

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

DETERMINING RECYCLING OPTIONS FOR NON-AWC HOUSEHOLDS DRAFT TERMS OF REFERENCE

1.0 Introduction

- 1.1 In December 2011, the Executive Board revised the Council's Recycling Strategy to incorporate a range of agreed medium to long-term improvements to kerbside recycling collections and increased the Council's household waste recycling target to 55% by 2016, with a long-term target to exceed 60%.
- 1.2 Previously, the Safer and Stronger Communities Scrutiny Board has demonstrated its commitment in assisting the Council achieve its recycling targets by undertaken specific pieces of work. Recognising that the successful roll out of alternate weekly collections (AWC) of recyclable and residual waste would be a key factor in achieving the revised recycling target, the Scrutiny Board worked in conjunction with the Waste Management Service last year to evaluate the first phase of the roll out in order to help inform future phases.
- 1.3 The Scrutiny Board also considered the criteria associated with the AWC scheme and in doing so, acknowledged the need to find alternative recycling options for those households deemed unsuitable to receive an alternate weekly collection in accordance with the agreed criteria. The Scrutiny Board therefore welcomes the opportunity to work closely with the Waste Management Service again in determining the most appropriate recycling options for non-AWC households.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:
 - Details of households currently considered unsuitable for AWC.
 - The proposed 'menu' of alternative options (to include details of any option appraisals already undertaken by the service which may have led to particular options being excluded)
 - The challenges linked to different property types, with particular reference to high rise flats.
 - The processes used in determining a preferred option for an area that will also enable a cohesive waste management service to be delivered (to consider where trials have already been undertaken across the city)
 - Appropriate mechanisms for communicating preferred options to residents.

3.0 Desired Outcomes and Measures of Success

- 3.1 It is important to consider how the Scrutiny Board will deem if their inquiry has been successful in making a difference to local people. Some measures of success may be obvious and others may become apparent as the inquiry progresses and discussions take place.
- 3.2 Dealing effectively with the city's waste is one of the key objectives set out with the Best Council Plan 2013-17. Linked to this, the key priorities are ensuring a safe, efficient and reliable waste collection service; providing a long-term solution for disposing of our waste; and increasing recycling and reducing the use of landfill.
- 3.3 This Scrutiny Board inquiry therefore aims to assist the Council in meeting the relevant objectives and priorities set out with the Best Council Plan, with particular reference to meeting the household waste recycling target of 55% by 2016, with a long-term target to exceed 60%.

4.0 Comments of the relevant Director and Executive Member

- 4.1 In line with Scrutiny Board Procedure Rule 12.1 where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference.

5.0 Timetable for the inquiry

- 5.1 The Inquiry will take place over a number of sessions. These sessions will involve smaller working group meetings with stakeholders, which will provide flexibility for the Board to gather and consider evidence.
- 5.2 The length of the Inquiry is subject to change. However it is anticipated that a final report will be produced in April 2015.

6.0 Submission of evidence

6.1 Session one – November 2014

To consider evidence in relation to the following:

- Details of households currently considered unsuitable for AWC.
- The proposed 'menu' of alternative options (to include details of any option appraisals already undertaken by the service which may have led to particular options being excluded)

6.2 Session two – December 2014

To consider the challenges linked to different property types, with particular reference to high rise flats.

6.3 Session three – January 2015

To consider the processes used in determining a preferred option for an area that will also enable a cohesive waste management service to be delivered (to consider where trials have already been undertaken across the city)

6.4 Session four – February 2015

To consider appropriate mechanisms for communicating preferred recycling options to residents.

6.5 Session five – March 2015

To consider the findings and potential recommendations arising from this inquiry.

7.0 Witnesses

7.1 The following have been identified as possible contributors to the inquiry, however others may be identified during the course of the inquiry:

- Director of Environment and Housing
- Executive Member for Cleaner, Stronger and Safer Communities
- Chief Officer Waste Management
- Head of Strategy & Infrastructure, Waste Management
- Head of Waste Operations
- Relevant Ward Councillors
- Representation from refuse collection crews
- Representation of occupants of high rise flats

8.0 Equality and Diversity / Cohesion and Integration

8.1 The Equality Improvement Priorities 2011 to 2015 have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities will help the council to achieve it's ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.

8.2 Equality and diversity will be a consideration throughout the Scrutiny Inquiry and due regard will be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.

8.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to inform recommendations.

- 8.4 Where an impact has been identified this will be reflected in the final inquiry report, post inquiry. Where a Scrutiny Board recommendation is agreed the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, conducting impact assessments where it is deemed appropriate.

9.0 Post inquiry report monitoring arrangements

- 9.1 Following the completion of the Scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 9.2 The final inquiry report will include information on the detailed arrangements for how the implementation of recommendations will be monitored.

DRAFT