

Waste and Cleansing Policies: Household Waste Recycling Centres

Implementation date: 17 May 2018

Control schedule

Approved by	Transport and Environment Committee
Approval date	17 May 2018
Senior Responsible Officer	Andy Williams, Waste and Cleansing Manager
Author	Angus Murdoch, Technical Coordinator
Scheduled for review	Annually, or as required

Version control

Version	Date	Author	Comment
1.0	7 June 2018	Angus Murdoch	Final

Committee decisions affecting this policy

Date	Committee	Link to report	Link to minute
17 May 2018	Transport and Environment	Policy Assurance	Minute

Policy statement

- 1.1 This policy describes the operation of Household Waste Recycling Centres for the disposal of household waste.
- 1.2 The policy was approved as part of the Waste and Cleansing Service's Policy Assurance at Transport and Environment Committee on 17 May 2018.

Scope

- 2.1 The overall policy sets out how the sites operate in terms of what customers should do to use the sites as well as what they can expect when they use the sites.
- 2.2 The policy references opening hours, vehicle access, on site behaviour by site users, and which items can be accepted on site. It either provides the information directly, or explains how it can be found.
- 2.3 In particular it refers to the Council's webpages for this service which can be viewed at:
www.edinburgh.gov.uk/homepage/289/household_waste_recycling_centres

Definitions

- 3.1 The focus of this policy is the use of Household Waste Recycling Centres to dispose of household waste only, and the policy emphasises that commercial waste can no longer be disposed of there.
- 3.2 "Waste" in this context relates to items or materials which are being discarded for disposal to landfill or energy recovery, while "recycling" relates to items which will be recycled.

Policy content

- 4.1 Appendix 1 presents the policy pertaining to the operation of the Household Waste Recycling Centres.

Implementation

- 5.1 This policy will be maintained by the Council's Waste and Cleansing Service.

5.2 All services outlined are already in place.

Roles and responsibilities

6.1 The Waste and Cleansing Manager has overall responsibility for maintaining and updating the policy.

Related documents

7.1 None

Equalities impact

8.1 No negative equalities impacts have been identified as a result of this policy.

8.2 It is envisaged that the application of this policy would create greater clarity about the services available to householders and ensure that they are treated equally.

Sustainability impact

9.1 Waste and Cleansing policies are designed to support integrated recycling services as part of an overall waste management service.

9.2 Appropriate use of the sites for only the intended materials serves to ensure that these are managed in the most sustainable way practicable.

Risk assessment

10.1 This policy has been agreed by the Transport and Environment Committee as part of the policy assurance process which seeks to ensure increased accountability, transparency and efficiencies concerning Council actions and operations.

10.2 Failure to operate efficient, reliable and customer focussed services represents a risk to the Council's reputation.

Review

11.1 All Waste and Cleansing Policies will be reviewed on an annual basis and agreed at Transport and Environment Committee

Appendix 1: Household Waste Recycling Centres

Household Waste Recycling Centres are solely provided for the recycling and disposal of household waste generated by households in Edinburgh. Commercial waste is NOT accepted at these sites.

Opening Hours

Our sites are open 7 days per week. We will publish our opening hours on the website.

The sites will be closed 25, 26 December each year and 1, 2 and 3 January each year. In exceptional circumstances (e.g. extreme weather) it may also be necessary to close sites at other times; in this event, the closure will be advertised via the Council's website and through social media.

Vehicle Access

Cars or single axle trailers carrying household waste ONLY are allowed at all sites.

Vans and double axle trailers carrying household waste ONLY are only allowed in at Sighthill and Seafield Household Waste Recycling Centres, subject to the following:

Residents using branded hire vans to dispose of household waste ONLY must bring hire documents and two forms of identification such as a utility bill, and driving licence or passport. Staff can refuse access to anyone who fails to produce the correct documents.

Residents are not otherwise allowed to use a branded or liveried van to deliver waste to any Household Waste Recycling Centre. Residents using their own unbranded/unliveried van to dispose of household waste ONLY must bring two forms of identification such as a utility bill, and driving licence or passport. Staff can refuse access to anyone who fails to produce the correct documents.

Commercial waste is not allowed at any site.

Behaviour on site

Householders using the site must always follow the site rules and the instructions of our staff. This is for their safety, and that of others. These will be advertised on site, and on our website. You must follow instructions given by site staff for your safety.

- Children and animals must remain in your vehicle at all times.
- Only Edinburgh residents with their own household waste can use this site.
- Commercial, trade or business waste is not allowed.
- You must observe speed limits and traffic flow signs. Reversing is not allowed.

- All waste must be sorted and deposited only in the correct container.
- Only authorised contractors may remove materials from this site.

The Council will prosecute anyone who threatens or assaults our staff.

Items which can be accepted on site.

We accept a wide range of household waste, but there are some items we are not able to accept. Our objective is to divert as much as possible from landfill. Items which can and cannot be accepted will be advertised on our website.

From time to time we may need to make changes to the materials we can accept. These will be advertised on our website.