

Committee(s):	Date(s):
Port Health and Environmental Services	19 January 2016
Subject: Recycling Action Plan	Public
Report of: Director of the Built Environment	For information

Summary

The City of London's 2013 Waste Strategy sets a local target of 45% recycling rate by 2015 and 50% by 2020 and from 2013 the City's recycling rate was as high as 41%. With the introduction of the Materials Recycling Facility (MRF) Code of Practice in October 2014 which sets stricter quality standards for recyclable materials being sent for reprocessing, it was necessary for officers to investigate the quality of the Corporation's household Dry Mixed Recycling (DMR) being sent to the MRF.

A waste composition analysis, carried out by officers, found that the DMR quality was substantially below the standards required by the new Code of Practice and that it contained a significant level of materials other than the required clean and dry recycling materials which can be processed for recycling. Further examination and research found that the two sources of contaminants of DMR were waste collected from Renew street litter bins and City Gardens' recycling bins. They were swiftly removed from our DMR waste stream. As a result the recycling rate decreased from 37% to 28%, but the DMR contamination levels dropped from 57% to an acceptable level of 4% to 8%.

To address the reduced recycling rate officers developed a new Recycling Action Plan (RAP) which was approved by this committee on 10 March 2015. The plan sets out the actions the City will take to reach its recycling targets with year one and two priorities. Progress against the agreed actions is set out in the report. A notable success has been the 11% increase in the participation of the food waste service on the Middlesex Street estate.

Continuing communication with residents via different media has been successful in completing other actions set out in the RAP. The City is now maintaining a low DMR contamination rate as reported by the MRF operators. Although our recycling materials are of consistently high quality, our recycling rate is currently 31% and therefore we have not met the 2015 target of 45%. Currently there are no legal implications if the City fails to achieve the target.

Recommendation

Members are asked to:

- Note the report

Main Report

Background

1. In September 2013 your committee approved the City's revised Waste Strategy document which contained the aim of achieving a 45% recycling rate by 2015 and 50% by 2020, in line with regional, national and EU recycling targets.
2. Your Committee received a further report in September 2014 highlighting that, the introduction of Defra's Materials Recovery Facility (MRF) Code of Practice imposed more stringent controls on the quality of recycling material (i.e. clean and dry recycling materials for onward processing) on MRF operators from October 2014. The introduction of this Code of Practice has added significant pressure on all local authorities.
3. Defra's statistics, released in December 2015, show that England's recycling rate for 2014 increased by 0.8% and slow progress is being made nationally towards the target recycling rate. The 2014/15 statistics also identified London as having the lowest regional recycling rate and the highest amount of waste generated per household.
4. Resource London attributed the low performing regional standards to a number of factors such as the complexities of delivering recycling services in London, its population, exceeding 8.6 million, living in an almost entirely urban environment, the context of local authority budget cuts and the higher number of flatted properties, up to 80%, in some Inner London boroughs. This is even higher for the City of London and its population is generally transient.
5. Such barriers to improvement have resulted in some neighbouring boroughs, for example L.B. Westminster, in August 2015 publishing recycling rate of 15% as realistic targets after reviewing their corporate recycling strategies.
6. The City's agreement with its previous MRF, operated by Ideal Waste, expired in October 2014. As part of the procurement process for a new MRF, sample loads of household DMR were sent to two MRF operators for quality sampling. Both MRF operators confirmed that our comingled DMR was showing previously unreported high contamination levels. 57% of household DMR and 21% of street sweeper DMR contained materials which could not be recycled and was substantially below the quality required by the MRF Code of Practice. One sample of on-street recycling was rejected as being so contaminated with materials classified as general waste.
7. Significant work undertaken subsequently identified waste from the on-street recycling bins and recycling bins located within City Gardens as the main source uncontrollable contamination and they were subsequently removed from the City's DMR recycling stream. This led to an improvement in the contamination rate ensuring that the City complies with the strict quality requirements of the new Code of Practice, but it resulted in the recycling rate dropping to 28%.
8. In March 2015, your committee was informed that a Recycling Action Plan (RAP) had been drafted to help the City work towards the 2015 and 2020 recycling. The Plan also sets out actions to stay within the acceptable contamination levels.

9. This report updates on progress towards the Year One priorities and additional significant actions as set out in the Recycling Plan.

Current Position

10. During 2015/16 Officers have been collecting data including composition analysis, contamination, capture and participation rates and liaising with residents to ascertain why some of them do not recycle. This data is in the process of being collected and is due for completion between March and May 2016. The data gathered will be analysed to identify potential service improvements and similarly identify where to focus future communication campaigns. This information will subsequently be incorporated into refining tasks within the RAP and form the basis of some of the Year Two priorities.
11. The use of data tags is recognised as an effective method of measuring performance from flatted properties with communal bins. Unfortunately the installation of this equipment has been delayed due to technical issues, however it is anticipated that this will be resolved by April 2016. The data tags will provide information on the weight of waste and recycling collected and enable low performing blocks of flats to be identified and Officers to target resources accordingly.
12. Officers will continue to communicate and engage with residents through different types of media to educate and inform them about the recycling services available. Previous research shows that residents prefer to receive information via leaflets delivered through their letterbox. With this in mind Officers have distributed generic recycling leaflets and a “recycling at Christmas” leaflet to remind residents about all services at a time of year where greater quantities of waste is generated. Further to this, leaflets have been and will continue to be distributed annually via Council Tax so all residents will be reminded about the services available to them.
13. A significant proportion of the City of London’s population is transient and therefore can be difficult to communicate with. To overcome this barrier, information on the materials accepted in the DMR service and food recycling service is printed onto the recycling bags and food liners to act as a constant reminder. For residents who have the use of a bin-store, improved signage is being installed in bin-stores and the communal bins also have signage displaying information on acceptable materials.
14. In addition to communicating via leaflet, it is also effective to communicate with residents via face-to-face communication. A “doorstepping” communication campaign which will involve talking to residents at their property about their recycling service, distributing information leaflets and ordering food liners/recycling bags as appropriate is planned for February – May 2016. Direct communication with residents enables any questions to be answered and barriers to participation in the recycling services to be addressed. Other types of direct communication with residents which Officers have undertaken include holding “Recycling Roadshows” at the popular Give and Take Days, information stands at City of London organised residents events in the Guildhall and Guildhall Yard, and attending local events on the estates etc.

15. Many Local Authorities are able to communicate with their residents via frequently published local newspapers, information centres and adverts on local transport, however the City does not have these options or to use them would not be cost effective. The Recycling Team write articles on recycling in the City resident magazine which is published three times a year, use the website to full effect and link in with national recycling campaigns. Similarly, the recycling webpages are promoted occasionally on the landing page of the public website, and an interactive map detailing all the publicly accessible recycling bins i.e. lightbulb and battery recycling bins in the City is also available on the website.
16. The City is making steady progress in line with the first year priorities which were to;
 - Reduce and maintain contamination levels within the DMR stream to acceptable levels.
 - Increase participation in food waste at Middlesex Street estate.
 - Increase participation in recycling service on all the estates.
 - Reduce paper in night collection general waste stream.

Update on contamination levels within the DMR stream

17. The City has successfully maintained consistently low contamination rates of DMR between 4 – 8% as reported by the Veolia MRF and illustrated in Appendix 1. Officers are also monitoring the main contaminants as reported by the MRF (also appendix 1) to ascertain what actions can be taken to reduce contamination further and increase the amount of recycling being produced. Textiles are a common contaminant within the report and at time of writing, publicly accessible textile recycling bins are in the process of being introduced to a small number of public locations in the City.
18. Food waste is also a main contaminant within the DMR. When food waste is identifiable within the recycling bags collected from doorsteps on the estates, the bag is not collected and is stickered to advise the resident of the reason for non-collection. A further information leaflet is also posted through the letterbox of the property. This ensures that the resident is educated regarding the correct use of the recycling service and the contaminated bag is kept out of the recycling stream. For properties which have communal bins, comprehensive posters in the bin-stores and on the bins inform the residents about the service.
19. Officers have been particularly successful with significantly reducing the contamination levels within the street sweeper collected recycling and only materials which can be recycled are now being collected. Regular, unannounced audits consistently return between a 1 – 5% contamination rate (appendix 1). This has been achieved by undertaking toolbox talks with the Amey operatives, putting recycling signage to act as a prompt on the barrow and improving the collection method. Post-audit feedback is then provided to Amey which details the items present in the recycling which should have been

placed in the general waste. This enables specific information to be relayed to the operatives about the correct separation of material for recycling.

Increase participation in the food recycling service at Middlesex Street

20. Officers monitored food waste service participation at Middlesex Street estate and identified the properties not deemed to be participating in the service and therefore not recycling their food waste. This enabled officers to distribute tailored information, caddies and liners to the non-participating residents. This project successfully increased the participation in the food waste service at the doorstep from 19% to 30%. This 11% increase in participation is encouraging and this project will be replicated on the other estates in the future.
21. A further initiative is planned to identify whether providing large food caddies in the chute room of Petticoat Tower encourages more residents to use the service. A resident within this block stated that they do not use the food recycling service due to space constraints within their property and locating a large caddy for communal use in the chute room would enable food to be stored out of the property prior to collection.
22. Residents on Middlesex Street estate also have access to a communal food waste bin. In recent months the food waste bin was subject to anti-social behaviour however, this has been relocated and its usage being monitored to gauge any change in participation as a result of its new location.

Increase participation in recycling service on estates

23. Officers have monitored participation in the DMR and food waste services at the doorstep on Middlesex Street, Mansell Street and Golden Lane estates and the properties deemed to not be participating in the services identified. In January – April 2016, the properties identified as not recycling will be visited as part of the “doorstepping” campaign identified in paragraph 13 and Officers will assess why the residents do not recycle and promote the services further.
24. Due to the size of the Barbican estate, this information will be gathered by an external consultancy in January – April 2016.

Reduce paper in night collection residual stream

25. The City provide liveried waste and recycling bags to all properties which do not have a bin-store and therefore present their waste and recycling on the street for collection. Composition analysis undertaken in 2012 identified a high level of paper in the general waste bags originating from properties which do not have a bin-store. Observations of this stream of general waste infer that this situation has improved.
26. As identified in paragraph 9, Officers are undertaking a comprehensive composition analysis of the waste and recycling collected from all streams of recycling, including properties without bin-stores. The data gathered from this project will identify what proportion of paper and other recyclables is going into general waste and identify the actions which can be taken to try to divert recycling away from general waste.

Next Steps

27. As set out in paragraph 9, data gathering and analysis is ongoing. Once complete, this information will inform specific actions which will be incorporated into the Recycling Action Plan with a view to helping the City to work towards the target of 50% recycling by 2020.
28. The City of London Corporation's waste strategy, referred to in Paragraph 1, is subject to a mini-review due for completion in March 2016. This review is to ensure that the document is still current and aligns with existing and forthcoming legislation. The targets set out in the strategy will also be reviewed to ensure the targets contained within the strategy are realistic. Whilst making this assessment, Officers will liaise with the Association of London Cleansing Officers (ALCO) and other neighbouring Inner London boroughs to gather information on their performance.
29. In addition to the tasks identified in the RAP, some ad-hoc audits will continue, enabling Officers to monitor contamination levels within different DMR streams. Officers will also monitor the success of actions set out in the plan to ensure on-going compliance with recycling quality controls.
30. In addition to undertaking the tasks as set out in the RAP, Officers have identified the following Year two priorities;
 1. Use the results of the waste composition analysis and continue to analyse other data and formulate into actions and specific projects to increase recycling
 2. Installation of on-street recycling facilities following a number of recycling trials
 3. Review bulky collection service and identify the potential for greater diversion and reuse of materials

Corporate & Strategic Implications

31. This supports the City's Corporate Plan Key Policy Priority, of maintaining the quality of our public services, whilst reducing our expenditure and improving our efficiency. It also supports the City Together Strategy's aim of protecting, promoting and enhancing our environment.

Financial Implications

32. The proposals set out in the Recycling Action Plan can be achieved within the current Cleansing Service budget. Furthermore, it should be noted that the current disposal cost per tonne for DMR is £3, as opposed to £122 for general waste. It is therefore imperative that the quality of the 1400 tonnes of DMR that the City produces per annum remains sufficiently high to ensure it does not incur additional disposal costs.

Legal Implications

33. The recycling targets of 45% by 2015 and 50% by 2020 are local and national targets. Currently there are no legal implications if the City fails to reach the targets.

Conclusion

34. The City of London has successfully been able to reduce and maintain contamination levels of below 8% ensuring that the City complies with the strict quality controls imposed by the MRF Code of Practice. Although the City is now producing good quality recycling which is a notable achievement given the demographics, housing stock and our Inner London location, the challenges to increase our recycling rate will make it difficult for us to deliver steady progress against the backdrop of flat-lining national recycling rates.
35. We have not met our target and currently recycle 31% against the target of 45% recycling by 2015. Officers are aware it will be extremely challenging to meet the target of 50% recycling by 2020 however, with the robust data which is being gathered, the City will be able to identify ways to maximise performance and work towards the target. Further to this, Officers will continue to review, update and implement the Recycling Action Plan to drive forward an increase in the recycling rate and a decrease the municipal collected general waste.

Appendices

- Appendix 1 – Contamination reports
- Appendix 2 – Recycling Action Plan

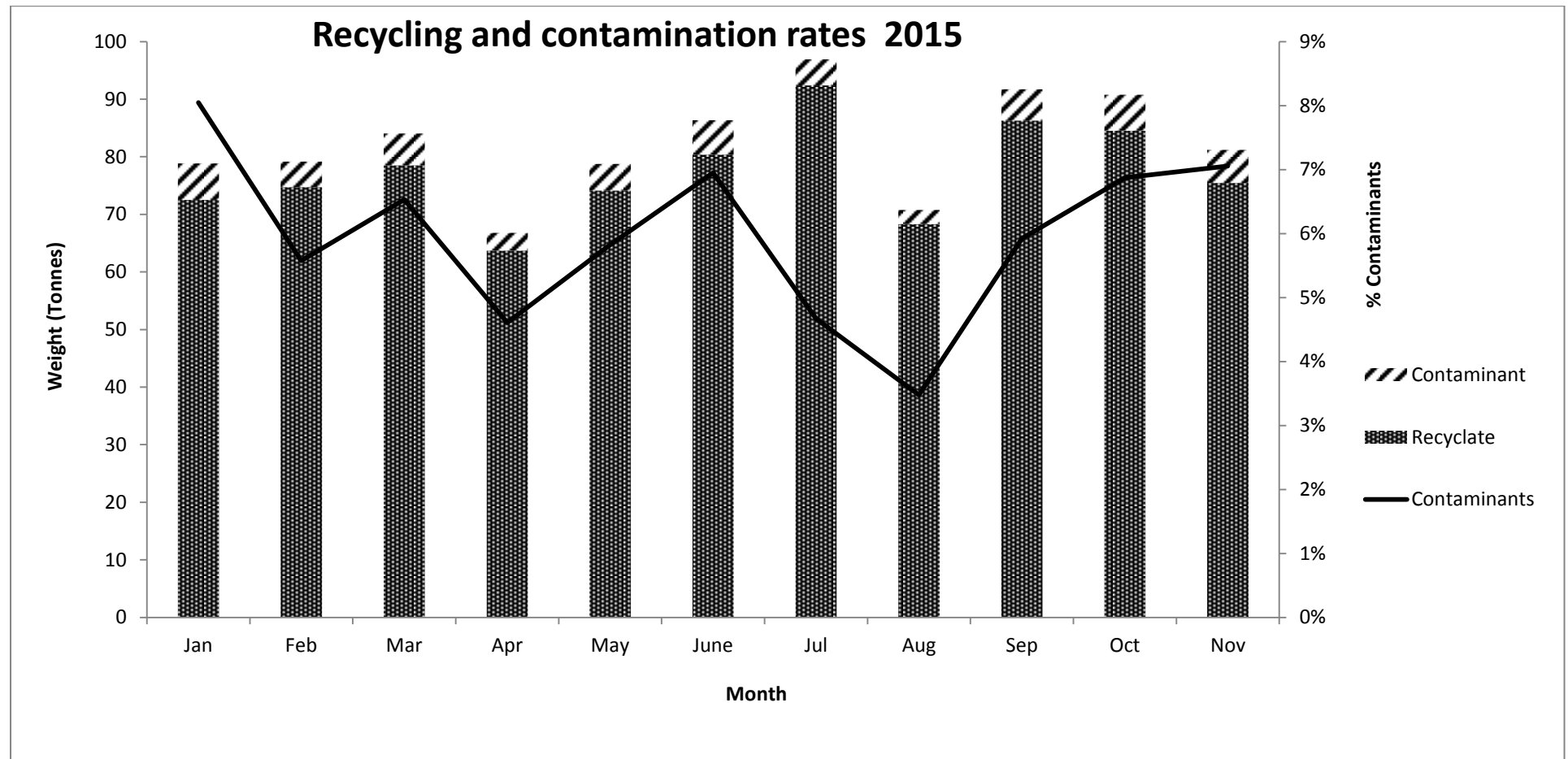
Jim Graham

Assistant Director Operations, Cleansing Service

T: 020 7332 4972

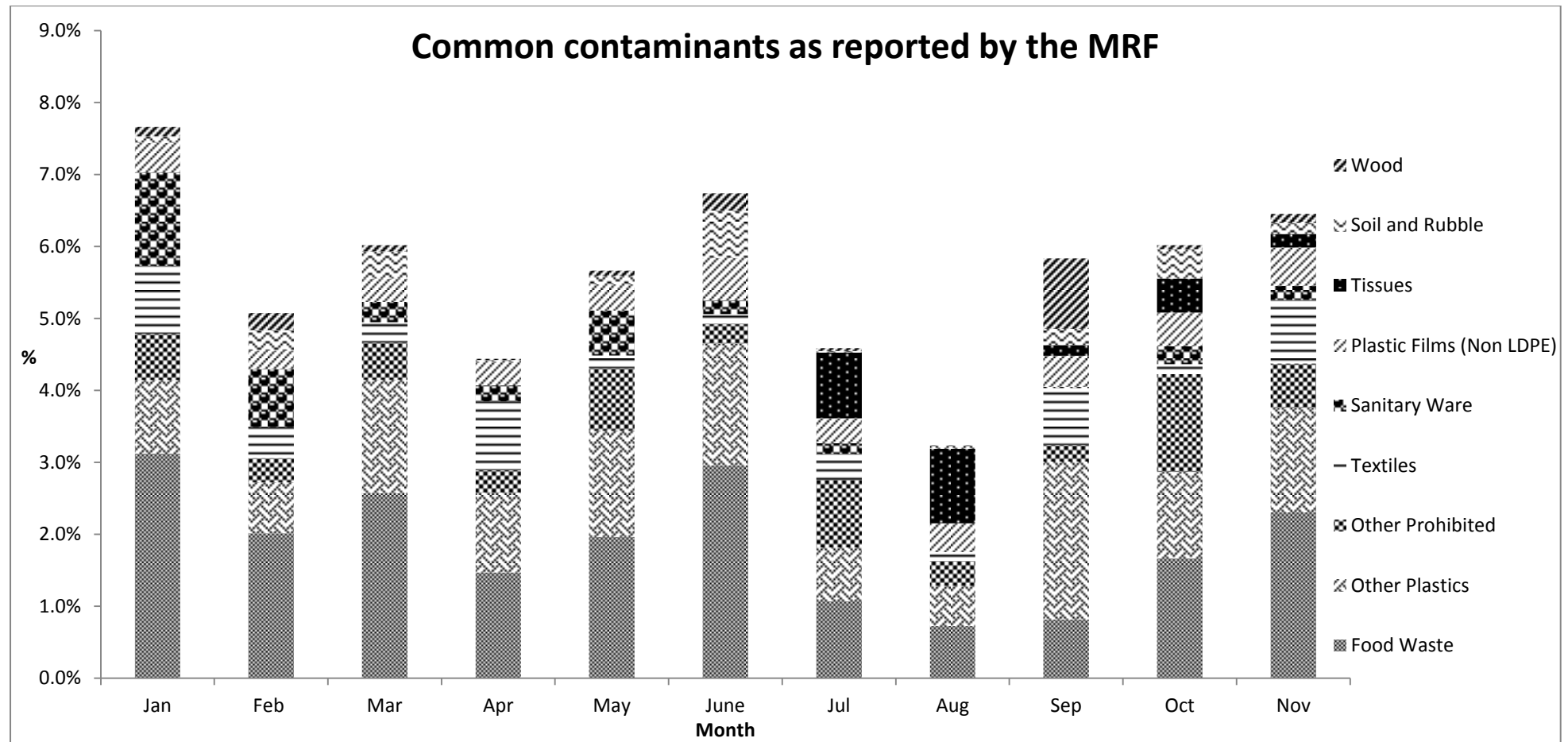
E: jim.graham@cityoflondon.gov.uk

Appendix 1 – Contamination and recycling rates



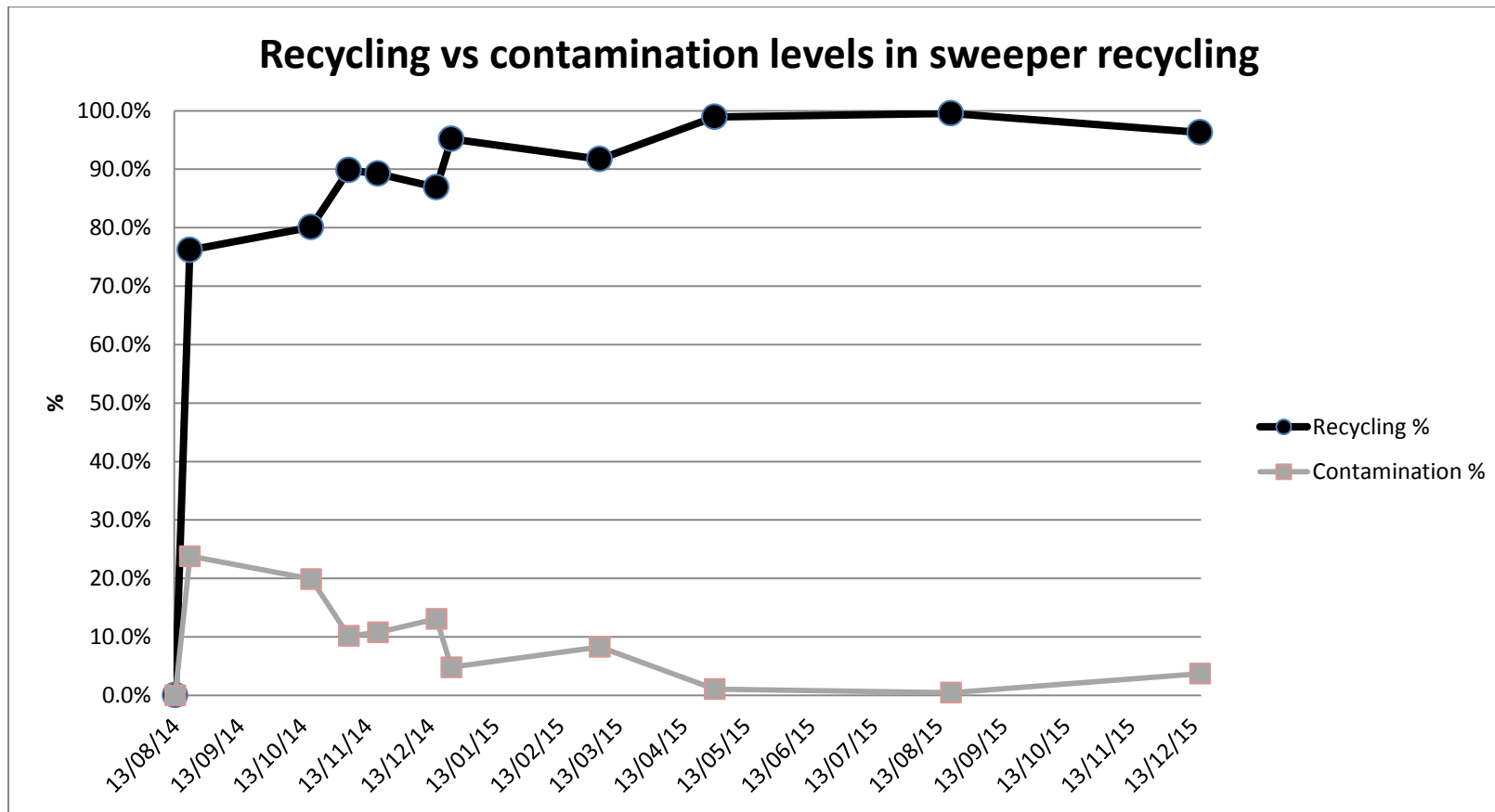
The above graph illustrates the amount of DMR sampled by the MRF. The amount of recyclable materials vs the non-recyclable materials (i.e. contamination) is displayed. The contamination rate as a percentage of the overall sample is also identified.

Appendix 1 – Contamination and recycling rates



The above graph shows the most common contaminants i.e. materials which can not be recycled as DMR. N.B. 'Tissues' became a category in July 2015. Prior to this date, this stream was accounted for within the "sanitary ware" category. From July 2015, tissues and sanitaryware are categorised separately.

Appendix 1 – Contamination and recycling rates



The above graph illustrates the improvement in the quality of DMR collected by the sweeper operatives as the amount of materials which can not be recycled (i.e. contamination) decreases,

Appendix 2 – Recycling Action Plan

Long Term Goals

Aim	Action(s)	Target
Reduce the amount of waste each household produces	Undertake waste prevention campaigns on target materials, in particular: <ul style="list-style-type: none"> • food waste. • disposable nappies. • plastic bottles. 	1% annual reduction in waste arisings per household.
Increase participation in dry recycling scheme	Seek to understand why people do not participate (inconvenience, lack of understanding, easier just to use residual waste). Define actions to tackle motivations (provide information, consider actions to make recycling more convenient than residual). Enlist support of cleaners and concierges to reinforce messages. Consider use of incentives to motivate participation. Monitor impact of actions and review progress.	80% of households set out recycling for collection at least once per fortnight.
Decrease the level of contamination in dry recycling collected from households	Provide information to householders regarding what can and cannot be recycled. Enlist support of cleaners and concierges to reinforce messages. Try to identify any common non-target materials so that communication can focus on them. Monitor impact of actions and review progress.	No estate/block to produce more than 10% contamination.
Increase participation in food waste collection scheme	Seek to understand why people do not participate (inconvenience, lack of understanding, easier just to use residual waste). Define actions to tackle motivations (provide information, consider actions to make recycling more convenient than residual). Enlist support of cleaners and concierges to reinforce messages. Consider use of incentives to motivate participation. Monitor impact of actions and review progress.	60% of households that have access to a food waste collection set out separate food waste at least once per week.
Increase the quantity and purity of schools' recycling	Work with schools that produce high quality recycling to understand what they do in order to achieve this. Identify key influencers in schools on recycling and explain best practice to them. Consider rejecting/charging as residual waste for badly contaminated recycling. Encourage schools to take up food waste collections.	All schools reduce contamination to approx 30%. All schools have a separate food waste collection.
Increase the proportion of bulky waste that is reused or recycled	Work with LRN to understand what limits current take-up of their service to households. Explore whether bulky material collected by the Corporation can be stored in a way that enables more of it to be passed on for reuse. Consider letting a concession (perhaps in co-operation with another authority) to set up a re-use shop. Explore options to enable material that is not suitable for reuse to be recycled (e.g. seek to work with mattress recycling firms, wood recyclers, recyclers of white goods).	30% of bulky waste is received by a reuse organisation. 30% of bulky waste is recycled.

Appendix 2 – Recycling Action Plan

Aim	Action(s)	Target
Decrease the amount of textiles in residual waste	Encourage increased use of, and possible expansion of, network of bring banks. Provide residents with information about textile recycling. Explore whether household collections are feasible, especially from estates where textiles are a higher proportion of residual waste.	Increase textiles collected by 25%.
Increase the amount of WEEE (Waste Electrical and Electronic Equipment) diverted from residual waste	Encourage increased use of, and possible expansion of, network of bring banks. Provide residents with information about WEEE recycling.	Increase WEEE collected by 25%.
Decrease the need for very high frequency residual waste collections	By diverting putrescible waste and more recycling, reduce the need for daily residual waste collections on grounds of either (a) space or (b) odour/vermin issues. Ultimately, where possible, reduce residual waste collection frequencies and container space while maintaining/increasing food/recycling collections to reinforce the incentive to recycle	For many properties, reduce residual collections to 3x per week, while maintaining a high level of customer service and satisfaction.
Increase the amount of street litter that is able to be recycled	Examine lessons from streets recycling bins (successful and unsuccessful locations, effective and ineffective signage). Consider introduction of bins with less potential for contamination (e.g. narrow slots for paper only). Consider reintroduction of recycling bins where they have been found to work. Consider whether any recyclables could be extracted mechanically from street litter bins.	Recycle 20% of material from street litter bins.

Year 1 Priorities

Aim	Action(s)	Deliverables
Encourage participation in food waste scheme	With an initial focus on Middlesex St (where organic waste is the highest and participation very low) use lessons learned from experience with smaller estates to help residents make more effective use of food waste collections	Undertake door-knocking and leafleting work in July 2015. Ensure Corporation staff who work in Middlesex St understand the food waste system and act as advocates. Look to engage local members and community leaders as champions in Middlesex St to explain the system to other residents. Undertake short participation monitoring exercise. Participation in food waste collections increases from 6% to 50%.
Encourage participation in dry recycling scheme	With an initial focus on the estates (where participation in the recycling scheme appears to be low), engage with residents and cleaners to understand barriers to recycling and encourage greater participation.	Undertake door-knocking and leafleting work in September 2015. Work with cleaners to ensure they understand the food waste system and act as advocates. Look to local members and community leaders as champions in the Barbican to

Appendix 2 – Recycling Action Plan

Aim	Action(s)	Deliverables
		<p>explain the system to other residents.</p> <p>Undertake short participation monitoring exercise.</p> <p>Weekly participation in recycling scheme increases from 13% to 50%.</p>
Reduce paper in night collection residual stream	<p>Gain understanding of why so much paper is in night residual stream.</p> <p>Devise and implement actions to reduce paper in residual (e.g. increase recycling container capacity, provide signage regarding where paper can be recycled).</p> <p>Monitor impact of actions and review whether additional/ different action is required.</p>	<p>Undertake initial analysis of problem in July 2015.</p> <p>Devise actions in September 2015.</p> <p>Implement from October 2015.</p> <p>Paper content of night collections is reduced to no more than 30%.</p>

Appendix 2 – Recycling Action Plan

Recycling Action plan by recycling stream

Source of recycling	Current Recycling % or Tonnes p.a	Average Contamination % (2014 audits)	DMR Participation (Autumn 2014 unless stated)	FOOD participation (Autumn 2014 unless stated)	% Dry mixed recyclables in residual waste (2012 data) NOT including textiles/ WEEE etc	Actions to increase DMR recycling	Actions to decrease contamination and increase capture rate	Aims
Household properties								
Barbican Estate	unknown	Unknown	82% (2012 data)	38.5% (2012 data)	32%	<ul style="list-style-type: none"> Seek to understand why people do not participate in recycling/food scheme, identify barriers to participation and take action to overcome barriers. Enlist support of cleaners/concierge/ Estate Office to reinforce messages. Introduce participation in recycling/food waste as part of tenancy agreement Liaise with managing agents Regular articles in Estate literature/mail shots/City resident magazine/City View magazine 	<ul style="list-style-type: none"> Provide information to householders regarding what can and cannot be recycled – achieved via council tax leaflet/regular articles in City Resident/City View magazine etc. Improve signage on bins / bin stores. Place contamination messages on bags containing non-recyclable items and leave on doorstep to keep out of recycling and educate resident (Estates). Enlist support of cleaners/concierge/ Estate Office to reinforce messages. Try to identify common non-target materials to enable targeted communication to 	Supports; Objective 4 Objective 8 <ul style="list-style-type: none"> Identify recycling rate for each Estate and private blocks by 2016 Increase participation in DMR scheme to 60% on Estates by 2017 80% households set out recycling for collection at least once per fortnight Identify contamination levels by 2016 – no block/
Golden Lane Estate	unknown	Unknown	58%	19%	31%			
Middlesex Street Estate	unknown	Unknown	58%	15%	41%			
Mansell Street Estate	unknown	Unknown	55%	8%	37%			
Private blocks with concierge	unknown	Unknown			26%			
Private blocks without	unknown	Unknown			48%			

Appendix 2 – Recycling Action Plan

Source of recycling	Current Recycling % or Tonnes p.a	Average Contamination % (2014 audits)	DMR Participation (Autumn 2014 unless stated)	FOOD participation (Autumn 2014 unless stated)	% Dry mixed recyclables in residual waste (2012 data) NOT including textiles/ WEEE etc	Actions to increase DMR recycling	Actions to decrease contamination and increase capture rate	Aims
concierge						<ul style="list-style-type: none"> Send recycling info with council tax bills 	<ul style="list-style-type: none"> remove from recycling 	<ul style="list-style-type: none"> Estate to produce no more than 10% contamination by 2020
Street properties	unknown	8.5%			61%	<ul style="list-style-type: none"> Undertake waste prevention campaigns to reduce waste arisings Officers and Councillors to attend TRA/community meetings to provide info on all services, answer questions Install RFID tags on all recycling and general waste bins to identify low performing properties – target communications as appropriate e.g. doorstepping campaigns to encourage/promote recycling Consider recycling competition for residents Investigate potential to have tour of MRF for green 	<ul style="list-style-type: none"> Communication campaigns to help residents identify commonly mis-interpreted materials e.g. plastics to help increase capture rate Undertake regular waste audits to identify common contaminants to direct staff/cleaner training and identify areas of improvement Monitor impact of actions and review progress. 	<ul style="list-style-type: none"> Decrease contamination in dry recycling collected from households by 7% by 2017 Decrease average percent of recyclables in residual waste stream from 35% to below 30% 1% annual reduction in waste arisings per household by 2020 Increase participation in food waste service to 40% on Barbican and 22% on all other estates by

Appendix 2 – Recycling Action Plan

Source of recycling	Current Recycling % or Tonnes p.a	Average Contamination % (2014 audits)	DMR Participation (Autumn 2014 unless stated)	FOOD participation (Autumn 2014 unless stated)	% Dry mixed recyclables in residual waste (2012 data) NOT including textiles/ WEEE etc	Actions to increase DMR recycling	Actions to decrease contamination and increase capture rate	Aims
						<p>champions/ key stakeholders to reiterate importance recycling</p> <ul style="list-style-type: none"> Regular audits on recycling/general waste to ensure correct items being recycled/disposed – tweak communications as necessary Monitor impact of actions and review progress. 		<p>2016</p> <ul style="list-style-type: none"> 60% households set out food waste at least once per week by 2020

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
Educational Establishments					
Newpark Nursery	unknown	22%	<ul style="list-style-type: none"> Work with schools that produce high quality recycling to understand what they do in order to achieve this – enables best practice Identify key influencers in schools on recycling and explain best practice to them. Assess provision of recycling bins including staffrooms and classrooms to capture recycling. Work with schools to improve signage in class/ staff/ catering areas and on bins Poster competitions to engage students Work with schools to introduce Recycling Club. Investigate potential to have tour of MRF for green champions/ key stakeholders to reiterate importance recycling Identify potential for Eco Schools accreditation Encourage schools to join the CCAS to improve recycling/reuse Encourage schools to sign up 	<ul style="list-style-type: none"> School assemblies to inform about importance of recycling correct materials. Consider rejecting/charging as residual waste for badly contaminated recycling. Enlist support of cleaners to reinforce messages. Try to identify any common non-target materials so that communication can focus on them to prevent contamination. Improve signage on bins Undertake regular waste audits to identify common contaminants to direct staff/cleaner training and identify areas of improvement Monitor impact of actions and review progress. 	Supports; Objective 4 Objective 8 <ul style="list-style-type: none"> Identify recycling rate at each site by 2016 to direct where Officers concentrate efforts to increase recycling Decrease contamination from average 40% to below 30% per site by 2017 Achieve at least 50% recycling rate from each site by 2020
Bright Horizons Nursery	unknown	unknown			
Sir John Cass P.S	unknown	38%			
St Paul's Cathedral School	unknown	14%			
CoL Girls Schools	unknown	41%			
CoL Boys School	unknown	27%			
GSMD - Silk Street/ Milton Court	unknown	33%			

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
London School Business and Finance	unknown	unknown	<ul style="list-style-type: none"> to BECS Work with catering areas to ensure food waste being captured throughout building Regular audits on recycling/general waste to ensure correct items being recycled/disposed Monitor impact of actions and review progress. 		
Bishopsgate Institute	unknown	54%			
Sundial Court – Halls of Residence	unknown	47%	<ul style="list-style-type: none"> Same as private blocks with concierge Liaise with GSMD to assess bin provision throughout Halls of Residence Investigate option to have recycling competition with students Implement recycling as part of tenancy agreement 	<ul style="list-style-type: none"> Same as private blocks with concierge 	<ul style="list-style-type: none"> Same as educational establishments
Urbanest – Halls of Residence	unknown	unknown	<ul style="list-style-type: none"> Same as private blocks with concierge Liaise with Urbanest to assess bin provision throughout Halls of Residence Investigate option to have recycling competition with students Implement recycling as part of tenancy agreement 	<ul style="list-style-type: none"> Same as private blocks with concierge Provision of signage/literature in different languages (Russian/Chinese) 	<ul style="list-style-type: none"> Same as educational establishments

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
Religious worship					
Churches		unknown	<ul style="list-style-type: none"> • Liaise with churches to discuss recycling needs • Review services in place and ascertain whether should be classed as household or commercial services and review current recycling provisions • Assess whether food waste is required • Provide effective signage as appropriate • Regular audits on recycling/general waste to ensure correct items being recycled/disposed • Monitor impact of actions and review progress. 	<ul style="list-style-type: none"> • Provide list of materials which can and can not be recycled • Provide effective signage • Work with collection crews to identify where contaminated bags are being presented for collection (majority of churches have on-street collection) • Undertake regular waste audits to identify common contaminants to direct staff/cleaner training and identify areas of improvement • Monitor impact of actions and review progress. 	Supports; Objective 4 Objective 8 <ul style="list-style-type: none"> • Have all sites producing at least 1 bag per fortnight of recycling by 2016 • All sites to produce less than 15% contamination by 2016
On-street recycling					
Renew / Big Belly Recycling Trials	unknown	43% (Renew)	<ul style="list-style-type: none"> • Remove Renew bins from street scene. Contents collected as general waste and counting against recycling • Continue Big Belly Recycling Trials/ trial other on-street recycling bins as appropriate-monitor to assess potential to collect good quality recycling 	<ul style="list-style-type: none"> • Consider introduction of bins with less potential for contamination (e.g. narrow slots for paper only). • Clear and prominent signage on recycling bins to reduce contamination • Only locate recycling bins next to general waste bins • Undertake regular waste audits to identify common contaminants to 	Supports Objective 1 Objective 4 Objective 8 <ul style="list-style-type: none"> • Install at least 10 co-located recycling bins by 2017 • Achieve <20% contamination rate in

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
			<ul style="list-style-type: none"> introduce on-street co-located recycling/general waste bins at strategic points in the City – undertake audits to assess effective of collecting good quality recycling and improve signage as necessary Run community engagement/promotional campaigns to promote correct use of bins Incorporate employee education and engagement into the Business Environmental Charter Monitor impact of actions and review progress. 	<ul style="list-style-type: none"> identify areas of improvement Monitor impact of actions and review progress. 	<ul style="list-style-type: none"> recycling bins by 2017 Recycle 20% of material from street litter bins by 2020
Sweeper recycling					
Manually sorted sweeper recycling	270.3 Tonnes (2013/14)	5% (Dec 2014)	<ul style="list-style-type: none"> Create handy recycling identification guide to provide to operatives to ensure they collect all recyclable materials Create stickers to be applied to recycling barrows to act as a guide for operative and public Hold regular training sessions with operatives to ensure all aware of the importance of collecting recycling Undertake audits on recycling/general waste collected by operatives to ensure capture rate as high as 	<ul style="list-style-type: none"> Ensure operatives are aware of materials to collect in recycling compartment Regular training to ensure knowledge is up-to-date Undertake audits on recycling and feedback to Amey supervisors to direct training Operatives are to leave lid on recycling compartment down when barrow unattended – prevents contaminants entering recycling Monitor impact of actions and review progress. 	Supports; Objective 1 Objective 4 Objective 8 <ul style="list-style-type: none"> Maintain 5% contamination rate between 2015 – 2020 Achieve 95% recycling rate by 2016

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
			<ul style="list-style-type: none"> possible and identify any areas for improvement Monitor impact of actions and review progress. 		
Parks and Gardens					
Recycling bins in P&G	13.4 tonnes (2013/14)	75%	<ul style="list-style-type: none"> Same as on-street recycling bins Use learnings/ experience from on-street recycling bins trials to inform recycling bin provision in P&G Partner with P&G to have litter pickers collect recyclables separately Liaise with P&G to undertake regular training for litter pickers Monitor impact of actions and review progress. 	<ul style="list-style-type: none"> Only co-locate general waste and recycling bins. Clear and prominent signage on bins Liaise with P&G to have their staff undertake visual check on recycling contents to check contamination levels. If too obviously contaminated, treat as refuse. Monitor impact of actions and review progress. 	Supports; Objective 1 Objective 4 Objective 8 <ul style="list-style-type: none"> Install at least 10 co-located recycling bins by 2016 Achieve <20% contamination rate in recycling bins by 2020 Increase recycling tonnage to 14t by 2017
Other recycling services					
Bulky reuse	2.5 tonnes (2013/14)		<ul style="list-style-type: none"> Work with LRN to understand what limits current take-up of their service to households. Regular promotion of LRN bulky reuse service Investigate potential for “pop-up” reuse shops in City to further promote service Explore options to enable material that is not suitable for reuse to be recycled (e.g. seek 		Supports; Objective 2 Objective 3 Objective 8 <ul style="list-style-type: none"> 30% of bulky waste is received by a reuse organisation by 2017 30% of bulky waste is recycled by 2020

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
			<p>to work with mattress recycling firms, wood recyclers, recyclers of white goods).</p> <ul style="list-style-type: none"> Identify opportunities to pull bulky items out from bulky waste service and divert to reuse schemes Investigate potential to charge Estates for non-recyclable/non household bulky waste in bulky collection points to encourage reuse Liaise with LRN/reuse organisation to have bulky items leftover from Give and Take Days collected after the event Monitor impact of actions and review progress. 		
WEEEE (Waste Electrical and Electronic Equipment)	12.8 tonnes (2013/14)		<ul style="list-style-type: none"> Increase provision of WEEE bins/banks to private blocks as appropriate to enable more residents to recycle their WEEE Liaise with ERP/Wiser to create more secure WEEE banks for the estates to ensure items are secure Arrange for WEEE items in bulky collection points to be regularly brought back to Walbrook Wharf depot for collection – ensures as much WEEE is collected as possible 	<ul style="list-style-type: none"> Provision of more secure WEEE banks to prevent contaminating items from entering into banks Improve signage on WEEE bins/banks to give clearer instructions on accepted items Contractor to report contaminated bins/banks to enable Officers to identify and overcome problems Monitor impact of actions and review progress 	<p>Supports;</p> <p>Objective 3 Objective 4 Objective 8</p> <ul style="list-style-type: none"> Increase WEEE rate by 25% by 2020

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
			<ul style="list-style-type: none"> Promote WEEE services to residents – leaflets/articles in City Resident tetc Obsolete WEEE items from Give and Take Days directed to WEEE banks so all items are recycled Monitor impact of actions and review progress 		
Textiles	14.3 tonnes (2013/14)		<ul style="list-style-type: none"> Increase provision of textile bins/banks to Estates/private blocks as appropriate to enable more residents to recycle their textiles Liaise with Salvation Army to produce internal textile bin suitable for small bin stores/concierge Investigate potential to have textile bins/banks in public areas e.g. libraries/Estate Office etc Promote textile recycling service to residents – leaflets/City Resident etc Investigate opportunity to provide doorstep collection of textiles to Estates to divert textiles from waste/recycling Investigate potential to have tour of textiles MRF for green champions/cleaners/ key stakeholders to reiterate importance of using textile 	<ul style="list-style-type: none"> Provision of more secure textile banks to prevent contaminating items from entering into banks Improve signage on textile bins/banks to give clearer instructions on accepted items Contractor to report contaminated bins/banks to enable Officers to identify and overcome problems Monitor impact of actions and review progress 	Supports; Objective 3 Objective 4 Objective 8 <ul style="list-style-type: none"> Increase textile recycling by 25% by 2020

Appendix 2 – Recycling Action Plan

Recycling Action Plan – other sources					
Site	Recycling % or tonnage	Contamination rate % (2014)	Actions to increase DMR	Actions to decrease contamination in DMR	Aims
			<ul style="list-style-type: none"> service Old/low quality items from Give and Take Days directed to textile banks so all items are recycled Monitor impact of actions and review progress 		
Batteries/low energy light bulbs	0.4 tonnes (2013/14)		<ul style="list-style-type: none"> Increase provision of battery/bulbs bins to more properties/ locations across the City Regularly promote battery/bulb recycling services to residents e.g. leaflets/City Resident etc Enable residents to recycle batteries/bulbs at Give and Take Days – promote service with event literature Liaise with contractors to borrow mascot costumes for further promote the service at events e.g. Residents Day etc. Monitor impact of actions and review progress 	<ul style="list-style-type: none"> Review signage on battery/bulb bins to ensure effective and informative Contractor to report contaminated bins/banks to enable Officers to identify and overcome problems Monitor impact of actions and review progress 	Supports; Objective 3 Objective 4 Objective 8 <ul style="list-style-type: none"> Increase batteries/bulbs by 25% by 2020