



**Prosperous Communities  
Committee**

**Tuesday, 19 March 2024**

**Subject: Waste Services Policies Review**

Report by:

Director of Commercial & Operational Services

Contact Officer:

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Purpose / Summary:

Changes to Waste and Recycling Operational  
Policies

**RECOMMENDATION(S):** That Members approve the new Waste Services Policies including the changes and additions highlighted in Table 1 of the report.

## IMPLICATIONS

**Legal:** Legislation relating to waste collection is guided through primary and secondary legislation including the Environmental Protection Act (1990) and the Environment Act (2021). All legislation is guided by the Waste Hierarchy which focusses on pushing waste up the hierarchy through preventing waste, reuse, recycling, energy recovery and finally disposal, as in the graphic below. The Waste Services Policies are designed to align with this ethos.



**Financial :FIN/150/24/MT/SSc**

**No financial implications arising from this report**

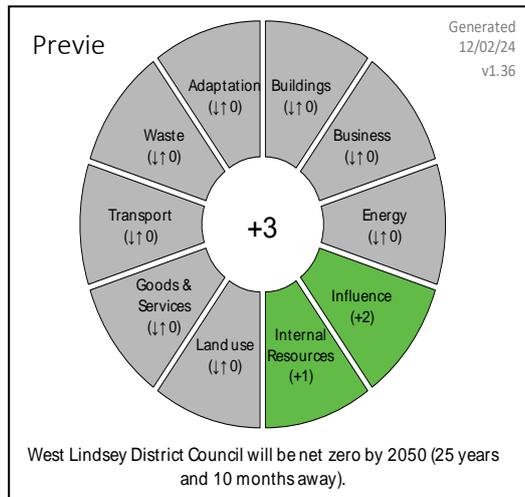
**Staffing :** No staffing implications from this report

**Equality and Diversity including Human Rights :** As the changes proposed in the policy document are minor and will have no new impacts on equality and diversity or human rights.

**Data Protection Implications :** No implications from this report. All data handled by Operational Services is processed in line with the Council's policies and procedures.

**Climate Related Risks and Opportunities:**

The Policies aim to ensure that WLDC's waste and recycling services operate effectively and efficiently, to maximise recycling and reduce the amount of residual waste. Doing so minimises fuel used during collections and promotes the waste hierarchy – 'reduce, reuse, recycle' above waste disposal – as the best environmental outcome. Any policy changes are largely revisions of wording to make policies clearer and easier to understand. As such, communication and influencing activities that increase awareness of waste minimisation and recycling, and efficiency improvements are the primary benefits of this report in terms of the CESIA. Individual CESIA assessments are carried out for new policies such as the big bin scheme. We are looking at the effects of this report (not our past performance, or actions that represent future decisions.)



**Section 17 Crime and Disorder Considerations:** None from this report

**Health Implications:** None from this report

**Title and Location of any Background Papers used in the preparation of this report :**

Wherever possible please provide a hyperlink to the background paper/s  
If a document is confidential and not for public viewing it should not be listed.

**Risk Assessment :**

No new risks have emerged from the changes proposed in this report

**Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

**Yes**

**No**

**x**

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

**Yes**

**No**

**x**

## **1 Introduction**

- 1.1 West Lindsey District Council's Waste and Recycling Operational Policies aim to ensure that our waste and recycling services operate effectively and efficiently, in order to maximise recycling and reduce the amount of residual waste.
- 1.2 The policy document is designed to lay out agreed policies and procedures that are clearly defined, ensuring transparency and maintaining certainty for residents, Council Members and Officers of the District Council.
- 1.3 Under the terms of the Environmental Protection Act 1990, West Lindsey District Council is classed as a Waste Collection Authority, and as such, under section 45(1) we have a statutory duty to collect household waste from all domestic properties within our administrative area.
- 1.4 Under Section 46(4) of the Environmental Protection Act 1990, the Council has specific powers to stipulate:
  - The size and type of the collection receptacle(s)
  - Where the receptacle(s) must be placed for the purpose of collection and emptying
  - The materials or items which may or may not be placed within the receptacle(s)
- 1.5 Any residents not complying with the Council's requirements, as per the Section 46 notification, may be subject to a fixed penalty ticket or other legal action, or a loss of the collection service.
- 1.6 It is intended that the policy document will outline how West Lindsey District Council will deliver the refuse and recycling collection service and with appropriate education and support, enforcement should not be required.

The policy document was last reviewed in January 2022, with a full review date set for April 2024; this full review has now been undertaken. The changes identified in Table 1 below highlight the amendments and additions which are recommended and included in the new policy document at Appendix 1.

- 1.7 In order to make these policies easier for residents to understand, a few minor changes to wording have been made to include for a more consistent approach in terminology. In some cases wording is now less formal such as in the case of legal powers available to us. However, in some areas the relevant legislation does need to be highlighted. Colleagues in Comms and Customer Services have fed in to the review process.

**Table 1 – Policies reviewed**

| Policy Number and name                                       | Review details   | Reason   | Recommendation  |
|--|--|--|---|
| <p><b>Policy 4- Authorised Sack Scheme (Page 8)</b></p>      | <p>Amend the statement below “a maximum of four blue bags per collection will be picked up. Any more will be treated as side waste and will not be collected”. The above statement needs to be reworded to state “Three blue sacks and three clear recycling sacks will be collected per week.</p> <p>The highlighted statement above does not align with the number of sacks in the Table 1 of this policy which states that 2.5 blue sacks per week per household are to be issued (which equates to 5 sacks per fortnight for residents with wheeled bins).</p> | <p>Confusion is being caused by the current policy on the number of refuse sacks issued to those properties on a weekly sack collection service.</p> <p>The highlighted statement from the current policies allows for a greater refuse capacity compared with those residents on the wheeled bin collection service. The service needs to be fair and equitable for all residents.</p> <p>The standard size of refuse wheeled bin is 180 litres and an allowance of 2.5 sacks per week is still above what can be contained within a wheeled bin on a fortnightly collection.</p> | <p>The relevant paragraph to be changed to “Authorised sacks will be issued to households every 6 months and will provide the same capacity to contain waste and recyclables, as would be available if the householder were provided with wheeled bins. Unless a prior arrangement has been made, the equivalent of three blue refuse sacks and three recycling sacks will be collected per week.</p> |
| <p><b>Policy 7- Recycling collection (Pages 10 + 11)</b></p> | <p>Residents should be encouraged to have a full suite of black, blue and purple-lidded bins.</p>  | <p>To encourage recycling in line with Government targets and environmental benefits. All households will generate both mixed recycling/paper and cardboard and need to use both bins</p>  | <p>West Lindsey District Council encourages residents to recycle as much as possible by using the correct bin for the correct materials. <b>Add</b> – The resident cannot have either of their recycling bins removed from their property, (either for mixed recycling or</p>   |

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|   |  |   | for paper and cardboard) unless these are extra to their normal entitlement, as per section 46 of the Environmental Protection Act 1990 and section 57 of the Environment Act 2021. |
| <b>Policy 7 – Recycling collection (Page 10 + 11)</b>                 | Residents should be encouraged to have a full suite of black, blue and purple-lidded bins.   | Due to introduction of purple lidded bins this is necessary.  | <b>Add</b> - Residents can request to swap bins if they have two blue bins and no purple lidded bins or vice versa so that they have one of each.                                   |
| <b>Policy 8 – Separate Paper and Card Collections (Pages 11 + 12)</b> | Negotiated with LCC to extend time that purple-lidded bins will be free  |   | To be amended to take out that purple lidded bins are free until April 2024. The charge for these will not be implemented until April 2025.   |
| <b>Policy 10 – Assisted Collection (Pages 12 + 13)</b>                | Should be amended to include that the service will be available for a period of one month after the occupier ceases to need the service to allow for relatives to clear out the property | Resident has passed or moved into care. Family members are not local and cannot present bins on scheduled collection day.   | To be amended so that the service can continue for a period of one month whilst the house is being emptied.   |
| <b>Policy 12- Additional receptacles (Pages 13 + 14)</b>              | To be amended to include a limit of two blue recycling bins and two purple-lidded bins for each property.<br><br>Therefore, one extra blue recycling bin and one extra purple lidded bin | Although the Council encourages households to recycle as much as possible, an allowance of two blue bins and two purple-lidded bins should be more than adequate for most households. | <b>Add</b> - The Council encourages households to maximise the presentation of materials for recycling. Therefore, 1 extra blue recycling bin and 1 extra purple lidded             |

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|  | are available for a one-off cost.   | By having a limit on these bins this will prevent businesses operating from home receiving a free commercial waste service.<br><br>Under very exceptional circumstances, a decision will be made by the Operational Services Manager (or designated officer) on a case by case basis. | bin are available for a one-off cost.  |
| <b>Policy 14- Missed Collections (Pages 15 + 16)</b>     | Currently in the policy there is no cut off point for a resident to report a missed bin. Therefore a resident can refill the bin and report a week later that they have had a missed collection.<br><br>Add a line that missed bins must be reported within 72 hours of collection date otherwise bins will not be classed as missed. | To make it clear to the resident that they must report their missed bin within a time period and reduce the number of false missed bin claims.  | <b>Add</b> - missed bins must be reported within 72 hours of collection date otherwise bins will not be classed as missed. |
| <b>Policy 28 – Big Bin Clear Out (Pages 22, 23 + 24)</b> | Policy covering new service offering  |   | <b>Add</b> – Policy 28   |
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## 2. Recommendation

That Members approve the new Waste Services Policies including the changes and additions highlighted in Table 1 of the report.