, the SEA process, including the preparation of an Environmental Report, has been conducted at the same time as developing the Strategy; and
- An Action Plan of work to be undertaken to move towards the objectives identified in the Strategy. The intention is to produce an updated Action Plan annually for the lifetime of this Strategy.

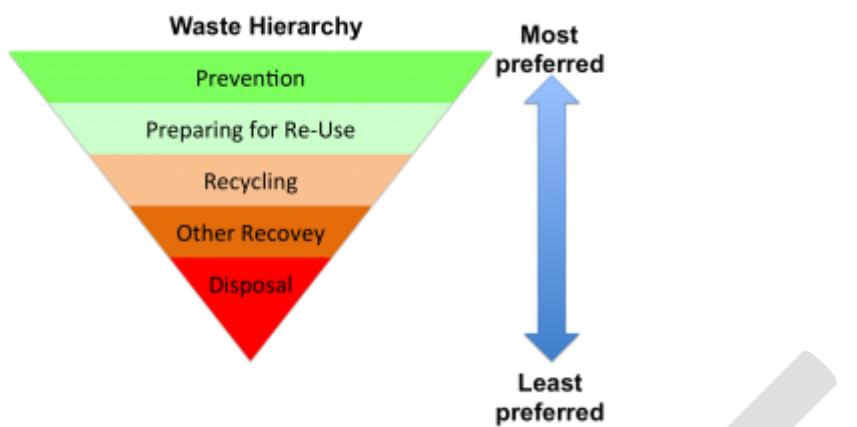
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### 2.2 Scope and context

In developing this Strategy, a balance has been sought between reducing costs and "doing the right thing" environmentally. "Doing the right thing" (ideally the "best" thing) involves reference to a number of key documents.

#### 2.2.1 The Waste Hierarchy

Article 4 of the revised EU Waste Framework Directive lays down a five-step hierarchy of waste management options which must be applied by Member States in this priority order. In order of preference, these options are shown below in Figure 2-1.

**Figure 2-1 The Waste Hierarchy**

The Waste Hierarchy helps to encourage a change in thinking so that waste is considered as a resource to be made use of, with disposal being the last resort.

Regulation 12 of the Waste (England and Wales) Regulations 2012 asserts the need for us to consider the Waste Hierarchy in choosing how to handle all our waste streams, so this directs the principles under which our Strategy must be written.

### **2.2.2 UK Policy and Legislation on Waste**

This includes the following, further details of which are given in section 3.2 of this Strategy:

- Waste Management Plan for England (2013)
- 25 Year Environment Plan (January 2018)
- Resources and Waste Strategy (due during 2018)

### **2.2.3 Lincolnshire's Previous Waste Strategy (2008)**

Lincolnshire's previous Waste Strategy identified 10 key objectives. Considerable progress has been made on some of these over the last decade, including:

Objective 5	To increase progressively the recovery and diversion of biodegradable waste from landfill, to meet and exceed the Landfill Directive diversion targets.
Objective 6	To ensure that residual waste treatment supports energy recovery and other practices higher up the waste hierarchy.

Through the building of the new Energy from Waste (EfW) facility in Hykeham, which began receiving waste in 2013, we now send less than 5% of our waste to landfill. This reduced our landfill tonnage so much that we achieved our 2020 Landfill Directive diversion target as soon as the EfW was in full operation, and we have continued to achieve that target in every year since then.



Our EfW facility also ensures that our residual waste is treated higher up the waste hierarchy than landfill.

Objective 7	To deliver best value for money waste management services, addressed on a countywide basis.
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The lifetime of our 2008 Strategy has coincided with a period of unprecedented cuts to the funding with local authorities receive from national government. The LWP authorities have achieved large budget savings during this time, but have continued to provide a high level of service to the public.

Whilst our previous objectives were considered in developing this new Strategy, it is important to note that:

- Some of those objectives have already met – e.g. Objective 5 as described above.
- The new Strategy needs to reflect the changing political landscape – e.g. Financial austerity and "Brexit".
- Changing the focus may help to renew the impetus and impact which have been lost as the previous Strategy has aged.

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## 2.3 What does the waste strategy cover?

This Strategy is intended to fulfil the duty, under the Waste and Emissions Trading Act (2003) that:

*"The waste authorities for a two-tier area must... have for the area a joint strategy for the management of... waste from households, and... other waste that, because of its nature or composition, is similar to waste from households"*

In preparing this Strategy, in order to ensure a holistic approach and to identify possible synergies, the process also needs to take into account links between:

- The Waste Strategy as a whole and the LWP partner authorities' strategic approach to other related matters, including (but not limited to):
  - Other environmental matters (e.g. Natural Environment Strategy)
  - Public health
  - Economic growth (e.g. Development Plans) – Particularly as this can result in waste growth.
- Our Waste Strategy and those of neighbouring local authorities, and
- Each individual Objective and all other Objectives within the Strategy.

## 3 What are the key legislative drivers?

This chapter outlines the main legal requirements for waste management that the Partnership has either already met or will need to meet as new legislation and requirements are introduced. It then considers the legislation regarding planning for any new waste management facilities and services that may be required to enable the Partnership to meet its future targets.

### 3.1 European waste policy and legislation

The European Union is currently the major source of environmental legislation and guidance in relation to the management of waste. Whilst, in the longer term, Brexit is likely to see the UK diverge from EU waste policy and legislation, the UK Government have indicated a desire to continue to comply for the foreseeable future.

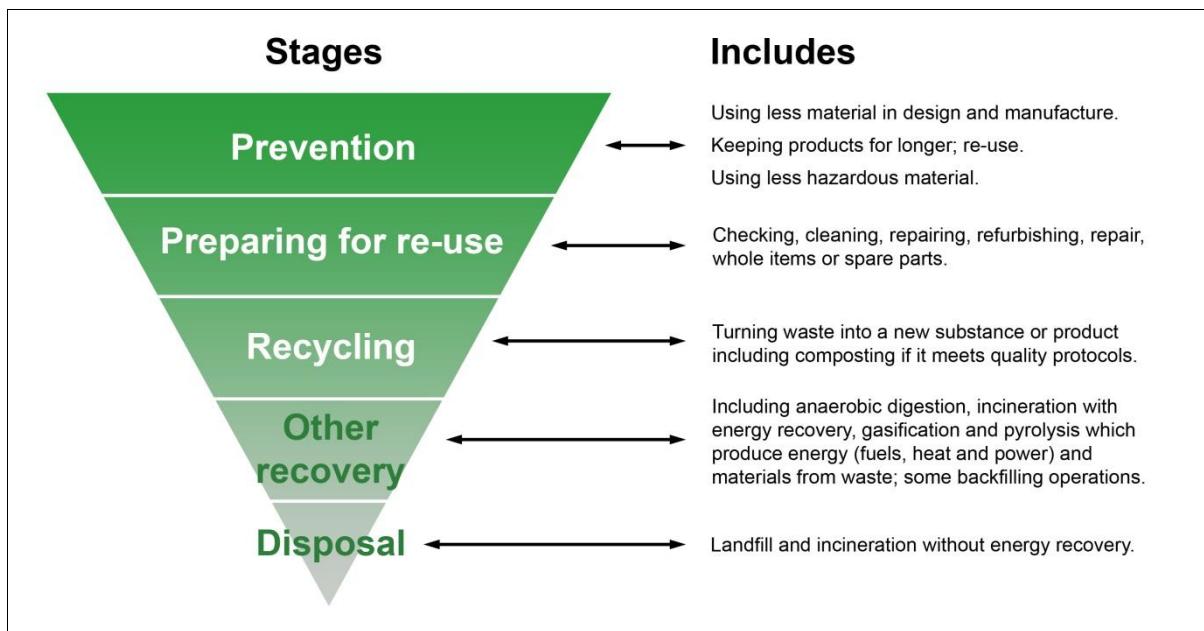
A number of European Directives have been introduced which aim to increase levels of recycling and recovery, and thus reduce the amount of waste which is landfilled. A fuller list can be found in Appendix A, but the main EU drivers for the LWP's strategic thinking are:

- Revised Waste Framework Directive (2008/98/EC)
- Landfill Directive (1999/31/EC)
- Circular Economy Package (upcoming)

#### 3.1.1 Waste Framework Directive

The main area of European legislation that this waste strategy has to consider is the revised Waste Framework Directive. This Directive establishes the fundamental principles for waste management in Europe, which must be reflected in National, Regional and Local Strategies. The key principles include:

- **50% recycling by 2020** – The UK government is committed to meeting this target for the recycling of "waste from households". However, it should be noted that the definition of this differs from that of the former headline National Indicator 192. Indeed, different EU member states measure this in a variety of ways, and the LWP has joined others in lobbying the UK government to consider including the recycling of Incinerator Bottom Ash (IBA) which would considerably boost the LWP's reported recycling rate. Further information regarding this can be found in section 5.5 of this Strategy.
- **Separate collections of recyclables** – Authorities are required to have separate collections of paper, metal, plastic and glass:
  - "Where necessary... to ensure that waste undergoes recovery operations... and to facilitate or improve recovery"; and
  - "if technically, environmentally and economically practicable" (or "TEEP" for short).
- **The Waste Hierarchy** – This provides a framework of how sustainability in waste management can be increased progressively. The aim is to move up the waste hierarchy by significantly reducing reliance on landfill, ideally through waste reduction, but also through increased recycling, reuse, composting and recovery.

**Figure 3-1 The Waste Hierarchy**

### **3.1.2 Landfill Directive**

The Landfill Directive aims to prevent, or minimise, the negative effects on both the environment and human health caused by landfilling of wastes. It set targets for reductions in the tonnage of Biodegradable Municipal Waste sent to landfill.

The UK Government responded both by setting equivalent targets (under the Landfill Allowance Trading Scheme, LATS) for each local authority, and by increasing the cost of landfill through an escalating rate of Landfill Tax. Whilst the LWP's development, under its previous Waste Strategy, of an energy from waste facility brought us well within our LATS targets, the reduction of our Landfill Tax bill through minimised landfilling remains a key driver.

### **3.1.3 Circular Economy Package**

As stated on the European Commission website<sup>1</sup>:

*The European Commission has adopted an ambitious new Circular Economy Package to help European businesses and consumers to make the transition to a stronger and more circular economy where resources are used in a more sustainable way.*

*The proposed actions will contribute to "closing the loop" of product lifecycles through greater recycling and re-use, and bring benefits for both the environment and the economy. The plans will extract the maximum value and use from all raw materials, products and waste, fostering energy savings and reducing Green House Gas emissions.*

Whilst the CEP has yet to be passed into EU law, and Brexit makes it uncertain whether it will be enforced in the UK, the current proposal is for a number of challenging targets including recycling of

<sup>1</sup> [https://ec.europa.eu/commission/priorities/jobs-growth-and-investment/towards-circular-economy\\_en](https://ec.europa.eu/commission/priorities/jobs-growth-and-investment/towards-circular-economy_en)

<sup>2</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/673203/25-year-](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/673203/25-year-)

55% of municipal waste by 2025, 60% by 2030 and 65% by 2035. In developing our future strategy it is important to consider the implications should the UK government decide to adopt such targets.

Information on the other relevant EU legislation that the Strategy has to consider can be found in Appendix A.

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## 3.2 National waste policy and legislation

Much of the UK's waste legislation transposes the above EU legislation. It is currently unclear how Brexit will affect UK legislation in the future, but the UK Government have expressed a desire initially to retain EU-related waste legislation.

Another element of uncertainty surrounds the UK Government's long-anticipated 25 Year Environment Plan which was published in January 2018. Whilst the Plan contains, as described below, some pledges on waste, the promised new Resources and Waste Strategy is anticipated to arrive after the adoption of this Lincolnshire Strategy.

### 3.2.1 Waste Management Plan for England

The 2013 Waste Management Plan for England sets out a number of strategic priorities which need to be taken into account in this Strategy for Lincolnshire. These include:

- Implementing the Waste Hierarchy.
- Measures to promote high quality recycling.
  - The Waste (England and Wales) Regulations 2011, transposing the revised EU Waste Framework Directive, require the separate collection of waste paper, metal, plastic and glass from 2015 onwards wherever separate collection is necessary to get high quality recycling, and is practicable.
  - The Waste and Resources Action Programme (WRAP), will advise local authorities and others, including on best practice in collections.
  - The introduction of Regulations relating to Material Recovery Facilities (MRFs), including mandatory sampling weights and frequencies for inputs and outputs.
- Separate collection of biowaste.
  - The Government has identified anaerobic digestion as the best technology currently available for treating food waste.

### 3.2.2 UK 25 Year Environment Plan

The government's 25 Year Environment Plan<sup>2</sup> was published in January 2018. On the subject of waste it included, on page 29, the following commitment.

*We will minimise waste, reuse materials as much as we can and manage materials at the end of their life to minimise the impact on the environment. We will do this by:*

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<sup>2</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/673203/25-year-environment-plan.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/673203/25-year-environment-plan.pdf)

- *Working towards our ambition of zero avoidable waste by 2050*
- *Working to a target of eliminating avoidable plastic waste by end of 2042.*
- *Meeting all existing waste targets – including those on landfill, reuse and recycling – and developing ambitious new future targets and milestones.*
- *Seeking to eliminate waste crime and illegal waste sites over the lifetime of this Plan, prioritising those of highest risk. Delivering a substantial reduction in litter and littering behaviour.*
- *Significantly reducing and where possible preventing all kinds of marine plastic pollution – in particular material that came originally from land.*

The Plan includes a statement (page 85) that Defra will be:

*Publishing a new Resources and Waste strategy in 2018 aimed at making the UK a world leader in resource efficiency. It will set out our approach to reducing waste, promoting markets for secondary materials, incentivising producers to design better products and how we can better manage materials at the end of life by targeting environmental impacts.*

It is currently anticipated that this Resources and Waste strategy will be released in October 2018. Our Strategy Action Plans for future years will need to take this new national strategy into account, particularly with regard to any specific targets which are set.

### **3.2.3 National Planning Policy**

The National Planning Policy Framework (NPPF), introduced in March 2012, sets out the Government's overarching planning policies for England. This is supported by online Planning Practice Guidance. The overarching aim of the NPPF is to achieve sustainable development by ensuring economic, social and environmental gains are sought jointly and simultaneously through the planning system. At the centre of this is a presumption in favour of sustainable development. The NPPF must be taken into account in the preparation of development plan documents, and is a material consideration in planning decisions. However, whilst the NPPF includes both general policies and specific policies, the specific policies do not extend to waste. Instead, these are set out in the National Planning Policy for Waste (NPPW) (October 2014).

The NPPW sits alongside the National Waste Management Plan (December 2013) and sets out the national framework for planning for waste management. It outlines the planning system's key roles in delivering the new facilities that are essential for implementing sustainable waste management and protecting the environment and human health. The emphasis is on delivering sustainable development, driving waste up the hierarchy, seeing waste as a resource and disposal as the last option.

### **3.2.4 Other National Strategies**

The UK Government has set out several other Strategies which include elements relating to waste management.

- The Industrial Strategy sets out plans:
  - For "moving towards a regenerative circular economy";
  - To "take further measures to strengthen the markets for secondary materials"; and

- To further develop the "Midlands Engine".
- The Clean Growth Strategy – Includes, under the heading "Enhancing the Benefits and Value of Our Natural Resources", proposals to:
  - "Work towards our ambition for zero avoidable waste by 2050, maximising the value we extract from our resources, and minimising the negative environmental and carbon impacts associated with their extraction, use and disposal";
  - "Publish a new Resources and Waste Strategy";
  - "Explore new and innovative ways to manage emissions from landfill"; and
  - "Invest £99 million in innovative technology and research for agri-tech, land use, greenhouse gas removal technologies, waste and resource efficiency".

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### 3.3 The Lincolnshire Minerals and Waste Local Plan

The County Council has produced the Lincolnshire Minerals and Waste Local Plan under its statutory duties as the Mineral and Waste Planning Authority for the County. Planning law requires that all applications for planning permission for waste development must be determined in accordance with this plan unless material considerations indicate otherwise. This plan is comprised of two parts, each forming a development plan document:

- the Core Strategy and Development Management Policies (CSDMP) document (adopted on 1 June 2016) – which sets out the key principles to guide the future mining and working of minerals and the form of waste management development in the County up to 2031, together with the development management policies against which applications for those types of development will be assessed; and
- the site Locations document (adopted on 15 December 2017), which includes specific proposals and policies for the provision of land for mineral and waste development.

The Strategic Objectives of the plan include:

- protecting the environment and local communities from the negative impacts of waste development, reducing residual impacts and delivering improvements where possible, and ensuring new facilities include high standards of design and layout, sustainable construction methods, good working practices and environmental protection measures;
- through prioritising the movement of waste up the waste hierarchy, minimising greenhouse gas emissions by reducing reliance on landfill, maximising opportunities for the re-use and recycling of waste, facilitating new technologies to maximise the renewable energy potential of waste as a resource, and promoting the use of carbon capture technology; and
- delivering adequate capacity for managing waste more sustainably when it is needed; and ensuring waste is managed as near as possible to where it is produced.

In relation to waste, the plan is based on directing new waste facilities, including extensions, to areas in and around the County's main settlements (Lincoln, Boston, Grantham, Spalding, Bourne, Gainsborough, Louth, Skegness, Sleaford and Stamford) where the highest levels of waste are expected to be generated. The strategy does, however, recognise that some developments are likely

to be developed outside these areas, including biological treatment of waste including digestion and open-air windrow composting.

The plan identifies, through the site Locations document, locations for a range of new or extended waste management facilities to meet the predicted capacity gaps for waste arisings in the County for the period up to and including 2031. This will involve the building of waste management facilities for recycling and an energy from waste facility mainly for the management of commercial, industrial, construction and demolition waste. The plan identifies that facilities for the management of the county's Local Authority Collected Waste are already in place, with any future needs relating to replacement facilities. There is no requirement for further landfill facilities. The need for specialised thermal treatment and hazardous landfill would continue to be met by national facilities outside the county. The plan also safeguards waste management facilities from redevelopment to non-waste uses or from the encroachment of incompatible development.

The plan makes provision to meet the requirement for waste facilities through one site specifically allocated and safeguarded for waste development, and 16 areas (industrial areas) where waste uses are considered acceptable alongside other industrial and employment uses (providing flexibility and choice)

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### **3.4 Relationship with Neighbouring Authorities**

The implementation of this strategy, particularly in the development of the accompanying Action Plan, will need to take into account the waste management actions and strategies of our neighbouring authorities. In view of this, we will be specifically writing to each of those authorities as part of the public engagement process, asking them for any information which they think it would be helpful for us to take into account. Their responses will be listed in Appendix A of our finalised JMWMS.

## 4 How has the strategy been developed?

### 4.1 Background

The previous Joint Municipal Waste Management Strategy for Lincolnshire was published in June 2008.

That Strategy was compiled by following Government guidance on waste management strategies and assessed in accordance with the ODPM guidance 'A Practical Guide to the Strategic Environmental Assessment Directive' (2005).

The Lincolnshire Waste Partnership has identified that a new joint waste strategy and a SEA are required.

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### 4.2 Development of a new waste strategy

The development of this new strategy has also made use of the 2005 guidance from the Office of the Deputy Prime Minister (ODPM). Although this is no longer available online, it is still generally considered to be the most recent government guidance on the subject.

The guidance sets out three questions which should be answered in developing a Waste Strategy. We have addressed each of these questions as described below.

#### 4.2.1 "Where are we today?"

Chapter 5 summarises the services currently provided by each of the LWP authorities. It also includes an analysis of the quantities of each waste stream and material being handled, and a forecast of future waste quantities.

#### 4.2.2 "Where do we want to get to and when?"

The ODPM guidance describes this as "*the objectives for how waste will be managed more sustainably in the future*". Chapter 6 sets out the LWP's shared objectives, developed and agreed through a series of workshops and meetings early in the Strategy process. Chapter 6 also addresses the main challenges facing the LWP during the period covered by this Strategy.

#### 4.2.3 "What do we need to do to get there?"

Chapter 7 gives an overview of the actions identified by the Partnership as being needed to achieve the objectives of this Strategy. It essentially sets out a 'route map' showing how those objectives will be achieved.

The necessary actions have been set out in more detail in an Action Plan for the first year of the life of this Strategy. This includes details of:

- who will need to do what? and

- by when?

In order to ensure that the Action Plan continues to deliver in future years, a revised version will be produced annually. This will respond to any changes in the ongoing quantity and composition of waste, as well as to any other necessary factors.

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## 4.3 Strategic Environmental Assessment

The Department for Environment, Food & Rural Affairs' (Defra) "Guidance on Municipal Waste Management Strategies" states that "*as a minimum the Strategy should undergo a Strategic Environmental Assessment (SEA).*"

In general, SEA permits analysis of all draft Strategy provisions against a series of environmental objectives. The aim is to ensure the effects of the Strategy are positive with regard to the County's environmental features. Any significant adverse effects identified must be avoided, remedied or mitigated.

In view of this an SEA has been undertaken in parallel with the Strategy process, with both documents feeding into each other as appropriate. The SEA was completed in line with:

- Environmental Assessment of Plans and Programmes Regulations' (SI 2004/1633) 'SEA Regulations'
- Government Guidance on SEA and SA: <https://www.gov.uk/guidance стратегический-environmental-assessment-and-sustainability-appraisal>

This will include several stages of consultation, initially with statutory consultees (Natural England, Historic England and the Environment Agency) and then alongside public engagement on this Waste Strategy.

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## 4.4 Stakeholder Engagement

In addition to the statutory consultation for the SEA, the Defra guidance on Waste Strategies makes it clear that engaging with various stakeholders is vital to the development of an effective Strategy. Our Strategy process has involved this in a number of ways including the following.

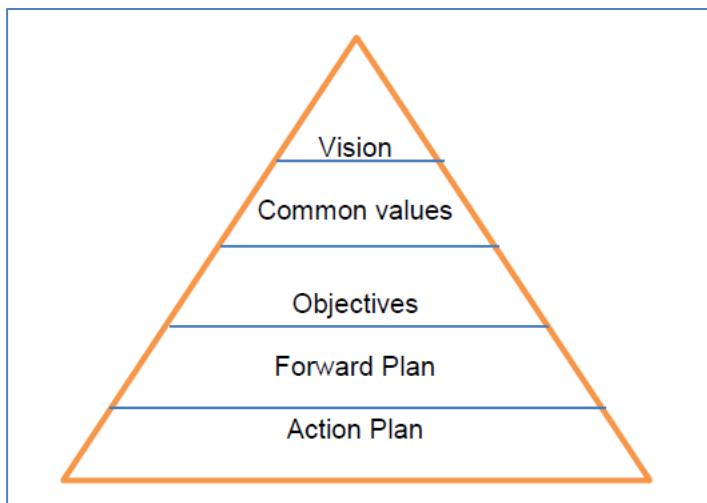
### 4.4.1 LWP Authorities

The overall objectives and initial proposals for a way to work towards them were developed jointly by the eight authorities of the LWP. This was achieved by holding two workshop sessions in July 2017. Those sessions were facilitated by an independent chair in order to ensure that the views of all partners were captured and given an equal footing.

Full details of the workshops and their outputs can be seen in Appendix B.

Amongst other things, the workshops established an overall framework for how the format of the strategy would lead from the overarching "Vision" to specific practical actions in an "Action Plan".

**Figure 4-1 Overall structure of the Waste Strategy**



Further engagement with all LWP partners will continue throughout the Strategy process, including with the formal scrutiny and adoption of the documents at the end.

#### **4.4.2 Public Engagement**

This version of the Strategy has been prepared as an "engagement draft" to be shared with the public and other stakeholders. This allows them to comment upon the draft versions of the Strategy and its accompanying Strategic Environmental Assessment (SEA) and Action Plan. The final version of each of those documents will reflect the feedback received from this engagement process.

Further details of the results of the engagement process will be added as Appendix C in the final Strategy.

## 5 Where are we today?

Before deciding what we want to achieve in the future, and of how we are going to do so, it is essential that we have a proper understanding of our current services and of what waste we are likely to need to deal with during the period covered by this Strategy.

This chapter provides a summary of the necessary baseline information including:

- An analysis of the nature and performance of existing services;
- The impact of any service changes already firmly planned (if any);
- Projections of future waste quantities; and
- The impact of changes in waste quantities on overall performance if no changes, other than those already firmly planned, are introduced.

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### 5.1 Demographics

Within the East Midlands Region, Lincolnshire is the largest County covering 592,075 hectares, and the fourth largest in England covering 5% of England.

The following information on the population of Lincolnshire all comes from the Lincolnshire Research Observatory website<sup>3</sup>.

As at the 2011 Census:

- Lincolnshire is a large and sparsely populated county. In England 18% of the population live in rural areas, that is in towns of less than 10,000 people, in villages, hamlets or isolated dwellings. In Lincolnshire the figure is 48%.
- Lincolnshire is home to 306,971 households. The average household is made up of 2.32 persons, similar to the figure of 2.27 for England as a whole.
- Lincolnshire has an ageing population with nearly 21% of its population being over 65 years of age compared to the England figure of just over 16%, with East Lindsey having the highest proportion at 26%.

The population of Lincolnshire grew by over 10% between 2001 and 2011, which is faster than the figure for England of just under 8%. As can be seen in Table 5-1, however, estimates indicate that Lincolnshire's population only grew by a further 4.3% between 2011 and 2016, just below the national rate for England. Most of our WCA's saw growth between 4.6% and 5.1% (i.e. above the national average) during that same period, but it should be noted that population growth in East Lindsey was significantly lower.

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<sup>3</sup> <http://www.research-lincs.org.uk/Population.aspx>

**Table 5-1 Population estimates**

<b>Area</b>	<b>2011 Census</b>	<b>2016 Mid Year Estimate</b>	<b>Growth</b>
Boston BC	64,637	67,600	4.6%
City of Lincoln	93,541	97,800	4.6%
East Lindsey DC	136,401	138,400	1.5%
North Kesteven DC	107,766	113,300	5.1%
South Holland DC	88,270	92,400	4.7%
South Kesteven DC	133,788	140,200	4.8%
West Lindsey DC	89,250	93,700	5.0%
<b>Lincolnshire</b>	<b>713,653</b>	<b>743,400</b>	<b>4.2%</b>
<b>England</b>	<b>53,012,456</b>	<b>55,268,100</b>	<b>4.3%</b>

Forecasts are that population growth for Lincolnshire going forwards (12% higher in 2039 than in 2016) will continue to be a little lower than the average for England. It should be noted, however, that this official estimate doesn't take into account specific housing developments, and the expectation is that the population will grow by more than this. Either way, these extra people are likely to produce a significant amount of additional waste which the LWP will need to collect and dispose of.

## 5.2 Waste arisings

### 5.2.1 UK arisings summary

Defra's report "UK Statistics on Waste"<sup>4</sup> (published December 2016) included the following key points regarding the national situation:

- UK generation of commercial and industrial (C&I) waste was 27.7 million tonnes. This has fallen from 32.8 million tonnes in 2012.
- The UK generated 202.8 million tonnes of total waste in 2014. Over half of this (59.4 per cent) was generated by construction, demolition and excavation, with households responsible for a further 13.7 per cent.

Clearly, household waste is only a relatively small proportion of overall waste, and needs to be considered the light of the wider picture.

### 5.2.2 Current Local Authority Collected Waste (LACW)

As a predominantly rural county, the largest waste stream in Lincolnshire comes from agricultural services which, according to the Waste Needs Assessment produce for the Lincolnshire Minerals and

<sup>4</sup> <https://www.gov.uk/government/statistics/uk-waste-data>

Waste Local Plan (Site Locations Document)<sup>5</sup>, represents some half of the total waste stream. In comparison, LACW represents around 10% of the total waste arisings in the county.

It should be noted that whilst the County Council is required to consider all waste streams in the development of its Minerals and Waste Local Plan, agricultural waste is largely dealt with at source rather than requiring the County Council's attention in its role as Waste Planning Authority. Furthermore, the Waste and Emissions Trading Act 2003<sup>6</sup> states in Section 32(1), in defining the duty to have a Joint Municipal Waste Management Strategy, that this Strategy should only cover the management of:

- (a) waste from households, and
- (b) other waste that, because of its nature or composition, is similar to waste from households.

Thus, in being prepared by the local authorities of the Lincolnshire Waste Partnership this Strategy, by definition, focuses on Local Authority Collected Waste (LACW), which can include waste from the following sources (as defined in the Controlled Waste Regulations):

- Waste from households – This makes up the vast majority of LACW;
- Other "household waste" – e.g. From schools and hospitals;
- **Some** waste from commercial premises (such as shops, offices and restaurants); and
- **Some** waste from construction and demolition (C&D) activities.

Table 5-2 shows the breakdown of LACW across Lincolnshire, with 355,849 tonnes arising in 2016/17 of which around 97% is household waste.

**Table 5-2 Summary of Local Authority Collected Waste (LACW) in Lincolnshire 2016/17**

Sources: Collection (purple) = County Council Waste Data Management System; Disposal (orange) = Wastedataflow<sup>7</sup>

Waste Stream	2016/17 (Tonnes)	% of Total Waste Stream
Local Authority Collected Waste	368,777	
Waste collected at kerbside by WCA's	281,456	76.3% of LACW
Other waste collected by WCA's <sup>i</sup>	17,158	4.7% of LACW
Waste collected at HWRC's	69,511	18.8% of LACW
Other LACW <sup>ii</sup>	652	0.2% of LACW
Total Household Waste collected <sup>iii</sup>	355,191	96.3% of LACW
Total Household Waste disposed of <sup>iii</sup>	355,403	
Household Waste reused, recycled or composted	165,228	46.5% <sup>iv</sup> of Household Waste Disposal
Household Waste sent for energy recovery	175,350	49.3% of Household Waste Disposal
Household Waste landfilled	14,825	4.2% of Household Waste Disposal

*i – Includes street sweepings, litter, bring banks, trade waste, etc.*

*ii – Largely consists of waste from charities for which the WDA provides disposal.*

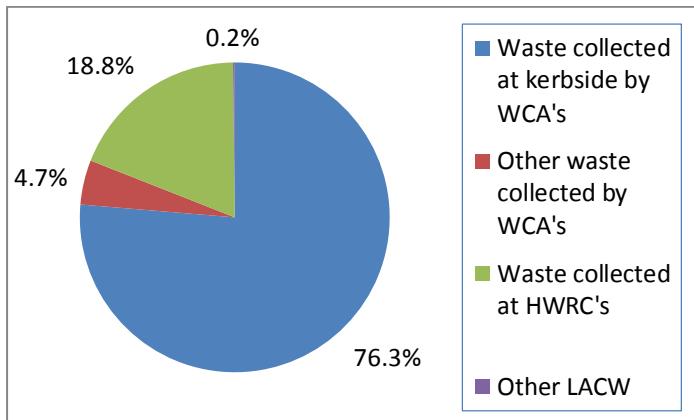
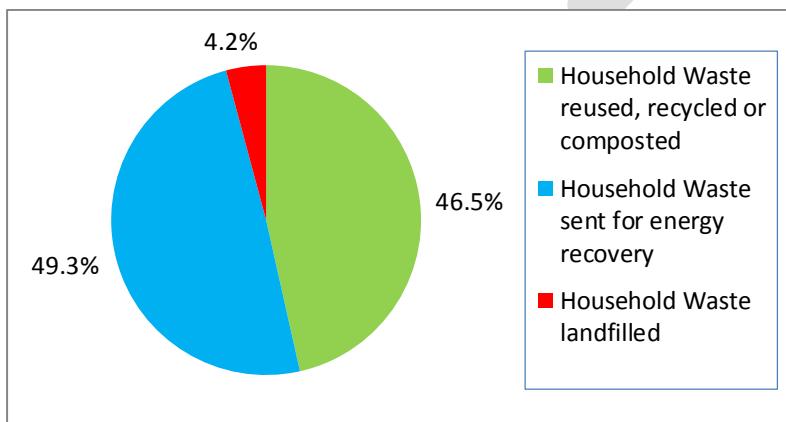
*iii – Totals collected and disposed of differ due to changes in stock levels at Waste Transfer Stations.*

*iv – Differs slightly from our official recycling rate of 46.7% due to a small difference in calculation method.*

<sup>5</sup> [http://uk.sitestat.com.lincolnshire/lincolnshire/s?Home.residents.environment-and-planning.planning-and-development.minerals-and-waste.site-locations-examination.131110.articleDownload.106584&ns\\_type=pdf&ns\\_url=https://www.lincolnshire.gov.uk//Download/106584](http://uk.sitestat.com.lincolnshire/lincolnshire/s?Home.residents.environment-and-planning.planning-and-development.minerals-and-waste.site-locations-examination.131110.articleDownload.106584&ns_type=pdf&ns_url=https://www.lincolnshire.gov.uk//Download/106584)

<sup>6</sup> <http://www.legislation.gov.uk/ukpga/2003/33/contents>

<sup>7</sup> <http://www.wastedataflow.org/>

**Figure 5-1 Sources of LACW in 2016/17****Figure 5-2 Destinations of Household Waste in 2016/17**

### 5.2.3 Waste growth

As was reported in the LWP's previous Waste Strategy, between 2000/01 and 2006/07 the total tonnage of Local Authority Collected Waste (LACW) in Lincolnshire rose from 322,715 to 365,537, an increase of over 13%. Table 5-3 below, however, shows that between 2007/08 and 2015/16 there was little overall change in either total LACW or in Household Waste, although there appears to have been a significant rise in 2016/17. It should also be noted that there can be significant variation between successive years.

**Table 5-3 Waste growth trends in Lincolnshire between 2007 and 2017**

Source: Wastedataflow<sup>8</sup>

Year	Municipal Waste (Tonnes)	% Change	Household Waste	% Change
2007/08	352,123		338,676	
2008/09	359,798	2.18%	348,280	2.84%
2009/10	349,784	-2.78%	336,893	-3.27%

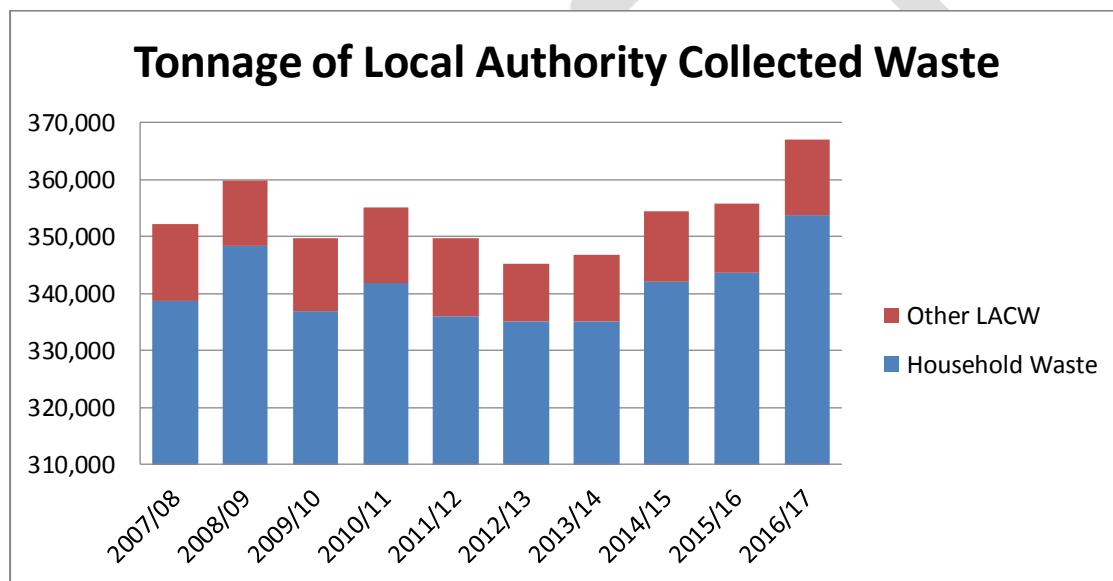
<sup>8</sup> <http://www.wastedataflow.org/>

Year	Municipal Waste (Tonnes)	% Change	Household Waste	% Change
2010/11	355,209	1.55%	341,886	1.48%
2011/12	349,736	-1.54%	336,073	-1.70%
2012/13	345,232	-1.29%	335,028	-0.31%
2013/14	346,795	0.45%	335,216	0.06%
2014/15	354,503	2.22%	342,132	2.06%
2015/16	355,849	0.38%	343,574	0.42%
2016/17	366,947 <sup>i</sup>	3.12%	353,819 <sup>ii</sup>	2.98%
Overall Change (since 07/08)		4.21%		4.47%

*i – The definition of Municipal Waste differs slightly from LACW, so this total is different to that in Table 5-2.*

*ii – This is the official total, but it is unclear why this differs from the total in Table 5-2 which is the sum of the weights sent to each disposal method.*

Figure 5-3 Annual Tonnage of LACW in Lincolnshire



Whilst, as has already been said, the total tonnage has been very erratic from year to year, there are some conclusions which can be drawn:

- Total tonnage fell for several years to 2012/13, possibly due to the economic downturn making the public less likely to throw things away.
- There has been an upturn in recent years, possibly as the economy picks up again.

In view of the most recent upward trend, and ongoing population growth, it is considered prudent to forecast that LACW arisings will continue to grow. This is in line with the forecasts in the Waste Needs Assessment that accompanies the Lincolnshire Minerals and Waste Local Plan<sup>9</sup> which suggests that LACW tonnages will grow as shown in Table 5-4.

<sup>9</sup> <http://uk.sitestat.com/lincolnshire/lincolnshire/s?Home.residents.environment-and-planning.planning-and-development.minerals-and-waste.site-locations->

The forecasts consist of a two part assumption:

- 1) That the population will grow by 0.66% per annum; and
- 2) That each person will produce more waste each year.

Whilst the second part may seem a pessimistic assumption, in 2016/17 the average Lincolnshire household did indeed produce 0.5% more household waste than in the previous year.

**Table 5-4 LACW growth scenario from Lincolnshire Minerals and Waste Local Plan**

	<b>2016 to 2020</b>	<b>2021 to 2031</b>
<b>Population growth</b>	0.66% per annum	0.66% per annum
<b>Waste per head growth</b>	0.5% per annum	0.25% per annum
<b>Total Growth</b>	1.16% per annum	0.91% per annum

These increases are small for any given year, but would represent an increase of over 15%, or around 50,000 tonnes of extra household waste each year by 2031.

### 5.3 Waste composition

In order to assess the effectiveness of our current waste management services, it is crucial to identify the total quantities collected of each type of waste. Whilst this is relatively simple for separately-collected waste types (e.g. paper in bring banks), the full picture can only be seen by assessing the composition of streams of mixed waste including all of those listed below in Table 5-5.

Ideally, the composition of each of these streams should be identified through detailed analysis of representative samples of real waste which has been collected. However, to do this for all streams would be impractical, so their composition has been measured as follows.

**Table 5-5 Method of assessing composition of each mixed waste stream**

<b>Waste stream</b>	<b>Composition assessed by</b>
Kerbside-collected mixed dry recyclables	Regular sampling and analysis in line with Materials Recycling Facility (MRF) Code of Practice
Kerbside-collected residual/general waste	One-off sampling and analysis undertaken in September 2017
HWRC-collected residual/general waste	Use of Defra-compiled national average figures for HWRC residual waste (most recent available is for 2010/11)
Other streams of mixed waste (e.g. flytipping)	Use of Defra-compiled national average figures for the most appropriate category listed (most recent available is for 2010/11)
Separately-collected (e.g. paper in bring banks)	Composition is known as there is usually only one type of waste in each collection

### 5.3.1 Kerbside-collected mixed dry recyclables (MDR)

The composition of this waste stream is well known as the Materials Recycling Facility (MRF) Code of Practice requires our MRF contractor to undertake regular sampling and analysis of the material both going into and coming out of their sorting processes.

**Figure 5-4 Composition of MDR in 2016/17**

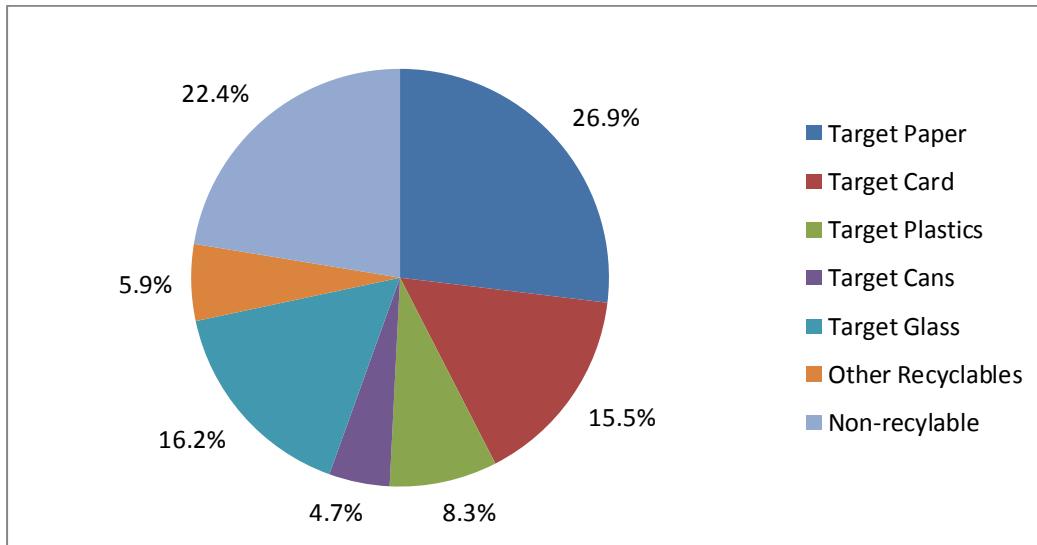


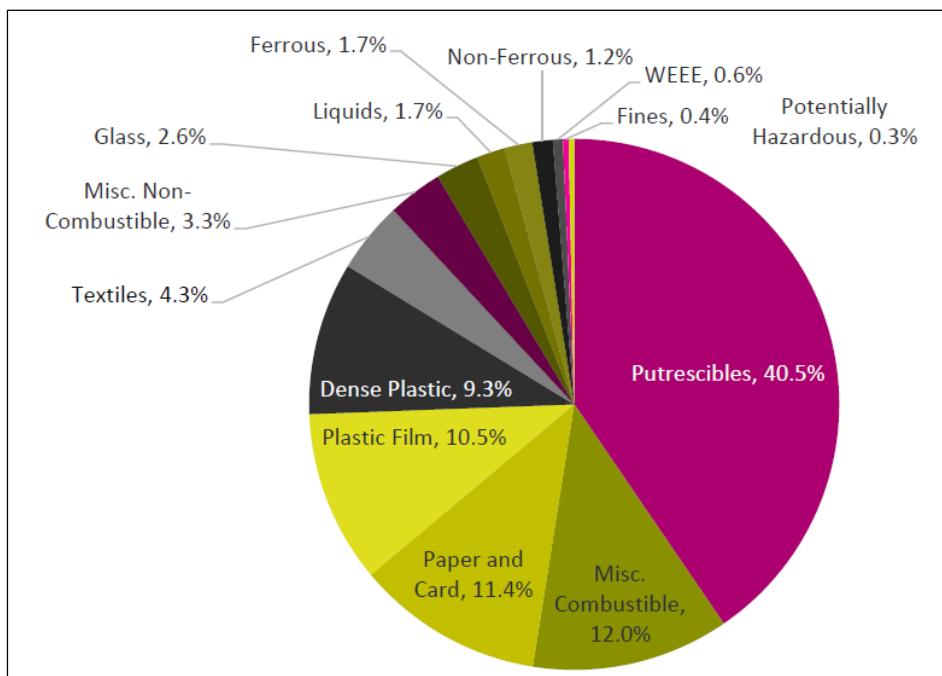
Figure 5-4 summarises the sampling data for 2016/17 and shows that of the total tonnage collected:

- Around 72% was "target" recyclables – This is what the LWP has asked the public to put into the kerbside recycling collections.
- Around 6% was other recyclables – Whilst not on the specified list, our current MRF contractor is able to recycle these as well. However, this may not be recyclable at all MRF's.
- Over 22% was not recyclable – This should not be in these collections, and needs addressing through this Strategy.

### 5.3.2 Kerbside-collected residual/general waste

Since this one waste stream makes up around 40% of the total waste collected by the LWP, a sampling exercise was undertaken in September 2017 to establish what materials are contained in it. This involved using socio-economic data to identify an individual round in each WCA area which represented, as closely as possible, that Council's area as a whole. A random sample of waste from each of those seven rounds was then analysed.

Figure 5-5 shows the data for the County as a whole. The percentages were calculated by multiplying the figures for each WCA by the total tonnage they collected in 2016/17 since those collecting a higher tonnage collect a higher proportion of the overall waste stream.

**Figure 5-5 Composition of Residual Waste in 2016/17**

More detailed headlines from the sampling exercise were that the overall composition includes:

- Around 15% home-compostable food – e.g. Vegetable peelings;
- Around 13% other food – e.g. cooked food, meat and dairy products; and
- Nearly 20% materials which the LWP already collect at kerbside either for recycling or composting.

### 5.3.3 Overall composition

Combining data from all these individual waste streams, Table 5-6 summarises the calculated overall composition of the waste collected by each of the main methods during 2016/17. Table 5-6 also shows the overall composition of all LACW in 2016/17, calculated by adding all the mixed-stream totals to the quantities of each waste type collected separately (e.g. from bring banks). For consistency, the waste type groups listed are those used in the 2017 kerbside residual waste sampling exercise.

**Table 5-6 Tonnage of each waste type collected by each method in 2016/17**

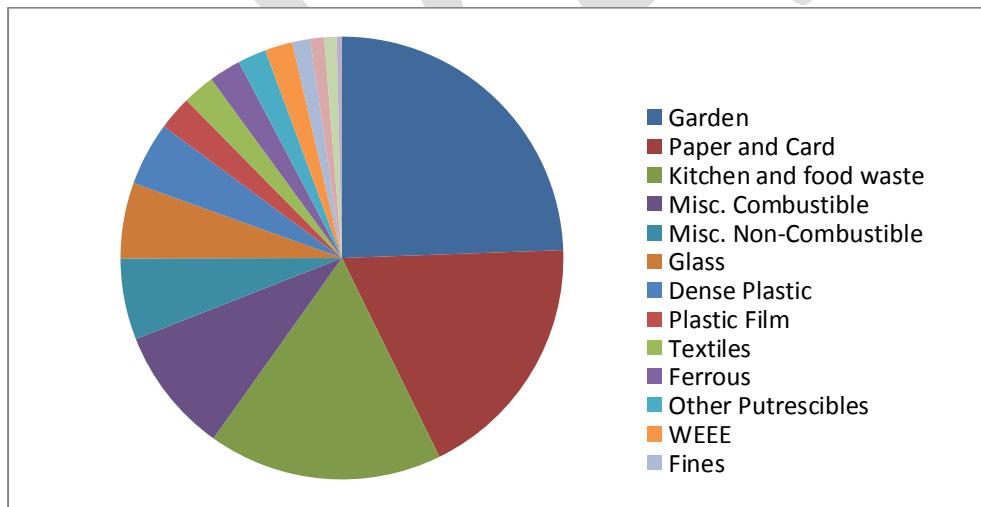
	Kerbside Collections <sup>i</sup>	Household Waste Recycling Centres	Other Local Authority Collected Waste	TOTAL Local Authority Collected Waste	% of Local Authority Collected Waste
Card	17,214	2,025	616	19,855	5.4%
Paper	34,022	1,105	899	36,026	9.8%
Plastic Film	17,911	642	335	18,889	5.1%
Dense Plastic	22,174	3,339	476	25,990	7.0%
Textiles	7,202	1,774	619	9,595	2.6%

	Kerbside Collections <sup>i</sup>	Household Waste Recycling Centres	Other Local Authority Collected Waste	TOTAL Local Authority Collected Waste	% of Local Authority Collected Waste
Glass	16,003	803	3,227	20,033	5.4%
Ferrous	5,323	2,603	177	8,102	2.2%
Non-Ferrous	3,583	1,074	139	4,796	1.3%
Misc. Combustible	19,730	17,847	785	38,362	10.4%
WEEE	1,025	5,084	115	6,223	1.7%
Potentially Hazardous	521	1,520	118	2,159	0.6%
Misc. Non-Combustible	5,556	12,850	4,999	23,404	6.3%
Kitchen and Food Waste	46,489	506	1,039	48,035	13.0%
Garden Waste	67,356	17,812	1,954	87,123	23.6%
Other Putrescibles	13,913	319	155	14,386	3.9%
Fines	591	195	2,018	2,804	0.8%
Liquids	2,859	0	731	3,590	1.0%
<b>TOTALS</b>	<b>281,472</b>	<b>69,498</b>	<b>18,402</b>	<b>369,372</b>	

*i – Includes collections of residual, recyclables and garden waste.*

Figure 5-6 shows the overall composition of LACW from 2016/17 with the waste types ordered from highest to lowest percentage.

**Figure 5-6 Overall composition of LACW in 2016/17**



Points to note regarding all the above data include that:

- Between them, kerbside collections and HWRC's account for around 95% of our LACW, so the composition of other streams hasn't been examined in detail.
- The largest waste type which is not currently collected for recycling or composting is kitchen and food waste. Details of what proportion of each waste type (including what is collected mixed in with general waste) is currently recycled or composted is shown in section 5.5.

## 5.4 Current Waste Management

The current waste management infrastructure needs to be reviewed to provide a baseline on which to develop the Waste Strategy. This review focuses on:

- Waste collection services
- Waste transfer and logistics
- Recycling and composting arrangements
- Treatment and disposal of residual waste
- Existing contracts for all of the above
- Service performance measures
- Current waste management costs

### 5.4.1 Waste Collection Services

Within Lincolnshire it is the district, borough and city councils (as WCAs) that have the responsibility to collect waste from households, and the County Council (the WDA) that has the responsibility to dispose of it, as well as to operate HWRCs.

#### Kerbside collections – collections by/for WCAs

Table 5-7 below provides a summary of the current kerbside collection services offered by each WCA.

All authorities that are using wheelie bins for their residual waste collection have a “no side waste policy” in place. This means that, apart from specific exceptions (e.g. just after Christmas), residents are not allowed to place other wastes (e.g. sacks) alongside their wheelie bins. South Holland operates a sack collection system and will collect side waste.

It should be noted that, as part of Defra's consistency agenda, WRAP are seeking to establish whether a national standard set of bin colours would help to make things clearer for the public and thus increase recycling rates<sup>10</sup>. In view of this, any consideration of a more standardised approach for Lincolnshire should take account of the feedback from that work.

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<sup>10</sup> <https://www.letsrecycle.com/news/latest-news/wrap-consults-on-national-colour-scheme-for-bins/>

**Table 5-7 Kerbside collection services offered by each Waste Collection Authority (WCA)**

The following indicates the service provided to the majority of households by each WCA. Colour shading shows the colour of bin provided for each service.

Unless otherwise stated, collections are provided using a wheelie bin and fortnightly/alternate weekly collections (AWC).

Waste Collection Authority	Residual Waste	Mixed Dry Recyclables	Green Waste
Boston Borough Council	AWC in 240 litre bins	AWC in 240 litre bins	AWC in 240 litre bins Charged service No service in Winter
City of Lincoln Council <sup>i</sup>	AWC in 240 litre bins	AWC in 240 litre bins	AWC in 240 litre bins Charged service
East Lindsey District Council	AWC in 180 litre bins (240 litre for larger families)	AWC in 240 litre bins	AWC in 240 litre bins Charged service Reduced service in Winter
North Kesteven District Council <sup>ii</sup>	AWC in 240 litre bins	AWC in 240 litre bins <sup>iii</sup>	AWC in 240 litre bins Charged service
South Holland District Council	Weekly collection in sacks	Weekly collection in sacks	AWC in 240 litre bins Charged service Two year pilot for 2016/17 & 17/18
South Kesteven District Council	AWC in 240 litre bins	AWC in 240 litre bins	AWC in 240 litre bins Charged service
West Lindsey District Council	AWC in 180 litre bins (240 litre for larger families)	AWC in 240 litre bins	AWC in 240 litre bins No charge No service in Winter

*i – City of Lincoln have alternative arrangements for higher-density inner city areas, using 140 litre bins, communal bins or sacks as appropriate, some of which (mainly residual waste) are collected weekly.*

*ii – North Kesteven – Since 2009 new builds receive, as standard, a 180 litre bin for residual waste and a 360 litre bin for mixed dry recyclables.*

*iii – Black wheelie bin with green lid*

**Table 5-8 Current Collection Contract Arrangements**

<b>WCA</b>	<b>How collections are provided</b>
Boston BC	Service provided in-house
City of Lincoln	Contract with Biffa
East Lindsey DC	Service provided in-house
North Kesteven DC	Service provided in-house
South Holland DC	Service provided in-house
South Kesteven DC	Service provided in-house
West Lindsey DC	Service provided in-house

Every household in every WCA area receives a residual waste collection. Table 5-9 summarises the number of households in each WCA area that are currently provided with kerbside recycling and green waste collections.

**Table 5-9 Households receiving recycling/green waste kerbside collection in 2016/17**

	Boston	East Lindsey	Lincoln	North Kesteven	South Holland	South Kesteven	West Lindsey
Dwelling Stock	29,050	67,660	44,710	49,660	39,760	62,460	42,350
Number of HH – dry recyclables	29,050	67,150	44,710	49,660	39,760	62,460	42,350
Number of HH – green waste <sup>i</sup>	11,634	33,000	16,661	30,894	3,155	28,565	39,350

*i – Green waste collection numbers are lower because they tend to be a charged-for, opt-in service.*

#### **Bring banks for recyclables – collections by/for WCAs**

Many of our WCAs currently operate a network of bring banks placed in various locations to receive recyclable material. The County Council either arranges and pays for the recycling of this material, or pays Recycling Credits to each WCA for it.

#### **Bulky household waste – collections by/for WCAs**

Bulky waste falls outside the scope of the regular WCA kerbside collection service as these items are generally too large or too difficult to be handled by the normal means. The WCAs across the Partnership offer bulky waste collection on demand for item such as furniture, mattresses and large household appliances. Each district has its own policy on charging for these collections.

#### **Commercial waste – collections by/for WCAs**

Currently Boston Borough Council and West Lindsey District Council operate collections of commercial waste from business premises, and other WCAs are considering doing so. The Strategy, through its ongoing Action Plans, needs to consider whether it would be appropriate to have a common policy.

### **Street cleansing – collections by/for WCAs**

Each WCA provides a regular service across their area. Busy places, such as shopping precincts and high streets usually have permanent cleaning staff or daily cleansing regimes. General waste such as litter is handled in the same way as other residual waste, but road grit from street sweepers is kept separate as the County Council has separate arrangements in place for the recycling of it.

### **Abandoned and end of life vehicles – collections by/for WCAs**

Abandoned vehicles that are on public land are removed in accordance with the relevant legislation and are dealt by each district within its area.

### **Fly tipped waste – collections by/for WCAs**

Fly tipping is a serious national problem. As well as being unsightly, it can lead to serious pollution of the environment and harm to human health, and is costly to remove and dispose of correctly.

### **Clinical waste – collections by/for WDA**

The Controlled Waste Regulations 2012 define this type of waste:

*"clinical waste" means waste from a healthcare activity (including veterinary healthcare) that—*

- (a) contains viable micro-organisms or their toxins which are known or reliably believed to cause disease in humans or other living organisms,*
- (b) contains or is contaminated with a medicine that contains a biologically active pharmaceutical agent, or*
- (c) is a sharp, or a body fluid or other biological material (including human and animal tissue) containing or contaminated with a dangerous substance within the meaning of Council Directive 67/548/EEC on the approximation of laws, regulations and administrative provisions relating to the classification, packaging and labelling of dangerous substances(b),*

*and waste of a similar nature from a non-healthcare activity.*

In some cases, the County Council arranges for both the collection and disposal of this waste. In other cases, the WCA's collect clinical waste and sharps.

### **Household Waste Recycling Centres – collections by/for WDA**

The County Council operates 11 HWRCs across the county to which residents can bring their household waste. Tables 5-10 and 5-11 below summarises respectively:

- Table 5-10 – The location of and contractual arrangements for each HWRC; and
- Table 5-11 – The facilities provided at each HWRC.

**Table 5-10 HWRC Contractual and Operational Arrangements**

*Unless stated otherwise, opening hours are standardised as 09:00hrs to 16:00hrs Friday, Saturday, Sunday and Monday (closed Tuesday, Wednesday and Thursday).*

Location	Site Ownership	Operated by	Opening hours
<b>Lincoln HWRC</b> Great Northern Terrace LN5 8LG	County Council	Carl Drury Ltd.	09:00hrs to 16:00hrs 7 days a week
<b>Spalding HWRC</b> West Marsh Rd PE11 2BB	County Council	Carl Drury Ltd.	<b>Summer</b> <b>(1st April to 31st October)</b> 08:00hrs to 16:00hrs 7 days a week. <b>Winter</b> <b>(1st November to 31st March)</b> 08:00hrs to 16:00hrs Friday, Saturday, Sunday and Monday.
<b>Gainsborough HWRC</b> Long Wood Road, Corringham Road Ind Est, Gainsborough, DN21 1QB	County Council	Carl Drury Ltd.	Standard (09:00hrs to 16:00hrs Friday, Saturday, Sunday and Monday)
<b>The Rasens HWRC</b> Gallamore Lane Industrial Estate, Gallamore Lane, Middle Rasen, LN8 3HA	County Council	Carl Drury Ltd.	Standard
<b>Bourne HWRC</b> South Fen Road PE10 0DN	County Council	Recycle It Wright Ltd.	Standard
<b>Grantham HWRC</b> Mowbeck Way NG31 7AS	County Council	Recycle It Wright Ltd.	Standard
<b>Sleaford HWRC</b> Pride Parkway NG34 8GL	County Council	Recycle It Wright Ltd.	Standard
<b>Louth HWRC</b> Bolingbroke Road LN11 0WA	County Council	Sid Dennis & Sons Ltd.	Standard
<b>Skegness HWRC</b> Warth Lane PE25 2JS	County Council	Sid Dennis & Sons Ltd.	Standard
<b>Boston HWRC</b> Slippery Gowt Lane PE21 7AA	FCC Environment	FCC Environment	Standard
<b>Kirkby on Bain HWRC</b> Tattershall Road LN10 6YN	FCC Environment	FCC Environment	Standard

Table 5-11 – Materials accepted at Household Waste Recycling Centres as of April 2017

HWRC Site	Residual waste	Green	Wood	Rigid plastics	Plastic Bottles	Paper	Cardboard	Mattresses	WEEE	Books & CDs	Textiles	Household Chemicals	Glass bottles/jars	Cooking Oil	Mineral Oil	Lead Acid Batteries	Household batteries	Plasterboard	Soil	Rubble	Pressurised Cylinders	Scrap Metal	Re-use
Bourne	x	x	x	x	i	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Boston	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Gainsborough	x	x	x	x	i	x	x	x	x	x	x	x	x	x	x	ii	x	x	x	x	x	x	x
Grantham	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Kirkby on Bain	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Lincoln	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Louth	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Rasens	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Skegness	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Sleaford	x	x	x	x	i	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Spalding	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

An "x" indicates that the stated waste stream is collected separately at the stated HWRC. Where there is no "x", the below applies:

- i) Plastic Bottles are still accepted at this HWRC, but must be placed in the residual waste bin.
- ii) Lead acid batteries are no longer accepted at Gainsborough due to repeated security issues. Residents are recommended to contact a scrap dealer.

### 5.4.2 Waste Transfer and Logistics

Some waste streams are delivered directly to an appropriate treatment or disposal site. For the majority of waste streams, LCC provides a number of Waste Transfer Stations (WTSs) to receive waste both from WCA collections and from HWRCs, enabling the waste to be bulked up for transportation to centralised destinations.

Some WCAs use more than one WTS depending on where waste is collected and/or what type of waste it is. Likewise, many of these WTSs receive waste from more than one WCA or HWRC.

#### WTSs operated by Lincolnshire County Council

LCC directly operates a network of five WTSs around the County. Table 5-12 shows the location of these WTSs, as well as the 2016/17 tonnage of each type of waste received at each site.

LCC lets contracts for the transportation of waste from each WTS to the appropriate destinations.

**Table 5-12 Location and 2016/17 tonnage throughput for LCC WTSs**

Location	Residual Waste (Tonnes)	Mixed Dry Recyclables (Tonnes)	Road Grit (Tonnes)	Other (Tonnes)	TOTAL (Tonnes)
<b>Boston WTS</b> Slippery Gowt Lane PE21 7AA	42,219	7,630	1,279		51,129
<b>Gainsborough WTS</b> Marshall Lane DN21 1GD	15,537	8,060	1,926		25,524
<b>Grantham WTS</b> Occupation Road NG32 2BP	28,029	13,052	1,147		42,229
<b>Louth WTS</b> Bolingbroke Road LN11 0WA	31,828	11,708	2,048	Glass = 628Te Mattresses = 1Te	46,213
<b>Sleaford WTS</b> Pride Parkway NG34 8GL	14,406	5,851	910	Mattresses = 40Te	21,208

#### Other WTSs used by the Lincolnshire Waste Partnership

Arrangements are in place for the use of several other WTSs owned and operated by third parties. Details are shown in Table 5-13.

**Table 5-13 Location and 2016/17 tonnage throughput for third party WTSs**

Location	Operator	Arranged by	Mixed Dry Recyclables (Tonnes)	Green Waste (Tonnes)
<b>Hykeham</b>	Mid UK	Lincs CC	14,000	
<b>Market Deeping</b>	MidUK	Lincs CC	13,000	
<b>Boston</b>	Mick George	Boston BC		5,000

### 5.4.3 Recycling and composting arrangements

#### Green waste

There is generally no need for the use of WTSs for green waste as, both from kerbside collections and from HWRCs, it is sent directly to a network of composting facilities across the county under contracts operated by the County Council. In 2016/17 77,768 tonnes of green waste was sent to these facilities, which are identified in Table 5-14.

**Table 5-14 Current Composting Facilities**

Composting operator	Location
MEC Recycling	Lincoln
Material Change	Crowland
Mid UK Recycling	Caythorpe
Mid UK Recycling	Honey Pot Lane
Land Network (Sturgate)	Gainsborough
Land Network (South Elkington)	Louth
Land Network (Strubby)	Strubby

#### Mixed dry recycling

All the WCAs operate a kerbside collection of mixed dry recyclables (MDR) which includes a wide range of materials. Historically each WCA has accepted a different mix of materials but, in the 2008 Waste Strategy, the Partnership identified that it would like to move towards a more standardised recyclable stream where possible. The benefits of such standardised collections include:

- Making the service easier to understand and thus, in line with our strategic vision, more "customer friendly"; and
- Acting in line with the government's "consistency" agenda which seeks to reduce the number of different recycling systems in place across the UK.

In November 2016 the LWP agreed to publicise a consistent mix, and Figure 5-7 shows that mix. Such publicity will need to be undertaken as part of a wider communications campaign to ensure that the public are aware of the part they can play in improving the LWP's waste management performance and benefitting the environment.

Figure 5-7 Publicity for consistent mix agreed in November 2016



The County Council has a contract for the processing of this MDR at MidUK Recycling's Materials Recycling Facilities (MRF's) located in the County. Once collected, each WCA delivers their MDR either to one or more of the WTS's provided by the County Council, or directly to MidUK.

#### Other dry recycling

Separately-collected recyclables from WCA bring banks and from HWRC's go to a number of different destinations under a variety of different arrangements.

#### 5.4.4 Treatment and disposal of residual waste

The LWP's 2008 Waste Strategy included two Objectives which focussed on residual waste:

Objective 5 – To increase progressively the recovery and diversion of biodegradable waste from landfill, to meet and exceed the Landfill Directive diversion targets.

Objective 6 – To ensure that residual waste treatment supports energy recovery and other practices higher up the waste hierarchy.

In line with these objectives we have, during the lifetime of that Strategy, moved almost entirely from sending residual waste to landfill to using the new Energy from Waste facility at Hykeham. Indeed, we have done this so successfully that the majority of landfill sites in Lincolnshire either have already closed or are likely to close in the near future. Further information regarding this is shown in Table 5-15.

**Table 5-15 Residual Waste Contracts 2017**

Site Type	Site	Operator	2016/17 Input by LWP (Tonnes)	Contract Details
Energy from Waste	Hykeham	FCC Environment	158,999 <sup>i</sup>	Ends 2039
Landfill	Colsterworth	FCC Environment	6,452	Closing early 2019?
Landfill	Kirkby on Bain	FCC Environment	6,990 <sup>ii</sup>	Closing 2021?
Landfill	Leadenham	FCC Environment	0	Site mothballed Reopening until 2023?
Landfill	Whisby	FCC Environment	0	Site mothballed Reopening from 2023?

*i –Includes 1,000 tonnes which would normally have gone to Hykeham EfW but was diverted to Greatmoor EfW.*

*ii – Includes around 1,500 tonnes of rubble from HWRCs.*

Given the limited future availability of landfill, the high cost of landfill tax, and that landfill sits at the bottom of the Waste Hierarchy, it seems sensible that the LWP aspires in the long term to send zero waste to landfill.

This aspiration, and the fact that the Hykeham EfW does not have the capacity to process the forecasted quantities of residual waste, have come together in one of our key objectives:

<b>Objective 8.</b>	To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.
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## 5.5 Service performance measures

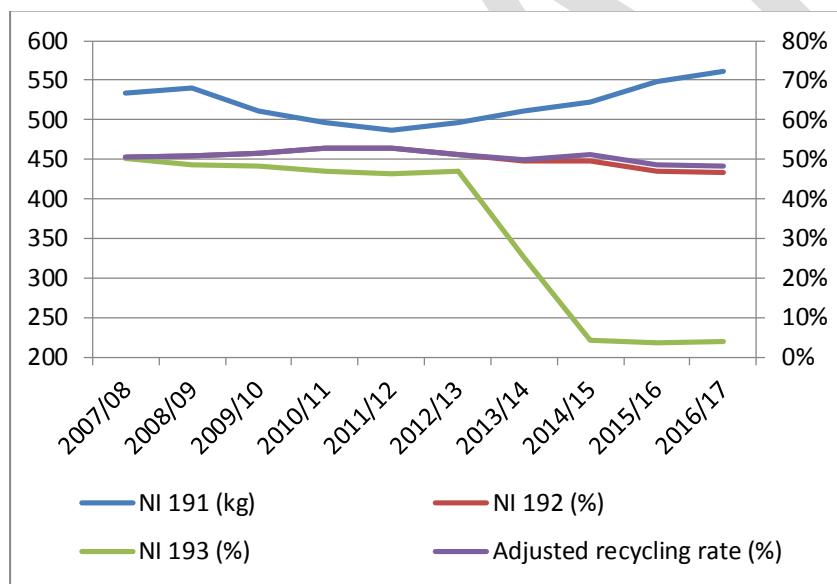
Whilst the statutory reporting of National Indicators was removed in 2011, the percentage of household waste sent for reuse, recycling or composting (former NI 192) remains a generally accepted headline measure of the performance of local authority waste and recycling services.

Table 5-16, and the accompanying Figure 5-8, show the County Council's (and thus the LWP's) overall performance against all three of the waste-related former National Indicators:

- NI 191 = Residual Household Waste per Household
- NI 192 = Percentage Household Waste sent for Reuse, Recycling or Composting
- NI 193 = Percentage of Municipal Waste Sent To Landfill

**Table 5-16 National Indicator (NI) performance since 2007/08**

	2007/08	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
NI191: Residual Household Waste kg per Household	534.13	496.83	486.70	496.70	511.43	522.04	547.64	561.87
NI192: Percentage HH waste sent for Reuse, Recycling or Composting	50.5%	52.9%	52.8%	51.3%	49.6%	49.6%	47.0%	46.7%
NI193: Percentage of Municipal Waste Sent To Landfill	50.2%	46.8%	46.4%	47.1%	25.2%	4.1%	3.6%	4.0%

**Figure 5-8 National Indicator (NI) performance since 2007/08**

In addition to the three National Indicators, Figure 5-8 also shows an additional measure for recycling performance. Defra have recently announced that the overall UK recycling rate (as reported to the EU) will be measured in a different way. In line with practice in a number of other EU nations, the national rate will include metals recycled from Incinerator Bottom Ash (IBA) such as that generated at our EfW facility. Since this is the basis on which the UK's performance will be measured against the EU target of 50% recycling by 2020, it seems appropriate to record the LWP's performance on the same basis in addition to the official NI192 rate.

Table 5-17 shows this higher recycling percentage alongside our official performance. It should be noted that our recycling rate on that basis would have been around 1.5% higher each year since our EfW facility opened in 2013.

**Table 5-17 Increased recycling performance by inclusion of metals recycled from EfW ash**

	2007/08	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
NI192: Percentage HH waste sent for Reuse, Recycling or Composting	50.5%	52.9%	52.8%	51.3%	49.6%	49.6%	47.0%	46.7%
Adjusted recycling rate (including metals from EfW ash)	50.5%	52.9%	52.8%	51.3%	50.0%	51.2%	48.5%	48.3%

### 5.5.1 Quantity of residual waste (NI191)

Following the introduction of our 2008 Strategy, the weight of residual (non-recycled) waste produced by each household fell significantly. Indeed, the 486.7kg per household which we achieved in 2011/12 was equivalent to 225.8kg per head, which was well on target for achieving our 2008 Waste Strategy Objective of 225kg per head by 2020.

Unfortunately this downward trend ended at that point and we have seen a steady increase to a level even higher than in 2008. Although the fall and subsequent rise may partly be a result of the global economic downturn (people buy less and thus throw away less when times are financially difficult) and the subsequent recovery, this is a trend that needs reversing.

**Table 5-18 Residual and total waste vs recycling rate in 2016/17**

	Residual household waste <u>per household</u> (NI191)	Total household waste collected <u>per person</u> (BV84)	Household waste reused, recycled or composted (NI192)
Boston BC	597kg	415kg	37.6%
City of Lincoln	525kg	379kg	36.2%
East Lindsey DC	462kg	415kg	45.4%
North Kesteven DC	511kg	421kg	46.1%
South Holland DC	561kg	341kg	28.3%
South Kesteven DC	495kg	392kg	43.2%
West Lindsey DC	497kg	443kg	48.9%
LWP Total (WCA's + HWRC's) <sup>i</sup>	562kg	478kg	46.7%

*i – The LWP total weight is higher than that for the individual WCA's as each WCA figure doesn't include waste collected from their residents at County Council HWRC's.*

It is interesting to note that the two WCA's with the lowest overall recycling rate also have the lowest total waste per person.

### 5.5.2 Recycling performance (NI192)

It is clear from the above data that the LWP's headline recycling rate has been in slow decline since a peak of 52.9% in 2010/11. This fall in recycling has been accompanied by an increase in the quantity of residual waste to be disposed of.

Table 5-19 shows the recycling and composting performance of each Waste Collection Authority and across the HWRC network during 2016/17.

**Table 5-19 Recycling and composting performance in 2016/17**

	Household waste reused, recycled or composted (NI192)	Household waste recycled (BV82a)	Household waste composted (BV82b)
Boston BC	37.6%	19.7%	17.9%
City of Lincoln	36.2%	19.3%	16.8%
East Lindsey DC	45.4%	21.2%	24.2%
North Kesteven DC	46.1%	20.6%	25.5%
South Holland DC	28.3%	24.4%	4.0%
South Kesteven DC	43.2%	24.2%	19.1%
West Lindsey DC	48.9%	20.1%	28.8%
LWP Total (WCA's + HWRC's) <sup>i</sup>	46.7%	24.4%	22.3%

*i – The overall LWP recycling performance is higher than that for most of the individual WCA's as each WCA figure doesn't include waste recycled by their residents at County Council HWRC's.*

Whilst the Government no longer sets targets for individual authorities, it should be noted that the UK is currently committed to meeting the EU target of 50% recycling by 2020. However, there are uncertainties over this as:

- The impact of Brexit is as yet unclear, although it would currently appear that the UK will retain this overall target in some form; and
- Four different calculation methods are available to EU members, and none of these matches exactly with the UK's former NI 192. At least one of the alternatives could significantly improve the headline recycling rate for the LWP.

### 5.5.3 Landfilling performance (NI193)

The main success story during the period of the previous Waste Strategy has been in the way in which we dispose of residual waste, with the percentage of Municipal Waste sent to landfill (NI 193) falling from over 50% in 2007/08 to well under 5% in 2016/17. This has been driven by:

- The LWP's commitment to move waste further up the EU Waste Hierarchy; and
- The need to reduce the County Council's annual spend on Landfill Tax.

This success has been achieved through two major initiatives:

- 1) The opening of the new Energy from Waste facility in Hykeham. This now diverts over 150,000 tonnes per annum from landfill, and thus moves it up the Waste Hierarchy from "disposal" to "recovery". The facility has recently received Planning Permission to increase capacity to 170,000 tonnes per annum.
- 2) The introduction of a contract for the recycling of road grit. This diverts around 4,000 tonnes per annum from "disposal" to "recycling".

#### **5.5.4 Recycling capture rate for each waste type**

One way to identify areas in which recycling performance can be improved is to consider the proportion of the total quantity collected of each material (as listed in section 5.3.3, Table 5-6) which is captured for recycling. This is shown below in table 5-20.

**Table 5-20 Recycling capture rate for each waste stream**

	TOTAL Local Authority Collected Waste	Tonnage Reused, Recycled or Composted	Percentage Reused, Recycled or Composted
Card	19,855	14,388	72.5%
Paper	36,026	20,263	56.2%
Plastic Film	18,889	612	3.2%
Dense Plastic	25,990	7,840	30.2%
Textiles	9,595	1,073	11.2%
Glass	20,033	14,779	73.8%
Ferrous	8,102	4,884	60.3%
Non-Ferrous	4,796	2,501	52.1%
Misc. Combustible	38,362	11,821	30.8%
WEEE	6,223	4,836	77.7%
Potentially Hazardous	2,159	1,080	50.0%
Misc. Non-Combustible	23,404	15,850	67.7%
Food	48,035	3	<0.1%
Garden	87,123	78,153	89.7%
Other Putrescibles	14,386	0	<0.1%
Fines	2,804	0	<0.1%
Liquids	3,590	0	<0.1%
<b>TOTALS</b>	<b>369,372</b>	<b>178,084</b>	

The capture rate for WEEE (electricals), card, glass and garden waste exceeds 70%. A further two streams exceed 60% recycling: ferrous metals and "misc. non-combustible" (which includes soil and rubble from HWRC's).

At the other end of the spectrum, for those streams marked in red, the capture rate is less than 20%. Whilst some of these streams are, by definition, unlikely to be recyclable (e.g. fines are particles of waste which are too small to be identified), other streams show room for considerable improvement – e.g. food waste and textiles.

### 5.5.5 Other ways to measure environmental performance

It is important to note that, in developing this Strategy, a key task has been to reassess whether the former National Indicators represent the best way to measure the performance of the LWP. This review will be included in the Action Plan to accompany this Strategy document, and reflects the need to measure our success in meeting the objectives chosen by the Partnership.

### 5.6 Current waste management costs

In addition to measuring environmental performance, it is essential to measure how well we are meeting the challenges of diminishing budgets.

To enable comparison with historical costs, the costs of waste management in 2015/16 outlined in Table 5-21 are the totals of those formerly reported by each LWP authority as part of the Best Value Performance Indicator regime – BV86 for WCAs and BV87 for WDAs. The table also shows the equivalent 2006/07 cost per household which was included in the 2008 Strategy.

**Table 5-21 Costs of waste collection and disposal for 2015/16**

	Collection Costs (Total across all LWP WCA's)			Disposal Costs		
	Number of Households	Overall cost of collection	£/ HH	Municipal Waste (Tonnes)	Overall cost of disposal	£/ tonne
2006/07	308,931	£15,718,152	£50.88	365,537	£17,270,000	£47.25
2015/16	332,903	£14,786,293	£44.42	355,849	£19,286,000	£54.20

Despite increases in costs due to inflation and other factors, such as fuel tax, we have managed to achieve sufficient efficiency savings to reduce the overall cost of waste collection.

Disposal costs have risen a little overall, but considerable savings have been achieved compared to where we might have been, particularly had we continued to send large quantities of waste to landfill, for which Landfill Tax has increased significantly from £21 per tonne in 2006/07 to over £80 in 2015/16.

## 6 What are we aiming for?

The Partnership has made significant strides forwards during the lifetime of the previous Strategy, particularly in the development of an energy from waste facility to divert non-recycled waste away from landfill. This chapter identifies the challenges faced by the Partnership, currently and over the next few years, and the proposed approach to meeting these challenges.

### 6.1 Strategic objectives

In preparing this JMWMS, the LWP held two workshops to identify their overarching vision and objectives. Details of the process are included in Appendix B.

As a result, and as identified at the beginning of this document, the Partnership has the vision:

***"To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire."***

In order to work towards this vision, the Partnership also developed and agreed a set of high-level objectives, which are key drivers for the delivery of this strategy. In line with the vision, each of these objectives is to be considered in the light of the Partnership's shared values that:

***All Objectives should ensure that services provided under the JMWMS represent the best possible environmental option which gives value for money for Lincolnshire residents.***

The ten objectives are as follows:

<b>Objective 1.</b>	To improve the quality and therefore commercial value of our recycling stream.
<b>Objective 2.</b>	To consider moving towards a common set of recycling materials.
<b>Objective 3.</b>	To consider the introduction of separate food waste collections.
<b>Objective 4.</b>	To explore new opportunities of using all waste as a resource in accordance with the waste hierarchy.
<b>Objective 5.</b>	To contribute to the UK recycling target of 50% by 2020.
<b>Objective 6.</b>	To find the most appropriate ways to measure our environmental performance, and set appropriate targets.
<b>Objective 7.</b>	To seek to reduce our carbon footprint.
<b>Objective 8.</b>	To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.
<b>Objective 9.</b>	To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.
<b>Objective 10.</b>	To consider appropriate innovative solutions in the delivery of our waste management services.

## 6.2 The challenges we face

Whilst the move from landfill to energy from waste as the main route for disposal of non-recycled waste has largely overcome the largest challenge identified in our previous Strategy, a number of key issues remain.

The landscape is uncertain as it is unclear what direction the Government's waste strategy and policy will take as the UK leaves the European Union, but it seems clear that we will need to address falling recycling rates and increasing waste arisings.

### 6.2.1 Falling recycling rates in Lincolnshire

As indicated in Chapter 5, the Lincolnshire County Council recycling rate (which covers the LWP as a whole) has fallen in recent years from a peak of 52.9% in 2010/11 to 46.7% in 2016/17.

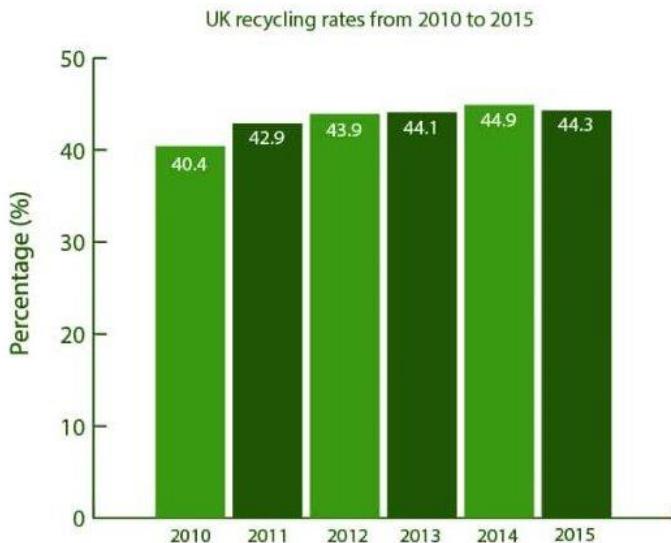
Whilst the overall tonnage collected from kerbside recycling bins has remained relatively stable, we have seen a rise in the percentage of that material which is not recyclable. In 2016/17 nearly a quarter couldn't be recycled, including some recyclables which had been damaged by those non-recyclable wastes – e.g. Paper made wet and dirty by food waste.

### 6.2.2 The national and international picture

In December 2016, Defra announced<sup>11</sup> that recycling of waste from UK households had fallen. The combined recycling and composting rate for waste from households stood at 44.3% in 2015 – falling down from the 44.9% rate recorded in 2014.

As shown in Figure 6-1, this fall followed a number of years of growth.

**Figure 6-1 Defra data on recycling from UK households**



<sup>11</sup> <https://www.letsrecycle.com/news/latest-news/defra-reports-falling-uk-recycling-rate/>

This issue is made more complex by uncertainty over what recycling rate we should be seeking to achieve. Our current national target is the EU target of 50% recycling of waste from households by 2020. Beyond that, the EU recycling target for 2030 will be set in their Circular Economy Package, but the debate is still ongoing as to whether this will be 65% or 70%.

Following the UK decision to exit the EU, the UK Government seem inclined to retain existing EU-related legislation, but it is unclear whether the 2030 target, at whatever percentage, will apply to the UK. Furthermore, a UK-wide target is not currently binding on individual local authorities.

### **6.2.3 Growth in waste arisings**

As described in Chapter 5, each year usually sees growth in the tonnage of waste for which the LWP is responsible. There are two reasons for this increase:

- Population growth – Lincolnshire's population grew by more than 4% between 2011 and 2016. See section 5.1 for further details.
- Weight of waste per person – Whilst this stabilised somewhat during the economic downturn, there is concern that this will now resume its historical upwards trend.

## 7 How will we get there?

In order to deliver the aims and objectives to which the Partnership aspires (see earlier chapters), it is essential that work undertaken by each partner organisation is focussed on actions which will further the objectives as set out in this Strategy.

This work will be summarised in an Action Plan which has been under development alongside the preparation of this main Strategy document. This Strategy summarises the Partnership's shared vision, meaning that the initial Action Plan can be finalised. Once adopted, the Action Plan will then need to be reviewed on a regular basis (see Chapter 8) to ensure that it remains up to date for the lifetime of the Strategy.

In the meantime, this chapter summarises the key themes which will shape our work together over the next few years. In order to ensure that we are focussing our efforts in the right direction, this chapter concludes with a table showing the links identified between each theme and each of our strategic objectives.

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### 7.1 Seeing the wider picture

It is crucial that each LWP partner authority is proactive in seeking to consider their actions in as broad a context as possible. This will feature a number of diverse elements including those shown below.

#### 7.1.1 Developing links with other local authorities

Any local authority is stronger when it learns from and, where appropriate, seeks to work with other Councils. We will do this by:

- Strengthening relationships within the LWP
- Working with and learning from authorities outside the LWP

#### 7.1.2 Engaging with the commercial sector

Particularly in a time of reducing council budgets, it is important that we engage with businesses working in the waste sector in order to:

- Seek new opportunities which we could use to improve our services or save money
- Seek ways in which we could benefit by being more commercially-minded
- Be more aware of the potential value of the waste which we collect
- Help to fill any processing capacity gaps

### **7.1.3 Addressing any waste processing capacity gaps**

We have already identified some waste streams where we believe that there is insufficient capacity at local facilities. The largest and most pressing of these is that forecasts indicate that our growing population are likely by 2037 to produce 54,000 tonnes per annum of residual waste above and beyond the capacity of our existing EfW facility.

In order to mitigate against this, particularly in the light of expected growth in Lincolnshire's population, we need to ensure that we:

- Make good forecasts of how much of each waste type we are likely to have
- Promote the development of infrastructure for new and existing waste streams

---

## **7.2 Balancing economic and environmental benefits**

It is essential that every attempt is made to provide services which give value for money to the people of Lincolnshire, particularly due to the need for prudence with the public purse and ongoing annual reductions to Council budgets. However, it is also important where possible to maximise the positive environmental impacts of how we handle our waste.

The importance of both of these aspects is reflected in their inclusion in the Vision which the Partnership has agreed for this Strategy:

*“To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.”*

### **7.2.1 Ensuring value for money**

Providing the best overall value for money for the council-taxpayers of Lincolnshire may mean finding innovative ways to fairly distribute costs and savings incurred by different authorities as part of any service change.

### **7.2.2 Caring for the environment**

This will be undertaken in a number of ways, including:

- Following the Waste Hierarchy – This is enshrined in UK Law
- Improving the environmental impact of existing services – e.g. use of heat from the Energy from Waste facility
- Reducing our carbon footprint
- Adopting and promoting “circular economy” thinking
- Considering the use of new and innovative technology

### 7.3 Reviewing what we collect and how

A key element of the implementation of this Strategy will be how we respond to the WRAP-sponsored work to assess the various options for how each of the LWP's Waste Collection Authorities operate their collection services. The decision-making process will need to feature a variety of elements such as:

- Evaluating the business case – Do the finances stack up?
- Focusing on streams with the most economic and/or environmental value
- Identifying barriers and how to overcome them – e.g. startup costs of service changes
- Considering the introduction of new collections – e.g. food waste
- Considering the disposal both of the new collections and of other streams affected by the removal of some material

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### 7.4 Getting our messages across

It is essential that we communicate well so that we, as Councils, are not acting in isolation. This means developing plans for how we will get our message across:

- To the Lincolnshire public – e.g. What to put in which bin
- To the national Government – We need to try to influence national strategy & policy to tie in with our own
- To other stakeholders – Parish Councils, Environment Agency, etc
- To the commercial sector – To waste producers as well as waste businesses

**Table 7-1 Linking themes with strategic objectives**

Theme/Project	Obj.1	Obj.2	Obj.3	Obj.4	Obj.5	Obj.6	Obj.7	Obj.8	Obj.9	Obj.10
<b>Seeing the wider picture</b>										
Developing links with other local authorities – Strengthening relationships within the LWP										
Developing links with other local authorities – Working with and learning from authorities outside the LWP						Y		Y	Y	Y
Engaging with the commercial sector – Seek ways in which we could benefit by being more commercially-minded	Y			Y						Y
Engaging with the commercial sector – Be more aware of the potential value of the waste which we collect	Y	Y		Y						
Engaging with the commercial sector – Help to fill any processing capacity gaps			Y	Y				Y		
Addressing any waste processing capacity gaps – Make good forecasts of how much of each waste type we are likely to have	Y		Y					Y		
Addressing any waste processing capacity gaps – Promote the development of infrastructure for new waste streams	Y		Y	Y			Y	Y		
<b>Balancing economic and environmental benefits</b>										
Ensuring value for money	Y		Y	Y						Y
Caring for the environment – Following the Waste Hierarchy				Y			Y			
Caring for the environment – Improving the environmental impact of existing services	Y			Y	Y	Y	Y			
Caring for the environment – Reducing our carbon footprint							Y			
Caring for the environment – Adopting and promoting “circular economy” thinking	Y			Y						Y
<b>Reviewing what we collect and how</b>										
Evaluating the business case			Y	Y						
Focusing on streams with the most economic and/or environmental value	Y	Y		Y						
Identifying barriers and how to overcome them	Y	Y	Y		Y					Y
Considering the introduction of new collections				Y	Y		Y			
<b>Getting our messages across</b>										
To the Lincolnshire public					Y					
To the national government					Y	Y				
To other stakeholders – Parish Councils, Environment Agency, etc			Y		Y	Y				
To the commercial sector – To waste producers as well as waste businesses	Y	Y	Y	Y	Y			Y		Y

# **8 The next steps: Monitoring, implementing and reviewing the strategy**

To help identify the best option for managing our waste in the future, we have begun to:

- Assess options for our waste collections; and
- Consider the disposal implications of those collection options.

However there are further considerations required to ensure the strategy can be implemented successfully to meet our shared strategic objectives.

---

## **8.1 Monitoring the strategy**

In order to know how well we are meeting our strategic objectives, it is important to establish and report on appropriate measures.

The key measures which are currently reported to the Partnership include:

- Percentage of household waste sent for reuse, recycling or composting (formerly a National Indicator, NI 192) – This is particularly important as it reflects our contribution to the national recycling target.
- Total tonnage of residual (non-recycled) waste – This is important as it reflects how well we are doing in implementing the waste hierarchy, both by recycling and through waste minimisation.

As a result of our new strategic objectives, and in line with Objective 6, new measures will need to be considered in order to monitor things such as our combined carbon footprint. The development of a new suite of measures will be included in the Action Plan to accompany this Strategy, and will help us to pursue our Vision of finding "the best possible environmental option".

In developing new measures, such as carbon emissions, it is important not to lose sight of the big picture, such as:

- Advances we have made over the last few years – e.g. Compare performance not just with current services but also with where we would be if we landfilled everything.
  - Side benefits of our services – e.g. Use of the energy generated at the EfW facility.
- 

## **8.2 Implementing the strategy**

### **8.2.1 Funding and support**

Due to council budgets reducing, and the need to adopt more sustainable waste management practices, further pressure will be placed on service budgets. While the Partnership has begun to identify ways in which our combined services might be improved, these will need to be considered

pragmatically in the light of the available budget. The Partnership will also need to actively seek any funding opportunities, whether from Government or otherwise, which can help us to afford to undertake work in support of the Objectives identified in this Strategy.

### **8.2.2 Partnership working**

To ensure the Partnership authorities of Lincolnshire continue to improve services and develop efficiencies it is essential that they work together to deliver the strategy. Working together enables the collection and disposal requirements to be coordinated to ensure that future collection service provision is provided with adequate treatment and disposal infrastructure.

In accordance with Objective 9, we are committed:

*To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.*

### **8.2.3 Implementing the strategy**

The Partnership has made a commitment to implement this strategy and has recognised that significant changes are required over the next 10 years. To deliver these changes an action plan is being prepared by the Partnership which will break down the actions and tasks required to meet Lincolnshire's objectives as set out in the Strategy.

The delivery of tasks within the action plan will need to be monitored and reviewed annually to ensure the Partnership will deliver the targets it sets itself through this Strategy. Where significant changes occur, the action plan will be updated accordingly.

The action plan will establish how the Strategy will be delivered, considering what will be required by the Partnership in terms of:

- Action required to deliver waste minimisation and further increase recycling and composting;
- Future changes or improvements to collection services (residual waste, dry recycling, garden waste and potential food waste); and
- Investments required to deliver future residual waste treatment facility and additional recycling infrastructures.

---

## **8.3 Reviewing the strategy**

This Strategy will need to be regularly reviewed in order to ensure that our shared objectives remain appropriate, and to change them if necessary. This will, in line with government guidance, happen at least every five years, meaning that an initial review will happen by 2023 at the latest.

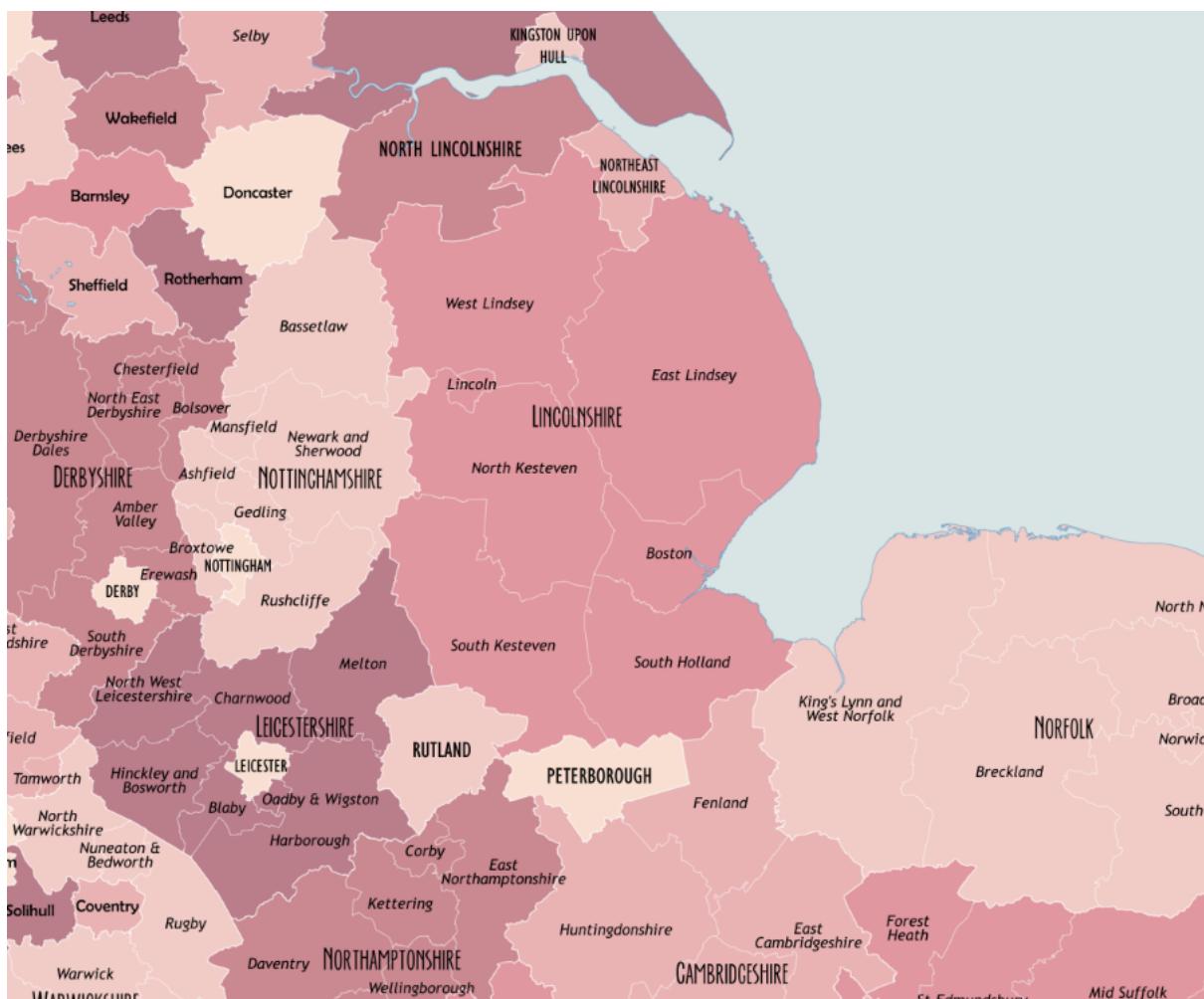
This will be particularly important in the light of any changes to the landscape in which we find ourselves, including:

- The UK's departure from the European Union, and any changes in UK waste legislation and policy which arise from that; and
- The level of funding provided to each Authority by the UK Government.

## Appendix A – Neighbouring Authorities

As referred to in Section 3.4 of this JMWMS, the implementation of this strategy, particularly in the development of the accompanying Action Plan, will need to take into account the waste management actions and strategies of our neighbouring authorities.

In view of this, we will be specifically writing to each of those authorities as part of the public engagement process, asking them for any information which they think it would be helpful for us to take into account. Their responses will be listed in this Appendix A of our finalised JMWMS.



For ease of reference, our neighbours will be listed here in anticlockwise order, starting from the North-East coast with North East Lincolnshire Council.

## Appendix B – Input from across the LWP

As a joint Strategy, shared by all LWP partner authorities, an important part of the process has been to capture everyone's views at various stages. Partner input has been sought and received throughout the process, but the main specific opportunities provided have included:

- Vision and Objectives – These were agreed at a pair of workshops held in July 2017. Full details are shown in the attached report.
- Action Plan – This is being developed through the regular LWP meetings and in particular by the LWP's Officer Working Group.
- Final draft – Partner comments will be welcomed as part of the main public consultation process.
- Sign-off – Each LWP authority will put the documents through their own scrutiny arrangements, culminating in the official adoption of the Strategy.

## **Appendix C – Public Engagement Results**

This appendix will contain the results of the public engagement process, and details of any changes made to the Engagement Draft of the JMWMS in producing the final version for adoption by each LWP authority.

## Appendix D – Glossary of Terms & Abbreviations

Term	Abbrev.	Description
Alternate Weekly Collections	AWC	Typically, the collection of household residual wastes every other week, whilst during the intervening weeks recyclables and/or green wastes are collected.
Anaerobic Digestion	AD	A process by which microorganisms break down biodegradable material in the absence of oxygen.
Biodegradable Municipal Waste	BMW	Those elements of the municipal waste streams that will rot or degrade biologically.
Controlled Waste Regulations	CWR	UK legislation categorising waste by contents and/or source.
Department for Environment, Food & Rural Affairs	Defra	UK government department responsible for waste management (amongst other things).
Energy from Waste	EfW	Any renewable energy technology that recovers energy from waste.
Household Waste	HW	Waste from domestic properties including waste from residual refuse collections, material collected for recycling and composting, plus waste from educational establishments, nursing and residential homes and street cleansing waste.
Household Waste Recycling Centre	HWRC	A place at which the public may deposit their household waste
(Joint) Municipal Waste Management Strategy	(J)MWMS	Also referred to in this document simply as "the Strategy". It is a statutory duty for local authorities in two-tier areas to have a Joint MWMS.
Landfill Allowance Trading Scheme	LATS	An initiative by the UK government to help reduce the amount of BMW sent to landfill. Abolished in 2013.
Lincolnshire Waste Partnership	LWP	Also referred to in this document simply as "the Partnership". Brings together the public bodies within Lincolnshire responsible for collection and disposal of waste.
Local Authority Collected Waste	LACW	Any waste collected by a local authority. Formerly known as "Municipal Waste".
Minerals and Waste Local Plan	MWLP	Sets out: <ul style="list-style-type: none"> <li>• the key principles to guide the future winning and working of minerals and the form of waste management in the county; and</li> <li>• the criteria against which planning applications for minerals and waste development will be considered.</li> </ul>

<b>Term</b>	<b>Abbrev.</b>	<b>Description</b>
Municipal Solid Waste	MSW	A waste type consisting of everyday items that are discarded by the public.
National Indicator	NI	One of a list of indicators used to measure local authority performance. Stopped being statutory from April 2011.
National Planning Policy Framework	NPPF	Introduced in March 2012, sets out the Government's overarching planning policies for England
National Planning Policy for Waste	NPPW	Introduced in December 2013, sets out the national framework for planning for waste management
Office of the Deputy Prime Minister	ODPM	Former UK government department with responsibility for some aspects of waste management (amongst other things).
Putrescible waste		The component of the waste stream liable to become putrid. For example: organic matter that has the potential to decompose with the formation of malodorous substances, usually refers to vegetative, food and animal products.
Strategic Environmental Assessment	SEA	A formal assessment of the environmental effects of a strategic document.
Technically, environmentally and economically practicable	TEEP	A formal assessment of whether an individual option can reasonably be achieved. Found in several pieces of waste legislation.
Waste Collection Authority	WCA	A local authority with the duty to collect specified wastes (including household waste). There are seven WCA's covering the LWP area: Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council
Waste Disposal Authority	WDA	A local authority with the duty to operate HWRC's and to dispose of waste collected by WCA's in its area. There is one WDA covering the LWP area: Lincolnshire County Council.
Waste Planning Authority	WPA	A local authority with the duty to collect specified wastes (including household waste). There are seven WCA's covering the LWP area.
Waste Regulatory Authority	WRA	Has responsibility for ensuring compliance with waste legislation. In England this is the Environment Agency.
Waste and Resources Action	WRAP	A government-sponsored organisation promoting

ENGAGEMENT DRAFT Joint Municipal Waste Management Strategy for Lincolnshire  
Appendices

<b>Term</b>	<b>Abbrev.</b>	<b>Description</b>
Programme		recycling and other waste issues.

# **What's new in Engagement Draft**

This document accompanies the proposed Engagement Draft (also known as version 3.1) of the JMWMS, and summarises the main changes which have been made as a result of feedback received on the previous draft (version 2.0) which was circulated to the LWP.

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## **What is meant by “we” or “the Partnership”?**

“We” should now always refer to the LWP, and some parts of the text have been amended to make this more clear.

“The Partnership” also refers to the LWP, and this has been clarified in the glossary (Appendix D).

Sometimes it has been necessary to refer to “our WCA’s” or “the WDA”, but the intention is that this is always in the context that those authorities are all part of the LWP who are presenting the Strategy.

---

## **How long is the lifetime of the JMWMS?**

It doesn’t seem appropriate to have a fixed deadline, particularly as we know we’ll need to respond to changes which we know are coming soon – e.g. “Brexit” and the new UK Resources & Waste Strategy. However, in line with recent feedback from the LWP Audit, and Defra guidance to review at least every five years, we have added a commitment to review by 2023.

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## **Engagement Details**

Section 1.6 describes the proposed process for the public engagement and how to respond to it. In the final version, this section will be changed to reflect what happened in the engagement process, and the results will appear as Appendix C.

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## **Neighbouring Authorities**

Section 3.4 clarifies that we will contact directly all neighbouring authorities during the engagement process to ask for any information they think we need to take into account. Their responses will appear as Appendix A.

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## **Appendices Added**

The Engagement Draft includes all four appendices. Although some of them are incomplete holding versions, this gives an opportunity to state what they will contain.

- Appendix A – Neighbouring Authorities = A holding page pending direct contact with neighbours during the engagement process.
- Appendix B – Input from across the LWP = Includes the official notes from the July 2017 workshops
- Appendix C – Public Engagement Results = A very brief holding page saying that the final version will summarise the RESULTS of the engagement process.
- Appendix D – Glossary of Terms & Abbreviations

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# **Proposed Engagement Process**

This document summarises:

- The public engagement process as explained in the Engagement Draft of the JMWMS.
- Practical details for the proposed engagement process.
- The proposed questions for the public engagement process.

It is important to check that this is all as we want it to be so that work can begin in earnest on preparing the necessary documents – both electronic and hard copies.

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## ***The public engagement process as explained in the Engagement Draft of the JMWMS***

### **1.6 What happens now?**

At this stage, it is important to us that we understand what others think about what we are proposing in this Strategy. In view of that, we are now asking for views from:

- Lincolnshire residents;
- Councillors at Parish/Town, District and County level;
- Waste management businesses;
- Neighbouring local authorities; and
- Anyone else with an interest in waste management in Lincolnshire.

This engagement process will last from April to June 2018. During that time, we will be doing our best to make sure we publicise it as widely as possible but, if you know someone who might be interested, please let them know.

In line with our vision for this JMWMS, to choose the "best environmental option" and "give value for money", we believe that it would not be appropriate to print thousands of pages of paper when many people will prefer to read and respond online. Please be assured, however, that we are happy to provide paper copies for anyone who wants them.

#### **1.6.1 Reading and Responding Online**

For most people, the easiest way to view and to comment on the Strategy is via our dedicated page at the Recycle for Lincolnshire website:

<https://www.lincolnshire.gov.uk/residents/environment-and-planning/recycling-and-waste/joint-municipal-waste-management-strategy-for-lincolnshire/37756.article>

In addition to the main Strategy document itself, you will also find there further information about the JMWMS process, and a number of related documents including the draft Environmental Report for the accompanying Strategic Environmental Assessment (SEA).

Your comments are welcomed via the online survey which is also available at the same web address.

### **1.6.2 Reading and Responding In Other Ways**

If you would prefer to read a paper copy of the documents, you can view them:

- By visiting the main office of any of the eight LWP Councils; or
- At your local library.

If you would like your own paper copy of any or all of the documents, you can get hold of them:

- By printing them off from our website – Although please be aware that the full set of documents is quite large; or
- By post, email or telephone – Please either contact any LWP Council using their usual details, or contact the County Council as follows.

<b>Post:</b>	Waste Strategy Lincolnshire County Council Lancaster House 36 Orchard Street Lincoln LN1 1XX
<b>Email:</b>	<a href="mailto:customer_services@lincolnshire.gov.uk">customer_services@lincolnshire.gov.uk</a>
<b>Telephone:</b>	01522 782070

### **1.6.3 Reviewing Your Comments**

Once all comments have been received and the engagement process has finished, from July we will consider what final changes need to be made to the Strategy, and each LWP member authority will then adopt it through its own formal processes.

Of course, that is only the first part of the story, as we'll then need to move ahead with working to achieve our objectives.

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#### ***Practical details for the proposed engagement process***

- Elected members – Members at all LWP authorities will be sent the draft and questionnaire in advance of the engagement.
- Website – This, and its online questionnaire will be the main method used.
- Publicity – This will be done through LWP comms teams, and will include social media.
- Direct emails – These will go to all Lincolnshire Parish Councils, and to neighbouring WDA's and WCA's.
- Hard copies of JMWMS and questionnaire – These will be distributed to LWP Council offices and to libraries, and will also be available to anyone else on request.

***The proposed questions for the public engagement process.***

The following has been prepared in cooperation with LCC's Community Engagement Team.

**Waste Strategy Public Engagement – Proposed Questions**

***Your survey will need an introductory paragraph, explaining what the engagement is about, how feedback will influence the decision making process, and timeframes for decisions, including the closing date for the survey.***

**1 In what capacity are you responding to this survey? (drop down box for online, single radio for paper)**

Lincolnshire resident, County councillor, District councillor, Parish/town councillor, Waste business employee/owner, Neighbouring authority representative, Other, please state (*open text box below*)

(*If select resident route to Q2 re district in which they live. If select any other answer route to Q2a re district they represent*)

**2 In which district do you live? (drop down box for online, single radio for paper)**

Boston Borough, City of Lincoln, East Lindsey, North Kesteven, South Holland, South Kesteven, West Lindsey, Don't know, prefer not to say, outside Lincolnshire

**2a Which district do you represent? (drop down box for online, single radio for paper)**

Boston Borough, City of Lincoln, East Lindsey, North Kesteven, South Holland, South Kesteven, West Lindsey, Don't know, prefer not to say, outside Lincolnshire

**3 Do you agree or disagree with the Lincolnshire Waste Partnership's vision for this Strategy as set out in Chapter 1? (single radio question with strongly agree, agree, disagree, strongly disagree)**

**3a Why have you answered in this way? (open text box)**

**4 Are there any key issues, other than those identified in Chapter 3, which should be driving our Waste Strategy? (single radio button)**

Yes (route to Q4a) / no

**4a What else should we include? (open text box)**

Our vision is to ' seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire'.

**5 Do you agree or disagree that the objectives set out in Chapter 6 will enable us to meet the challenges we face and therefore achieve our vision? (grid question with strongly agree, agree, disagree, strongly disagree)**

Help meet challenges

Achieve our vision

**5a Why have you answered in this way? (open text box)**

**6 Do you agree or disagree that our Forward Plan, as described in Chapter 7, contains all the actions we need to achieve our objectives? (single radio question with strongly agree, agree, disagree, strongly disagree)**

**6a Why have you answered in this way? (open text box)**

**7 Do you have any concerns about the strategy? (single radio button)**

Yes / no

**7a Please tell us what concerns you have (route from 'yes' answer option to open text box)**

Your responses will be kept completely confidential and in accordance with the Data Protection Act 1998. Our aim is to not be intrusive and we will not ask irrelevant or unnecessary questions.

The equality Act 2010 places organisations under a duty to ascertain how people with 'protected characteristics' are impacted by an organisations activity and how steps may be taken to mitigate or eliminate adverse impact(s).

**8 Do you think the draft strategy could have a positive or negative impact on you (or someone you care for or support) due to any of the following? Tick all that apply (Grid question with positive impact, negative impact, no impact and don't know options)**

Age, disability, gender, gender reassignment, pregnancy/maternity, marriage/civil partnership, race, religion/belief, sexual orientation, other (route to open text box)

**8a If you have identified a potential impact, how would the proposed strategy impact you (or someone you care for or support) and how could any negative impacts be reduced?**

***At the end of your survey leave a note of thanks, and possibly a reminder regarding timelines for feedback***



Ricardo  
Energy & Environment

## Lincolnshire Waste Partnership Joint Municipal Waste Management Strategy Workshops

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Report for Lincolnshire Waste Partnership  
Lincolnshire Waste Partnership JMWMS

ED 10614 | Issue Number 1 | Date 03/08/2017

**Customer:**

**Lincolnshire Waste Partnership**

**Customer reference:**

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**Date:**

03 August 2017

**Ricardo Energy & Environment reference:**

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# The Lincolnshire Waste Partnership – Joint Municipal Waste Management Strategy Workshops

## Introduction

As the Lincolnshire Waste Partnership's (LWP)'s only Waste Disposal Authority (WDA), Lincolnshire County Council (LCC) has taken responsibility for the project management of the review of its current Joint Municipal Waste Management Strategy (JMWMS).

In order to ensure that the JMWMS is jointly owned by all the authorities in the LWP, the WDA arranged two workshop sessions, to which each LWP member authority was invited. These were designed to encourage input from across the LWP in formulating the Visions and Objectives of the Strategy through the capture of a balance of views from across the LWP member authorities.

The Workshops were held at the Hykeham Energy from Waste Visitor Centre.

The first Workshop, on 6th July 2017, was titled "What do we want to achieve?" and aimed to reach agreement on the Vision and broad brush Objectives for the JMWMS.

The second Workshop, on 20th July 2017, was titled "How do we achieve it?" and aimed to develop a framework for the action plan.

The Workshops were Chaired and facilitated by Ricardo Energy & Environment, to provide an independent voice, with the aim of ensuring all attendees were able to voice their opinions, concerns, experience and ambitions. A key aim of the workshops was to ensure that the JMWMS is equally informed by input from all eight LWP authorities.

Over twenty delegates from the eight authorities (Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council, West Lindsey District Council, and Lincolnshire County Council) attended each workshop to contribute to the discussion and put forward their views. A list of the attendees at each workshop can be found at Appendix 1.

## Workshop Methodology

Each workshop commenced with a briefing from the Chair outlining the overarching process of developing the Strategy, and consideration of legislative and political constraints, opportunities and other influencing factors impacting on the Strategy. Attendees were then invited to contribute to discussions regarding challenges and opportunities and their priorities for the Partnership.

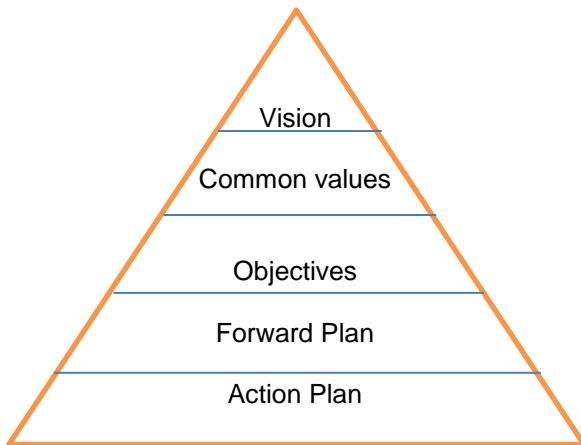
To facilitate discussion, a Scoping Paper had been prepared, setting out the broad Objectives as identified by the County Council. Additionally, information had been compiled to summarise the aims of the current (2008) Strategy, and performance indicators demonstrating performance across the original ambitions.

The Agenda for each Workshop was designed to provide enough time for a thorough analysis of the Scoping Paper, with the option of changing, adding, revising, removing or redesigning each of these elements.

The workshops utilised a combination of group discussions, break-out sessions and summary deliberations to scope the issues, challenges and opportunities, whilst identifying the key priorities for the LWP.

## Summary of Outcomes

During the discussions, a general structure of elements of the Strategy began to form: this is illustrated below:



Discussions regarding each of these elements are set out in the following sections.

### 1. Vision

At the second workshop, the Vision for the Strategy agreed in Workshop 1 was re-presented to the group and agreed:

#### **Vision for the Lincolnshire Joint Municipal Waste Management strategy**

***"To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire."***

### 2. Objectives

At the second workshop, attendees considered the revised Strategic Objectives. All comments, considerations, concerns and criticisms from Workshop 1 had been recorded, and these were used to thoroughly revise the Objectives in line with the Workshop's overall feedback and input. Subsequently, these revised Objectives had been circulated by e-mail for further feedback. Comments were generally positive, but further comments were received, and these had been incorporated into a third iteration of each Objective where necessary. Some Objectives had been combined or removed, as they were considered actions.

Attendees at the second workshop analysed, considered and amended each Objective, until agreement was reached on the final iteration of each one. A summary of the evolution of the Objectives, from Scoping Paper to final iteration, can be found at Appendix 2.

Throughout the review of the list of Objectives, it became clear that two over-riding elements were being repeated, and were in danger of making the Objectives unnecessarily wordy and repetitive. It was thus agreed that these two over-riding values should be applied when considering any of the other Objectives.

A hierarchy was thus agreed whereby the LWP will have its vision, underneath which are the elements which describe the values which inform each of the Objectives.

**All Objectives should ensure that services provided under the JMWMS represent the best possible environmental option which gives value for money for Lincolnshire residents.**

The agreed Objectives will thus all be subject to these overarching approaches, which clearly tie in with the "value for money" and "environmental" aspects of the Vision.

The discussions around the common values developed a preference for ordering the Objectives to reflect the priority order of: value for money; environmental outcomes; and other Objectives.

In the light of the comments from attendees, to reflect this approach, the financial Objectives move to the top of the list, whilst the environmental Objectives follow, ordered by their position in the Waste Hierarchy. This leaves the LWP governance review as the final Objective, recognising that it is currently less of a priority as a review was done in 2016.

The revised list of Objectives in the Summary reflects the revised ordering agreed.

#### **The draft agreed Objectives:**

- 1. To improve the quality and therefore commercial value of our recycling stream**
- 2. To consider moving towards a common set of recycling materials.**
- 3. To consider the introduction of separate food waste collections**
- 4. To explore new opportunities of using all waste as a resource in accordance with the waste hierarchy.**
- 5. To contribute to the UK recycling target of 50% by 2020.**
- 6. To find the most appropriate ways to measure our environmental performance, and set appropriate targets.**
- 7. To seek to reduce our carbon footprint.**
- 8. To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.**
- 9. To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the Objectives set by the Strategy.**

It was noted that further editing of the Objectives may be necessary as a result of the Strategic Environmental Assessment (SEA) and Public Consultation processes, as well as any changes in external factors between now and the adoption of the Strategy.

### **3. Forward Plan**

Attendees at the 2<sup>nd</sup> workshop were briefed on the need to develop a Forward Plan as part of the main JMWMS document. This Plan will summarise the types of strategic action required to fulfil the agreed objectives.

Whilst discussions at both workshops largely only focussed as far down as the objectives, those discussions did identify a number of types of action required to achieve the agreed Objectives.

The list attached as Appendix 3, prepared by the County Council, was intended to be shared at the 2<sup>nd</sup> workshop, but the planned session to discuss and revise it was superseded by the need to talk about specific and urgent actions regarding one of the objectives – the introduction of food waste collections.

This list will be circulated in a format which allows for further comment and for the addition of other proposed action types for the Forward Plan.

## 4. Strategic Action Plan

The initial Action Plan will be a separate document developed from the JMWMS Forward Plan. This will differ from the Forward Plan in that it will:

- 1) Be more detailed – i.e. who will do what and by when.
- 2) Contain targets and activities which are "SMART" – i.e. Specific, Measurable, Achievable, Relevant and Time-based.
- 3) Cover only the first year of the Strategy's lifetime – It will be reviewed annually thereafter.

Work on the Action Plan will begin once the Forward Plan has captured the types of action which are required to meet the agreed strategic objectives.

## Food Waste Collections

Having said that work on the Action Plan is to begin later, discussions planned to happen at Workshop 2 regarding actions to go into the Forward Plan were postponed in light of the urgent requirement for movement on the assessment of food waste collections, as identified by elected Members meeting together prior to Workshop 2.

Work is underway, including as part of the WRAP-sponsored assessment of collections consistency, to identify and allocate the necessary actions, including:

- Assessment of the costs to introduce collections.
- Assessment of the possible disposal savings.
- Consideration of a pilot project to begin as soon as possible.
- Information-gathering from other authorities who have introduced such collections.
- Visits to see possible vehicles for doing the collections.

This work will need to be monitored, recorded, and included in the JMWMS documentation.



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# Agenda Item 8



LINCOLNSHIRE WASTE PARTNERSHIP

8 March 2018

<b>SUBJECT :</b>	<b>Food Waste Trial</b>
<b>REPORT BY:</b>	<b>SEAN KENT</b>
<b>CONTACT NO:</b>	<b>01522 554833</b>

## BACKGROUND INFORMATION

A wide range of operational waste issues are being considered as part of the development of the Joint Municipal Waste Management Strategy, one of which is the potential for a countywide food waste collection and disposal service.

## DISCUSSIONS

A proposal has been developed to undertake a food waste trial in selective locations within South Kesteven District Council, to cover urban, rural and semi-rural areas, totalling some 4733 properties.

This trial will be undertaken on behalf of the Partnership with an expected start in May 2018. This is complimented with a communications plan, disposal through the Grantham Waste Transfer Station and processing at a suitable Anaerobic Digestion facility. The County Council is covering all costs for this trial.

The results of the trial will help:

- Inform the Partnership in making decisions about future waste disposal options.
- Determine the service's impact on households' waste and recycling habits, especially contamination volumes of food and landfill waste.
- Understand the operational, financial and logistical implications of introducing a food waste service.
- Determine the case for rolling out a food waste collection service on a permanent basis, so the results of the trial will be closely monitored throughout. If the trial is successful with significant tonnages collected and

contamination levels reduced, this will also help to inform discussions within the Partnership.

The objectives of the trial are therefore to:

- Maximise participation of households in the trial area.
- Understand households' motivations for participating, or not participating, in the trial.
- Measure the amount of food waste collected and determining if there is any reduction in the recycling contamination.
- Determine the most effective messages and communications channels to be used.

The Partnership is therefore asked to consider this proposal at the 8<sup>th</sup> March meeting, so any concerns/thoughts can be raised and considered as part of the trial.

## **RECOMMENDATIONS**

The Lincolnshire Waste Partnership is asked to recommend:

1. That the proposal for a food waste trial and communications strategy in South Kesteven is approved.
2. That the Lincolnshire Waste Partnership is regularly informed of progress throughout the year trial period.

# Agenda Item 9



LINCOLNSHIRE WASTE PARTNERSHIP

8 March 2018

**SUBJECT :** **West Lindsey Revised Waste Policies**

**REPORT BY:** **ADRIAN SELBY (WLDC)**

**CONTACT NO:** **01427 675154**

## BACKGROUND INFORMATION

Appendix 1 is a revised “Waste and Recycling Operational Policies” document covering all refuse and recycling related services provided by West Lindsey District Council. The aim of this Policies Document is to provide a standardised transparent approach, which can be used to manage the wider expectations of the service as well as providing a basis for which service standards can be monitored.

The Council last considered its policies document in its entirety in 2009. It is now in need of a refresh following the introduction of the Controlled Waste Regulations in 2012 and then, the launch of WLDC’s Commercial Waste Service in 2014 and the decision to charge for garden waste collections in December 2017.

This report considers the approach taken by other Lincolnshire authorities and recommends, in line with current practice for strategic waste decisions in Lincolnshire, sharing these proposed policies for consideration at Lincolnshire Waste partnership on 8<sup>th</sup> March.

Appendix 2 lays out the proposed areas for change in the new Policies Document. It can be seen that the main policy changes involve a formal introduction of a number of charges for certain categories of waste under the Controlled Waste Regulations 2012 – both for garden waste and refuse and recycling collections. This report sets out the implications of these changes and recommends the formal introduction of new policies and practice to meet the discretionary power to charge for the collection and disposal of waste from certain classes of premises.

Most of the policies stay the same but are reworded to reflect new legislation and a more collaborative Lincolnshire approach. LWP membership is particularly directed to sections 4-4-2 to 4-4-6 of this report which consider policies 21-26 within the policy document and specifies key proposed changes, these are also summarised in

**Appendix 2.**

**RECOMMENDATIONS**

The Lincolnshire Waste Partnership notes and comments on the West Lindsey report

## WASTE AND RECYCLING OPERATIONAL POLICIES



## CONTENTS

<b>Policy No</b>	<b>Policy</b>	<b>Page</b>
<b>Introduction</b>		<b>2</b>
<b>1</b>	Frequency of collection	<b>3</b>
<b>2</b>	Provision of wheeled bins	<b>4</b>
<b>3</b>	Charges for wheeled bins	<b>5</b>
<b>4</b>	Authorised sack scheme	<b>6</b>
<b>5</b>	Presentation of refuse and recyclables	<b>7</b>
<b>6</b>	Collection of refuse	<b>8</b>
<b>7</b>	Recycling collection	<b>8</b>
<b>8</b>	Rejection of receptacles for collection	<b>9</b>
<b>9</b>	Assisted Collection Service	<b>10</b>
<b>10</b>	Presentation of side waste	<b>10</b>
<b>11</b>	Presentation of additional recyclables	<b>11</b>
<b>12</b>	Premises in multiple occupancy	<b>12</b>
<b>13</b>	Missed collections	<b>12</b>
<b>14</b>	Wheeled bin lost in collection vehicle	<b>13</b>
<b>15</b>	Stolen wheeled bin	<b>13</b>
<b>16</b>	Provision of non-standard wheeled bins	<b>14</b>
<b>17</b>	Provision of wheeled bin to new dwellings	<b>14</b>
<b>18</b>	Provision of authorised sacks to new dwellings	<b>14</b>
<b>19</b>	Pre-paid authorised sacks	<b>14</b>
<b>20</b>	Clinical waste collection service	<b>14</b>
<b>21</b>	Bulky waste collection service	<b>15</b>
<b>22</b>	Garden waste collections	<b>16</b>
<b>23</b>	Commercial waste collections	<b>17</b>
<b>24</b>	Non-domestic premises	<b>18</b>
<b>25</b>	Education & enforcement procedures	<b>19</b>
<b>26</b>	Severe weather	<b>20</b>

## INTRODUCTION

West Lindsey District Council's Refuse and Recycling Policy aims to ensure that our waste and recycling services operate effectively and efficiently in order to maximise recycling and reduce the amount of residual waste.

This policy document is designed to lay out agreed policies and procedures that are clearly defined, ensuring transparency and maintaining certainty for residents, council members and officers of the district council.

Under the terms of the Environmental Protection Act 1990, West Lindsey District Council is classed as a Waste Collection Authority, and as such, under section 45(1) we have a statutory duty to collect household waste from all domestic properties within our administrative area.

Under Section 46(4) of the Environmental Protection Act 1990, the Council has specific powers to stipulate:

- The size and type of the collection receptacle(s)
- Where the receptacle(s) must be placed for the purpose of collection and emptying
- The materials or items which may or may not be placed within the receptacle(s)

Any residents not complying with the Council's requirements, as per the Section 46 notification, may be subject to a fixed penalty ticket or other legal action, or a loss of the collection service.

It is intended that the policy document will outline how West Lindsey District Council will deliver the refuse and recycling collection service and with appropriate education and support, enforcement should not be required.

## POLICY 1: FREQUENCY OF COLLECTION

The council will collect household refuse and household recyclables on an alternate weekly basis in most areas of the District. For paid subscribers to the service, garden waste will also be collected on a fortnightly basis during the collection season. The collection season is currently set to run from the beginning of April to the start of December. Garden waste collections are organised to ensure that each household receives 18 collections, providing they sign up to the service prior to the start of the collection season. See Policy 21 for more information about the garden waste collections.

The collection day will normally be the same day of the week for refuse and for recycling.

The time of the day for collection may vary due to road works, vehicle breakdowns or other situations outside of our control. Therefore, please present your bin(s) before 7am on your designated collection day. Bins can be presented after 7pm on the evening prior to collection.

During Bank Holiday weeks, collections will usually be as per your regular collection day. However, there may be occasions when collection days are altered. This is normally over the Christmas and New Year period.

Information about alterations will be advertised through a number of methods including on the Council's website at [www.west-lindsey.gov.uk](http://www.west-lindsey.gov.uk), resident publications and local newspapers.

We aim not to change your collection day from year to year, but occasionally this is necessary to ensure that our collection rounds take account of new home building and are routed efficiently.

We currently provide collection calendars to all households in the district on an annual basis, to advise of collection arrangements throughout the year. Details of collection arrangements will always be made available on our website at [www.west-lindsey.gov.uk/mybinday](http://www.west-lindsey.gov.uk/mybinday)

## **POLICY 2: PROVISION OF WHEELED BINS**

All households are required to present their waste and separated recyclables in wheeled bins or bags issued by the council. Presentation must be made at the front boundary of their property where it meets the kerbside. We refer to this point as the *curtilage*. (See policy 5)

The exception to this policy will be where households are unable to move wheeled bins to the curtilage of the property, due to access difficulties, e.g. terraced properties with no viable access for wheeled bins from the rear of the property to the curtilage. In these or similar access or health and safety circumstances, alternative waste collection receptacles will be provided, by arrangement with and at the discretion of West Lindsey's Waste & Recycling Team Manager.

In the interests of waste minimisation, and therefore reducing costs to the council tax payer and lowering impact of landfill on the environment, the council issues black (refuse) wheeled bin capacity to households based upon household occupancy.

Household occupancy is defined as number of permanent, full time occupants. Please be aware that a charge also now applies for supplying additional wheeled bins.

A standard family wheeled bin (180L) is the default bin provided to the majority of residents. Separate policies are applicable for flats and premises of multiple-occupancy (see Policy 12.)

### **Large Family wheeled bin (240L)**

Only households that have four or more occupants, or a specific verified need, such as medical waste,(see Policy 20) can apply for additional refuse bin capacity. This request can be completed online by visiting [www.west-lindsey.gov.uk/doitonline](http://www.west-lindsey.gov.uk/doitonline) or alternatively you can call our Customer Services on 01427 676676. This request will only be approved subject to residents using the existing recycling facilities to the fullest extent. Once provided, a family wheeled bin may be taken away and replaced with a Standard Family wheeled bin (180L) if this condition is not satisfied. Households will then not be eligible for another assessment for a period of 6 months. Please be aware that a charge also applies for supplying wheeled bins.

## **Second refuse wheeled bin**

There will be a very limited number of households who will need greater waste capacities than is offered by the 240L bin. In such cases residents may be offered a second wheeled bin to enable them to safely dispose of the waste that they produce. The bin size offered will reflect the needs of the household which will be assessed by the Council. Examples include large families with more than 3 children in nappies and adults with large quantities of non-hazardous medical waste.

Two bins will be provided for a fixed period only and this will be reviewed at the end of this period. Once again, provision will be subject to households using the existing recycling facilities to the fullest extent.

At these properties both bins will display a sticker so that collection crews will know to empty 2 bins.

## **POLICY 3: CHARGES FOR WHEELED BINS**

Charges for supplying wheeled bins were introduced by West Lindsey District Council in 2012.

Due to the current financial situation, the council is under increased pressure to save money. The charges for bin provision solely cover the cost of the bins and their delivery. We also aim to encourage householders to take better care of their bins by labelling with their house number and bringing back in as soon as possible after collection.

This charge applies both to new properties and for replacement bin and payment will be taken prior to any replacement being ordered / delivered. The exception is where bins are damaged by our crews or reported as stolen to the Police. If your bin is stolen you should contact the Police and ask for an incident reference number. Please visit [www.west-lindsey.gov.uk/wastefees](http://www.west-lindsey.gov.uk/wastefees) for details of current charges.

Any requests to provide new wheeled bins (refuse or recycling) for a new build property or due to damage, loss or theft must be made to the Council; either by contacting the Customer Service Centre on 01427 676676 or using the online request service which can be found at [www.west-lindsey.gov.uk/doitonline](http://www.west-lindsey.gov.uk/doitonline)

Replacement wheeled bins will be delivered to householders as soon as practicable after the payment has been received, but in all cases within 10 working days.

All refuse and recycling receptacles supplied to householders shall always remain the property of the Council.

When householders move home they must leave the refuse and recycling wheeled bins at the property for the new occupant. Householders are responsible for the storage, safe keeping and cleaning of refuse and recycling receptacles.

For newly built properties, either the developer or the builder (if smaller estates or individual properties) will be responsible for the purchase of wheeled bins for the properties they have constructed. If developers fail to make this provision, the resident will be liable for the purchase of the wheeled bins. No collections will be made until such time as wheeled bins, of an approved design and colour, have been purchased.

These wheeled bins can be purchased from the Council or can be procured by the developers, provided they are approved for use by the Council. The wheeled bins will become the property of the Council and must be left at the property when residents move out.

## POLICY 4: AUTHORISED SACK SCHEME FOR EXEMPT PROPERTIES

Where agreed by the Waste & Recycling Team Manager (or designated Officer) individual households unable to utilise wheeled bins to contain their waste and recyclables, will be provided alternative receptacles. These will consist of blue (refuse) and clear (recycling) 'authorised sacks'. Sacks for the presentation garden waste can be provided for a small charge (See Policy 21)

Properties that **may be** exempted from the triple bin scheme include:

- Purpose built blocks of flats.
- Flats above shops.
- Properties with no frontage.
- Properties with very small front gardens (less than 1 metre deep) that have insufficient space for a wheeled bin.
- Very long drive.
- Properties the Council's regular fleet cannot access.

The suitability of a wheeled bin collection to properties with steps or steep frontages will be assessed on a case by case basis. If, for health and safety reasons, they are found to be unsuitable then they will be exempted.

Authorised sacks will be issued to households every 6 months and will provide the same capacity to contain waste and recyclables, as would be available if the householder were provided with wheeled bins. Unless a prior arrangement has been made, a maximum of four blue bags per collection will be picked up. Any more will be treated as side waste and not collected.

Table 1 below identifies the number of authorised sacks provided to households under this arrangement.

Where households use their allocation of 'authorised' sacks before they are replenished, the householder will be required to purchase 'pre-paid' authorised sacks in which to present their waste. (See Policy No 19)

Where households, not recorded as being on the authorised sack scheme present authorised sacks, the sacks will be rejected for collection.

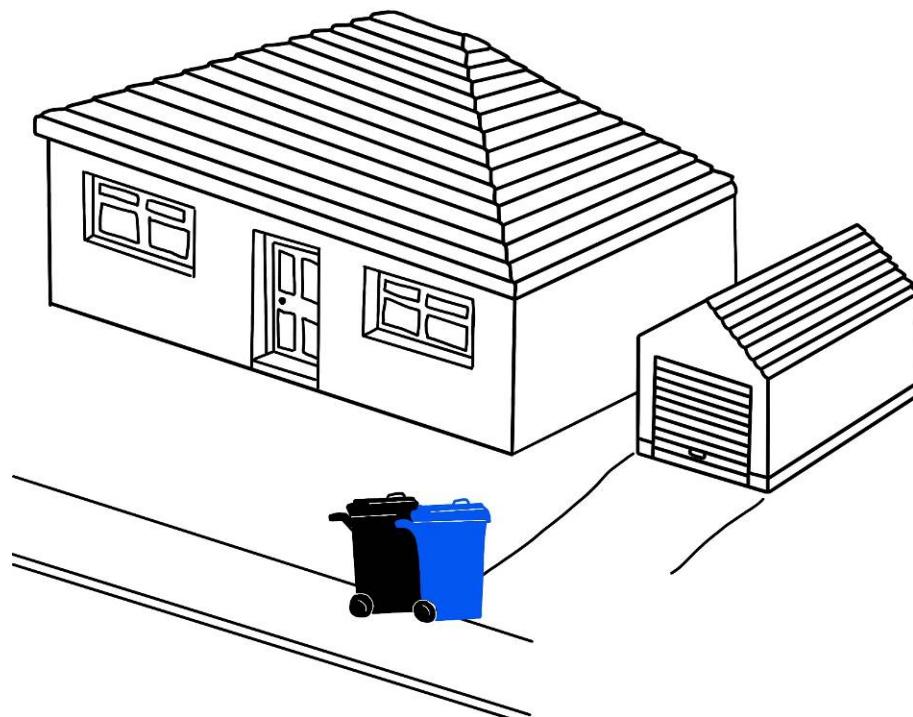
**Table 1 - Number of Authorised Sacks Issued to Households – per 6 months**

Household Occupancy	Refuse (Blue)	Recycling (Clear)
4	65	78
5	78	100
More than 5	To be assessed *	To be assessed *

\* At discretion of the Waste & Recycling Team Manager or Designated Officer

## POLICY 5: PRESENTATION OF REFUSE AND RECYCLABLES

Waste and recycling receptacles must be presented at the curtilage (front boundary) of the property, at the point nearest the highway by 7am on the appointed day of collection. The wheeled bins should then be taken back onto your property by the end of the collection day.



The Council will not empty any non-WLDC wheeled bins.

Where residents report difficulty in terms of being able to present their bin, due to access issues such as steep slope or steps to access their property, a council officer will visit the householder to determine the most appropriate solution.

Where householders share a driveway, they will be required to present their waste receptacles for collection at the end of the shared drive, at a point nearest to the highway.

Where an individual property is located down a 'long-driveway', the householder is required to present their waste receptacle for collection at the point nearest the highway. The Council's designated Officer will visit the householder to assess the most appropriate location to present the waste receptacles and the type of receptacles to be used.

Where the 'long-driveway' serves several properties, the Council will arrange for the designated Officer to visit and assess if it is appropriate for a collection freighter to access the properties.

Any variation to this policy will be at the discretion of the Waste & Recycling Team Manager or designated Officer. Their decision will be deemed to be final.

## POLICY NO 6: COLLECTION OF REFUSE

All refuse receptacles are liable to inspection before collection.

The refuse receptacle should contain ‘non-recyclable’ household waste only:

The refuse receptacle **must not** contain:

- Liquid waste
- Garden/yard waste
- Soil
- High grade clinical waste, including sharps
- Tyres
- Hazardous waste
- Waste Electrical and Electronic Equipment
- Large ‘bulky’ items.
- Construction/DIY waste such as bricks, plasterboard; cement, aggregates, and timber.
- Paint (in liquid form)

The Council can be contacted regarding arrangements for disposal of the types of waste listed above or see [www.west-lindsey.gov.uk/householdwaste](http://www.west-lindsey.gov.uk/householdwaste).

Should the refuse receptacle contain wastes of the type detailed above, the refuse operator will not collect the waste. In this circumstance, should the refuse not be collected, the disposal of the waste will then become the responsibility of the householder, who will be required to dispose the waste in accordance with instructions provided by the Supervising Officer.

Generally the householder will be required to remove the incorrect waste item(s). The receptacle can then be presented on the next refuse collection day. In this circumstance householders are required to contain additional waste they are not able to fit into the wheeled bin, in WLDC pre-paid sacks until the next refuse collection. See Policy No 19.

Failure to comply with instructions of the Supervising Officer may result in enforcement action being taken under appropriate legislation. See Policy 24.

## POLICY NO 7: RECYCLING COLLECTION

Under Section 46 of the Environmental Protection Act 1990 the Council is exercising its powers to require households to segregate their waste for recycling purposes.

All recycling receptacles will be liable to inspection prior to collection, to establish that they contain only the designated recyclable materials, as detailed on the back of your collection calendar. Or visit [www.west-lindsey.gov.uk/recycling](http://www.west-lindsey.gov.uk/recycling) for further information.

The Council will provide additional printed information or a visit to explain which materials are suitable for recycling upon request.

Contamination can have a major impact on our recycling and composting schemes by reducing the quality of the material and the risk that it will be rejected by the re-processors. The rejection of loads increases disposal charges.

Recycling and garden waste receptacles considered by operatives to be contaminated' will not be collected. Should the operative observe a contaminated receptacle, a sticker will be attached to it, notifying the resident why it has not been collected.

At the discretion of the Waste Operative he may remove contaminating materials from receptacles and empty the bin if contamination is not considered severe enough to warrant a bin rejection.

WLDC will not make an unscheduled return to collect recycling receptacles rejected for collection, even if the offending material has been removed by the householder. In this circumstance, should the recycling receptacle not be collected, the disposal of the rejected waste will be the responsibility of the householder, who will be required to dispose of the materials in accordance with instructions provided.

Generally the householder will be required to remove the waste causing the contamination problem. The receptacle can then be presented on the next recycling collection day. In this circumstance, householders are required to contain the recyclables they are not able to fit into the wheeled bin in their own clear plastic sacks, until the next recycling collection. It can then be presented next to the blue bin. Excess garden waste may not be presented in this way.

The Supervising Officer has the discretion to arrange for the contaminated recycling receptacle to be collected on the following refuse collection day. This option will be made available to the householder on one occasion only, following a receptacle being rejected for being contaminated.

Should a householder continue to present recycling receptacles containing contaminating waste material, the Council will take appropriate enforcement action under available legislation. See Policy 24

The Council will provide a reasonable level of advice and assistance to householders regarding how to recycle their waste effectively, prior to taking enforcement measures.

## POLICY NO 8: REJECTION OF RECEPTACLES FOR COLLECTION

The Council will reject for collection, refuse and recyclable receptacles for the following reasons:

- Bin lid not fully closed;
- Wrong receptacle presented, e.g. recycling bin presented on refuse week;
- Materials not suitable for recycling placed into the recycling receptacle;
- Refuse receptacle contains waste as detailed in Policy 6 above;
- Waste receptacle too heavy to lift, due to it containing heavy waste such as construction/DIY/soil/yard/garden wastes.

- Waste and recyclables presented in blue authorised sacks at properties not recorded as being part of the authorised sack scheme.
- Authorised sacks presented in dustbins.

## **POLICY NO 9: ASSISTED COLLECTION**

This policy outlines how householders can access the assisted collection service so they can participate fully in the refuse and recycling collection service.

Residents, who are unable to transport their wheeled bins/bags to the required collection point, because of ill health, infirmity or disability, and without other occupants in the household able to assist them (16 years and over), will be placed on the 'assisted collection' scheme, upon request.

Residents are required to provide information so that a simple assessment may be completed. Applications are considered on a case by case basis. Home visits are carried out where necessary.

Assisted collections are subject to the Council being satisfied that service provision is warranted.

Alternative receptacles, for example bags, can be provided on assessment of the needs of the customer as well as to facilitate collection by our operatives.

Residents on the assisted collection scheme will have their wheeled bins/bags collected by a collection operative from an agreed location and emptied into the collection vehicle. Wheeled bins will be returned to the same location.

It is the resident's responsibility to ensure the unobstructed availability of the receptacles i.e. gates etc. are unlocked by 7.00am on the date of collection. If the collection operative is unable to gain access to the wheeled bin/bags they will not be emptied/collected until the next scheduled collection.

If the householder's circumstances change, the resident must inform the Council.

The Council will periodically review the assisted collection register.

## **POLICY NO 10: PRESENTATION OF SIDE WASTE (REFUSE)**

The presentation of 'side' waste does not support waste minimisation principles or encourage residents to maximise recycling. Therefore, excess household refuse left beside the wheeled bin will not be collected, unless it is contained within pre-paid WLDC authorised refuse sacks.

Pre-paid authorised sacks are made are chargeable so as to provide incentive to householders to recycle and compost their waste at home, thereby reducing waste arising.

Should households not be able to contain refuse within the refuse bin, they may take this waste to a Household Waste and Recycling Centre, (see [www.lincolnshire.gov.uk/recycling](http://www.lincolnshire.gov.uk/recycling) for a list) or purchase pre-paid excess refuse sacks.

The Council will provide advice to householders on reducing their waste, upon request.

Should the householder continue to present unauthorised side waste, the Council will take appropriate enforcement action under the relevant legislation.

## **POLICY NO 11: PRESENTATION OF ADDITIONAL RECYCLABLES**

The Council encourages households to maximise the presentation of recyclable materials for recycling.

Where insufficient capacity exists for the householder to contain additional recyclable waste in their blue wheeled bin, the householder may present additional recyclables outside the wheeled bin. Excess recycling should be placed within clear polythene sacks, open carrier bags, or open cardboard boxes. Black bags will not be accepted.

Where bulky items of cardboard packaging arise, householder may present this material outside the authorised receptacle for collection by the WLDC on recycling collection week. The bulky packaging must be free of polystyrene, plastic films, string, rope, banding and other non-recyclable waste.

Where a property is part commercial and part residential councils are entitled to charge for collection of all of the waste. The Council will provide only 1 x 240 litre recycling bin for the collection of the household element, but the occupier must be able to provide proof of disposal route for the commercial waste and where there are doubts as to the origins of the waste (i.e. where commercial waste is apparent) then additional recyclables will not be collected or a charge will be made.

## **POLICY NO 12: PREMISES IN MULTIPLE-OCCUPANCY**

This policy sets out the provisions for refuse and recycling collection within communal refuse storage areas.

It is the Council's preference to supply individual wheeled bins wherever possible, even for flats, but for multiple occupancy households/properties, the Council may supply an appropriately sized larger wheeled bin(s) for refuse and recyclables. It may be that a bag service as is deemed most suitable in some instances.

The developer/builder/management agent should engage with the council at the earliest opportunity when considering waste management arrangements for their complexes. Larger bins will only be serviced by prior arrangement and a fee must be paid to the Council for their provision. Only WLDC approved bins will be emptied.

Where residents of multiple occupancy properties do not segregate their waste for recycling in an effective manner, the Council will endeavour to work with residents to encourage recycling. If appropriate the Council will use its enforcement powers to achieve improvement in recycling performance from multiple-occupancy properties.

Where the reasonable efforts of the Council fail to improve the quality of recyclables presented for collection, the Council may remove the recycling receptacle. The refuse receptacle will still be collected fortnightly on refuse collection week. The combined

capacity of the refuse receptacles (in litres) should not exceed 180 multiplied by the number of occupied properties.

The Council will assess the servicing of flats/ mixed properties on an individual basis and cases will be considered on their merits. Property visits and discussions with the relevant management agencies will be carried out where appropriate.

Where there is contamination within the waste on a regular basis the Council will require the management agency/housing association/ landlord to, at their own expense, ensure all non-recyclable material is removed in readiness for the next collection.

It is the property management company / residents' role to present the bins in a manner that allows for a collection to take place. Where access is not possible due to locked gates etc the wheeled bins/bags will not be collected. Only where damage is caused as a direct result of the collection process will the Council pay for the repair or replacement of the receptacles.

Where bin stores have excess waste blocking access (bags, loose waste, furniture etc), the collection crew will not clean the area. If it is not possible for the collection crew to collect the wheeled bins/bags, they will be left and it will be the responsibility of the Management Company / residents to dispose of the waste.

Any disposal of wastes by residents or landlords should be carried out in compliance with current legislation.

Where a property is part commercial and part residential - for example a public house with living accommodation above or a shop with living accommodation, councils are entitled to charge for collection of all of the waste. The Council will provide standard capacity (1 x 180 litre refuse bin, 1 x 240 litre recycling bin) for the collection of the household element, but where there are doubts as to the origins of the waste (i.e. where commercial waste is apparent) then the waste will not be collected or a charge will be made.

## POLICY NO 13: MISSED COLLECTIONS

Waste and recycling receptacles are to be presented for collection by 7am on the designated day of collection.

If receptacles are not presented by 7am on the day of collection, bins reported as missed will not be considered a 'missed' collection. Responsibility for disposal of the waste will then become that of the householder.

Waste and recycling receptacles not presented for collection at the time the collection operatives arrive at the property will be recorded on the round sheet, which will be submitted to the Supervising Officer at the end of the working day.

If a receptacle is recorded on the round sheet as 'not presented', responsibility for disposal will become that of the householder. Therefore WLDC will not return to collect the bin.

A collection will not be recorded as missed collection until after 4:30 pm on the designated day of collection, as collection routes and times are liable to change. However if a householder has not had their bin collected and adjacent neighbours have, they should

contact the Council on 01427 676676. We will then attempt to revisit for collection on the same day subject to the record sheet failing to show the receptacle as not being presented for collection.

Should a missed collection be reported after 4.30pm on the designated day of collection, and subject to the record sheet failing to show the receptacle as not being presented for collection, WLDC will be required to go back within 5 working days and collect the waste.

Where householders do not present their refuse or recyclables for collection in accordance with Council requirements, the householder will have the following options:

- Take the waste to the Household Waste and Recycling centre;
- Store the waste until the next collection day;
- If required purchase authorised pre-paid sacks to contain the waste until the next collection.

#### **POLICY NO 14: WHEELED BIN LOST IN COLLECTION VEHICLE**

There may be some circumstances where a bin is lost or damaged in the back of the collection vehicle. Should this occur, our operative is instructed to place a note through the householder's door advising of the incident.

In these cases, the Council will replace the wheeled bin free of charge as soon as reasonably practicable.

In the interim, the Council will send sufficient authorised sacks to the householder to cover the period between when the bin is reported missing, to the planned delivery date of the replacement receptacle.

#### **POLICY NO 15: STOLEN WHEELED BIN**

When a resident reports their bin as stolen this must be supported by a police incident number. If this is not provided, a charge will be levied to cover administration and delivery.

The council will send sufficient authorised sacks to the householder to cover the period between when the bin is reported missing, to the planned delivery date of the replacement bin.

The report of the stolen bin will be recorded and should a further bin be reported as stolen within a 3 year period, the householder will be required to pay for a replacement bin.

If a stolen bin is reported from an address where the previous occupants had a bin stolen, the Council will provide the first replacement bin free of charge. Once again, this is dependent upon a police incident number being provided.

If we believe a bin has been misused, damaged or lost by a householder the Council will charge the householder for a replacement. Even when a charge is paid by the householder, the bin remains the property of the Council.

This policy is designed to encourage responsible use of containers, and because we consider it fairer that the cost of replacements be met by the residents requiring them, not council tax payers as a whole.”

## **POLICY NO 16: PROVISION OF NON-STANDARD WHEELED BINS**

Where household occupancy changes or circumstances arise so as to merit extra receptacle capacity, the Council can make arrangements to provide the additional capacity required upon receipt of the necessary payment.

## **POLICY NO 17: PROVISION OF WHEELED BINS TO NEW DWELLINGS**

The Council will provide wheeled bins to new dwellings upon receipt of the necessary payment for bins, the minimum requirement is for a black and blue bin, with the garden waste bin being optional.

The property developer should contact Operational Services regarding new developments in order that adequate and suitable storage is identified.

## **POLICY NO 18: PROVISION OF AUTHORISED SACKS TO NEW DWELLINGS**

New dwellings will not be provided with authorised sacks as an alternative to wheeled bins, unless Policy Statement 2 applies.

## **POLICY NO 19: PRE-PAID AUTHORISED SACKS**

To encourage effective recycling and waste minimisation, the Council does not collect ‘side waste’, in accordance with Policy Statement 8, unless contained within an authorised pre-paid sack.

Blue sacks are available to purchase from WLDC offices at Gainsborough and Market Rasen. They are also available by post (although a delivery charge applies).

For current charges of the authorised pre-paid sacks (including garden waste) please visit [www.west-lindsey.gov.uk/wastefees](http://www.west-lindsey.gov.uk/wastefees)

The Council will review provision of the service and increase the charge in-line with inflation, on an annual basis, thereafter.

## **POLICY NO 20: CLINICAL AND MEDICAL WASTE PROVISIONS**

West Lindsey is required to collect Clinical Waste (Healthcare) waste from domestic properties, (although it is classed as household waste for which a charge can be made).

### **Hazardous Clinical Waste**

Some clinical waste, e.g. haemodialysis waste and sharps are classified as hazardous waste and need to be disposed of separately and sent for incineration.

West Lindsey currently only collect sharps waste and this service is available upon request by telephoning 01427 676676. An appointment will be given for collection (within a 48 hour slot). In order to make best use of resources we limit

Requests for collection of other hazardous clinical waste such as haemodialysis waste must be referred by the appropriate PCT, (Primary Care Trust) onto Lincolnshire County Council for a collection to be organised with a specialised contractor.

## **Non-Hazardous Clinical / Medical Waste**

Most types of low grade clinical waste, such as bandages, dressings, drainage bags, colostomy bags and incontinence pads are classed as low grade (non-hazardous) can be disposed of along with your normal domestic refuse, and placed within your black wheeled bin.

Upon request, the Council will provide larger or additional wheeled refuse bin to residents. For residents on a refuse sack service, the Council will also supply additional refuse sacks for this purpose and to enable the waste to be double-bagged.

To request a larger or additional wheeled bin for medical waste reasons, written confirmation of need is required from a qualified person (carer, nurse, doctor), which should include a description of the waste to be collected.

The Council does not provide a service for the removal / disposal of unused pharmaceuticals, which should be returned to a pharmacy.

## **POLICY NO 21: BULKY WASTE COLLECTION SERVICES**

The Council provides a bulky waste collection service for large household items such as:

- Table & chairs
- Washing machines
- Dishwashers
- Carpets
- Mattresses
- Suites
- Beds
- Wardrobes
- Cookers etc.
- Fridge/freezers

There is a charge for this service, see [www.west-lindsey.gov.uk/wastefees](http://www.west-lindsey.gov.uk/wastefees) for current charges. The minimum charge will consist of a number of items but not to exceed 6 points. If the points value is exceeded then an extra amount also applies.

An example of the points value is given below.

### **3 points**

- King sized bed base, mattress, headboard and fittings;
- 3 piece suite

### **2 points**

- Cooker;
- Dishwasher;

### **1 point**

- Chest of drawers;
- Kitchen table;
- Dressing table.

A collection date (within a 48 hour slot) is given to the customer when they request a collection. Means tested benefits no longer apply.

The bulky waste collection service does not include collection of items such as

- Bricks
- Concrete
- Tyres and car parts
- Cast Iron Boilers
- Oil tanks
- Plasterboard

## **POLICY 22: GARDEN WASTE COLLECTIONS**

**This policy sets out the optional garden waste service which is provided by the council.**

A separate, chargeable service for the collection of green garden waste is available to householders. Information on how to subscribe can be accessed on [www.west-lindsey.gov.uk/gardenwaste](http://www.west-lindsey.gov.uk/gardenwaste) or by calling the Customer Service Centre on 01427 676676.

Garden waste is not permitted in the residual or recycling waste wheeled bins/bags and will not be collected. Householders who do not subscribe to the service must make arrangements to dispose of their own garden waste either by composting or at a Household Waste Recycling Centre.

For paid subscribers to the service, garden waste will also be collected on a fortnightly basis during the collection season. The collection season is currently set to run from the beginning of April to the start of December. Garden waste collections are organised to ensure that each household receives 18 collections, providing they sign up to the service prior to the start of the collection season.

The charge for the service is £35 per year, there is no reduction for part year subscriptions.

Where agreed by the Waste & Recycling Team Manager (or designated Officer) individual households unable to utilise wheeled bins to present their garden waste will be able to purchase garden waste sacks. Households who purchase sacks will be added to our collection round database, and sacks will be picked up and taken for composting during the collection season. Sacks will be a minimum of 80 litres in capacity and will be available to purchase in bundles of 54 bags for a cost of £35 (including delivery.) This gives the same equivalent capacity to contain garden waste as would be available if the householder were provided with a wheeled bins and is priced at the same rate. In addition, there is no expiry date for the sacks, so any unused from the bundle can be presented in the next collection season.

Sacks purchased on an individual basis to be used as a top up to the standard service will be charged at £1.65 each + postage and packing.

Our standard collection vehicles will be unable to ensure that garden waste contained in sacks is recycled and therefore, the sack service will only be available to residents where a wheeled bin collection is unsuitable.

There is no limit to the number of garden waste wheeled bins or sacks which a householder may purchase.

It is possible to opt-out of the scheme once joined but no refunds will be given under any circumstances; householders are not required to return the wheeled bin to the Council.

Where householders have opted out of the service and subsequently wish to subscribe, there will be a charge of £15 for delivery of a garden waste bin to a property where that is required.

It is possible to opt back into the scheme at any time following payment of the appropriate fee.

If a resident is moving within the administrative area of the Council they will need to inform the Council either at the Customer Service Centre on 01427 67676 or online at [www.west-lindsey.gov.uk/gardenwaste](http://www.west-lindsey.gov.uk/gardenwaste) where arrangements will be made to transfer the service to the new property. The householder is required to leave the garden waste wheeled bin (and sticker) at the property they are moving from. If the householder is moving out of the administrative area of the Council they should inform the Council, but there is no entitlement to a refund for the remainder of the chargeable period. Full terms and conditions for the service can be found at [www.west-lindsey.gov.uk/gardenwaste](http://www.west-lindsey.gov.uk/gardenwaste)

## POLICY NO 23: COMMERCIAL WASTE COLLECTIONS

A commercial / trade waste and recycling collection service is offered to businesses in West Lindsey.

The service is available to all schools, parish, church and village halls as well as shops and businesses of all sizes.

The service is available at an agreed charge, based on frequency, numbers of bins and number of collections.

The collections, where possible, will be co-mingled with domestically generated waste but may, where required by frequency of collection, be collected by a separate, designated vehicle.

The service will be based on wheeled bin collections but will be customer focussed in that bag collections may be available to those customers with insufficient storage capacity for wheeled bins.

Waste generated from residential premises being used for business purposes, where there is a requirement for planning permission for such use, will be dealt with as commercial waste.

Aside from the exceptions in Policy 24, free waste collection services to non domestic properties has ceased. Non-domestic customers, using a domestic wheeled bin, will have that bin removed.

## **POLICY NO 24: NON DOMESTIC PROPERTIES (VILLAGE HALLS, CHARITIES, SCHOOLS ETC)**

West Lindsey District Council will provide and empty, a set of bins, comprising of 1 x 180 litre refuse bin and 1 x 240 recycling bin to; Village Halls; Community Centres; places of worship and any halls attached. A charge for provision of any new bins applies.

The Council will make a charge for providing any additional capacity above this standard issue. Requests would be charged at our standard commercial rates (see policy 23) or alternatively, any request for additional waste bin capacity should be referred to a private contractor.

The Council would also charge in instances where the predominant activity on such premises is commercial in nature, i.e. operated to generate a profit, such as pre-school/child-minding or private fitness/slimming classes.

Activities that are set up and run as an adjunct from some external organisation (e.g. nurseries would be subject to a charge.)

Since free waste collection is only intended to benefit premises whose main function is hosting public meetings, in some cases, the Council will request that applications are made in writing detailing activities. We reserve the right to monitor and review periodically to see if such premises remain in scope.

Premises occupied by charities, but which are not charity shops, will be charged for collection and disposal of waste as charities are classified as producers of commercial waste. Charity shops will be charged a rate for collection only if a service is required, but

they should be aware that Lincolnshire County Council operate a scheme where charity shops can transport their own waste to a free disposal point if they wish. For more details, Charity shops should email: [Dev\\_HouseholdWaste@lincolnshire.gov.uk](mailto:Dev_HouseholdWaste@lincolnshire.gov.uk)

As per the Controlled Waste Regulations 2012, WLDC continues to charge for the collection of waste, but not disposal, from Local Authority educational establishments including universities, schools and colleges that were offered the service prior to 2012. Educational establishments that don't fall into this category are offered a commercial waste collection service at standard rates.

Waste generated from residential premises being used for business purposes, where there is a requirement for planning permission for such use, will be dealt with as commercial waste.

Premises such as public houses which are also used as domestic residential accommodation are known as a "mixed hereditaments" and as such are only entitled to the standard issue of wheeled bins.

It is recognised that some individual traders work from home and provided that any waste generated along with the normal household waste does not require any additional capacity or have any particular hazardous qualities it will be dealt with as normal domestic waste.

## **POLICY NO 25: EDUCATION AND ENFORCEMENT PROCEDURES**

This policy outlines the enforcement procedures for the Waste and Recycling Service. Building awareness and having an educational approach is important to help residents understand their role, and assist with improving recycling and operating efficient services. Enforcement activities will be in accordance with the Council's 'Corporate Enforcement Policy' and as such, any enforcement will follow these principles and be applied in a staged approach. There are no significant changes in approach to that presented in the existing waste enforcement policies, but this policy provides a summary:

All waste must be presented in Council approved receptacles to ensure it can be safely collected from the kerbside (or a position agreed by the Council).

The Council will reject for collection, refuse and recyclables receptacles for the following reasons:

- i) Overloaded wheeled bins (by weight and volume)
- ii) Wrong receptacle presented e.g. recycling wheeled bin presented on refuse week.
- iii) Wheeled bin is too heavy to lift, due to containing heavy waste e.g. construction, DIY or soil waste.
- iv) Contamination of recyclable materials.

v) Garden waste in residual collection (black wheeled bin or blue bag).

Repeated presentation of residual side waste will be dealt with by the Council in the same manner as contamination of recyclable materials.

Recycling wheeled bins containing major contamination will not be emptied. A sticker be placed on the bin to provide information as to the contamination types and it will be recorded on our system. It is the responsibility of the householder to remove the contamination and dispose of it in the correct manner.

The householder may be given two letter notifications for two separate occurrences of contamination of the recycling wheeled bin, the third incident may result in a notice being served to the householder, under Section 46 of the Environmental Protection Act 1990 and will allow a Fixed Penalty Notice (FPN) to be issued on the next occasion.

## **POLICY 26: SEVERE WEATHER**

In the event of severe weather, when snow, ice, floods or other conditions disrupt waste and recycling collection services, the following general principles will apply:

The Council will try to maintain services if they can be performed safely, for example from a gritted road or another area assessed as safe by the collection vehicle driver. Among key factors that apply are: road conditions, access past parked cars, risks to public or crews.

The condition of the roads in terms of the district as a whole will be assessed by the Waste and Recycling Team Manager.

A decision will be made by 9am as to whether normal collections will be attempted; thereafter hourly reassessments will be made until 2pm. Communication will be through our usual channels (West Lindsey District Council website and social media pages) with regular updates to local radio and via other media outlets (newspapers, local television).

Should it be necessary to suspend the service, staff will be re-deployed where appropriate (initially to assist residents deemed most vulnerable such as those in the Supported Housing Section) and thereafter to assist Lincolnshire County Council in the discharge of their duties i.e. gritting pathways and clearing snow.

In cases of flood, staff will assist in the provision of sandbags in line with the Council's Policy.

### **Additional information regarding collections:**

Bulky waste collections may be suspended to maintain main services depending on the duration of the severe weather event.

Limited quantities of extra waste will be accepted alongside containers during any catch up period.



## MAIN CHANGES TO “WASTE AND RECYCLING OPERATIONAL POLICY DOCUMENT” PROPOSED BY OFFICER WORKING GROUP

<b>Change to existing / Inclusion</b>	<b>Rationale</b>	<b>Alternative Options</b>	<b>Working Group Recommendation(s)</b>
Policy 2: Provision of wheeled bins	Clarification of application procedure for households that require extra waste capacity. The web form for obtaining a larger bin online will be amended to ensure proper checks.	Extra capacity is agreed following minimal checks to ensure maximum recycling is taking place. We accept risk that existing procedure not robust.	To accept recommendation as simply proper application of existing procedure.
Policy 3: Charges for wheeled bins	This clarifies, without changing, the requirement for payment for replacement bins if they fall within certain categories.	No alternative as this is already policy but does not appear to have been applied consistently.	There are no fundamental changes to the policy on the website, this just refreshes written policy. That the change is accepted and implemented in conjunction with customer services.
Policy 4: Authorised sack scheme	Further information on distributing sacks to residents who cannot have a bin, along with standardisation regarding numbers of bags to be presented each week to align with bin collections.	The alternate method would be to issue sacks as and when customers request them. This will be problematic with regards to monitoring usage and would be cost prohibitive.	That the change be accepted and implemented in conjunction with customer services.
Policy 5: Presentation of refuse and recyclables	Pictorial information regarding collection points to avoid confusion as to where bins/bags should be left i.e. where the property/ private land meets the public highway.	Do nothing	This is simply a visual representation of the policy already in place. That the change be accepted

Policies 10 and 11: presentation of side waste and additional recycling.	The standard household allocation of 1 x 240 litre recycling bin and 1 x 180 litre refuse bin applies to premises which may be used for domestic and trade purposes such as public houses. Additional waste will be treated as commercial and chargeable.	This is already encompassed in current procedures but needs highlighting in policy.	To accept recommendation as simply clarification of policy.
Policy 22: Garden Waste Collections	New policies approved by PCC in December 2018	N/A	N/A
Policy 23: Commercial Waste Collections	Update of Operational Policies document to reflect that WLDC service is now in operation	The commercial waste service is already operating under these policies.	N/A
Policy 24: Waste collections from Non-Domestic Properties	The new “Waste and Recycling Operations policy document” provides clarification of intended policy in these areas. Section 4 of the main report provides rationale. Appendix 4 sets out proposed charges.	Remain as is and lose the opportunity to set out a consistent approach in line with Government legislation, other Lincolnshire districts and take a less commercially orientated business like outlook.	Accept the LWP officer recommendations for these premises as outlined in Appendix 3 and charge as per CWR 2012 in all other cases.
Policy 25: Education and Enforcement.	Clarifies without fundamentally changing policy in this area.	This is already encompassed in current procedures but needs highlighting in policy	Incorporate this policy into the Waste and Recycling Operational Policies document to help ensure standard, transparent approach.
Policy 26: Severe Weather	This brings an existing internal procedure into the overarching public document.	The alternative would be to not make the procedure public, but this is not best practice.	Accept and keep under regular review.

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