



Report of: Executive Member for Environment and Transport

Meeting of:	Date	Ward(s)
Executive	29.11.18	All



SUBJECT: Household recycling in Islington – Executive Member response to the report of the Environment and Regeneration Scrutiny Committee

1. Synopsis

- 1.1** On 14 June 2018 the Executive received a report from the Environment and Regeneration Scrutiny Committee regarding household recycling in Islington.
- 1.2** The Environment and Regeneration Scrutiny Committee's report contained seventy recommendations, which have been reviewed by the Environment and Regeneration Department and the Executive Member for Environment and Transport.
- 1.3** Following the work undertaken to assess whether or not it is possible to implement the scrutiny committee's recommendations, this report recommends that sixty-eight of the recommendations are accepted in full, that one is partially accepted (recommendation 4.18) and that one recommendation cannot be taken forward (recommendation 4.11).
- 1.4** This report contains a detailed response to each recommendation and explains how the council will implement the recommendations it proposes that the Executive accepts and why it is not possible to fully accept the two recommendations detailed above.

2. Recommendations

- 2.1** To agree the responses to the recommendations of the Environment and Regeneration Scrutiny Committee's report on Household Recycling in Islington, as set out in section 4 of this report.

3. Background

3.1 In July 2017 the Environment & Regeneration Scrutiny Committee commenced a review of household recycling in Islington.

3.2 The review ran from September 2017 until April 2018 and evidence was received from a wide variety of sources from within and outside the Council.

3.3 The objectives of the review were:

To build on:

– the Waste Minimisation and Recycling Action Plan 2016/17.

To understand:

- Islington’s current performance and its targets;
- the legal and policy framework in which the Council operates, and to determine whether it can be strengthened;
- current strategies and their effectiveness (including cost effectiveness);
- operational and cultural barriers to recycling, particularly among hard-to-engage groups, and to consider measures to overcome the barriers;
- specific issues in relation to the quality of recycling, particularly contamination, and to consider measures to improve it;
- what internal and external resources are available, and how they are used.

To examine:

– measures to increase the amount and type of recycling among those who already recycle, for example food waste

To consider:

- operational issues that might increase participation, for example the layout and capacity of waste and recycling bins on estates;
- whether alternative or additional educational or communication strategies could help;
- the role of, and Islington’s strategy for, waste reduction.

3.4 The outcome of the Scrutiny Review was 11 recommendations with 70 separate sub-recommendations. Responses to each recommendation are provided in section 4 below with responses to individual sub-recommendations provided as appropriate.

4. Recommendations and Service Update

The recommendations of the Environment and Regeneration Scrutiny Committee constitute a significant and comprehensive programme of work. Although there is an emphasis placed by the Committee on the part the whole Council can play, alongside partners such as social landlords and residents, the recommendations will place added demands on the Recycling Team who will either deliver or lead on delivering most of the recommendations. The Recommendations have therefore been reviewed based on whether they can be delivered within available resources and within a reasonable time frame.

4.1 Recommendation 1

Set up a cross-team group to devise a programme to work across council services, residents’ groups and relevant external organisations, to support community events, programmes and initiatives – which promote waste reduction, re-use, recycling and composting – as a way of increasing community

engagement, resilience, the skills and capacity of residents, and improving the lived environment.

Response to Recommendation 1

The Executive Committee accepts recommendation 1.

A forum will be set up, managed by the Recycling Team, to include representatives of relevant Council services and residents.

The North London Waste Authority (NLWA) outreach team will also be invited to attend to foster better links between this valuable resource and Islington's communities. The group will meet three times a year, beginning in Quarter 4, 2018-19.

4.2 Recommendation 2

Use the Council's new performance-data team to collect and analyse data more effectively on recycling and reuse. This would include

2.1 Prioritise areas with low recycling rates or high contamination.

2.2 Provide information to estates, schools and other institutions on their performance.

2.3 Support incentives and promote competition between, for example, schools, estates or other areas of the community.

2.4 Provide targeted communications to residents.

The Executive Committee accepts recommendation 2 (2.1 to 2.4).

The new Performance and Data Team within Street Environment Services (SES) enables a greater focus on targeted communications based on smarter information. This relies on the use of new technologies, such as bin weighing, vehicle tracking and better system integration to make effective use of data. These systems are either in place or being investigated, developed and tested.

These systems will be used to measure area, estates and school recycling performance, enabling comparisons to be made and low performing areas to be identified, supporting recommendation 2.1. This will then enable information about performance to be provided, in support of recommendation 2.2. Trial systems will be in place by April 2019 with the aim of extending systems Borough wide the following year if practical.

In relation to recommendation 2.1, collection crews report any collection issues including contamination. This provides a record of any location where a collection has not happened owing to contamination. This information is used to identify regularly contaminated bins for targeted communications.

In relation to recommendation 2.3, the Executive considers that, based on available research and evidence, positive messages and feedback rather than financial incentives offers a more sustainable value for money means of increasing recycling performance.

In relation to recommendation 2.4, communications materials are already used that can be tailored to, for example, individual estates. As part of the overall review of communications

set out under the response to recommendation 3.4 (below), we will aim to provide more targeted communications about recycling based, in part, on relevant performance information.

4.3 Recommendation 3

Improve communications with residents, landlords, staff and councillors.

3.1 Train and support:

3.1.1 staff members, including housing officers, caretakers, librarians and community officers who deal with residents, to enable them to encourage residents to recycle more, and to be able to provide information and answer questions;

3.1.2 officers working in council offices to enable them to be recycling champions for their team;

3.1.3 councillors and youth councillors;

3.1.4 staff of social landlords and Partners for Islington to give them the confidence to support their residents.

The Executive Committee accepts recommendation 3.1 (3.1.1 to 3.1.4)

In relation to recommendation 3.1.1, an area based training approach will be delivered, focussed on caretakers and encompassing relevant frontline staff from Housing and Adult Social Services (HASS), local libraries and community engagement staff. This approach aims to maximise the benefit within a particular area by ensuring that all Council staff that interact with the public in that area have a good awareness of recycling services and the importance of recycling.

The training will include sessions on how recycling on specific estates could be improved and the development and joint delivery of improvement plans.

This area-based training approach will be trialled by April 2019 with a view to rolling it out across the Council over the following two years.

In relation to recommendation 3.1.2, learning materials will be developed by the Recycling Team and made available for Council staff online. This will allow the team to record who has completed the training and to encourage participation among targeted teams. We will develop this from April 2019 to be available to staff by September 2019.

In relation to recommendation 3.1.3, education, advice, updates and general information about recycling will continue to be provided to Councillors, with training and workshops opportunities also being offered. Training will also be offered for Youth Councillors at a suitable date, but no later than September 2019.

In relation to recommendation 3.1.4, we are engaging with Social Landlords on a range of issues (relating to several of the recommendations) and will offer training to Social Landlord staff.

4.4 3.2 Consult with different groups to gain a better understanding of their experience of council communication channels and how they access information.

3.3 Review the council's social media strategy to improve its understanding of the effectiveness of different methods of communication, such as videos and messaging.

3.4 Apply the lessons learned to devise a cross-service communications strategy.

The Executive Committee accepts recommendations 3.3 and 3.4 but considers that there is already sufficient evidence available to achieve recommendation 3.2 without carrying out further consultation.

In relation to recommendation 3.2, a range of research and consultation feedback already exists to help inform our consultation strategy. This includes:

- Islington council's residents survey
- Recycling survey carried out as part of the Environment and Regeneration Scrutiny Committee's 'Household Recycling in Islington' review
- Recycling Islington facebook quiz
- Various reports undertaken by WRAP (Waste & Resources Action Programme)
- Research undertaken as part of the Resource London estates recycling programme which is ongoing
- Research undertaken as part of the Trifocal recycling project, ongoing
- Research undertaken by NLWA during various communications strategies
- Islington council's website and social media analytics and feedback

We will use this evidence to gain a better understanding of barriers to recycling, gaps in understanding and available information, and preferred methods of communication. This evidence will be used to tailor our communications messages and methods, as well as the actual services provided.

In relation to recommendations 3.3 and 3.4, we will work with the Communications and Change Team to review our communications messages, channels and materials to ensure our communications channels are used as effectively as possible. A communications strategy and action plan will be developed by April 2019.

4.5 3.5 Make better use of Council premises, such as libraries, housing offices, community centres and 222 Upper Street, to improve communication with residents and to provide them with information and recycling bags

The Executive Committee accepts recommendation 3.5.

The vital role played by libraries and other public facing Council buildings in disseminating information to the public is recognised. Recycling leaflets are available from all libraries in Islington and programme of displays at public facing Council buildings promoting recycling has been arranged.

4.6 3.6 Improve the Council's recycling website so that it:

3.6.1 encourages residents to reduce waste, re-use and recycle more effectively;
3.6.2 is easier to use and provides the information residents need, including what can and can't be recycled and the implications of getting it wrong;
3.6.3 provides information on what actions the Council is taking to influence wider policy issues, such as those around waste reduction and single-use plastics;

3.6.4 provides practical information on how and where to obtain recycling containers and bags;

3.6.5 makes it as easy as possible to ask for containers for delivery (where applicable);

3.6.6 provides information on Islington campaigns and events, such as give-and-take days, or community events

The Executive Committee accepts recommendation 3.6 (3.6.1 to 3.6.6).

Information on the Council's recycling services are held within specific pages of the Council's website. These recycling pages are under continual review and change. Feedback from users of the site is reviewed monthly and the site amended based on this feedback. Recent additional information includes a comprehensive 'Materials A-Z' section and clearer links to recycling points for textiles and small electrical appliances.

In relation to recommendation 3.6.1, 3.6.2, 3.6.3 and 3.6.6, the last major review of the pages (following a Borough wide collection schedule change) focussed on service issues (when is my collection day, what can I recycle and so on). The pages, in line with the rest of the Council's website, are transaction based. That is, they aim to provide residents with the key information they need to be able to access our services. Feedback suggests there should be a greater emphasis on 'why we should recycle' and more information about the process. The North London Waste Authority 'Wise up to Waste' website has a wide range of relevant information, and we will consider how to improve useful content within the Council's website to achieve these recommendations without duplication.

In relation to recommendation 3.6.4 and 3.6.5, the information already provided on the Council's website will be reviewed to see where this information can be improved.

Recycling affects a range of other services. The review will include how the recycling message can be incorporated into other areas of the Council's website to give a more comprehensive range of information and better access to website users.

The review will be completed by April 2019.

4.7 3.7 Use events, such as one-off campaign days, as publicity.

3.8 Prioritise attendance at forums to engage with Tenants and Residents Associations (TRAs) and social landlords.

The Executive Committee accepts recommendation 3.7 and 3.8.

In relation to recommendation 3.7, the Recycling Team attends the Cally Festival and the Angel Canal Festival annually, while the NLWA's outreach team also attend events

throughout the year. We will continue to work together with the NLWA and review the effectiveness and reach of the events attended to gain maximum impact.

With greater awareness of recycling among residents, resident associations and Council staff following training and better communications, local community events can be used as awareness raising events for recycling, with residents and staff (particularly from HASS) who are already attending the events helping to spread the word.

In relation to recommendation 3.8, the Recycling Team will also attend where available and otherwise actively reach out to TRAs and social landlords to encourage better engagement.

4.8 3.9 Provide all new parents with information about the nappy voucher scheme and the correct way of disposing of disposable nappies.

The Executive Committee accepts recommendation 3.9.

Efforts will continue to be made to provide information to all new parents so far as is practical and cost effective.

The Council works with NLWA and Real Nappies for London to actively supports the real nappy voucher scheme. The scheme enables new parents to register online for a £54 voucher towards the cost of new reusable nappies. This scheme is promoted by the Council, NLWA and Real Nappies through websites and social media, leaflets, newsletters and through the network of electronic screen on estates.

The Council holds four real nappy and baby clothes swaps a year which encourages peer to peer support and introduces residents who are swapping baby clothes to real nappies.

The Council also holds monthly 'nappy natters' where the Recycling Team demonstrate the three main types of real cloth nappies and explain about the voucher scheme to expectant parents.

Real Nappies for London are working with Bright Start Centres to promote the scheme through posters and presentations to groups. Bright Start have also agreed to promote real cloth nappies and their facebook page.

We will also work together with the registrar's service to provide information to parents when babies are registered.

Around 120 vouchers are claimed and redeemed each year in Islington avoiding around 60 tonnes of waste.

The North London Waste Authority are also investing in an 18/19 campaign to raise awareness of how best to dispose of nappies and to avoid contamination in the recycling stream, and to improve packaging labelling.

4.9 Recommendation 4

Make waste reduction, re-use and recycling as easy and as attractive as possible for residents

4.1 Update procedures to ensure they reflect the joint responsibility that Homes and Communities and Environment and Regeneration have in keeping estates clean and tidy.

The Executive Committee accepts recommendation 4.1.

All parts of the Council are committed to playing their part in delivering easy and attractive recycling facilities for residents, wherever they live. The two services within the Council that are jointly responsible for providing recycling services to residents in Council managed properties (HASS and SES) will be reviewing and updating their working arrangements and agreements to ensure that this objective is met. These arrangements will be reviewed by September 2019 or sooner.

4.10 4.2 Extend the Better Recycling sites' three-year programme to ensure recycling bins and sites are well maintained, attractive and clearly signed.

The Executive Committee accepts recommendation 4.2.

The Better Recycling Sites programme is a three-year capital programme of £250k for each of the three years 2016/17 to 2018/19. It is making a material improvement to public and estate recycling and food waste sites across Islington through the installation of enclosures, new signage and better recycling bins. The programme will also see the introduction of innovative new 'reverse lid' recycling bins, which aim to reduce contamination and wear and tear.

To support this recommendation, the programme will be delivered through Ward Improvement Plans, as well as other funding opportunities such as contributions from landlords and external grant funding where available.

4.11 4.3 Extend the community engagement work carried out on larger estates to include waste reduction, re-use and recycling.

The Executive Committee accepts recommendation 4.3.

This recommendation will be considered by the forum referred to in recommendation 1. The Recycling Team will also work more closely with the Community Engagement Team within HASS to extend opportunities for community engagement to promote recycling and re-use on estates.

4.12 4.4 Ask all caretakers and housing managers for their suggestions on how to improve the recycling on their estates and on what can be done to help them in their recycling work:

The Executive Committee accepts recommendation 4.4.

All caretakers and housing managers will be asked for their suggestions on how recycling facilities on estates can be improved as part of the proposed training programme and through a communications programme to be led by HASS which will be carried out by September 2019.

4.13 4.4.1 Involve representatives of all affected parties in the initial discussions to help identify and resolve problems when changes in general procedures on waste management and recycling are considered and before the procedure is implemented.

4.5 Involve caretakers, concierges and housing managers in decisions about siting or re-siting bins, or changes in the type and number of bins on their estates.

The Executive Committee accepts recommendations 4.4.1 and 4.5.

When recycling sites are added, removed or relocated, all relevant parties are generally consulted with as normal practice. For example, when new communal recycling sites were installed on estates across Islington as an alternative to ineffective door to door collections, a full consultation process was implemented, involving caretakers, housing staff, resident associations, residents and councillors, to ensure the locations chosen were in the right place for residents.

There may be situations where a recycling site needs to be removed or relocated for important reasons, in which case full consultation may not be appropriate.

We will ensure that these procedures are followed and will review and update these procedures where necessary by January 2019.

4.14 4.6 Provide training to all caretakers and housing managers, including offering visits to the re-use and recycling and the material recovery facility (MRF).

The Executive Committee accepts recommendation 4.6.

An area-based training approach will be delivered focussed on caretakers and encompassing relevant frontline staff from Housing and Adult Social Services (HASS), local libraries and community engagement staff. Please see paragraph 4.3 (recommendation 3.1) for more details.

We will also offer visits to the recycling sorting facility for caretakers and staff who have not already been.

4.15 4.7. Supply food bags, and clear sacks and leaflets to the caretakers and concierges and tell residents that they are available.

The Executive Committee accepts recommendation 4.7.

Clear recycling bags and compostable food bags are made available free of charge to residents through libraries and compostable food bags are available through some caretakers and concierges. This is a popular service among residents with demand increasing each year. The Recycling Team will work with HASS to review this programme and to maximise the number of outlets and the ease with which residents can find out about and obtain these bags. This will include from caretakers and concierges.

We will promote this service through communications channels such as estate electronic notice boards, newsletters, the website and social media.

4.16 4.8. Ensure that caretakers are invited to the new tenants' induction and follow-up meetings.

The Executive Committee accepts recommendation 4.8.

Our caretakers play an important role in helping new residents on estates to settle in their new homes. By providing the right information to residents right from the start, more residents on estates are likely to make more use of their recycling facilities.

HASS are now ensuring that caretakers are included in new tenants' induction and follow up meetings. Caretakers have been provided with updated information, supporting recycling on estates. The proposed training programme will also result in more effective tenants' meetings in respect of promoting recycling.

4.17 4.9. Update procedures so that caretakers and housing managers are clear on how, and to whom, they report recycling issues on their estates. Procedures should include feedback on the issues.

The Executive Committee accepts recommendation 4.9.

As mentioned in relation to recommendation 4.1, the relevant services are reviewing their operating procedures. HASS and SES will ensure this is completed by September 2019.

4.18 4.10. Separate recycling and non-recycling when litter-picking the estates.

The Executive Committee accepts recommendation 4.10.

HASS are trialling the collection of separate recyclable and non-recyclable litter streams and will review if and how this can be extended to all Council estates by April 2019.

4.19 4.11. Provide caretakers and concierges with new residents' names in the privately rented properties to enable them to contact the new residents about the management, including waste management, of the estate and to provide them with bags.

The Executive Committee does not accept recommendation 4.11.

Residents renting from leaseholder's contract with the leaseholder rather than the Council. It is therefore unlikely that the Council will have the details of residents in privately rented leaseholder properties or be aware of new tenants moving in. Furthermore, the passing on of confidential information would only be permissible if a suitable clause were included within the rental contract.

However, we are exploring how new tenants in the private rented sector can be encouraged to recycle more, and whether caretakers where they become aware of a new tenant moving into a property, can visit the resident to advise them of recycling and waste facilities on their estate.

4.20 4.12. Include a requirement to recycle in all Islington Council's tenancy agreements and include information on waste and recycling in tenants' induction

packs. Provide new tenants with bags and encourage social landlords and other landlords to do the same.

The Executive Committee accepts recommendation 4.12.

However, to introduce a new term covering recycling the Council would need to carry out the variation of tenancy procedure under s103 of the Housing Act 1985. HASS will undertake this once there are further significant changes required to the tenancy agreement to ensure any consultation process represents value for money. We aim to do this by April 2021.

4.21 4.13 Include information in new tenants' induction packs, and in the six-week follow up meeting, on how and what to recycle, and on the consequences of contamination.

The Executive Committee accepts recommendation 4.13.

The starter pack for new tenants already includes information on rubbish and recycling facilities. However, this can be improved to be clearer and more comprehensive. The information in new starter packs is being reviewed to provide better information on recycling, to be completed by April 2019.

4.22 4.14 Maximise the efficiency and reach of the food-waste recycling service that is currently offered to estates. Where the food-waste service cannot be provided, consider providing community composting.

The Executive Committee accepts recommendation 4.14.

The current food waste collection service will be reviewed to ensure routes are optimised. Any spare capacity will be utilised to implement additional food waste recycling sites on estates. The review will be completed by April 2020.

Community composting is subject to waste legislation and requires tight controls over what is composted, with good practical onsite management. Composting sites that mainly or entirely consist of food waste are difficult to manage effectively and have the potential to cause odour and rodent problems. And community composting sites should primarily be for garden waste, with only specific food waste being included.

Community composting will be encouraged through working with the Community Engagement Team as part of the 'Urban Wild Places' project and through the provision of information and links to further information via the Council's website. As part of this programme, we will consider to what extent food waste may be included in these community composting sites.

4.23 4.15 Improve the reliability of the ordering and delivery process for recycling containers.

The Executive Committee accepts recommendation 4.15.

Residents can request recycling containers via the Council's 'my e-account' pages of the Council's website. The Council aims to deliver these containers within seven days of the request being received.

The process will be reviewed as part of the introduction of a new back office system for managing recycling and rubbish frontline services which is due for installation in early 2019.

- 4.24 4.16 Promote the option of using clear recycling sacks or green boxes for all street properties.**
4.17 Ensure a reliable supply of clear recycling bags by updating the procedures for providing them through libraries and community centres.
4.18 Increase local collection points and run a pilot-online ordering and delivery offer of sacks.

The Executive Committee accepts recommendations 4.16 and 4.17 partially accepts recommendation 4.18.

Clear recycling sacks are currently made available through libraries and 222 Upper Street, as well as being routinely delivered to flats above shops.

Ad hoc demand for these bags from libraries is rising as residents become more accustomed to using them. The increasing cost of meeting this demand places a financial pressure on the service.

In relation to recommendation 4.16, we will continue to promote the option of clear recycling sacks, collected by residents from libraries, as a free alternative to the green box recycling service.

In relation to recommendation 4.17, procedures for ensuring an adequate supply of clear recycling bags to libraries are being reviewed and updated. We will ensure there is a reliable stock to these outlets so that residents can reliably obtain recycling and compostable bags.

In relation to recommendation 4.18, we will increase local collection points, but making bags available via an online ordering and delivery process would effectively mean an on-demand recycling bag delivery service for all properties in Islington and would require a considerable additional resource for delivery and procurement of bags.

- 4.25 4.19 Encourage home and communal composting.**

The Executive Committee accepts recommendation 4.19.

Home composting is already encouraged through communications during home composting week and through the availability of compost bins at subsidised prices. We will consider ways of increasing this promotional activity and will also work with the Community Engagement Team to encourage community composting as part of the 'Urban Wild Places' project and through the provision of information and links to further information via the Council's website.

- 4.26 4.20 Ensure that waste and recycling are part of landlord registration scheme requirements, that they are reviewed on inspection, and that landlords are required to display information on waste collection and recycling for each house in multiple occupation**

The Executive Committee accepts recommendation 4.20.

The landlord registration scheme licence conditions will be amended to include additional relevant clauses relating to recycling and rubbish. This will be progressed as part of the development of the new landlord licencing scheme for the Finsbury Park area, due for approval by the end of 2018.

4.27 4.21 Work with major letting agents to help tenants understand their area's waste and recycling service by providing information at the start of their tenancies.

The Executive Committee accepts recommendation 4.21.

A pilot scheme is being developed with one of Islington's lettings agencies prior to seeking partnerships with other lettings agencies during 2019/20. The pilot aims to include communications materials for tenants and landlords, reviewed anti-social behaviour clauses and procedures to ensure recycling facilities (containers etc) are present at the property.

4.28 Recommendation 5

Demonstrate the Council's leadership in waste reduction, re-use and recycling

5.1 Audit the waste management systems of all council facilities, including offices, libraries and community centres, and continue to provide the facilities and procedures to ensure that recycling is enabled and prioritised.

The Executive Committee accepts recommendation 5.1.

Recycling facilities already exist (including for food waste) in Council offices and many other Council facilities. This is supported by information (posters and signs) advising staff how to recycle and what to recycle.

Facilities management teams have been reviewing the recycling provision in core Council offices to see how and where improvements can be made. Proposals will be considered and, subject to funding being available, implemented by April 2019.

The Recycling Team will work with the libraries service and community centres to review their recycling provision and will implement improvements where required and subject to funding being available.

4.29 5.2 Create a communications plan to support effective recycling in council facilities.

The Executive Committee accepts recommendation 5.2.

The Recycling Team will work with the Communications Team to develop effective communications to encourage staff to recycle more. This communications campaign will follow improvements to office recycling systems through 2019/20.

4.30 5.3 Work towards a paper-free council where possible. In the meantime, enable and encourage the minimisation of paper use.

The Executive Committee accepts recommendation 5.3.

The Council is committed to reducing its paper usage and new technological products will offer the opportunity to do this.

The Council has recently launched office 365, allowing staff to securely access emails and other documents on any device, so staff working away from the office will have less need to print documents to take with them.

Alongside this, we have started a review of the devices that we use, so devices are more portable and can be used in meetings instead of printing off paper agendas.

We are reviewing all internal processes that require signature and will look for alternative ways of doing this, rather than printing and signing paper copies, and look to use e-forms wherever we can.

We are also exploring ways to communicate electronically with residents rather than sending letters, with council tax e-billing being an excellent example of that.

4.31 5.4 Ensure that committee papers focus on the information necessary to meet the requirements for decision making.

The Executive Committee accepts recommendation 5.4.

We will continue to regularly review the content of committee reports and the information provided to committee meetings. However, there is limited scope for this to deliver a significant reduction in paper use from current levels. The content and length of committee papers varies depending upon the nature of the committee the paper is being submitted to and the purpose of the paper, but the Council is required to make all formal decisions in a transparent way and in compliance with requirements in legislation. In order to ensure that decisions are not open to legal challenge, the decision papers must comply with the Local Government (Access to Information) Act 1985 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 and elements of common law, such as the 'Wednesbury Principle', which, in essence, states that in reaching a decision the local authority must take account of relevant information and must not take into account matters which it ought not to have done.

To ensure that the Council meets all these requirements, templates, maintained and provided by Democratic Services, which have been approved by the Monitoring Officer and the Chief Executive, must be used for all formal decisions and the templates are already designed to both ensure that relevant information is included and to help ensure that irrelevant information is not included by restricting the contents of reports to the template structure.

Procurements above a certain value must be approved by the Corporate Procurement Board prior to submission to the appropriate decision-making body. These papers contain additional information necessary for Corporate Procurement Board to fully consider the recommendations and are longer than standard decision papers.

Papers to regulatory committees such as Planning and Licensing can be particularly detailed, but their contents are governed by the requirements in the relevant legislation. To minimise the risk of a decision being overturned on appeal, or a Judicial Review being successful, it is

essential that all decision related committee papers fully explain what decision being made, why a decision is being sought now, the options considered, the recommendation from officers and the reasons why this recommendation has been made.

Papers to Scrutiny Committees vary in length depending on their purpose and the requirements of the Committee Chair.

Where possible, large appendices are published on the website and circulated electronically, but only printed upon request.

The Council will continue to review the report templates regularly to ensure that they remain fit for purpose and will continue to encourage Councillors to fully utilise the IT systems available to support working without printed papers.

4.32 5.5 Reduce, and eventually eliminate, the use of disposable plastic cups, straws, plates and cutlery at council meetings and facilities.

The Executive Committee accepts recommendation 5.5.

The use of single use plastic will be reviewed across the Council with a presumption against its use unless necessary. This review will be completed by September 2019.

4.33 5.6 Reduce the use of single-use plastics in Islington and encourage government and producers to do the same.

The Executive Committee accepts recommendation 5.6.

A range of actions are being developed, including encouraging use of refillable drinking water bottles by promoting the Refill app and installing new public drinking water fountains. The Council is working with the Mayor of London and other partners to bring new drinking water fountains to Islington and has organised community action days in partnership with City to Sea (who run the Refill App) to increase the number of cafes and bars registered with the App.

We will actively encourage the government to bring in new measures aimed at reducing the use of single use plastic, and will also encourage businesses in Islington to take the lead on this important issue.

The Council also ensures secure recycling or disposal of plastics through its comprehensive recycling services and waste disposal routes via the NLWA.

4.34 5.7 Maximise the amount and quality of recyclable material collected from Islington's parks and open spaces.

The Executive Committee accepts recommendation 5.7.

Currently, all uncontaminated green waste produced in our parks and open spaces is recycled. However, only a small percentage of general waste is recycled. To improve recycling rates and to also look at improving the efficiency of parks cleansing operations, a full review of how we manage the containment and collection of all waste from parks is due to be carried out by the Parks Service in 2018-19. One of the outcomes of the review will be

to make recommendations on how we can recycle more in parks and what infrastructure (bins, collection services etc.) is required to achieve this outcome.

4.35 5.8 Maximise the number of street-litter “Recycling on the Go” points and separate recyclable litter at the point of collections and sweeping.

The Executive Committee accepts recommendation 5.8.

New dual litter/recycling bins have been introduced along Upper Street in Islington and will be introduced along other main roads by April 2019.

This will significantly increase opportunities for residents and visitors to Islington to recycle their bottles, cans and newspapers ‘on the go’ and will raise the profile of recycling in Islington, helping to normalise recycling behaviour.

4.36 5.9 Optimise the timing of collections of street litter recycling bins to reduce contamination at busy periods.

The Executive Committee accepts recommendation 5.9.

In June 2018, street cleansing arrangements were reviewed to ensure a minimum five day per week cleansing service for all streets in Islington. A dedicated sweeper is now allocated to their own local area. This enables litter clearance and bin emptying timings to be reviewed to consider how peak periods can be better managed. The review is underway and will be completed by April 2019.

4.37 Recommendation 6

Ensure that Council policies support waste reduction, re-use and recycling

6.1 Review council policies and supporting documents, particularly those that relate to planning, new developments and procurement, to ensure that recycling and waste-minimisation requirements are as stringent as possible. Utilise the advice in London Waste and Recycling Boards 2014 report – Waste management planning advice for flatted properties.

6.2 Design all new builds with space and facilities, in individual properties and communally, to enable and encourage recycling

6.3 Ensure enforcement options are available if planning conditions on recycling facilities are contravened.

6.4 Ensure updated information and advice is readily available for architects, developers and planning officers at all stages of the process.

6.5 Emphasise that waste, re-use and recycling is a priority

The Executive Committee accepts recommendation 6 (6.1 to 6.5).

In relation to recommendation 6.1, the Council’s Local Plan requires that developers consult with the Council on provision of rubbish and recycling facilities when submitting proposals for new developments. Advice is available to developers setting out the Council’s requirements in relation to recycling and rubbish facilities. Planning conditions require that adequate facilities are provided.

The Council will revisit our procurement policies to review how they can be improved to maximise the potential for recycling.

In relation to recommendation 6.2, Planning, and the Housing New Builds Team are working closely on an ongoing basis to review proposals for new developments, and to ensure residents moving into these developments have all the facilities and information they need to recycle.

In relation to recommendation 6.3, the Planning Team will review enforcement options and procedures in the event that planning conditions on recycling facilities are contravened.

In relation to recommendation 6.4, planning policies and guidance for developers are all being reviewed to provide for a more robust framework to ensure new properties actively encourage recycling, not just enable it. Specifically, this includes new requirements within the Local Plan and revised guidelines relating to recycling and rubbish facilities for architects and developers. The revisions consider recommendations and advice from the London Waste and Recycling Board's 2014 report.

Reviews will be completed by September 2019.

4.38 Recommendation 7

Work with children and young people

7.1 Introduce sessions with children and young people in schools, youth clubs and adventure playgrounds to achieve a better understanding of their attitude to minimising waste, reuse and recycling, and to improve their engagement.

7.2 Work with schools, children's centres, youth clubs and adventure playgrounds to establish waste management systems which prioritise recycling and reuse.

7.3 Engage with children in recycling by, for example, running competitions or offering schemes, such as ECO schools.

The Executive Committee accepts recommendation 7.1 to 7.3.

In relation to recommendation 7.2, during the 2018 Autumn school term the Recycling Team will work with schools to review their recycling facilities to ensure that they all have effective recycling schemes. The Team will also engage with children's centres, youth clubs and adventure playgrounds to review their recycling provision by April 2020.

In relation to recommendations 7.1 and 7.3, the Council maintained a resource for delivering recycling based curriculum linked lessons to school children, both within schools and at Islington's own 'i-recycle centre', until 2008. This service was stopped as a result of reductions in central government funding. Although this particular resource no longer exists, there are a range of activities taking place in schools and other settings with children and young people to address these recommendations that will continue to be developed and monitored through contract management and the Healthy Schools service. These include the following:

- Islington schools and early years settings are involved in the Healthy Schools and Healthy Early Years programmes, which have clear criteria relating to recycling

whereby schools have to describe learning activities relating to environmental issues, including recycling. Early years settings need to ensure there are age appropriate opportunities for children to learn about how to look after the environment. There also need to be activities and information available for parents and carers to support sustainability, including active travel, recycling or energy saving in order for settings to achieve the silver award.

- There are specific school led activities carried out by school staff which engage children with recycling.
- Commissioned adventure playgrounds and youth providers all have recycling bins within their settings and actively encourage children and young people to use these. Planning and programming throughout the year in adventure play and youth provision has an eco-friendly focus including:
 1. Food growing on adventure playgrounds, with composting included in gardening activities
 2. Re-using materials for a range of projects, with many materials donated by the local community or acquired through membership with organisations such as the Children's Scrap Project, (<http://childrensscrap.co.uk/>)
 3. Working with Greenspace to upcycle old play equipment and use wood chippings from felled/pruned trees
 4. Food waste reduction schemes (for example Fare Share) through local stores like Tesco, Waitrose and Budgens, so that fruit, vegetables and baked goods can be used for cooking sessions or redistributed to local families
 5. Adventure playgrounds and 'The Wilderness Project' at the Rose Bowl utilising a 'Forest School' approach: inclusive, hands-on learning in a woodland or natural environment, including opportunities to actively engage in the outdoors
- The catering supplier for the majority of Islington schools is required to have initiatives in place to reduce food wastage not only for kitchen staff but pupils as well. For example, they run sessions to educate children on the importance of eating your school lunch, trying new foods and not wasting food, as well having schemes such as Food Ambassadors and the Clean Plate awards.

4.39 Recommendation 8

Work with Residents

8.1 Introduce a programme of volunteer recycling champions to help with communication and engagement

The Executive Committee accepts recommendation 8.1.

A Recycling Champions scheme will be launched in Spring 2019.

Detailed proposals are being reviewed, but the scheme would offer residents the opportunity to support recycling and reuse in Islington through helping at local community events, engaging with neighbours and residents or in other ways to suit the circumstances of the volunteer. The scheme would aim to create greater 'buy in', support of and confidence in the recycling service among residents.

4.40 8.2 Involve residents in significant decisions about siting or re-siting bins, or changes in the type and number of bins on their estates

The Executive Committee accepts recommendation 8.2.

When recycling sites are added, removed or relocated, all relevant parties are generally consulted with as normal practice. For example, when new communal recycling sites were installed on estates across Islington as an alternative to ineffective door to door collections, a full consultation process was implemented, involving caretakers, housing staff, resident associations, residents and councillors, to ensure the locations chosen were in the right place for residents.

There may be situations where a recycling site needs to be removed or relocated for important reasons, in which case full consultation may not be appropriate.

We will ensure that these procedures are followed and will review and update these procedures where necessary.

4.41 8.3 Update procedures so that residents are clear on how, and to whom, they report recycling issues on their estates. Procedures should include feedback on the issues.

The Executive Committee accepts recommendation 8.3.

We will review guidance on our website, and partners' websites (Housing, RSLs etc) to give clearer advice on how to report problems relating to recycling. Feedback is already provided where practical. This will be completed by September 2019.

4.42 Recommendation 9

Promote pedestrians' and cyclists' access to recycling and re-use facilities at the Household Reuse and Recycling centre, at the site itself and in Council communications, including the website

The Executive Committee accepts recommendation 9.

Signage at the site entrance and information on the Council's website will be reviewed and improved by April 2019.

4.43 Recommendation 10

Re-use on estates

10.1 Provide facilities on estates for residents to leave reusable furniture for other residents or for collection by reuse organisations, such as Bright Sparks.

10.2 Work with third-party organisations to operate more re-use and recycling projects, similar to the Andover LOOP project.

The Executive Committee accepts recommendation 10 (10.1 to 10.2).

The LOOP reuse project was an externally funded project to set up a bulky waste reuse project on the Andover Estate. Similar projects were operated on four other estates in other Boroughs. The project successfully delivered reusable items for reuse by residents and Bright Sparks and involved active participation of onsite caretakers and two local resident volunteers. Although the project has stopped for now, due to the funding coming to an end, it provides the basis for reuse projects there and on other estates.

The Community Engagement Team will lead on reviewing the outcomes of the LOOP project, to see whether reuse projects can be sustainably run on estates without significant additional resource. They will also develop proposals for one-off community 'spring clean' events, giving residents an opportunity to clear out and reuse unwanted items.

The team will aim to deliver the first of these events during the spring/summer of 2019.

4.44 Recommendation 11

Review the work carried out by the Waste Minimisation and Recycling Team

11.1 Ensure that available resources respond to the priorities as effectively as possible.

11.2 Investigate as to whether there are additional resources to support the work of the team that can be funded within current limits or through third parties.

11.3 Consider whether there are tasks that can be undertaken more effectively by other teams.

The Executive Committee accepts recommendation 11 (recommendation 11.1 to 11.3).

The work of the team is under constant review by the Head of Street Environment Services to see how best to utilise the 3.8 'Full time equivalent' (FTE) posts in the team itself, within the other resources within Street Environment Services, as well as elsewhere in the Council. External funding sources are used where possible (such as grant funding opportunities) and some tasks have been reallocated to other teams to enable the team to focus on the Council's corporate priorities relating to recycling and waste minimisation.

5. Implications

5.1 Financial implications:

There are no significant financial implications arising from this report. Any expenditure necessary to support the recommendations will be contained within the current budget.

5.2 Legal Implications:

There are no specific legal implications arising from the recommendation in this report. As necessary legal advice and assistance will be provided on the implementation of the individual recommendations.

5.3 Resident Impact Assessment:

The Council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The Council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The Council must have due regard to the need to tackle prejudice and promote understanding.

A Resident Impact Assessment has not been undertaken because, with the exception of one recommendation (the scrutiny committee's recommendation 4.12), the proposals in this report do not have direct impacts on residents, other than to increase their understanding of recycling and waste management and to increase and improve the opportunities to access recycling services. Recommendation 4.12 "*Include a requirement to recycle in all Islington Council's tenancy agreements and include information on waste and recycling in tenants' induction packs. Provide new tenants with bags and encourage social landlords and other landlords to do the same*" has been accepted by the Executive Committee, however, it will require the Council to carry out the variation of tenancy procedure under s103 of the Housing Act 1985. The Housing and Adult Social Services Department will undertake this once there are further significant changes required to the tenancy agreement to ensure any consultation process represents value for money. A Resident Impact Assessment will be undertaken at this stage to assess the impacts of all the proposed changes to the tenancy agreement. The Housing and Adult Social Services Department aim to complete this work by April 2021.

5.4 Environmental Impact Assessment:

Improved recycling rates alongside waste minimisation will continue to have positive environmental impacts for all residents.

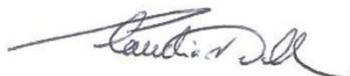
6. Conclusion and reasons for recommendations

- 6.1** This report details the Executive Member's response to the recommendations of the Environment and Regeneration Scrutiny Committee on Household Recycling in Islington.

Appendices – none

Final report clearance:

Signed by:



Councillor Claudia Webbe
Executive Member for Environment and Transport

16 November 2018

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