

## Appendix 1 Excess waste policy (reviewed November 2018)

<b>Policy Name</b>	Contamination of Mixed Recycling Policy
<b>Committee Date/Name</b>	Operational Delivery Committee, 6 November 2018
<b>Review Frequency</b>	2 year
<b>Next Review Due</b>	November 2020
<b>Implementation Date</b>	7 November 2018

### **1.0 Purpose of Policy**

1.1 To establish a policy which ensures that only waste or recyclables presented in authorised containers is collected.

1.2 This policy does not apply to commercial properties.

### **2.0 Standard Service Provision**

2.1 For householders using the wheeled bin service the Council's standard service provision is:

- 1 x 180 litre household waste wheeled bin
- 1 x 240 litre mixed recycling bin
- 1 x 240 litre garden and food waste bin

2.2 All of these containers are collected fortnightly.

3.2 Bins should be labelled with house number and street name.

2.4 Bins should be stored within the boundary of the property, if possible.

2.5 Bins should be presented on the kerbside by 7am on the scheduled collection day.

2.6 Householders should remove bins from the kerbside as soon as possible following collection. Householders should take all reasonable steps to avoid bins causing an obstruction.

2.7 Unlabelled bins left on the street may be considered abandoned and removed.

### **3.0 Receiving an Authorised Additional Bin**

#### **3.1 Additional Refuse Bins**

The criteria below only apply to the household residual waste bin collection service. A household can request an additional recycling or garden waste bin without having to meet these criteria.

The additional bin will be another bin of the same size as the standard household residual waste bin. In exceptional circumstances (e.g. individuals with medical conditions), a larger second bin may be granted at the discretion of the Council, following assessment.

The householder must meet at least one of the following criteria to receive an additional residual waste bin:

- Five or more permanent resident(s) in the household
- One or more resident(s) in the household with a medical condition/disability resulting in production of additional non-clinical waste
- Two or more residents in the household under the age of 3 years and in nappies

The household must also demonstrate that they are making full use of the recycling facilities available. This will include the requirement to complete an assessment form which will be reviewed by an Officer, and in some cases a household visit may be undertaken to assess the needs. Follow-up monitoring visits may be carried out once the bin has been delivered to check that it does not contain recyclable materials (including food or garden waste).

The following terms and conditions will apply to additional residual waste bins:

1. A maximum of one additional bin will be available to eligible households.
2. There will be a charge for delivery (details of applicable charges will be available on the Council website).
3. Additional bins will only be delivered once payment has been received.
4. Residents with a medical condition or disability that causes them to produce excess waste, will not be charged.
5. A 50% discount will be available for those in receipt of Council Tax benefit and/or Housing Benefit.
6. Additional bins will be easily identifiable.
7. Additional bins should be used in accordance with the Excess Waste Policy.

### 3.2 Additional Food & Garden Waste Bin (Brown Bin)

A charge will also be made for an additional 240 litre garden and food waste bin (first bin provided free) to encourage home composting (details of applicable charges will be displayed on the Council website).

Only one additional brown bin may be requested per eligible household.

Large amounts of garden waste can be taken to a local Household Waste and Recycling Centre (HWRC) and deposited free of charge.

### 3.3 Additional Recycling Bin

No charge will be made for an additional recycling bin; the additional recycling bin will be the same size as the standard recycling bin.

## **4.0 Review**

Recipients of authorised additional bins (residual, recycling or food/garden waste) will receive a review letter and form after 2 years to check if the service is still required. The householder must respond within 28 days from the date of the letter.

If the householder responds within 28 days and declares that the additional bin is still required and they still meet the criteria, the additional bin will continue to be collected for another 2 years. If the householder does not respond within 28 days, the additional bin(s) will be removed.

The authority may remove additional bins if it becomes aware of a change in circumstances, for example, fewer people living at a property, the cessation of a temporary medical condition, the bins are no longer required or are not being used for any other reason or are being misused. These householders will be contacted before removal.

## **5.0 Excess Waste**

### **5.1 Unauthorised second/ additional bins**

Any additional bins over and above the standard service as per paragraph 2.0 will only be emptied if they are authorised as per paragraph 3.0. Only bins supplied under the terms of this policy will be emptied.

Where it has been identified or is suspected that a householder has unauthorised additional bins, the following action will be taken:

- Householder will be notified that the bin appears to be an unauthorised additional bin.
- Householder will be given the opportunity to contact the authority to discuss whether they qualify for the additional bin as per paragraph 3.0
- If the householder does not make contact or does not qualify, they will be notified that unauthorised Council supplied bins will be removed.
- Bin will then be removed.

Where there are households with more than 2 brown bins, the following action will be taken:

- Householder will be notified that the Council policy has been amended and that there is a maximum limit of 2 brown bins per household.
- Householder will be given the opportunity to contact the authority for advice and guidance on how to reduce or compost their garden waste.
- If the householder does not make contact, they will be notified that the bin may be removed.
- Additional bin(s) may then be removed.
- A maximum of 2 brown bins per property will be emptied on collection day.

### **5.2 Black bags or waste presented in other unauthorised containers (not wheeled bins)**

Aberdeen City Council will not collect any waste (including garden waste) presented outwith the authorised containers and this will be treated as side waste, fly-tipping or littering and may be subject to enforcement action.

Only waste presented in accordance with this policy will be emptied/ uplifted.

### **5.3 Over-filled bins**

Where a wheeled bin is presented and is considered by the crew to be overloaded, by weight and/or volume of material, it will not be emptied on health and safety grounds. Householders will be notified of the reason for not emptying the container.

If bins are too heavy to be moved or emptied safely by the crew, the resident will be required to reduce the weight of the bin contents before the next scheduled collection.

The wheeled bin will be emptied on the next collection cycle provided it is deemed 'manageable' by the collection crews.

#### **5.4 Open lids**

For safety reasons, and to ensure that wheeled bins and lids are not damaged during the collection and lifting process, bin lids of all wheeled bins presented for collection should be fully closed.

Bin lids should be kept closed at all times when not in use to deter access by flies and vermin and to avoid rainwater entering the bin.

Bins presented with lids open that are considered hazardous by the collection crew will not be emptied. The bin will be tagged, advising the householder that the bin will be emptied on the next collection cycle provided the bin is considered safe to do so (lid closed). It is the resident's responsibility to ensure that the lid is closed.

#### **References**