

CABINET

Date of Meeting	Tuesday, 18 th January 2022
Report Subject	Vehicle Permit Criteria for Household Recycling Centres
Cabinet Member	Cabinet Member for Streetscene
Report Author	Chief Officer (Streetscene and Transportation)
Type of Report	Strategic

EXECUTIVE SUMMARY

In September 2021, following two all-member seminars, a number of recommendations were presented to Cabinet on changes to be made to the current waste strategy in order for the Council to achieve 70% recycling by 2025.

One recommendation was to review the Household Recycling Centre (HRC) vehicle permit criteria in order to make it clearer to service users what types and sizes of vehicles should or should not be issued a permit and to ensure that traders do not take advantage of the system. A second recommendation was to introduce a booking system for hazardous and difficult waste streams to better manage their arrival at site.

Both recommendations were approved by Cabinet; however, a further report was requested to give further clarity on how the changes would be implemented. This report sets out the revised Vehicle Permit Policy and proposes the booking criteria for the disposal of asbestos and mattress waste.

RECOMMENDATIONS

1	Cabinet approves the revised Vehicle Permit Policy for Household Recycling Centres.
2	Cabinet approves the Household Recycling Centre booking system criteria.

REPORT DETAILS

1.00	EXPLAINING THE BACKGROUND FOR THE CHANGES TO THE VEHICLE PERMIT POLICY ON HOUSEHOLD RECYCLING CENTRES AND THE PROPOSED CRITERIA FOR A BOOKING SYSTEM
1.01	<p>In September 2021, following two all-member seminars, a number of recommendations were presented to Cabinet on changes to be made to the current waste strategy in order for the Council to achieve 70% recycling by 2025. The Council's waste strategy is to re-use, recycle and compost as much recoverable waste as is practicable at our Household Recycling Centres (HRCs).</p> <p>One such recommendation from the member workshops was to revisit the current HRC vehicle permit scheme criteria. A permitting scheme is the fairest way to ensure that residents can use their own vehicles to visit the HRC sites, whilst deterring unlawful use by traders.</p> <p>At the seminar, members had expressed their concerns that the current vehicle permit criteria were ambiguous and could be left to interpretation, which could create confusion for service users.</p>
1.02	<p>Each household in Flintshire paying standard council tax is entitled to use the Council's HRCs to dispose of their own domestic household waste. Only Flintshire residents will be permitted to use Flintshire HRC sites. In order to control this, it is proposed that we retain the current system of requesting proof of residency in Flintshire, which we introduced during the pandemic in order to comply with the Test and Trace requirements and ensure that only Flintshire residents continue to use the sites.</p>
1.03	<p>It has also been highlighted by our HRC staff that the current permitting system unintentionally allows traders and commercial businesses to exploit the system and bring in trade waste streams, which we are not permitted to accept. When questioned or challenged by our staff, some of these customers can become abusive and violent leading to unpleasant working environments.</p>
1.04	<p>In the report to Cabinet, it was proposed that the vehicle permitting criteria should be reviewed in order to make it clearer to service users what types and sizes of vehicles should or should not be issued with a permit and to ensure that traders do not abuse the system. It was also proposed that some flexibility be allowed for those vehicles that are registered to a business to be allowed access to deliver waste if it is clear that the waste has not been produced by that company or emanates from the activities of that business. For example, allow a vehicle registered to a plumber to dispose of garden waste.</p>
1.05	<p>The Cabinet report also proposed that a booking system for materials that have restrictions, such as hazardous and difficult waste items (e.g. asbestos and mattresses) should be introduced to better manage their arrival at site. Such a system would allow HRC staff to control when this waste is coming to site, ensure container availability and make preparations for its acceptance. Materials will be accepted free of charge.</p> <p>Both recommendations were approved by Cabinet in September; however, a further report was requested to give further clarity on how the changes would be implemented.</p>

1.06	<p>Vehicle Permit Criteria</p> <p>The proposed Vehicle Permit Criteria Policy is presented in Appendix 1 to this report. The salient points to note from this policy are as follows: -</p> <ul style="list-style-type: none"> • The policy details the vehicle scheme criteria • Clear classification of those vehicles that do not require a permit, those that do require a permit and those that are not eligible for a permit • All trailers, irrelevant of size will now require a permit • Size restrictions have been placed on vehicles and trailers that are eligible for a permit, due to the limited space available on HRC sites and the additional time taken to unload larger vehicles and trailers, which can impact access for householders, particularly at peak times of the day. • The application process and required documentation is clearly detailed. • Those who repeatedly fail to provide the correct documentation in support of their application for a permit will be refused a permit and a timescale set for reapplication • Permits will be issued for one specific HRC site to improve control and access to the site • A one-off permit will be introduced for those who have a business/sign written vehicle who want to dispose of household waste • The temporary permit criteria is clearly defined • The policy details that abuse of the scheme will not be tolerated and that permits can be revoked for non-compliance <p>This policy will supersede the Household Waste Collection and Household Recycling Centre Operations Policy 2017, Sections 12.7 to 12.13 detailed in Appendix 2</p>
1.07	<p>Booking System</p> <p>As indicated, it is proposed that a booking system will be introduced for difficult materials or waste streams and the proposal is to introduce this initially for asbestos and mattresses. Both of these waste streams have presented problems with disposal on site due to either being hazardous, limited capacity to accept the waste or because of safety issues with carrying and moving the waste.</p> <p>Appendix 3 details the proposed booking system for the two types of waste. The booking system consists of:</p> <ul style="list-style-type: none"> • A requirement to book online in advance of the visit • A restriction on the volume of waste being brought to site during the visit • A restriction on the number of visits per year • A timeslot to be given for the disposal time • If being brought in a van/trailer then a valid permit will be required to book • Details of which site will accept the waste stream • Detail of which days are available for disposal <p>The service will allocate the appropriate ICT infrastructure to the Household Recycling Centres in order to manage the process. This will also be utilised to offer a more digital solution for the management of waste and operations on site.</p>

	<p>For waste streams not accepted under the booking system (such as large sheet asbestos), information will be provided to residents on the most appropriate methods of disposal available for that waste stream.</p> <p>Once established, it is the intention of the service to review whether it would be beneficial to introduce other waste streams or restricted materials to the booking system.</p>
1.08	<p>It is proposed that the revised Vehicle Permit Policy and booking system will be implemented from April 2022. This will allow for staff resources to be allocated to the implementation of the revised systems, as well as the development of a comprehensive communication plan to control and implement the changes and develop the back office booking system.</p>

2.00	RESOURCE IMPLICATIONS
2.01	<p>The new systems will require ICT provisions at HRC sites to allow for live, current booking information to be shared in real time. This will be in the format of handheld tablet devices for use by the site staff.</p>
2.02	<p>Investment in on-site barriers will be required to prevent unauthorised access and out of scope vehicles gaining entry to site prior to vehicle inspection and presentation of permits. Estimated costs for the barriers are approximately £2,000 per site, which will be funded from existing revenue budgets in 2022/23.</p>
2.03	<p>ICT services support and assistance will be required to develop the back office booking system.</p>

3.00	IMPACT ASSESSMENT AND RISK MANAGEMENT										
3.01	<p>Ways of Working (Sustainable Development) Principles Impact</p> <table border="1"> <tr> <td>Long-term</td> <td>Positive - The proposals will drive improvements to recycling performance by excluding no recyclable trade waste.</td> </tr> <tr> <td>Prevention</td> <td>Positive – The proposals will eliminate the illegal transit and disposal of trade waste ensuring the Council is compliant with waste legislation</td> </tr> <tr> <td>Integration</td> <td>No impact</td> </tr> <tr> <td>Collaboration</td> <td>No impact</td> </tr> <tr> <td>Involvement</td> <td>Positive – For those vehicles not permitted access to the site or permitted to book additional waste, waste management information will be provided to them in order for users to make alternative legal arrangements for disposal.</td> </tr> </table>	Long-term	Positive - The proposals will drive improvements to recycling performance by excluding no recyclable trade waste.	Prevention	Positive – The proposals will eliminate the illegal transit and disposal of trade waste ensuring the Council is compliant with waste legislation	Integration	No impact	Collaboration	No impact	Involvement	Positive – For those vehicles not permitted access to the site or permitted to book additional waste, waste management information will be provided to them in order for users to make alternative legal arrangements for disposal.
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Well-being Goals Impact	
Prosperous Wales	Positive – Continued provision of accessible recycling facilities for the residents of Flintshire. Reducing the financial burden of supporting illegal small trading companies from disposing waste at the sites.
Resilient Wales	Positive – Ensuring that appropriate disposal sites are available and accessible to residents of Flintshire.
Healthier Wales	Positive – reducing vehicle movements and emissions.
More equal Wales	No impact
Cohesive Wales	No impact
Vibrant Wales	Positive – Promoting reuse and recycling of waste, and working towards carbon reduction
Globally responsible Wales	Positive – Educating residents and potential traders on the most appropriate disposal methods for their recycling and waste disposal needs ensuring compliance with legislation
3.02	The vehicle permit scheme can be a very emotive topic and any changes result in negative feedback from service users currently taking advantage the system. A clear communications plan will be developed to control the implementation of the new policy.
3.03	The level of abuse and threats of violence to HRC staff has been highlighted previously and under ongoing concern for some time. The site staff will soon be presented with body worn CCTV cameras to wear to record and report events. Providing a clear and concise permit criteria will support the site staff in managing non-conforming waste arriving at the site.
3.04	Control of the vehicles utilising the sites will allow for better, easier access for Flintshire residents as large vehicles, which can take up to an hour to off-load their waste will be prohibited.
3.05	The booking system will notify residents when there is container availability so that they do not bring their waste to site when containers are full and avoid wasted journeys.
3.06	The risk to the authority is reduced by eliminating trade vehicles from the sites, as the current Environmental Permit does not allow for trade waste to be accepted at HRCs. It also eliminates the risk of rogue traders, who should not be transporting commercial waste without a valid waste carriers licence, waste transfer note or waste permit.
3.07	A full integrated impact assessment has been completed. i) The impact assessment has identified there will be a positive impacts on Equality and Human rights, Welsh Language, Environment and Biodiversity and Health from the approval of this policy.

	<p>ii) There will be potential negative impacts on Equality and Diversity with respect of digital communications for older people and those with learning difficulties. These will be mitigated by ensuring communications are provided in a face to face format or by written literature.</p> <p>There will be potential negative impacts on Equality and Diversity with respect of those with learning difficulties understanding the requirements of the waste and recycling procedures at the Household Recycling Centers. This will be mitigated by making documentation and information available in easy read format.</p> <p>There will be potential negative impacts on the environment should those not eligible for a vehicle permit chose to fly tip their waste. This will be mitigated by providing clear information to residents on how to dispose of waste correctly (their duty of care). Also, any traders will be advised of appropriate waste facilities to dispose of waste correctly. The Council environmental enforcement team will monitor and investigate any fly tipping cases.</p> <p>iii) There will be a neutral impact on service from the introduction of this policy across all aspects of the assessment.</p>
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4.00	CONSULTATIONS REQUIRED/CARRIED OUT
4.01	Cabinet Member for Streetscene
4.02	All member seminars held on 6 th July and 20 th July 2021
4.03	Streetscene workforce and trade unions
4.04	Environment & Economy Overview & Scrutiny Committee – January 2022

5.00	APPENDICES
5.01	Appendix 1 – Vehicle Permit Policy
5.02	Appendix 2 – Household Waste Collection and Household Recycling Centre Operations Policy
5.03	Appendix 3 – Proposed booking system criteria

6.00	LIST OF ACCESSIBLE BACKGROUND DOCUMENTS
6.01	Target 70 A Review of Flintshire County Councils Waste Strategy.pdf

7.00	CONTACT OFFICER DETAILS
7.01	Contact Officer: Ruth Tulley, Regulatory Services Manager Telephone: 01352 704796 E-mail: ruth.tulley@flintshire.gov.uk
8.00	GLOSSARY OF TERMS
8.01	Household waste and non-household waste are defined in the Environmental Protection Act 1990 and the Controlled Waste (England and Wales) Regulations 2012.