

## Appendix B – Waste Management Strategy 2015-18, Gap analysis

### Phase 1: Residual waste restriction programme: Summer 2015- to provide an additional 5000T of recycling

Action	Delivered?	Narrative
Weekly food waste collections remain.	Yes	Weekly food waste collections have, and will continue, to remain. All equipment required to participate in the service is provided free of charge.
Recycling will remain weekly via green bags.	Yes	Weekly collections of recycling remain, and all equipment required to take part in the service is provided free of charge. The method of collection remains under review.
Residual waste collections will remain fortnightly, but restricting of residual waste is required.	Yes	Waste restriction was implemented on 27th July 2015; 140L wheeled bins were issued to approx. 10,000 properties without a bin and a restriction of 3 red striped waste bags p/collection to the remaining 16,500 properties in the bag areas. 94,000 properties had their 240L black bins exchanged for a 140L black bin, with full completion in February 2016.

**Phase 2: HWRCs, new markets and re-use options; 2015/16, to deliver an additional 5000T of recycling**

Action	Delivered?	Narrative
<b>HWRCs</b>		
<p>Considering best practice design and layout when planning the development of the new site</p> <p>Improve signage around sites and on containers, to improve capture rates and reduce contamination levels</p>	Ongoing	<p>Lamby Way supersite opened in July 2017.</p> <p>All signage has been reviewed, using WRAP national iconography and complying with welsh language standards.</p>
<p>Dedicate resources to ensure that site operatives are proactive in diverting waste from landfill, directing materials into the correct skips, as well as providing helpful and useful knowledge to site users</p>	Ongoing	<p>A site operative is now at the entrance of all HWRCs with a dual purpose of checking proof of Cardiff residency, and providing assistance before users enter the site.</p> <p>When resource allows, an operative is also placed next to the general, household waste skip diverting material to recycling.</p>

Re-consider the current vehicle access policy to ensure that only domestic site users from Cardiff are accessing the site	Yes	From 2nd January 2016, residents are now required to bring proof of Cardiff residency to access the HWRCs.
Consider the introduction of a 'permit scheme' to ensure only Cardiff residents benefit from the HWRC	Yes	Proof of residency check has been implemented.
Invest in comprehensive training and up skilling programme for the site operatives	Ongoing	NVQ development is underway
Progress a re-use shop run entirely by a third party organisation, with conditions to ensure that any items deemed unsuitable for re-use are recycled	Ongoing	We have formalised a partnership arrangement with British Heart Foundation (BHF); there is a donation zone at Lamby Way and Bessemer Close for items to be removed for re-use/recycling by the BHF.  This trial will be evaluated, and developed over the years into a re-use shop format
Adapting to recycling markets, and providing recycling facilities for a range of bulky items and materials not currently recycled e.g. mattresses and carpets	Yes	New recycling markets for carpets, mattresses, tyres and UPVC at the HWRCs
Educate residents on the facilities available to them and how best to present and prepare recycling and waste before coming to site	Ongoing	Website pages have been re-designed to include WRAP iconography for materials, to improve national recognition  The HWRC user guide is in the process of being redesigned
Considering a 'no bag' policy at the HWRC to encourage users to segregate material before entering the site.	Ongoing	Full detail to be developed in line with 2018-2021 waste strategy review paper.
<b>Action</b>	<b>Delivered?</b>	<b>Narrative</b>
<b>Bring Sites</b>		

Review existing bring site provision to ensure its suitable for user needs.	Yes	There are 3 remaining bring sites for mixed recycling, along with 5 for glass only.
Evaluate current usage, satisfaction and contamination levels of existing bring sites, and adapt as appropriate.	Yes	As above- Bring sites with high levels of mixed recycling contamination have now been removed.
Upgrade or adapt existing bring site provision to compliment any future change to kerbside recycling collections	Ongoing	Glass only bring sites remain across the City to replicate the separate collections of glass proposals.
Work with partners to consider opportunities to place recycling banks in alternative locations, accessed by a large footfall e.g. schools, community halls.	Ongoing	New facilities always considered.
<b>Action</b>	<b>Delivered?</b>	<b>Narrative</b>
<b>Bulky Waste Collection/Fly-tipping Clearance</b>		
Utilising available facilities at HWRC's, to either recycle or re-use items collected	Yes	This was delivered in November 2016. Any bulky items are collected free of charge if they are recyclable. Items are separated for recycling at Bessemer close HWRC.
Investigating the benefits, or otherwise, of introducing a credit scheme, inviting organisations that currently accept items for re-use an incentive, in return for obtaining their re-use data.	Yes	This was considered within the re-use options appraisal. The British Heart Foundation partnership was implemented as an alternative
Initiating a project team, to investigate current bulky waste, and fly-tipping collection arrangements, and identify any improvements necessary.	Yes	New fly-capture/waste data flow process developed and agreed. Fly-capture analysis completed monthly, to determine any trends in demand. Benchmarking work to continue
Increasing understanding of the composition of fly-tipped, and bulky collected waste, to identify common materials and the need to implement new recycling streams.	Yes	Raw data for analysed for bulky waste collections- a recycling bulky waste collection scheme has now been introduced

Considering all potential options to improve the bulky waste collection service, taking into account best practice examples of an in house run service, a partly outsourced service, and a service ran entirely by third sector organisations.	Ongoing	Addressed in 2018-2020 Municipal Waste Strategy
Working with Welsh Government to implement a re-use network, consisting of third sector organisations that have the ability and relevant processes in place, to re-use and recycle collected bulky waste.	Ongoing	The waste strategy manager delivered a presentation at the Welsh Government instigated "re-use forum". We will continue to support Welsh Government to develop a network, which will have multiple benefits within Wales

**Phase 3: Recycling collections change requirements, detailed plans will be presented in 15/16 to ensure Cardiff remains legally compliant and delivers cost effective and high quality recycling**

Action	Delivered?	Narrative
Prepare a 'TEEP' business case. Undertake detailed modelling with support of WRAP, using Routesmart or similar	Ongoing	This work will continue
Best practice research and benchmarking from other local authorities undertaking a kerbside sort scheme.	Ongoing	This is still ongoing, as part of the wider recycling waste collections review.  There have been operational research meetings to other local authorities with a kerbside sort collection method.
Analysis of the current composition of waste in Cardiff is required, to determine the likely material demand in each area.	Yes	This was completed as part of the WRAP all Wales analysis.
City wide participation monitoring, to establish more detailed weights per <i>participating</i> household in each area.	Ongoing	Various cycles of participation monitoring has taken place, and continues as part of the team's annual work plan.

Review of bin stores/housing type within current communal bin properties, to determine whether appropriate for a change in recycling collection method.	Ongoing	An audit is currently under way to ensure our records are up to date. Site assessments are being completed as and when new developments commence collections.
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**Phase 4: Recycling infrastructure, further feasibility study to be presented 15/16. This is to secure recycling infrastructure and obtain high quality recycling and optimum market income**

Action	Delivered?	Narrative
Through partnership with Welsh Government and support from Local Partnerships, Cardiff will explore the feasibility of a regional recycling facility.	Ongoing	Referenced in waste strategy 2018-2021
We will work with other local authorities to develop regional solutions to expand the range of materials that can be recycled from the kerbside e.g. nappies	Ongoing	There are regional recycling contracts in place: <ul style="list-style-type: none"> <li>• WEEE</li> <li>• Street Sweepings</li> <li>• Textiles</li> </ul>

**Phase 5: Additional recycling performance from households, commercial and cleansing. This will be tabled for 2016 and beyond to secure the further 12,000T of recycling needed**

Action	Delivered?	Narrative
<b>Commercial</b>		
Investigate the benefits, or otherwise, of procuring on board weighing equipment.	Yes	Commercial waste vehicles now have this function. It is currently utilised on 6 of the larger commercial waste collection rounds.
In depth waste audits to be arranged for all new potential customers to ensure that waste contracts allow for maximum levels of recycling.	On going	Waste audits are offered as part of a service contract discussion. However, this service can be expanded to be a requirement of signing up a business for a general waste contract.  Mixed skips are now being post sorted to further understand composition

Understanding customer needs including consultation/feedback.	Ongoing	Customer satisfaction survey completed September 2017
Analysis of commercial waste collected, to determine composition with a view to introducing collections of additional material (if required).	Ongoing	
Introducing case studies of successful recycling schemes within existing customer contracts, focusing on both environmental and financial benefits.	Ongoing	Wales Millennium Centre case study completed
Investigating the potential of a commercial waste re-use centre.	Ongoing	
Divert potential customers that do not produce a large amount of waste to the Bessemer Close commercial recycling centre.	Yes	This happens on daily basis. Further promote the service as the Ask Cardiff survey of 2015/16 showed that 79% of respondents were not aware of the commercial centre
Continuing education and enforcement activity across the commercial sector to improve presentation of waste, to improve overall Local Environmental Quality.	Ongoing	A City Centre strategy has been developed. Weekend and evening enforcement officers now within the City. A section 47 database has been created, so that anyone working in the City centre can reference it. In 2017, will be working to ensure that businesses with private waste contracts label their bins to improve LEQ further
Consider the use of a formal enforcement notice prescribing and enforcing the manner in which recycling and food waste must be separated from residual waste receptacles.	Ongoing	As above- officers are continuing to use the Section 47 Notice to enforce this issue. However, this is mainly focused on businesses presenting bags for collection. Need to review the approach with bins, compositional analysis support may be required for this.
<b>STREET CLEANSING- to recycle or compost 60% of their waste arisings by 2020</b>		
Procure a suitable contract with the ability to recycle and/or compost street sweepings and leaf fall.	Yes	This is a regional contract with Caerphilly and Newport, currently with Neal soil
Consider an improved design litter bin with specific material receptacles, in	Ongoing	In process of redesigning some of the city centre litter bins, with a view to incorporating a recycling section within them.

order to reduce contamination and improve recycling potential.		
Updating and further developing the Local Environmental Quality strategy, with key recycling messages throughout.	Ongoing	There is a Neighbourhood Services enforcement strategy, along with sub action plans for each of the below areas: <ul style="list-style-type: none"> <li>- City Centre</li> <li>- Frontages</li> <li>- Cathays</li> <li>- Litter</li> <li>- Fly-tipping</li> </ul>
Considering the potential for split collection vehicles, in order to be able to efficiently collect and segregate recyclable items during cleansing operations.	Ongoing	A new fleet of vehicles were procured in 2016.  This can be considered in 3 years as part of the new vehicle fleet procurement contract
Investigating how litter segregated for recycling at events and within the City Centre is currently collected, processed and recorded for recycling.	Ongoing	Material specific bins were purchased in 2014 as part of the 'Recycling on the Go' funding.