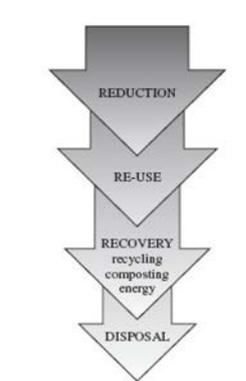


## 15. WASTE MANAGEMENT AND RECYCLING

### Background Information

The emphasis for waste management has continued to move from landfill to recycling and re-use and for waste to be used as a resource according to the Waste Hierarchy.

The Waste Hierarchy which was originally part of the European Waste Framework Directive 2008/98/EC sets out 5 steps for dealing with waste, ranked according to environmental impact and was transposed into UK law through the Waste Regulations 2011 in descending order of environmental preference:



- **Reduction: Reducing waste by using less material in design and manufacture, keeping products for longer.**
- **Re-use - repairing, refurbishing whole items or spare parts**
- **Recycling: turning waste into a new substance – including composting green waste to create a soil conditioner.**
  - **Other recovery: includes incineration with energy recovery, anaerobic digestion (food waste)**
- **Disposal: landfill and incineration without energy recovery**



Currently landfill is the most expensive form of disposal and it attracts a landfill tax of £82.50 per tonne in addition to the cost of burying it in the ground and collection costs.

The UK has a target to recycle 50% of its waste by 2020. The amount recycled nationally in 2012/13 was 44.2% but in Bracknell Forest in the same year we only achieved 36.5%. If we fail to meet the 50% target as a country the EU are likely to impose fines which the government will have to pass on to those councils not achieving this target.

Waste from schools which is collected by the council's contractor SITA Suez is part of the council's overall household waste collected. Therefore it is very important that schools, as well as householders, minimise their waste, recycle and divert from landfill as much of their waste as possible. No tax is payable on recyclables but there are collection, sorting, processing and transport costs.

## Current situation at schools

In March 2015 an audit of some of the landfill bins was undertaken. Landfill waste discarded in the green bulk bins from three primary schools and one secondary school was analysed and recyclable and non recyclable material and food waste separated and weighed.

### Primary School Waste Analysis

Food made up a significant proportion of the landfill waste at primary schools as follows:-

School 1 - 57%  
School 2 – 56%  
School 3 – 60%

The percentage of items by weight that could be recycled were found in the landfill bins as follows:-

School 1- 16.3%  
School 2 - 9.8%  
School 3 -13.6%



If this is a trend at all schools this equates to over 102 tonnes per annum of recyclable items discarded in landfill bins across the borough and the amount of money wasted paying landfill tax to the government on items that can easily be recycled is approximately £9,000 per annum.

The amount of food discarded in landfill bins could amount to around 500 tonnes per annum for which over £40,000 is paid in landfill tax by the council to the government. Whilst the council does not currently have the ability to collect food waste there are contractors who could collect and process waste for which no landfill tax is payable. Please note that catering companies employed by the schools have a duty of care to dispose of the waste arising from their commercial activity and the bins provided by the Council should not be used for their food waste.

### Secondary School Waste analysis

The secondary school audited had 10 bins – two dedicated for food waste immediately outside the kitchen which were not analysed. Two other large landfill bins were sampled and they contained 12.5% food waste and 34% of recycling. Further investigation is needed into the actual amount of food waste and recycling from secondary schools as some schools have large skips (FEL's) for their waste. The council's bins should not be used by catering companies employed on site as disposal of their waste is their legal responsibility.

All schools have a choice to either pay for the council's recycling collection service or use a local company called Woodside who currently collect paper free of charge from schools. Most schools have chosen to use Woodside however prices for recycled paper have plummeted recently and a major paper recycling company has gone into liquidation therefore this free service may not continue.

## What Can Schools do to Reduce and Recycle their Waste?

### **Recycling**

Currently the Council recycles paper, card, cans and plastic bottles and collection of these items by the council's contractor is subject to a standard charge and charges are for collection only and not disposal.

There are opportunities for schools to participate in textile recycling initiatives where families can bring in bags of old clothing to school and this will and earn money for the school

Schools could also have a bin for small items of electrical waste free of charge, to collect items of Waste Electrical and Electronic Equipment (WEEE). Small items that can be carried in a small carrier bag would include kettles, toasters, calculators, cameras and mobile phones.

Items not included would be televisions; computers, photocopiers; heating equipment, fridges, freezers, washing machines and boilers etc. Some of these items can be collected via the bulky waste collections service (see section 15.5)

More information relating to the WEEE Regulations can be found by going in to the following link:-

<https://www.gov.uk/government/publications/weee-regulations-2013-government-guidance-notes>

The following websites will provide information to help schools recycle more and minimise waste:-

<http://www.recyclenow.com/recycle/recycle-school/get-your-recycling-collected/how-much-does-your-school-waste>

[http://www.recyclezone.org.uk/tz\\_whatucando.aspx.html](http://www.recyclezone.org.uk/tz_whatucando.aspx.html)

<http://www.sita.co.uk/waste-as-a-resource/tools-for-schools>

### **Waste Minimisation**

There are a number of processes schools can adopt:

- Minimise waste generation at source and facilitate repair, reuse and recycling rather than the disposal of wastes, where possible.
- Promote environmental awareness in order to increase and encourage waste minimisation, reuse and recycling and provide appropriate training for staff, students, pupils and other stakeholders on waste management issues.
- Implement a scheme where recycling bins are available within the school building to enable proper segregation of recyclable materials at source.

### **Waste Management: Legal requirements.**

Due to the diverse nature of activities in schools, a wide variety of wastes are produced and collected, ranging from general wastes and recyclable materials, which is collected through the Council's waste collections contract, through to special and hazardous wastes. Schools

have a duty to ensure that all of these wastes are disposed of responsibly, using approved, registered waste contractors.

There is a legal requirement for all who produce, keep or dispose of waste of any type to comply with the various regulations and the Duty of Care under Environmental Protection legislation, schools need to recognise the importance of meeting these legal requirements and to manage its waste responsibly, reduce the volume of waste sent to landfill and maximise reuse and recycling where possible and to encourage all staff, students, pupils, contractors and anyone else making use of the premises to comply with all waste legislation.

Schools need to ensure there are clearly defined roles and responsibilities to identify and co-ordinate each activity within the waste management chain and ensure the safe handling and storage of wastes on site.

It is important that a school ensures that waste from a school is managed in accordance with relevant waste legislation. (See section 15.6)

### **Organisation and Management of Waste**

A 'Responsible Person' should be appointed to oversee all waste management activities at the school premises e.g. Site Controller

They are responsible for the following activities:

- Coordinating the provision of a waste and recycling service for use by all school facilities on the site.
- Monitoring all waste contractors going into the school comply with site and health and safety procedures
- Ensuring that all other contractors going into the school and carrying out work on the premises comply with the Waste Duty of Care and hold a waste carrier's licence when disposing of materials arising from their contracted work to the satisfaction of the school in compliance with waste management regulations. This includes catering companies and other private maintenance companies working at the site e.g. electricians, plumbers etc.
- Monitoring and auditing the management procedures for all wastes to ensure legal compliance. Supplying all relevant information to the Environment Agency or other agencies when investigating any incidents relating to waste management.
- Registering with the Environment Agency as a waste producer for hazardous waste.
- Signing the annual waste transfer notification for waste collection contracts on behalf of the School.
- Notifying the contractor of any access issues or changes in collection requirements.
- Compiling waste data and statistics to enable annual benchmarking against established Environmental Performance Indicators.

## Dealing with Different Types of Waste.

The legal definition of waste comes from Section 75(2) of the Environmental Protection Act 1990 (EPA 1990). It defines waste as any substance or object which the holder discards, intends to discard or is required to discard.

The EPA 1990 refers to 'controlled wastes' which are split into four categories: household, commercial, industrial and clinical waste. The Schools may produce waste in all four categories. The Council currently provides waste containers for household waste only which covers the majority of waste produced. Schools need to make alternative arrangements for collection of the other three categories (commercial, industrial and clinical waste). This includes food waste arising from commercial catering companies working at the site on site who have a legal duty to properly dispose of their own waste



## Hazardous Waste.

These are the most dangerous wastes as they can cause the greatest environmental damage or are dangerous to human health. These wastes are listed in The List of Wastes (England) Regulations 2005. Some common hazardous wastes are shown below:

Acids	Pesticides	Fluorescent Tubes
Alkaline Solutions	Photographic Chemicals	Televisions
Batteries	Waste Oils	Paint
Solvents	Computer Monitors	

Other hazardous wastes, such as asbestos and radioactive substances, are subject to their own specific legislation.

None of the above items, or any other items classified as hazardous will be collected by the Council and should not be placed in any Council provided waste containers. The Environment Agency can provide more information: <https://www.gov.uk/environmental-management/waste>

## Bulky Waste.

This relates to large items of waste such as school desks or chairs. Schools can arrange a collection of bulky items of furniture or white household electrical items such as fridges and freezers by calling the Council's Customer Services on (01344) 352000 who in turn will arrange for a quotation from our contractor which would be recharged as additional works when the monthly payment is made.

## Clinical Waste.

Plasters, cotton wool and incontinence pads can be wrapped and placed in the schools landfill [green] bins.

Used needles [sharps] should be stored in a Sharps Box supplied, collected and exchanged by the schools own clinical waste company. These can not go into the schools landfill waste bins.

The Council's contractor does employ Clinical Waste sub-contractors and they can be approached, but this would be a separate arrangement between the school and the contractors. For more information on hazardous clinical waste please go to the following website: <https://www.gov.uk/healthcare-waste>

## **Waste legislation.**

### **Environmental Protection Act 1990 (EPA 1990)**

This is the most important piece of environmental legislation and controls many aspects of how the environment is protected and regulated. The EPA 1990 (amended 1995) provides the core statutory framework in relation to waste management.

#### **EPA 1990 Section 34**

Anyone who produces, imports, keeps, stores, transports, treats or disposes of waste must take all reasonable steps to ensure that waste is managed properly. A breach of the duty of care could lead to a penalty of up to £5,000 if convicted in the Magistrates Court. The EPA 1990 Section 34 Imposes a "Duty of Care" on producers and handlers of waste, "to take reasonable measures to prevent the unauthorised deposit, treatment or disposal of waste." This means the following:

- The School must ensure that a registered carrier collects their waste.
- The School must ensure that all transfer notes are completed and filed detailing the type of waste for disposal. These must be kept for three years.
- Ensure that all waste is dealt with in accordance with the "Duty of Care".

#### **Controlled Waste (England & Wales) Regulation 1992 (amended 2012)**

Controlled waste is described in the EPA 1990 Part 2 as the waste arising from household, commercial or industrial premises. Controlled waste includes waste from offices, food handling, shops and other domestic activities.

In 2012 the charging mechanism for waste disposal authorities was amended. This is especially significant for schools and other educational establishments. Local authorities were given the right to make a reasonable charge to recoup costs not just for collection, but also disposal of waste generated from educational establishments. Prior to that we could only charge collection costs but now we are able to pass on disposal costs.

In Bracknell Forest this change will only affected new waste collection provision made after that date and not existing agreements already in place. However any changes to existing agreements which increase the amount of waste collections will mean that disposal costs will be passed on to the schools.

#### **Further information:-**

Bracknell Forest Council website

<http://www.bracknell-forest.gov.uk/recyclingrubbishandwaste>

E-mail contact - Environmental Services admin [Waste] for the Waste Collections Manager  
[Environmental-Services.Admin@Bracknell-forest.gov.uk](mailto:Environmental-Services.Admin@Bracknell-forest.gov.uk)