



# RUTLAND COUNTY COUNCIL District Council

## WASTE POLICY DOCUMENT

### CONTENTS

#### **1. Refuse and Recycling Collection**

- 1.1 General
- 1.2 Large Families
- 1.3 Smaller Bins
- 1.4 Contaminated bins
- 1.5 Side Waste/Closed Wheeled Bin lids
- 1.6 Assisted collections
- 1.7 Heavy Bins or Bags
- 1.8 Missed Bins or Bags
- 1.9 Bulky Waste
- 1.10 Bag Collections
- 1.11 Fix Penalty Notice
- 1.12 Refuse and Recycling collections - Severe Weather Policy

#### **2. Waste Disposal**

- 2.1 Permit System
- 2.2 Cement Bonded Asbestos
- 2.3 Business Waste
- 2.4 Waste Minimisation
- 2.5 Recycling Credits and Grants
- 2.6 Clinical Waste

# **1. Refuse and Recycling Collection**

## **1.1 General**

- (a) Policy:** Subject to space being available (see 1.1(c)), all domestic properties within the County will be provided with one 240 litre black bin for landfill waste, one 240 litre grey bin for mixed recyclables and a green bin for compostable garden waste. Up to two additional green bins can be provided at a one off charge of £35.25 (VAT Exempt) each bin. A free collection service will be provided for these additional green bins until 31<sup>st</sup> March 2015 when the service will be reviewed.
- (b) Policy:** The provision and emptying of wheeled bins will be free of charge to all households and to occupants of new build houses in the County with the exception of additional green bins which a one off charge will be made. The wheeled bins remain in the ownership of the Council and its contractor; however owners and/or occupiers of properties are responsible for the use and reasonable care of the bins allocated to properties. In cases where the Council considers people have failed in their duty to take reasonable care of their wheeled bins the cost of any repair or replacement of bins may be passed on to them.
- (c) Policy:** The Council has the right to determine how refuse and recycling materials are presented for collection and to refuse to collect refuse and recycling materials improperly presented.
- (d) Policy:** Where domestic properties such as flats are unable to receive the normal service utilising wheeled bins identified in 1.1(a) above, the Council will provide an alternative means for refuse and recycling collections, e.g. use of refuse sacks and/or communal bins.
- (e) Policy:** Only wheeled bins provided by the Council will be emptied.
- (f) Policy:** Presentation of bins or bags will normally be at the curtilage of the property. Any variation to this with will be agreed between the Council, the Council's contractor and the householder.
- (g) Policy:** All charges for the services stated within this Waste Policy Document will be reviewed annually.
- (h) Policy:** One extra grey recycling can be provided for properties producing exceptional amounts of recyclables.

## **1.2 Large Families**

- (a) Policy:** Large Families can request an extra 240 litre wheeled bin for that household's normal refuse and/or for dry recyclables. A large family is defined as five or more permanent residents in a household. Proof of household size will be required before additional bins are made available.

### 1.3 Smaller Bins

- (a) **Policy:** Generally no smaller bins will be made available for properties but there are smaller bins within the County that have been distributed in the past. These bins can be replaced by larger bins upon request.

### 1.4 Contaminated Bins

- (a) **Policy:** Where a contaminated bin or bag is to be emptied or collected it may not be emptied or collected by the vehicle visiting at the time contamination is detected, an additional visit by a separate collection vehicle may be required and this may not be on the same day as the regular service.
- (b) **Policy:** Black wheeled bins or bags for collection of **landfill household waste** will not be emptied or collected if found to contain recyclables that should be collected on the recycling scheme, garden compostable waste, non domestic waste, soil, bricks, rubble, cement, plaster, concrete, sand etc.
- (c) **Policy:** Grey wheeled bins or blue bags for **dry recyclables** will not be emptied or collected if found to contain non recyclable household waste, garden wastes, non domestic waste, soil, bricks, rubble, cement, plaster, concrete, sand etc.
- (d) **Policy:** Green wheeled bins for **garden waste** collection will not be emptied if found to contain any waste other than garden wastes for composting, which specifically excludes kitchen wastes due to the risk of contamination with meat based products, as well as normal household waste, dry recyclables, non domestic waste, soil, bricks, rubble, cement, plaster, concrete, sand etc.
- (e) **Policy:** Where any wheeled bin or bag is not emptied or collected for reasons detailed in 1.4 (a) to (d) above the householder will be directed, by means of a “yellow plastic tag” on their bin/bag, to remove incorrect material from the appropriate bin or bag, properly dispose of it and then advise the council that this has been done. The withdrawn collection service will then resume on the next scheduled date for that service.

### 1.5 Side Waste/Closed Wheeled Bin Lids

- (a) **Policy:** No waste left outside wheeled bins, whether on the ground or on top of any wheeled bin will be collected. This applies to all bin waste collections.
- (b) **Policy:** Only waste contained within wheeled bins with the bin lid **fully** closed will be collected. This applies to all bin collections.
- (c) **Policy:** Where waste is left outside a wheeled bin a “yellow plastic tag” will be left on the associated bin informing the resident that “side” waste is not collected or that the bin lid was raised.

- (d) **Policy:** In the first collection cycle immediately following Christmas all side waste and recyclables presented in coloured bags provided by the Council will be collected. No other side waste will be collected at this time. Coloured bags presented **after** this first collection cycle will also not be collected.

### 1.6 Assisted Collections

- (a) **Policy:** On request the Council will provide assisted collections to any property whose occupier/s cannot present the bin for any medical reason.
- (b) **Policy:** Each request will be assessed by a Council officer.

### 1.7 Heavy Bins or Bags

- (a) **Policy:** Any bin or that is too heavy to move by collection operatives or be lifted by the collection vehicle will not be collected.
- (b) **Policy:** Where a wheeled bin has been identified as being too heavy “yellow plastic tag” will be left on the associated bin informing the resident that the bin is too heavy.
- (c) **Policy:** The weight limit for any bin will be 60 kilograms for a bin and 25 kilograms for a bag.

### 1.8 Missed Bins or Bags

**Policy:** All missed bins/bag collections must be reported to the Council by householders within 2 working days (In this 1.8 Monday to Friday are classed as working days).

**Policy:** The Council will investigate each case and if the contractor has missed the bin it will be collected within 1 working day.

### 1.9 Bulky Waste (current policy continues)

- (a) **Policy:** £10.50 for up to 4 items and a **free concessionary service** (max 4 times a year) for those in receipt of Housing Benefit or Council Tax Benefit. These charges are VAT exempt.
- (b) **Policy:** The acceptable items listed below have been recognised as bulky household items and will be collected. The list, whilst comprehensive, is not necessarily conclusive, and other items may be collected. Bulky waste items collected are described below

<b>ACCEPTABLE ITEMS</b>	
3 piece suite (counts as 3 items)	Kitchen worktop
AGA (broken down to manageable pieces)	Standard Lamp
Armchair	Lawnmower
Bath	Microwave
Bed and mattress	Playpen
Bench (not work bench)	Prams Pushchairs

Bicycle	Tumble dryer
Boiler	TV / aerial
Carpet or underlay 1.8 metres (6ft) roll lengths to ease collection	Sewing machine
Carry-cot	Sideboard
Central heating parts	Sink
Chair	Sofa / settee
Chest of drawers	TV / aerial
Cistern and Toilet (one item)	Sewing machine
Coffee table	Sideboard
Cooker	Sink
Dining table	Sofa / settee
Dishwasher	Video/DVD
Display cabinet	Wardrobe
Door	Washing machine
Door frame	Washing hand basin
Dressing table	Water tank (cut in half for lifting)
Rotary clothes dryer	WC pan
Electric fire	Window frame
Fridge / Freezer	Window frame glass (boxed)
Gas fire	Coal store bunker (cut into 4 pieces)
Wash Hand Basin	Bagged household items - two 90 litre bags = 1 item
Hi Fi/Stereo/speakers	Window frame glass (boxed)
Ironing board	Large toys
Kitchen cabinet	Dismantled Garden up to 8 ft by 6 ft sheds with no glass
Kitchen table	
<b>ITEMS NOT TAKEN</b>	
Cast iron bath	Concrete posts
Piano	Fence panels
Garden waste	Gas bottles
Oil Tanks	Greenhouses
Asbestos	Car and motor bike parts
Garage Doors/Window frames over 1.8 Metres (6ft )	Sheds over 8ft X 6ft in size

**(c) Policy: Bulky Waste Service Rules**

One Carpet must be manageable by 2 people, otherwise cut into pieces, rolled and tied.

Carpet item does not include underlay. This is a separate item.

Items should not be filled with other rubbish or they will not be collected.

Items must be placed at the edge of the property by 7am on the day of collection.

Only items listed will be removed; additional items will not be removed unless the Council has been notified.

Fridges and Freezers must be empty and contain no waste or they will not be collected.

**(d) Policy: For any items not being able to be collected as a part of the bulky waste collection system a separate quotation can be obtained**

for this work for the householder. A 10% administration fee will be charged for this service and there will be no exemptions.

### **1.10 Bag Collections**

- (a) **Policy:** The Council will provide 26 bags blue bags for recycling and 26 black bags for residual waste per household that will be delivered every three months.
- (b) **Policy:** The Council will collect up to two black bags per household each fortnight and up to two blue bags per household per fortnight. On the basis of one week blue bags the following week black bags.

### **1.11 Fixed Penalty Notices**

- (a) Section 46 of the Environmental Protection Act 1990 provides powers to deal with household waste; equivalent powers to deal with commercial and industrial waste are contained in section 47.
- (b) **Policy** - Powers are delegated to the Waste Services Manager to use section 46 and section 47ZA of the Environmental Protection Act 1990. In particular S46 (4)(b) provides that the local authority may serve a notice with requirements relating to the placing of receptacles for the purpose of facilitating the emptying of them, and S47ZA provides for fixed penalty notices for offences under section 46.
- (c) **Policy.-** Fixed Penalty Notices will be set at £100, each which will reduce to £60 if paid within 14 days. The revenue from these can be used for Environmental purposes such as equipment, training, or publicity but may only be used for Services closely linked to waste management.

### **1.12 Refuse & Recycling Collection: Severe Weather Policy**

- (a) **Policy** - At times of adverse weather the Council's refuse and recycling collection contractor may not be able to safely reach all households in the county. If this is the case it is most likely to be due to ice and/or compacted snow on roads and footpaths although at other times flooding etc may also prevent normal access.
- (b) **Policy** - Where refuse or recycling bins are not emptied due to the effects of adverse weather the condition of highways will be regularly monitored. Once access routes to houses where bins have previously been missed become clear, we will revisit as soon as practically possible to empty the bin.
- (c) **Policy** - If your bin has not been emptied at its normal time during adverse weather conditions please leave it out at its normal collection point for emptying. Leave your "missed" bins out for collection making sure they do not cause an obstruction to pedestrians etc. If you have

not had a collection of a “missed” bin (grey or black) before your next scheduled collection, please leave both black and grey bins out until they are collected making sure they do not cause an obstruction to pedestrians etc.

- (d) In cases where your bin is not emptied within 24 hours of its normal time we will collect reasonable amounts of side refuse or recycling when we do visit. The definition of “reasonable” is the normal amount of waste or recyclable materials produced in the time period that the bin was missed.
- (e) Leave side waste/recycling out in a plastic sack at the side of your wheeled bin. Please use good quality thick plastic sacks tied securely to reduce the risk of litter spillage and of sacks being ripped open by animals.
- (f) Your bin lids must be fully closed when presented for emptying as partially open lids may be damaged or ripped off by the lifting equipment and may cause the bin to fall off the loading mechanism possibly injuring bin collection operatives.
- (g) Your garden waste collection service may be cancelled to ensure resources are available to deal swiftly with the backlog of refuse and recycling bins.

## **2. Waste Disposal**

### **2.1 Permit system**

- (a) **Policy:** The residents of Rutland County Council’s area will have free access to any Civic Amenity (C.A) site operated by the council for the purpose of the acceptance and disposal of household waste only; no business/commercial waste will be allowed to be accepted.
- (b) **Policy:** In order to ensure effectiveness of operation any resident wishing to dispose of household waste at a C.A site must first obtain a permit from the Council, for which no charge will be made, identifying that they are a resident of Rutland and visiting the site in one of up to three specified vehicles.

### **2.2 Cement Bonded Asbestos (CBA) (current policy has been stopped and is being revised)**

#### **Revised Policy - not approved but is in place**

*Cement bonded asbestos (CBA) is no longer accepted at the by the council. If householders have CBA they wish to dispose of the Council can arrange for a contractor to undertake the work (a 10% administration fee applies) or the householder can organise a contractor themselves.*

### **2.3 Business Waste**

- (a) Policy:** No business waste will be accepted at any Civic Amenity site operated by or on behalf of Rutland County Council.
- (b) Policy:** A collection service can be provided for all businesses and commercial enterprises. A charge will be made for this service which will be the market rate for that service at the time of the request plus a 10% administration charge.

### **2.4 Waste Minimisation**

- (a) Policy:** If budgets allow, limited reduced rate composters will be made available to residents together with the undertaking of regular initiatives to discourage waste creation in the first place and increase re-use and recycling.
- (b) Policy:** The use of education and encouragement to re-use and recycle is recognised by the Council as essential to its role in Environmental Stewardship. The Council promotes this through the Waste Resource Action Plan's national campaign "Love food hate Waste" and the "Real Nappy" campaign.

### **2.5 Recycling Credits and grants**

- (a) Policy:** The Council will not pay recycling credits to third parties.
- (b) Policy:** The Council may pay grants to third parties that help the community to recycle or reuse waste; each request determined on its individual merit.

### **2.6 Clinical Waste**

- (a) Policy:** The Council will collect domestically sourced clinical waste from households within the County upon receipt of written request from an appropriate medical practice or medically qualified person.
- (b) Policy:** No yellow clinical waste bags will be provided as a part of this service. These will be provided by the medical practice or medically qualified person that requests the collection.