

12 March 2025 at 7.00 pm

Council Chamber, Argyle Road, Sevenoaks

Published: 04.03.25



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Cleaner & Greener Advisory Committee

Membership:

Chairman, Cllr. Roy; Vice-Chairman, Cllr. Bayley

Cllrs. Abraham, Alger, Bulford, Clack, G. Darrington, Gustard, Kitchener, Manston, Shea and White

Agenda

There are no fire drills planned. If the fire alarm is activated, which is a continuous siren with a flashing red light, please leave the building immediately, following the fire exit signs.

	Pages	Contact
Apologies for Absence		
1. Minutes To agree the minutes of the meeting of the Committee held on 11 November 2024, as a correct record.	(Pages 1 - 10)	
2. Declarations of Interest Any interests not already registered.		
3. Actions from Previous Meeting	(Pages 11 - 12)	
4. Update from Portfolio Holder		
5. Referral from Cabinet or the Audit committee (if any)		
6. Active Travel Update	(Pages 13 - 20)	Emma Henshall Tel: 01732 227358
7. Domestic Waste & Recycling Desktop Review Including Big Waste Conversation Feedback	(Pages 21 - 90)	Trevor Kennett Tel: 01732 227407
8. Work Plan	(Pages 91 - 92)	

EXEMPT INFORMATION

At the time of preparing this agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public.

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or democratic.services@sevenoaks.gov.uk.

CLEANER & GREENER ADVISORY COMMITTEE

Minutes of the meeting held on 11 November 2024 commencing at 7.00 pm

Present: Cllr. Roy (Chairman)

Cllr. Bayley (Vice Chairman)

Cllrs. Alger, Bayley, Bulford, Clack, G. Darrington, Gustard, Kitchener, Manston, Shea and White

An apology for absence was received from Cllr. Abraham

Cllrs. P. Darrington, Hogarth and Robinson were also present.

Cllr. Clayton was also present via a virtual media platform which was not recognised as attendance under the LGA 1972.

20. Minutes

Resolved: That the Minutes of the meeting held on 17 September 2024 be approved, and signed by the Chairman as a correct record.

21. Declarations of Interest

For transparency reasons Cllr Clayton declared for Minute 29 - Budget 2025/26: Review of Service Dashboards and Service Change Impact Assessments (SCIAs) that he was Chairman of Sevenoaks Town Council.

For transparency reasons Cllr Shea declared for Minute 29 - Budget 2025/26: Review of Service Dashboards and Service Change Impact Assessments (SCIAs) that she was a member of the Town Council who operate the markets.

22. Actions from Previous Meeting

There were none.

23. Update from Portfolio Holder

The Portfolio Holder gave an update on the services within her portfolio. 25,000 reusable recycling bags had been delivered across the district. There had been some teething problems but feedback from crews had been positive, and requests for additional bags had been received. The Council would continue to collect feedback from residents to inform the new Waste & Recycling Strategy. The residential waste collection survey was being drafted for this purpose and would run for 6 weeks from 6 January 2025.

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A new project manager had been appointed to oversee the Bradbourne Lakes improvements. The Council had also agreed to fund a dedicated countryside ranger to work with Westerham Town Council and Seal Parish Council on the project to restore and enhance lowland heath and wood pasture in Greensands Commons.

The CCTV service continued to support the Sevenoaks District Community Safety Partnership through providing evidence to Kent Police. Anti-social behaviour and theft continued to be the most common crime recorded by the service, though shoplifting had also increased. The service also monitored parks and play areas throughout the district, and had dealt with 135 child related incidents this year. The service had further dealt with 11 domestic abuse incidents, 8 unauthorised encampments, 2 mental health safeguarding cases, 179 incidents of missing and vulnerable persons, and 2714 emergency out-of-hours calls this year.

24. Referral from Cabinet or the Audit committee

There were none.

25. Climate Change Strategy Action Plan

The Principal Infrastructure Delivery Officer presented the report, which set out the new Climate Change Action Plan following the adoption of the Climate Change Strategy by Cabinet on 14 March 2024. There were a number of actions for each priority identified in the Strategy, and each action had a delivery project. These would be delivered through both internal work and external partners, and were fully funded where possible. The Plan would be reviewed annually with internal monitoring, and was a live document.

In response to questions, the Principal Infrastructure Delivery Officer clarified projects were delivered where possible in line with viability.

Action: For the Principal Infrastructure Delivery Officer to discuss the replanting regime with a focus on declining species with the Countryside Manager.

The Principal Infrastructure Delivery Officer clarified that tackling Climate Change was an aim for all Council officers and check-in's would take place on a quarterly basis to assess where, if any, intervening action was required. A quarterly update would seek Portfolio Holder involvement, and a yearly update would go to the Committee.

With regards to timescales, these were defined as short, medium and long term and the flexibility would allow for annual reviews. It was explained that the Principal Infrastructure Delivery Officer sought to use smart indicators where possible. Undeliverable projects would be removed from the list. The Officer elaborated that there would be internal quarterly monitoring and the Committee would receive yearly updates.

Questions were raised regarding Green Leases. The Policy Officer clarified that the Council had not implemented Green Leases yet as there had been no new tenants.

It was explained that the Leases may include clauses regarding green energy suppliers.

In respect of new development, the Principal Infrastructure Officer explained the Council would be looking to make new developments as climate friendly as possible. This would be included in the emerging Local Plan.

The Head of Finance further confirmed that SDC4 was included in the Treasury Management Plan and ensured that all financial aspects considered the climate change impact.

Questions were asked regarding emissions and the Policy Officer explained that the Council publish annual reports on their own emissions. She explained it was harder to provide actions for the Council to take against district wide emissions, due to different factors which may have an impact on the reduction of emissions, and this was acknowledged by the Department for Energy and Net Zero.

Resolved: That the

- a) Climate Change Strategy Action Plan, be noted; and
- b) Climate Change Strategy Action Plan, be monitored annually.

26. Annual Review of Parking Fees & Charges

The Head of Direct Services presented the report, which set out the annual review of parking management for 2025/26. The service budgeted for an inflationary increase of 2.5%, and the requirement to offset the assumed 25% reduction in parking in 2021/22, improving by 5% per year. This totalled an assumed parking increase of £306,000. Of this, £206,000 was adjusted for exceeding budget performance, efficiencies, and increased usage and enforcement. It was proposed that the remaining £100,000 be offset through a 3% increase on all parking fees and charges.

In response to questions, the officer explained that, should the inflationary increase be agreed, the service would undertake work to create an average 3% uplift across all parking fees and charges, to ensure the increases are sensible and easily payable. Cash payments for car parking were in decline, and accounted for roughly 20% of the service's income. The increases would be distributed across all fees, including season tickets.

Members discussed the proposed increases, and emphasised that the increases should be sensible and to round numbers. They further discussed the comparisons between the prices of the district's car parks and those in other districts. They expressed concern that the premium car park in Blighs was more expensive than premium car parks in other, larger, towns, noting that it may have a negative effect on local businesses. They further expressed concern that increases in parking fees may negatively impact people that travel into town centres for work. The officer explained that demand had increased by 8% since the last annual review, and that on-street parking was free in many areas close to the town

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centre. Permits were also available for people that required daily parking in towns.

Members further discussed the possibility of a park-and-ride scheme for the major towns within the district. They were advised that one such scheme had previously been operated in Sevenoaks during the redevelopment of Blighs, but that it was largely unviable, as travel into the town centre did not come from one direction on the whole.

Members expressed a desire for a holistic parking management strategy, considering economic development and residents' needs as well as revenue generation. The officer advised that this was already in development, and that it would be presented to the Advisory Committee in March 2025. It was moved and duly seconded that it be recommended to Cabinet that a comprehensive Car Parking Strategy be created. The motion was put to the vote and it was

Resolved: That

- a) it be recommended to Cabinet that Option 1 - an average of 3% increase in parking fees and charges, be approved; and
- b) it be recommended to Cabinet that a Car Parking Strategy be created.

27. Trade Waste Update

The Head of Direct Services presented the report which set out the business review of the commercial trade waste service. He advised that the commercial waste collection service had been run providing local business with a fairly priced transparent and flexible service. During recent years, a number of challenges has impacted the service and it was now being subsidised from other direct services budgets, and thus was not generating the required surplus. Following the business review undertaken there were three options available to Members regarding the service. Members considered the options which included, continuing the service as is, ceasing the service or reviewing the service to reinvent the service as a more compact commercial entity.

In response to questions, the officer explained that the service was currently too intermingled with the statutory service, and that the reinvention of the service would allow the service to be separated from and support domestic waste collection. Should the service be reinvented, but prove unviable within 12 to 18 months, the service would likely be recommended for termination. The number of customers for the service had grown beyond pre-Covid levels and it was anticipated that it would be viable. The reinvention of the service would not involve the creation of a separate company; there would be no change in ownerships or liabilities for the service. High disposal costs prevented the service from collecting glass, plastic, and metal recycling, but it was anticipated that operating as a more compact commercial entity may allow the Council to better

negotiate this issue. The Council would investigate having the service support the statutory domestic waste collection service where possible, such as through bulk bin collection.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That it be recommended to Cabinet that Option 3 - Reinventing the service as a more compact commercial entity to deliver an income surplus - be approved.

28. Waste & Recycling Strategy

The Head of Direct Services presented the report, which set out the new domestic waste and recycling strategy for the District. The draft strategy set out the proposed approach to managing waste and recycling collections in a more sustainable way, with the aim of reducing the environmental impact of waste in the District.

The officer advised that following Cabinet's recommendations the internal review was undertaken which explored service opportunities, costs and increasing recycling rates for new waste collection options that included food and glass, as the current collection system did not meet national recycling targets, nor it was in line with forthcoming legislation. The new strategy would include a glass and food waste collection.

In response to questions, the officer explained that the monitoring of the carbon footprint of the strategy was included in the Climate Change Action Plan. Cost saving had not been included as an objective of the strategy as it was intended to be a top-level document indicating the direction of the service, though cost savings were implicit within the strategy. Fixed targets had not been included as improvement in recycling was linked to funding from the Department for Environment, Food, and Rural Affairs and were set by government. The review of the service would work to the strategy objectives and establish costings, options, and further targets. All operational and logistical changes would be presented to Cabinet and the Advisory Committee for approval. Market research companies and a Member Working Group were being consulted to ensure the survey was appropriate. Work was ongoing regarding kerbside glass collection arrangements for converted flats.

Members discussed the report. They noted the importance of the public consultation to inform the delivery of the strategy. They further noted that the council's national standing in relation to recycling rates would improve once glass collection commenced. They raised the inclusion of value for money as an objective within the strategy, as waste collection was a significant expenditure for the council, but expressed that it should not undermine service provision. They were further concerned that some of the objectives, such as regulatory compliance, aimed too low, and expressed desire for the strategy to go beyond

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compliance. The officer advised members that the service was not currently compliant with occupational safety and manual handling legislation.

Public Sector Equality Duty

Members noted that consideration had been given to impacts under the Public Sector Equality Duty.

Resolved: That

a) Members comments on the proposed Waste and Recycling Strategy are noted and are submitted to Cabinet for consideration;

b) it be recommended to Cabinet that a public consultation on the delivery of the Waste and Recycling Strategy, be approved, delegating responsibility to the Portfolio Holder for Cleaner & Greener to agree the survey approach and questions; and

c) It be noted that a further report to Cleaner & Greener Advisory Committee will be presented in March 2025 setting out options to deliver the Strategy, following the public consultation.

29. Budget 2025/26: Review of Service Dashboards and Service Change Impact Assessments (SCIAs)

The Head of Finance presented the report which set out updates to the 2025/26 budget process within the existing framework of the 10-year budget and savings plan. The position in the report set out an annual budget gap of £297,000 but recognised that this was likely to change as more information became available and options for further savings may be required.

Informed by the latest information from Government and discussions from Cabinet, it was proposed that the Council once again set a balanced 10-year budget.

As part of the feedback received last year, all Members had been invited to make suggestions which related to the relevant Advisory Committee and would be set out in Appendix K. The appendix would form the basis to report to Cabinet all suggestions that were received even if not taken forward by the Advisory Committee. The Head of Finance also highlighted that budget training had been offered to all Members and two training sessions had been provided.

The report presented growth items that had been identified which needed to be considered, and requested further suggestions from the Advisory Committee and from members attending the meeting, before finalising the budget for 2025/26.

The Committee considered the growth proposal set out in Appendix H, which was an increase to the Direct Services budget for the replenishment of reusable

recycling bags and a small amount of clear recycling sacks. The Head of Direct Services explained that there was demand for additional reusable bags from some residents and the service needed to hold a stock for replacements, and it was thus required that the growth item be agreed. There was support for the budget proposal.

Members gave further consideration to additional suggestions for savings which had been suggested to the Advisory Committee. Those which were relevant to the Advisory Committee were as follows:

- Reduce Street Cleaning by a quarter.

Members considered the suggestion. It was raised that the shortfall could be met by liaising more with community groups to reduce the burden on the council. The Head of Direct Services explained that the council did work with Town and Parish Councils and community groups but that it had a statutory duty as the street cleaning & litter authority, and the team were already very agile in their working depending on the time of year and service needs. Discussion continued on maximising opportunities to work with community groups.

It was also noted that work was being undertaken separately to look at fortnightly waste collections and communal points for waste collection.

- Cease the CCTV Service

Members discussed other suggestions which had been put forward, which included stopping CCTV or to receive external funding to support the service. Consideration was given and it was noted that the Council had a statutory requirement under the crime and disorder act and it was likely that the Police would argue that the CCTV service contributes to the reduction. It had been made clear that the Police and Crime Commission would not fund the CCTV service.

It was highlighted that full removal of CCTV from the towns would not be supported by members as it had a key role in crime reduction as well as assisting efficient deployment of assistance for homeless individuals. However, there was a suggestion to remove CCTV from car parks. The Head of Direct Services explained that 40% of the CCTV cameras were in car parks and the Council had won Safer Parking Awards as a result of car parks being covered by CCTV and the Council had the biggest request of footage from car parks.

- Solar Panels on SDC property and also across the District.

Members considered the suggestion of adding solar panels to Argyle Road Offices. It was raised that solar panels could be added to other buildings owned by the Council in addition to Argyle Road. It was considered that the panels could provide cheaper renewable power however there were some concerns whether this would

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provide savings within the discussed timescale. The Principal Infrastructure Delivery Officer explained that solar power was itemised on the action plan for council properties and formed part of the SDC1 Action to reduce carbon. They highlighted there was no budget for the cost of installation of the panels. The Head of Direct Services further explained that some locations were not suitable for solar panels as the energy generated would not be sufficient to power the location they were situated on. It was agreed that where required, the officers would liaise with other Local Authorities who had implemented solar panels.

There were no further suggestions received by writing.

The Chairman asked Members if they had any further suggestions.

Members suggested more efficient use of the Council offices and the possibility of condensing the useable area and leasing the remaining space. It was discussed that lights appear to be left on in unused areas during evening meetings. The Principal Infrastructure Delivery Officer confirmed this was being reviewed.

A further suggestion was made by a visiting member to increase revenue from local Markets. The Head of Direct Services confirmed that the success of markets was dependant on the traders attracted to the venues and that some traders preferred to sell online. There was limited success of markets in Sevenoaks and Edenbridge due to a lack of footfall and traders however the Council was trying to expand the markets.

The visiting member also asked whether the Council has use of the income provided from on-street parking. The Head of Direct Services explained that the Council had an integrated agreement with the County Council which allowed the Council to spend the income generated but this was governed by section 55 Transport Management Act. Any surplus was reported in the Annual Parking Report and this could then be used for other means.

Resolved: That it be recommended to Cabinet that

- a) The growth proposal- reusable recycling sacks and clear sack stock (SCIA R13) identified in Appendices G & H to the report applicable to this Advisory Committee, be considered; and
- b) No further income or growth proposals were supported relevant to this Advisory Committee.

30. Work Plan

The work plan was noted with the following change:

March 2025

- Parking Strategy

THE MEETING WAS CONCLUDED AT 9.53 PM

CHAIRMAN

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Action(s) from the meeting held on 11 November 2024 (as at 28/02/25)

Action	Description	Status	Contact Officer
Action	For the Principal Infrastructure Delivery Officer to discuss the replanting regime with a focus on declining species with the Countryside Manager.	To be updated at the meeting	Emma Henshall Ext. 7358

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ACTIVE TRAVEL UPDATE

Cleaner and Greener Advisory Committee – 12 March 2025

Report of: Deputy Chief Executive and Chief Officer – Planning and Regulatory Services

Status: For information

Also considered by: N/A

Key Decision: No

Executive Summary: This report updates members on the Council's work to develop and deliver safe and attractive opportunities for active travel (walking, wheeling and cycling) across the District, in partnership with Kent County Council.

This report supports the Key Aim of: Promoting and facilitating low carbon travel and sustainable movement across the District, and tackling the challenge of climate change.

Portfolio Holder: Cllr. Roy

Contact Officer: Emma Henshall, Ext. 7358

Recommendation to Cleaner and Greener Advisory Committee:

To note this update report for information.

Reason for recommendation: Identifying opportunities for better active travel across the District is a key priority that can assist in reducing carbon emissions, improve air quality and result in positive health outcomes, as well as helping to tackle the challenge of climate change.

Introduction and Background

- 1 Active travel has many benefits – walking, wheeling and cycling can all help to positively impact the health of our communities and bring significant environmental benefits including improving air quality, reducing noise pollution, easing levels of traffic congestion and reducing carbon emissions. The Council is committed to promoting and creating opportunities for better active travel in the District through its Movement Strategy (2022), Climate Change Strategy (2024) and emerging Local Plan.
- 2 Over the past few years the Government has launched a series of funding opportunities via Active Travel England to develop schemes that would boost

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walking, wheeling and cycling. The District Council has been successful in bidding (through Kent County Council) for funds to deliver a number of projects it has prioritised. Full details of these projects, along with funding allocations and timelines, are set out in Appendix A. Key project updates are highlighted below.

Local Cycling and Walking Infrastructure Plans (LCWIPs)

- 3 Local Cycling and Walking Infrastructure Plans (LCWIPs) are a strategic approach to identifying cycling and walking improvements required at the local level. They enable a long-term approach to developing local cycling and walking networks and form a vital part of the Government's strategy to increase the number of trips made on foot or by cycle. In particular LCWIPs:
 - Identify and prioritise walking and cycling infrastructure improvements to be delivered over the next 10 years;
 - Ensure that consideration is given to walking and cycling in local policies; and
 - Make the case for future funding for walking and cycling infrastructure.
- 4 To date, LCWIPs have been completed for Sevenoaks Urban Area (January 2022) and Swanley Urban Area (February 2024), identifying and prioritising active travel networks for each area. They are available to view at www.sevenoaks.gov.uk/www.
- 5 A LCWIP for Edenbridge is in progress and expected to be completed in Spring/Summer 2025. Stakeholder consultation was undertaken in December 2024 to gather views and experiences of walking and cycling in Edenbridge via an online map, to see where improvements could be made. 114 comments were received from residents and stakeholders and these are instrumental in developing the network of routes. Once the walking and cycling routes have been drafted we will undertake further stakeholder consultation to seek views on which routes should be prioritised, before finalising the plan.

Sevenoaks East to West Walking, Wheeling and Cycling Route (Sevenoaks LCWIP route 3)

- 6 Following a second public consultation in June 2024, construction of the route began in October 2024 for 28 weeks. So far the works have been completed along London Road, Brittain's Lane and are in progress along Bradbourne Vale Road, with the remainder scheduled between March and May. The latest updates are available at <https://www.kent.gov.uk/roads-and-travel/road-projects/in-progress-road-projects/sevenoaks-east-to-west-active-travel>.
- 7 Positive discussions are ongoing to install dedicated cycling access into Sevenoaks Education Campus at the bottom of Seal Hollow Road, at the far

eastern end of the route. We will continue to work with KCC and the schools involved to finalise an option and identify funding opportunities to deliver this additional measure.

Sevenoaks to Otford Route (Sevenoaks LCWIP route 1)

- 8 The outline designs for the Sevenoaks to Otford route are awaiting ATE sign off and work has started on the detailed designs. The detailed designs will require completion of technical surveys to fully consider the achievability of the proposed improvements, which will inform the construction plans and associated costs. As part of this work we will undertake further stakeholder engagement, following initial engagement undertaken in October 2023. The work also builds in a design review with Active Travel England.
- 9 It is anticipated that the detailed designs will be completed towards the end of 2025, in advance of further funding opportunities through Active Travel England to progress the route to construction.

Sevenoaks to Seal to Otford Route (Sevenoaks LCWIP route 6)

- 10 The outline designs for the Sevenoaks to Seal to Otford route have been completed. The route was split into three phases (through Sevenoaks Quarry, through Seal along the A25, and Sevenoaks Education Campus to the town centre) recognising the different elements, landowners and challenges along the route. The stretch of A25 in particular presents a challenge in that the highway simply isn't wide enough to accommodate walking and cycling safely. The report contains a number of recommendations for progressing the route further and officers will investigate these over the coming months.
- 11 The additional add-on piece of work to link Kemsing into the route has also been completed. This Route Development Plan sets out, at a high level, a series of measures that could be implemented to improve the walking and cycling experience, along with an indication of the likely feasibility of each intervention.

Sevenoaks Town Centre Walking Improvements

- 12 The Sevenoaks Urban Area LCWIP identified a number of common themes that contribute towards a poor experience of walking and cycling in Sevenoaks town centre, such as narrow pavements, the impact of guard railing, large junctions, limited pedestrian crossing provision, and high levels of air pollution. These issues are common across many town centres. But in respect of air pollution our 2024 Air Quality Annual Status Report confirms that NO₂ concentrations in this area are considerably below the annual mean AQS objective of 40µg/m³, and are falling year on year. A further piece of work has been completed that considers, shortlists and prioritises a series of

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interventions that would help overcome these issues and enhance the walking and cycling experience in the town centre.

- 13 Officers intend to use this piece of evidence to support future funding bids to implement the interventions, and also to embed the prioritised improvements into the emerging Local Plan and through the Development Management process to influence future development proposals that come forward in this location.

Swanley to Hextable Walking Route (Swanley LCWIP route 4)

- 14 Following completion of the Swanley LCWIP a feasibility study is being undertaken to progress the walking improvements identified that will make walking a more attractive and safer experience between Swanley and Hextable (walking route 4). The study will also consider where the route overlaps with cycle route 3, which relates to the section through the Avenue of Limes and along College Road and Rowhill Road in Hextable, ensuring that any required cycling infrastructure is included to future proof any improvements that are later implemented. A site visit was undertaken in Autumn 2024 which provided an opportunity to also road test a new 360-degree camera.
- 15 The technical assessment is underway and it is anticipated that the options and recommendations will be available in Summer 2025, in advance of further funding opportunities through Active Travel England to progress the route to design stage.

Other options Considered and/or rejected

The active travel projects referred to in this report have largely been secured utilising external funding from Government (Active Travel England) in partnership with KCC. We could choose not to engage in further rounds of funding, nor dedicate our resources to managing these projects, however this would contradict the Council's commitment to promoting and creating opportunities for better active travel in the District and therefore disadvantage our residents. This approach would also be at odds with our Climate Change Strategy (2024), Movement Strategy (2022) and emerging Local Plan, and as such, is not recommended.

Key Implications

Financial

Funding for the active travel projects referred to in this report has been secured through external sources and it is not expected that any top up from the Council's reserves will be required.

Legal Implications and Risk Assessment Statement

No legal implications have been identified.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Climate Change Implications

The projects discussed in this paper, once delivered, will improve opportunities for walking, wheeling and cycling across the District, as an alternative to using the car for shorter journeys. This, in turn, will improve air quality and contribute towards a reduction in carbon emissions in the District, helping the Council to achieve the priorities set out in its Climate Change Strategy, and in particular Action MOV1 – promoting and facilitating low carbon travel and sustainable movement.

Conclusions

This report updates members on the Council’s work to develop and deliver safe and attractive opportunities for active travel (walking, wheeling and cycling) across the District, in partnership with Kent County Council. Delivery of these projects supports the Council’s Climate Change Strategy (2024), Movement Strategy (2022) and emerging Local Plan.

Appendices

Appendix A – SDC Active Travel Projects February 2025

Background Papers

None

Richard Morris

Deputy Chief Executive and Chief Officer – Planning and Regulatory Services

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Appendix A
SDC Active Travel Projects - February 2025 Update

Project title	Description of project	Funding secured	Funding source	Funding scope	Date of funding	Funding duration	Funding committed within required timescale?	Project start	Project complete	Project notes (February 2025)
Sevenoaks Urban Area Local Cycling and Walking Infrastructure Plan (LCWIP)	To prepare a LCWIP for Sevenoaks urban area, to identify walking, wheeling and cycling improvements at the local level that, if delivered, will provide safe and attractive alternatives to the car.	£15,000	Active Travel England Capability & Ambition Fund 2021-22	Development of LCWIPs	March 2021	Spend to be committed by March 2022 (1 year)	Yes	January 2022	January 2023	Project completed. Total cost £32,400 using top up funding from S106 receipts and Climate Change budget.
Sevenoaks Town East to West Walking, Wheeling and Cycling Route	To deliver walking, wheeling and cycling improvements identified as 'route 3' in the Sevenoaks Urban Area LCWIP, connecting the east and west of Sevenoaks town, schools along the route and the communities they serve.	£1,200,000	Active Travel England Active Travel Fund Tranche 3	Capital funding to support the delivery of ambitious new cycling and walking infrastructure schemes	March 2022	Spend to be committed by March 2024 (2 years)	Yes	September 2022	In progress - expected Spring 2025	Construction of route began on 28 October 2024 for 28 weeks. Timetable of works published online: https://www.kent.gov.uk/roads-and-travel/road-projects/in-progress-road-projects/sevenoaks-east-to-west-active-travel
Swanley Local Cycling and Walking Infrastructure Plan (LCWIP)	To prepare a LCWIP for Swanley urban area, to identify walking, wheeling and cycling improvements at the local level that, if delivered, will provide safe and attractive alternatives to the car.	£25,000	Active Travel England Capability & Ambition Fund 2022-23	Development of LCWIPs	January 2023	Spend to be committed by January 2024 (1 year)	Yes	March 2023	February 2024	Project completed. Total cost £27,000 using top up funding from Capability & Ambition Fund Extension 2023-24.
Sevenoaks LCWIP route 6 (Oxford to Sevenoaks via Seal) feasibility study, outline design and Kemsing extension	To undertake detailed feasibility of the walking, wheeling and cycling improvements identified as 'route 6' in the Sevenoaks Urban Area LCWIP, connecting Sevenoaks with Seal and Oxford.	£15,000	Active Travel England Capability & Ambition Fund 2022-23	Scheme planning and design	January 2023	Spend to be committed by January 2024 (1 year)	Yes	June 2023	December 2024	Project completed. Total cost £37,250.
	Continuation of the above - to prepare outline designs following the completion of detailed feasibility for route 6.	£16,260	Active Travel England Capability & Ambition Fund Extension 2023-24	Scheme planning and design	November 2023	Spend to be committed by May 2024 (6 months)	Yes	December 2023		
	To extend the route to include connections to Kemsing from both Seal and Oxford. To identify outline design recommendations for improved walking, wheeling and cycling.	£5,990	SDC Community Infrastructure Levy (CIL)	Scheme planning and design	March 2024	Spend to be committed by March 2025 (1 year)	Yes	March 2024		
Sevenoaks LCWIP town centre walking improvements	To further develop the walking improvements identified for Sevenoaks town centre in the Sevenoaks Urban Area LCWIP.	£5,000	Active Travel England Capability & Ambition Fund 2022-23	Scheme planning and design	January 2023	Spend to be committed by January 2024 (1 year)	Yes	June 2023	December 2024	Project completed. Total cost £5,000.
Sevenoaks LCWIP route 1 (Oxford to Sevenoaks) feasibility study and outline designs (stage 1)	To undertake detailed feasibility of the walking, wheeling and cycling improvements identified as 'route 1' in the Sevenoaks Urban Area LCWIP, connecting Oxford with Sevenoaks, including a review of previous studies undertaken. Then to prepare outline and detailed designs for phase 1 of the route (Oxford to Bat & Ball). The work has been split into two projects to allow for evaluation at outline design stage, before proceeding to detailed design.	£184,000	Active Travel England Active Travel Fund Tranche 4	Capital & revenue funding to support the delivery of ambitious new cycling and walking infrastructure schemes	April 2023	Spend to be committed by April 2024 (1 year)	Yes	July 2023	February 2025	Project completed subject to ATE sign off. Total cost £39,950.
Sevenoaks LCWIP route 1 (Oxford to Sevenoaks) detailed designs (stage 2)							TBC	February 2025	In progress - expected end of 2025	
Edenbridge Local Cycling and Walking Infrastructure Plan (LCWIP)	To prepare a LCWIP for Edenbridge urban area, to identify walking, wheeling and cycling improvements at the local level that, if delivered, will provide safe and attractive alternatives to the car.	£25,000	Active Travel England Capability Fund 2024	Development of LCWIPs	June 2024	Spend to be committed by September 2025 (15 months)	Yes	September 2024	In progress - expected Spring/Summer 2025	Stakeholder engagement undertaken in December 2024 and generated 114 comments, which will help inform the draft network of routes.
Swanley LCWIP walking route 4 (Swanley to Hextable) feasibility study	To undertake detailed feasibility of the walking improvements identified as 'walking route 4' in the Swanley LCWIP, connecting Swanley with Hextable.	£15,000	Active Travel England Capability Fund 2024	Scheme planning and design	June 2024	Spend to be committed by September 2025 (15 months)	Yes	September 2024	In progress - expected Summer 2025	Site visit undertaken in Autumn 2024 utilising a new 360 degree camera and technical assessment is underway. Additional funding secured to integrate cycling provision along part of the route.

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DOMESTIC WASTE & RECYCLING - DESKTOP REVIEW INCLUDING THE BIG WASTE CONVERSATION FEEDBACK

Cleaner & Greener Advisory Committee – 12 March 2025

Report of: Deputy Chief Executive & Chief Officer - Finance & Trading

Status: For Decision

Also considered by: Cabinet – 20 March 2025

Key Decision: Yes

Executive Summary: This report outlines recommendations following the first phase of the desktop review, as well as feeding back on the survey results from the BIG Waste Conversation.

Portfolio Holder: Councillor Irene Roy.

Contact Officers: Trevor Kennett, Ext. 7407
Adrian Rowbotham, Ext. 7153

Recommendation to Cleaner & Greener Advisory Committee:

- a) Members note the findings of the waste and recycling desktop review,
- b) Members note the views of residents collected through the Big Waste Conversation
- c) Members note the requirement and proposal to introduce food and glass waste collections services no later than 1 April 2026
- d) Members set out their views on the chronology for the preferred option for the future of Sevenoaks District Councils waste and recycling services for consideration by Cabinet
- e) Consider setting up a Task & Finish Group to look at our neighbouring districts waste services in preparedness for local government reorganisation.

Recommendation to Cabinet:

- a) Members note the findings of the waste and recycling desktop review,
- b) Members note the views of residents collected through the Big Waste Conversation
- c) Members note the requirement and proposal to introduce food and glass waste collections services no later than 1 April 2026
- d) Noting the views of Cleaner & Greener Advisory Committee, Members approve the preferred option for the future of Sevenoaks District Councils waste and recycling services.

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Reason for recommendation: The domestic waste and recycling collection services are a priority for the Council. It is therefore vital that the services operate in an efficient, safe, and effective manner while remaining sustainable and affordable for the Council. Current demands on the service, working practices and future legislative challenges require the council to urgently consider changes to service delivery options to avoid serious service failures.

A members' led task and finish group could be established to look at waste services for our neighbouring districts in preparedness for local government reorganisation and should report back to the Cleaner & Greener Committee at its next meeting.

Introduction

- 1 On the 19 November 2024, Council adopted and approved a new Waste and Recycling Strategy. It was further resolved that:
 - Public consultation on the delivery of the Waste and Recycling Strategy, delegating responsibility to the Portfolio Holder for Cleaner & Greener to agree the survey approach and questions is approved; and
 - A further report to the Cleaner & Greener Advisory Committee will be presented in March 2025 setting out options on the journey to delivering the Waste and Recycling Strategy, following public consultation.
- 2 Additionally, at its meeting on 18 July 2024, Cabinet resolved to undertake an internal desktop review, exploring service opportunities, costs and increasing recycling rates for new waste collection options that include food and glass collection, this report is the first phase of that desktop review. A second phase desktop review report will be presented to the next meeting of the Cleaner & Greener Committee in the summer 2025.
- 3 The methodology used to complete the desktop review was to complete a detailed data gathering exercise to replicate current operations and costs for the service (the 'Baseline' scenario). Several alternative collection profile options were considered. All operational modelling was completed using The Waste and Resources Action Programme (WRAP) Kerbside Assessment Tool (KAT), which allows current collections to be modelled and potential kerbside collection profile options to be forecast and evaluated. This is the same methodology used by the two independent reports carried out by The Association of Public Sector Excellence (APSE) and WRAP.

- 4 The outcomes of the desktop review, as set out in this report, reach the same conclusions as two independent reports that have previously been commissioned by the Council, in that, we need to change the waste collection service to increase recycling rates and to sustain operational delivery within the resources currently available.
- 5 Since the Council adopted the Waste and Recycling Strategy, it is now likely that Sevenoaks District Council will be subject to local government reorganisation and will be merged with other neighbouring councils to form a new unitary authority. The other major announcement from Government is on Simpler Recycling and the need for all waste authorities to ensure compliance with the new rules, and whether alternative collection methods need to be considered.
- 6 Local government reorganisation is likely to have significant implications for waste collection services. In practice, it may be prudent for Sevenoaks District Council to start to think about taking steps to align its waste collection services with those authorities that are most likely to form the new unitary council.

The BIG waste Conversation – Resident survey feedback

- 7 The BIG Waste Conversation consultation consisted of both an online survey, open to all residents, and a smaller representative face-to-face survey. The questions asked of residents were identical in both surveys, which were run by an independent, external market research company. The survey results provide an insight into the waste management and recycling habits of Sevenoaks District residents and also provides information on attitudes towards recycling and views on potential changes to collection services.
- 8 A total of 3,853 respondents completed the online survey between 9 December 2024 and 3 February 2025. This was a self-selecting survey and anyone could take part. While the profile of respondents to this survey was close to that of the District population as a whole, demographic information was optional. From the information provided, it is apparent that some age groups and groups of people were under represented.
- 9 The face-to-face survey of residents took place between 2 January and 5 February 2025. The sample was 427 residents and was broadly representative of the District population as a whole in respect of gender, age, working status and geographic spread across the District.
- 10 In broad terms, the responses from the two surveys were similar with one or two notable exceptions, including the question 'support for collecting waste one week and recycling the next'.
- 11 The following paragraphs set out a short summary of the main questions included in the survey. A full summary report is provided as Appendix 1 to this report.

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- 12 **General Waste Management** - The survey asked respondents about the number of general waste (black) sacks they fill in a typical week. The responses varied across different age groups and genders with most households (online survey 89% and representative survey 91%) filling between 1 to 3 sacks per week.
- 13 **Recycling Habits - Newspapers, Magazines, and Paper:** The majority of respondents put these items in a recycling bag or clear sack, with a small percentage taking them to a recycling centre.
- 14 **Recycling Habits – Cans, Tins, and Metal Items:** These are predominantly recycled in bags or sacks alongside aluminium meal trays and kitchen foil.
- 15 **Recycling Habits – Plastic bottles & Long-life Cartons:** Tetra Paks® are less commonly recycled, with some respondents unsure about how to recycle them. However, plastic bottles and tops are widely recycled in bags or sacks. Plastic pots, tubs, and trays are recycled, but less consistently than bottles.
- 16 **Recycling Habits – Glass Bottles and Jars:** These are often taken to recycling centres, though a small percentage incorrectly recycle them in bags or sacks.
- 17 **Barriers to Recycling:** Most respondents indicated they recycle everything they can. Those that did not cited barriers such as lack of knowledge about recyclable items, inconvenience, a lack of space, and time constraints.
- 18 **Importance of Recycling Services:**
 - 86% of online respondents and 89% of representative survey respondents highlighted the importance of Sevenoaks District Council improving the environmental impact of waste and recycling services.
 - 77% of online survey respondents and 86% of representative survey respondents said the Council should reach the new national recycling target.
 - 87% of online survey respondents and 88% of representative survey respondents supported the provision of services that help reduce general waste.
- 19 **Proposed Future Services**
 - Glass – 88% of respondents of both surveys said they would use a kerbside glass recycling service.
 - Food waste – 55% of online survey respondents and 66% of representative survey respondents said they would use a kerbside Food Waste Collection service. Some respondents expressed concerns about storing food waste.
- 20 **Additional Materials** - Respondents expressed interest in the Council collecting additional materials such as clothing, textiles, and small electrical items.

- 21 **Collection Frequency:** Opinions were divided on the approach of collecting waste one week and recycling the next. 26% of online survey respondents and 44% of the representative respondents supported this as an option.
- 22 **Wheelie Bins:** A majority of respondents supported the option of providing households with wheelie bins for general waste (online survey 67%; representative survey 69%).
- 23 This summary captures the key findings and themes of the Sevenoaks Waste Survey, providing a detailed overview of residents' waste management practices, recycling habits, and preferences for future services.
- 24 It should be noted that the survey results for the amount of residual waste presented and how much residents recycle does not align with the data recorded for the district.
- 25 The amount of black sack, residual waste, recorded in 2023/24, was 26,500 tonnes or over 580kg per household, which is extremely high in comparison to other organisations. The national average is around 470kg per household, with Sevenoaks District residents producing 23% more residual waste than the national average.
- 26 The districts recycling levels currently average around 37%. This is made up of 20% garden waste and only 17% from recycled materials collected in sacks. The national average for recycling is approximately 44%.

Waste & Recycling Strategy Desktop Review

- 27 This first phase of the desktop review has been completed and sets out the operational improvements necessary to start to deliver the domestic Waste and Recycling Strategy.
- 28 The main aims of the Waste and Recycling Strategy, based on the principles of the national waste hierarchy and the strategies aims and objectives, are:
 - a) To provide the Sevenoaks District with a cost and carbon efficient recycling and waste service that maximises the recovery and recycling of valuable natural resources and meets the needs and expectations of our residents.
 - b) To ensure that this service is compliant with national legislation, adheres to health and safety obligations and compatible with any new working arrangements with our Kent County Council (KCC) waste disposal partners and any future unitary council arrangements.
- 29 The desktop review sets out vital operational changes that are fully costed that will need to be made to deliver the Strategy's aims and objectives and to keep the service operating efficiently. The Strategy has four main objectives:

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- **Objective one** - Minimise carbon impact of waste/recycling service. We are committed to taking all possible measures to help tackle climate change. We will do this by considering the carbon impact of each element of our waste collection service.
- **Objective two** - Increase quality and quantity of recycling. Our recycling rate is currently very low when compared to other authorities, ranking us 246th out of 343 waste collection authorities in England. Future recycling rate targets set by the Government will not be met without service changes. Contamination (non-recyclable items) within the recycling is also increasing, and we need to be able to provide feedback directly to residents to educate and help bring about behavioural change.
- **Objective three** - Reduce levels of overall household waste. Waste reduction remains top of the waste hierarchy; therefore, we must implement all possible actions proven to reduce levels of waste. Over time, replacing unsafe for manual handling black waste sacks with 180-litre black wheelie bins.
- **Objective four** - Legislative and regulatory compliance. As a waste collection authority, we are required to comply with any legislation that Government pass in relation to waste collection services. Failing to meet requirements on current and any new legislation or meet health and safety standards for staff may result in severe penalties for us.

The Need for Change

- 30 Given the continuing year-on-year rise in domestic residual black waste, the current waste collection service is beginning to fail to collect all the waste being put out by households on the scheduled day, and to separate it at the kerbside.
- 31 The mixing of waste in an emergency, where it could be separated in small quantities is no longer an option due to the volume of residual waste. The mixing of waste is now becoming a regular occurrence, which means some of the recycling waste collected goes with the residual black waste to provide green energy and is not recycled.
- 32 Regardless of the demands of Government, we have a waste collection problem that, if continued, will quickly make the current system of collection unsustainable. The challenges faced by collections teams on a daily basis indicate that without urgent change, the service is at risk of failing our residents.
- 33 The increasing weight of waste presented at the kerbside, means that the Council does not have enough resources in split-back waste vehicles to collect waste separately and therefore we need to consider the options for changes to our collection methods.

- 34 It is also the case that we are on the outer limits of the Operator's Licence for our fleet. Adding more vehicles to the fleet is therefore not an option based on the size of the current depot and the budget allocated for delivering the service.
- 35 The 'O' licence is issued by the Traffic Commissioner and restricts the number of HGV vehicles that we can have on our site at Dunbrik, so simply increasing the number of vehicles we have is not a solution. Increasing the number of vehicles would also mean that we would need to employ a greater number of HGV drivers and loaders. Unfortunately, much higher staffing numbers could not be accommodated at our Dunbrik depot and would require significant growth in revenue budgets. This could also not be achieved within the required timeframe.
- 36 The increasing waste weight problem will lead to more waste being mixed in inappropriate vehicles because it can no longer be separated and ultimately waste not being collected at all on scheduled collection days due to lack of capacity. This was witnessed over the festive and New Year period, even though we had five extra waste vehicles helping collect the general waste, which are normally used for garden waste. This is also starting to impact our ability to go back and collect missed waste, which could result in residents having to take back in missed waste until the next collection.
- 37 As we have introduced the new reusable recycling bags, we are collecting more recycling, which is a positive move towards delivering the new Waste and Recycling Strategy. However this is starting to overwhelm the 30% capacity of the split-back vehicles we operate, i.e. we are running out of space on the vehicle at the kerbside. This could result in the waste being mixed or worse, not being collected at all on the scheduled day.
- 38 In July 2024, the new Government asked for views on its updated National Planning Policy Framework (NPPF). It includes a revised housing target for the Sevenoaks District that jumped from 704 to 1,113 new homes to be built every year between 2025 and 2040. This will place additional burdens for collecting waste from the kerbside, making the current model even more unsustainable.
- 39 The Council's Housing Strategy 2022-2027 shows that there were 121,415 people living in Sevenoaks District in 2020. The population is projected to increase to 129,442 by 2040, an overall increase of 8,027 or 6.6%. The type of homes built will also influence how we collect waste going forward with more conversions and adaptations will result in more communal facilities required. For example, given the new Government targets for homes to be built each year will mean an additional vehicle/round and three staff will be required to collect the domestic waste, adding to the current waste collection pressures and facilities at Dunbrik going forward.
- 40 Since the Council adopted the Waste and Recycling Strategy, the Government published the 'English Devolution White Paper' on 16 December 2024. This has

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significant implications for Sevenoaks District Council's waste collection service. By 31 March 2028, it is likely that Sevenoaks District Council will be merged with nearby councils to form a new unitary authority. In practice, Sevenoaks District Council may wish to start to consider taking steps to align its waste collection services to those authorities that already provide alternate weekly collections.

41 Current neighbouring authority waste service collections, as follows:

Neighbouring Authority	Current waste collection frequency and method
Tunbridge & Malling Borough Council	Bi-weekly, wheelie bins
Tunbridge Wells Borough Council	Bi-weekly, wheelie bins
Maidstone Borough Council.	Bi-weekly, wheelie bins

42 Staff parking is already at over capacity at the Dunbrik depot.

Current Operational Collection issues

Issue	Detail	Operational impact	Solution on KAT modelling
Increased residual waste weights	We currently collect 26,500 tonnes of residual waste, which puts us in the bottom quartile of National performance, which is increasing year on year.	Service failure is inevitable if levels of waste continue to increase. Early signs the service is facing difficulties collecting all waste streams weekly.	Change required to collection methods
Increasing recycling weights	New reusable recycling bags have a larger capacity of 190 litres.	Our 30% split-back vehicle capacity is already starting to be overwhelmed. This will result in more mixing or non-collection of waste	Change required to collection methods
Insufficient split-back HGV vehicles.	Unable to source bespoke 50/50 split vehicles for over 12 months, if they can be afforded.	As above	Change required to collection methods
High cost of service delivery	Weekly collection of all waste streams is costly, reducing vehicles and resources can be achieved by collecting waste on alternate weeks.	Without change the collection service has an increased risk of service failure and over-spends on current budgets.	Change required to collection methods
Introducing new recycling services, such as food and glass	A legislative requirement by March 2026.	It will not be physically possible to collect all waste streams weekly from March 2026 without changes to the current collection method.	Change required to collection methods

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Issue	Detail	Operational impact	Solution on KAT modelling
Mixing residual and recycling waste	Lack of split-back vehicles. Also, the rural nature of the District does not allow 26 tonne access so smaller vehicles need to be used.	Only collecting one waste stream weekly completely resolves both issues, so no waste mixing and reduced likelihood of missed collections.	Change required to collection methods
Not collecting waste on the scheduled day of collection	The volume of residual waste is the main reason for not collecting waste.	As above	Change required to collection methods
Ageing fleet and lack of enough split back vehicles	The 5-year vehicle replacement programme is working to replace older vehicles.	This programme will see a cost reduction as split-back vehicles will not be required with a change to weekly collections.	Change required to collection methods

43 If left unresolved the issues highlighted in the table above will result in service failures and will undermine the increasing of recycling across the District, which is the main aim of the new reusable recycling green bags and the Council's Waste and Recycling strategy.

44 The only recognised solution is to review urgently the waste collections methods as soon as practicably possible. The desktop review therefore recommends the following operational changes throughout 2025 and into 2026.

Preferred Option

Operational Change Chronology

45 This option would retain our existing infrastructure and urgently review our weekly collections methods in 2025 and beyond. It will also provide a desktop review phase 2 report to members at the next Cleaner & Greener Advisory committee meeting.

46 January 2025 - The first operational changes that need to take place are the procurement of specialised food and glass vehicles and waste containers such as food caddies and boxes for glass. This will be followed by the recruitment of additional staffing to operate these new weekly and bi-weekly services. These actions achieve all four objectives of the waste and recycling strategy.

Vehicle Procurement	Cost (£m)	Funded by	Timescales
8 x 7.5 tonne food waste collection vehicles	0.905 (one off)	DEFRA capital food waste grant.	Purchased. Delivery 12 months (Due January 2026)
TOTAL	£0.905m		

Container Procurement	Cost (£m)	Funded by	Timescales
55,000 7 litre and 23 litre food caddies.	0.358 (one off)	DEFRA capital food waste grant.	Delivery 3 to 4 months
55,000 36L Glass Collection Basket with additional metal carrying handle	0.294 (one off)	Extended Producer Responsibility (EPR) payment	Delivery 3 to 4 months
TOTAL	£0.652m		

Staff Recruitment	Cost (£m)	Funded by	Timescales
24 new staff (Drivers & Loaders) for food and glass collections	0.700 (ongoing)	Extended Producer Responsibility (EPR) payment	January 2026 recruitment process
TOTAL	£0.700m		

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- 47 May 2025 – The second phase of the desktop review will be to run a digital optimisation project, which will last between 3 to 6 months that reviews waste collection round efficiency and effectiveness of alternate weekly collections by looking at round size, vehicle and staffing requirements, along with reducing fuel use and carbon emissions. A fully costed fleet options and the use of wheelie bins will form part of this second phase review. Further live round data will also be fed into this review, using tonnages collected.
- 48 June 2025 – A robust and clear communication plan will be rolled out to engage and inform residents of the timeline for change and the journey we are taking on waste collection methods.
- 49 Summer 2025 – The second phase report will be presented to the Cleaner & Greener Committee on all options to change our waste collection methods for domestic waste and recycling. This will achieve several objectives:
- a) Gearing us up to being able to introduce additional recycling collection services of glass and food by March 2026.
 - b) A cost reduction through efficiencies in collection round vehicles and resources.
 - c) Evidence shows that changing our collection methods could reduce residual black waste collected and increases recycling rates.
- 50 October 2025 – Start the roll out of new food caddies and glass boxes to all households.
- 51 March 2026 – New and additional recycling kerbside services will be introduced for all households for food waste and glass.
- 52 March 2026 – Additional recycling services will be reviewed to be added to the weekly collections, such as textiles and small electrical items.

Other Options considered.

- 53 Increasing the fleet and staffing resources was considered, however the Dunbrik depot is at full capacity for staffing, operational delivery and for the storage of vehicles. This pressure will increase with the redevelopment of Otford Road Depot as this is currently used to store bins, which will increase (food & glass) and houses non-operator's licence vehicles (small vans).
- 54 No alternative space has yet been identified to replace that potentially lost at Otford Road. It has also not been possible to acquire any more space within the wider Dunbrik site.
- 55 To keep the existing service running it would require substantial investment in a new larger depot, which is not achievable in the timeframe.

56 Phase 2 of the desktop review will look at the waste industry standard, supported by DEFRA of a new fleet with integrated bin lifts and wheelie bins as the main waste containers. The phase 2 review will look at a full feasibility and cost survey for Members to consider.

Wheelie Bins

57 Following a Health & Safety Executive inspection, the Council received a written formal breach notice of Manual Handling Operations 1992 Regulations 4 (1) and 4 (1) b.

58 The material breach stated:

- a) Your employees are manually handling unknown weights as the domestic collections carried out are using black sacks. This is compounded by having to bend to reach into wheelie bins used for storage to remove black sacks. Injuries to your employees carrying out this task is already formally recorded.
- b) The Regulations requires employers to avoid the need for his employees to undertake any manual handling operations at work, which involve a risk of them sustaining injury.
- c) To comply with the Regulations the Council should ensure they avoid manual handling risks to our employees by using manual handling aids, which are available and widely used within the waste industry, such as collection vehicles with integrated wheelie bin lifts.

59 Failure to comply with this formal material breach notification for manual handling may result in a further enforcement notices issued and possible prosecution for health & safety violations.

60 It is therefore important that the Council explores all of the options available to it, within the resources available, to ensure that where practicable we eliminate manual handling risks. Long-term this would be achieved with wheelie bins and integrated lifts for residual and recycling waste. This was supported as a future action by nearly 70% of residents in the BIG Waste Conversation.

Conclusion

61 Given the information presented in this report, there is a clear compelling and urgent case to change the way we collect kerbside waste and recycling. The service risks collection failures, risks the health and safety of staff operating the service and will simply not be able to implement the new legislative changes required, if our collection methodology doesn't change.

62 Without these changes and a second phase review the service will see more serious service failures with waste either not being collected or waste being

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mixed. Given that the presented waste weight is so high we also risk running out of resources, such as staff and vehicles available to collect the waste daily.

63 It should be noted that with the preferred option detailed in this report the operational risk of severe service failures remains until the preferred option is fully implemented.

Key Implications

Financial

The following specific funding has been allocated by Government that will help to finance some changes:

Extended Producer Responsibility (EPR) – Funding allocated by DEFRA £1,174,000 (annual funding but amount expected to reduce).

Capital Allocation for Food Waste – Funding allocated by DEFRA £1,181,206 (one off funding)

Preferred Option – Summary of potential costs

	One-off cost £m	Annual cost £m
Vehicle procurement	0.905	-
Container procurement	0.652	-
Food and glass staffing	-	0.700
TOTAL	1.557	0.700

Funding summary

	One-off £m	Annual £m
DEFRA EPR funding (all years)	-	0.700
DEFRA EPR funding (remaining) 2025/26	0.376	-
DEFRA Food Waste funding	1.181	-

TOTAL	1.557	0.700
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Legal Implications and Risk Assessment Statement.

Under section 45 of the Environmental Protection Act 1990, Sevenoaks District Council is the Waste Collection Authority. This statutory duty requires the Council to arrange for the collection of household domestic waste in its area except waste, placed, in the opinion of the authority in isolated or inaccessible places that the cost of collecting would be unreasonably high.

Following a Health & Safety Executive inspection, the Council received a written formal breach notice of Manual Handling Operations 1992 Regulations 4 (1) and 4 (1) b. Failure to comply with this formal material breach notification for manual handling may result in a further enforcement notices issued and possible prosecution for health & safety violations.

Equality Assessment

The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

Climate Change Implications

The decisions recommended in this paper directly impact our climate change ambition. This is because of the significant increasing of recycling of materials, reduce our fuel use and a reduction in single use plastics, while decreasing residual waste. The impact has been reviewed and there will be a decrease in carbon emissions produced in the District as a result of this decision.

Appendices Appendix A – Big Waste Conversation Survey results

Appendix B – Desktop Review Model – Phase 1

Background Papers Waste and Recycling Strategy

<https://sevenoaks.moderngov.co.uk/documents/s59777/08%20-%20Appendix%201%20-%20Domestic%20Waste%20Recycling%20Strategy.pdf?J=1>

Adrian Rowbotham
Deputy Chief Executive and Chief Officer - Finance & Trading

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SEVENOAKS DISTRICT COUNCIL WASTE SURVEY 2024

Prepared by Lake Market Research
for Sevenoaks District Council

February 2025



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Sevenoaks District Council commissioned Lake Market Research to explore opinions on how the Council collects rubbish and recycling and how it can best deliver the service to meet new regulations at the best value for residents.

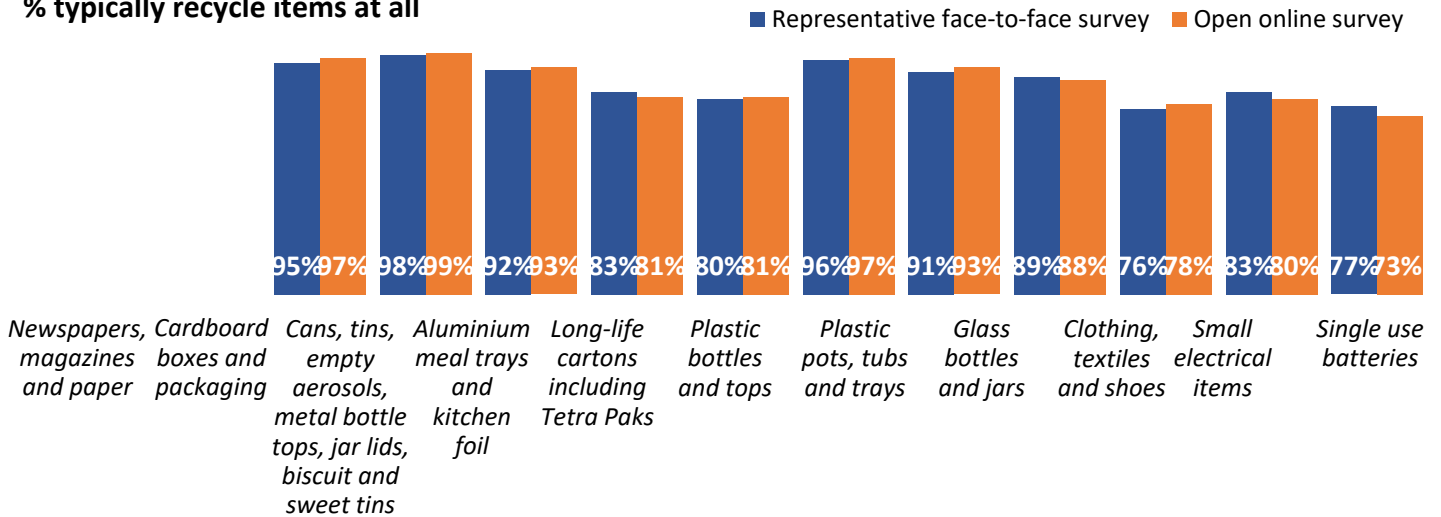
Between 2nd January and 5th February 2025, a face-to-face survey was undertaken with a representative sample of residents (gender, age & working status). Between 7th December 2024 and 3rd February 2025, a parallel open online survey was also available for any resident to take part.

EXECUTIVE SUMMARY

RECYCLING BEHAVIOURS

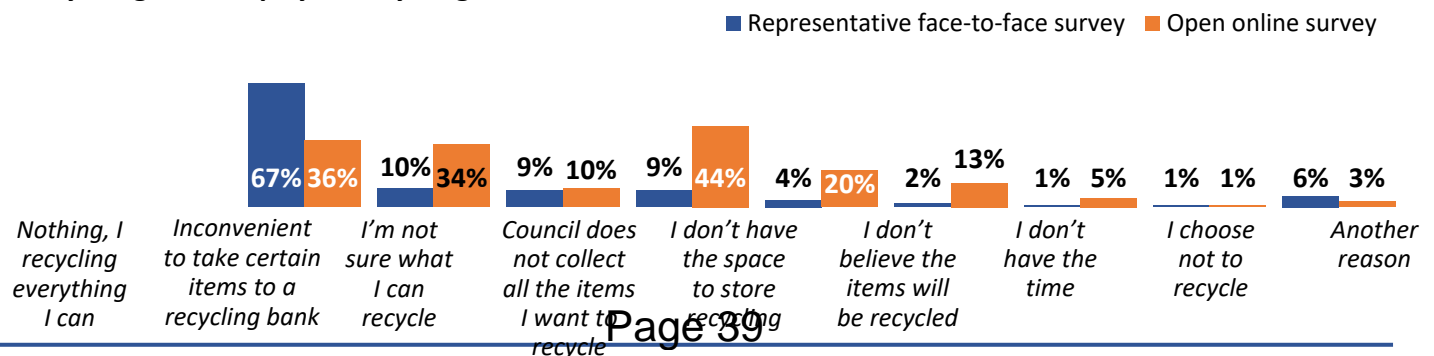
Over 90% of residents who took part in either the representative face-to-face survey and open survey claim they typically recycle newspapers, magazines and paper, cardboard boxes and packaging, cans, tins, empty aerosols, metal bottle tops, jar lids, biscuit, sweet tins and plastics. Claimed recycling rates are between 80% and 90% for aluminium meal trays and kitchen foil, long-life cartons, and between 70% and 79% for glass bottles and jars and single use batteries.

% typically recycle items at all



All residents taking part were asked whether anything stops them recycling more or all of their waste. Just over two thirds of residents taking part in the representative face-to-face survey claim nothing stops them (67%). Small proportions from the representative face-to-face survey claim it is inconvenient to take certain items to a recycling bank (10%), the Council does not collect all the items they want to recycle (9%) and they do not have the space to store recycling (4%). These barriers are cited by a higher proportion of residents taking part in the open survey at 34%, 44% and 20% respectively.

% anything that stops you recycling more or all waste

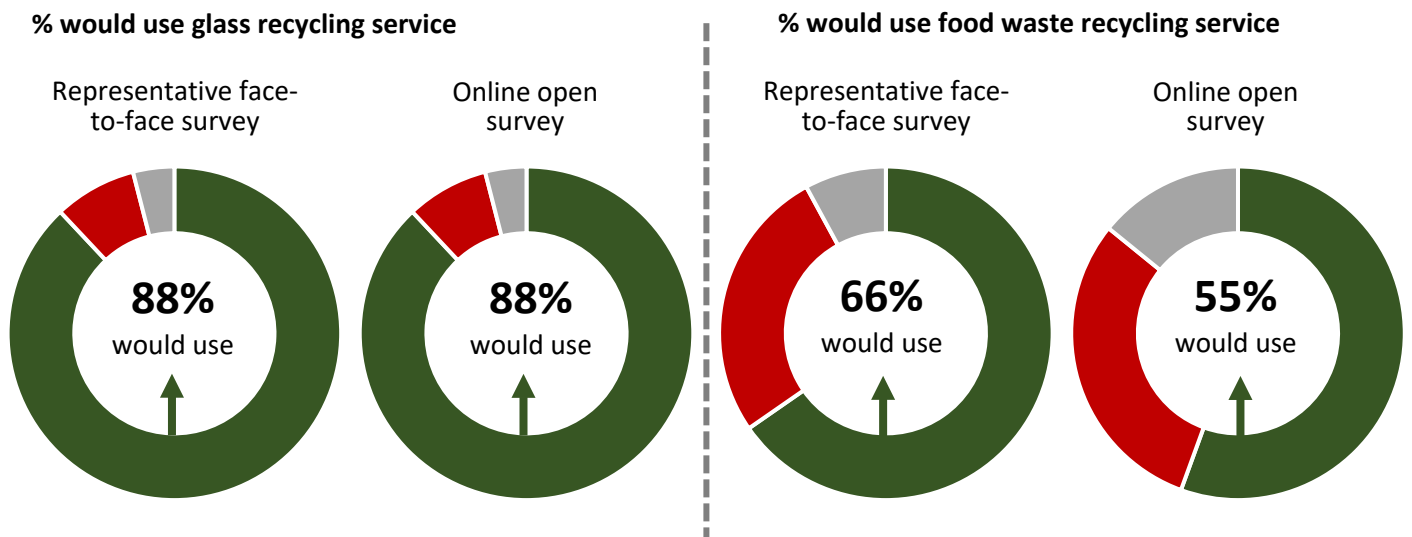


KERBSIDE RECYCLING SERVICES PROPOSALS

All residents who indicated they put their general waste (black sacks) out by the kerbside for collection were asked to indicate whether they would use:

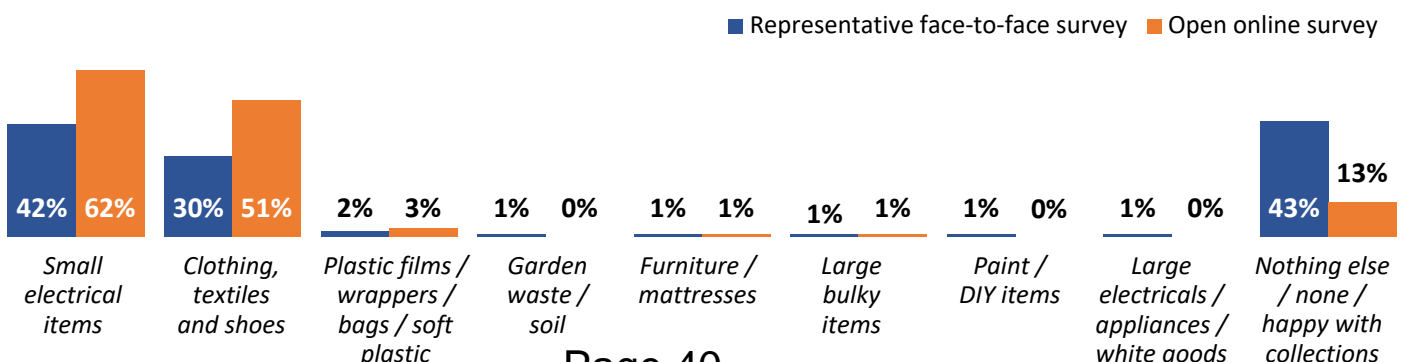
- A glass collection service (whereby glass would be collected every other week and there would be no additional charge for the service).
- A food waste collection service (whereby food waste would be collected every week and there would be no additional charge for this service. A small kitchen caddy would be provided, with a separate caddy to place your food waste out for collection).

The vast majority of residents who receive a kerbside collection claim they would use the glass recycling service (88% yes across both the representative face-to-face and open survey). Use is comparably lower in the context of a food waste recycling service – 67% of those taking part in representative face-to-face survey claim they would use it and 55% of those taking part in the open survey claim they would use it.



All residents who receive a kerbside collection were asked if there were any other materials they would like the Council's recycling service to collect from their homes. The most common materials residents would like collecting across both surveys are small electrical items (42% / 62% respectively) and clothing, textiles and shoes (30% / 51% respectively).

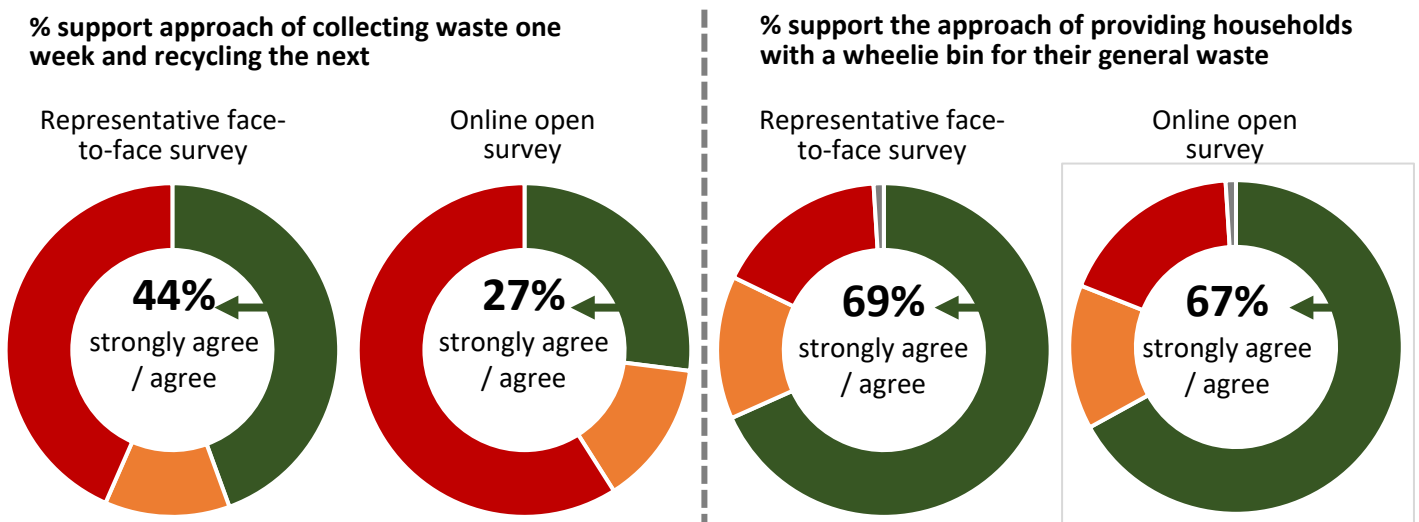
% other materials you would like the Council's recycling service to collect from home



All residents who indicated they put their general waste (black sacks) out by the kerbside for collection were also asked to indicate whether they would support:

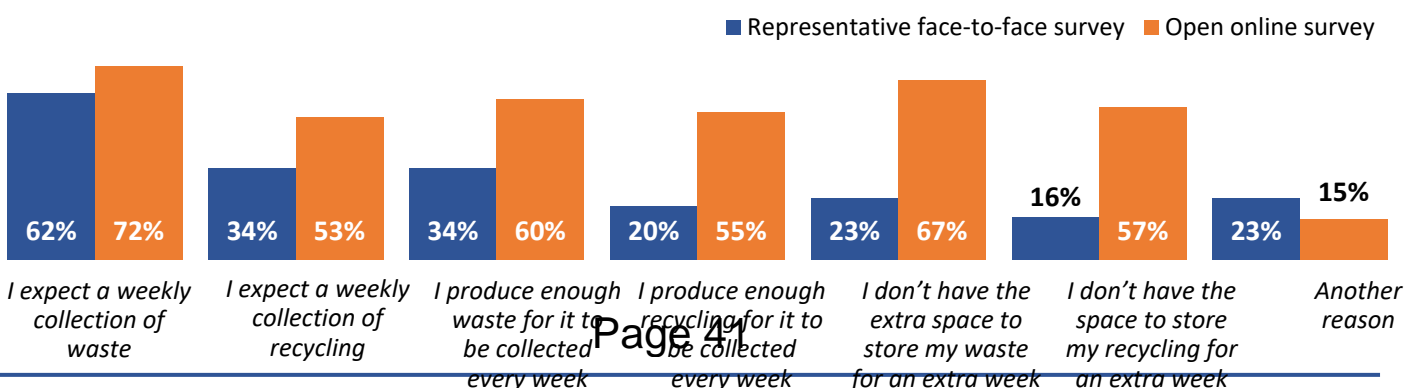
- the approach of collecting waste one week and recycling the next
- the approach of providing households with a wheelie bin for their general waste

Under half (44%) of residents who receive a kerbside collection and took part in the representative face-to-face survey agree with the approach of collecting waste one week and recycling the next; agreement is comparably lower amongst residents who receive a kerbside collection and took part in the open survey (27%). Around two thirds agree with the approach of providing households with a wheelie bin for their general waste (69% of those taking part in the representative face-to-face survey and 67% of those taking part in the open survey).



All residents who receive a kerbside collection and disagreed with the approach of collecting waste one week and recycling the next were asked to indicate their reasons for disagreeing. The most common reason across both surveys is an expectation of a weekly collection of waste (62% of those taking part in the representative face-to-face survey and 72% of those taking part in the open survey). In the representative face-to-face survey, an expectation of a weekly collection of recycling and residents producing enough waste for it to be collected every week ranks second and third. In the open survey, residents not having the extra space to store waste for an extra week and producing enough waste for it to be collected every week ranks second and third.

% reasons for disagreeing with collecting waste one week & recycling the next



COMMUNAL RECYCLING SERVICES PROPOSALS

All residents who indicated they put their general waste in communal waste bins close to their home were asked to indicate whether they agree:

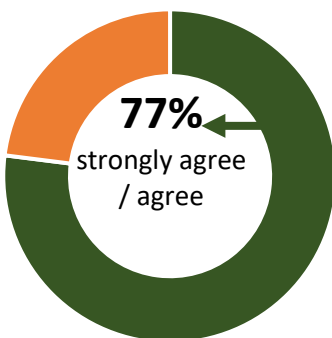
- the Council should provide an additional communal bin to recycle glass bottles and jars
- the Council should provide an additional communal bin to collect food waste
- the Council should provide additional communal bins to recycle other items such as clothes, textiles and small electrical items at the home

Please note that the base size for the representative face-to-face survey is very low (n=13) and statistics from this survey should therefore be treated with caution and for transparency only.

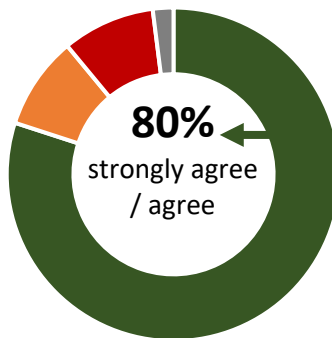
The majority of residents who put their waste in communal bins and took part in the open survey agree the Council should provide an additional communal bin to recycle glass bottles and jars (80%). Consistent with trends observed for amongst kerbside collection residents, agreement proportions are lower in the context of the Council providing additional resources for collecting food waste (58%) and for recycling other items such as clothes, textiles and small electrical items (55%).

% agree Council should provide an additional communal bin to recycle glass bottles and jars

* Representative face-to-face survey

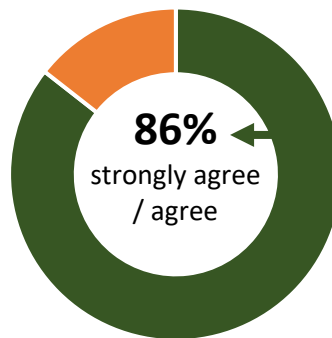


Online open survey

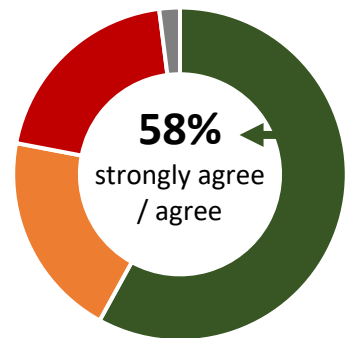


% agree Council should provide an additional communal bin to collect food waste

* Representative face-to-face survey

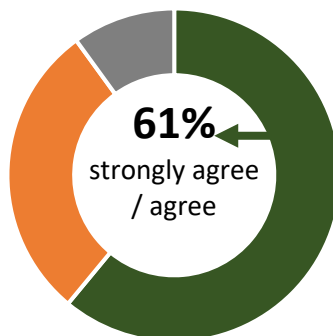


Online open survey

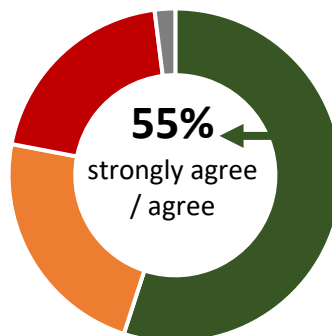


% agree Council should provide an additional communal bins to recycle other items such as clothes, textiles and small electrical items

* Representative face-to-face survey



Online open survey



* Please note the base size for the representative face-to-face survey is very low (n=13)

RESEARCH CONTEXT

BACKGROUND

Sevenoaks District Council is putting in place a new Waste & Recycling Strategy, which has four clear and important objectives:

- Minimise the environmental impact of the waste & recycling service
- Increase the quality and quantity of recycling
- Reduce levels of overall household waste
- Comply with all laws and regulations

To meet objectives and the new rules and targets set out by Government, Sevenoaks District Council maintain that collection services will need to change. Before any changes take place, the Council commissioned research to hear the views and priorities of local residents to inform decisions on the following:

- Encourage residents to Reduce, Reuse or Recycle their waste
- How best to introduce new glass recycling and food waste collections at the kerbside
- What containers are provided to residents to put out their waste
- Whether, over time, the Council should collect more recycling from your home, such as small household electrical goods and textiles

METHODOLOGY

Two research strands were commissioned to gather feedback from local residents. A representative face-to-face survey was commissioned to ensure feedback was collected from a demographically representative sample of residents across the Sevenoaks District. An open online survey was also commissioned to ensure that any resident that wanted to take part and provide views had the opportunity to do so:

1. A representative face-to-face survey conducted by Lake Market Research, a local research agency
 - 427 residents interviewed face-to-face at residents' homes between 2nd January and 5th February 2025.
 - Residents randomly sampled and invited to take part in survey.
 - Interviewing took place across all wards of Sevenoaks.
 - Targets were set by age, gender and working status in line with Census population statistics to ensure a representative sample of residents took part.
 - All interviewing took place via a pre-scripted questionnaire administered by handheld tablet.
2. An open online survey promoted by Sevenoaks District Council
 - 3,853 residents took part in a parallel open online survey between 7th December 2024 and 3rd February 2025.
 - Lake Market Research set up and hosted the online survey (with identical questions to the representative face-to-face survey).
 - Sevenoaks District Council advertised the survey on its website homepage, via social media, the local press and In Shape magazine and invited any residents to take part.

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ANALYSIS AND REPORTING

- The findings from each survey have been reported separately in the main body of the report. The Executive Summary compares headline figures from both surveys.
- All survey results are presented as percentages. Each chart title details the number of valid responses received to each question. In some instances, questions are routed based on responses to earlier questions so the base size for each question will vary.
- The questionnaire contained a mix of single and multiple-choice questioning. Where percentages for single choice questions do not sum to 100%, this is the result of computer rounding for each response code as percentages are displayed as whole numbers. The report notes where residents were given the option of providing more than one answer.
- Demographic weighting has been applied to the online survey dataset to match Census 2021 population statistics in terms of age, gender and working status.
- It should be remembered that a sample, and not the entire population of the geographic area, has taken part in each survey. As a result, all findings are subject to sampling tolerances, which means not all differences are statistically significant. In our analysis we have checked for statistical significance in the percentages for all questions between all demographic and geographic subgroups of residents. Any demographic differences have been analysed using z-tests to check for statistical significance by comparing percentages and also considering the base sizes for each subgroup. Statistical significance means that a result is unlikely due to chance (i.e. it is a real difference in the population) and that if you were to replicate the study, you would be 95% certain the same results would be achieved again. Where there are significant differences in response between subgroups, the report includes commentary to this effect. Statistical significance has been conducted at 95% confidence levels.

RESPONSE PROFILE

	<u>Representative face-to-face survey</u>	<u>Open online survey</u>	<u>District Profile</u>
GENDER			
Male	48%	44%	48%
Female	51%	49%	52%
Prefer not to say	n/a	8%	n/a
AGE			
18-34	21%	19%	21%
35-54	34%	33%	34%
55-64	17%	17%	17%
65-74	14%	14%	14%
75 & over	13%	12%	13%
Prefer not to say	1%	6%	n/a

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	<u>Representative face-to-face survey</u>	<u>Open online survey</u>	<u>District Profile</u>
WORKING STATUS			
Employee full time / part time / self employed	56%	53%	57%
On a government supported training scheme	0%	0%	0%
Full-time education at school, college or university	3%	0.4%	5%
Unemployed (available for work / not registered / seeking work)	1%	1%	2%
Permanently sick / disabled	2%	3%	3%
Wholly retired from work	30%	28%	25%
Looking after the home	7%	5%	5%
Doing something else	0%	1%	2%
Prefer not to say	2%	8%	n/a
DISABILITY			
Yes	10%	13%	15%
No	86%	77%	85%
Prefer not to say	4%	9%	n/a
ETHNICITY			
White	94%	87%	92%
Ethnic minority groups	5%	3%	8%
Prefer not to say	1%	10%	n/a
HOUSEHOLD SIZE			
1	19%	14%	27%
2	35%	41%	34%
3	17%	19%	17%
4	21%	19%	16%
5	5%	5%	5%
6 or more	3%	2%	2%

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WARD	<u>Representative face-to-face survey</u>	<u>Open online survey</u>	<u>District Profile</u>
Ash and New Ash Green	5%	4%	5%
Brasted, Chevening and Sundridge	5%	5%	5%
Cowden and Hever	1%	1%	2%
Crockenhill and Well Hill	3%	2%	2%
Dunton Green and Riverhead	3%	6%	5%
Edenbridge North and East	5%	5%	5%
Edenbridge South and West	5%	3%	4%
Eynsford	3%	2%	25
Farningham, Horton, Kirby and South Darent	6%	4%	4%
Fawkham and West Kingsdown	6%	5%	5%
Halstead, Knockholt and Badgers Mount	3%	4%	3%
Harley and Hodsoll Street	6%	5%	5%
Hextable	3%	4%	3%
Kemsing	4%	6%	4%
Leigh and Chiddingstone Causeway	2%	1%	2%
Otford and Shoreham	3%	5%	4%
Penshurst, Fordcombe and Chiddingstone	3%	1%	2%
Seal and Weald	3%	3%	3%
Sevenoaks Eastern	3%	4%	3%
Sevenoaks Kippington	3%	4%	4%
Sevenoaks Northern	3%	4%	4%
Sevenoaks Town and St John's	6%	6%	6%
Swanley Christchurch and Swanley Village	6%	5%	5%
Swanley St Mary's	3%	3%	4%
Swanley White Oak	6%	4%	6%
Westerham and Crockham Hill	3%	3%	4%

FINDINGS – REPRESENTATIVE FACE-TO-FACE SURVEY

This section of the report presents findings from the representative face-to-face survey conducted by Lake Market Research, whereby residents were approached at random to complete the survey via face-to-face door knocking.

NUMBER OF GENERAL WASTE SACKS FILLED PER WEEK

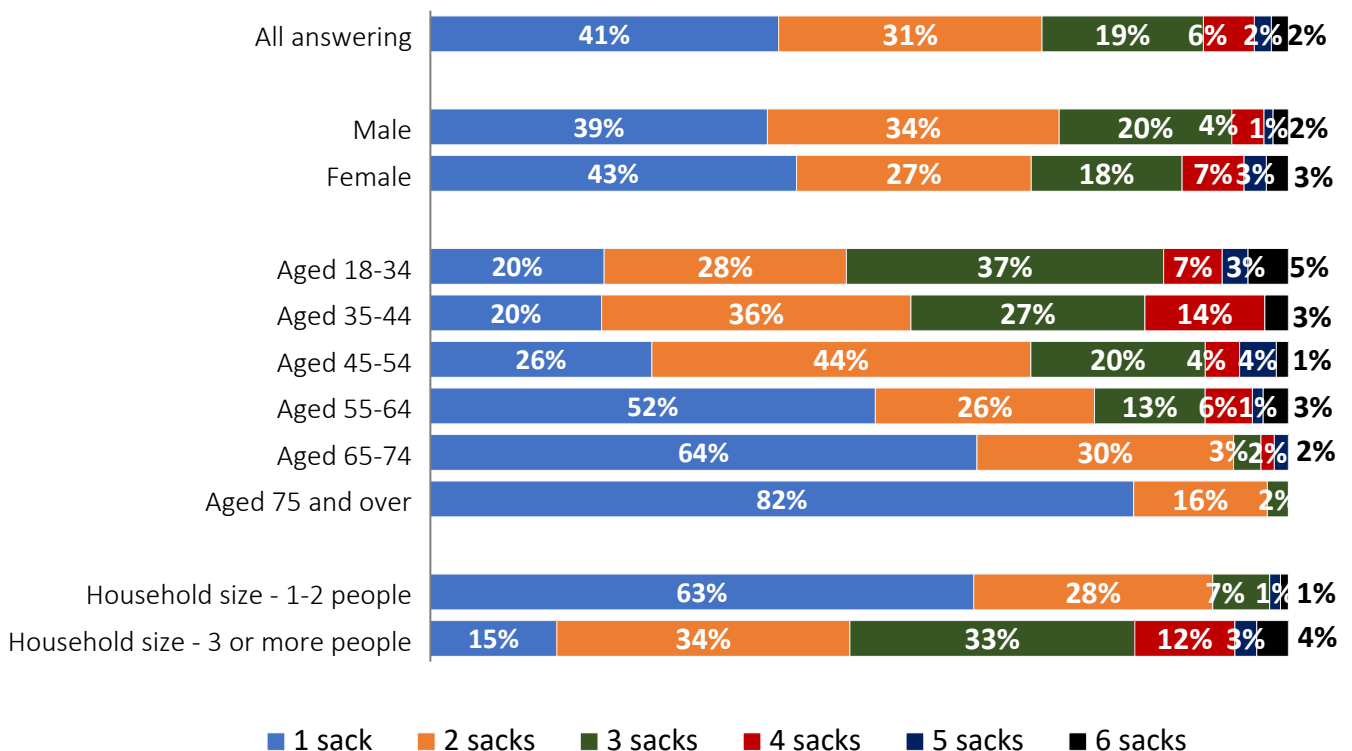
Just under three quarters (72%) claim to fill 1-2 sacks of general waste sacks per week; 19% claim to fill three sacks and 10% claim to fill four or more per week.

The majority of residents aged 18-34, 35-44 and 45-54 claim to fill at least two general waste sacks per week (80%, 80% and 74% respectively). Fewer residents aged 55-64, 65-74 and 75 and over claim to fill at least two general waste sacks per week (48%, 36% and 18% respectively).

63% of residents who live in a household of 1-2 people claim to fill one sack per week and 85% of residents who live in a household of 3 or more people claim to fill at least two sacks per week.

How many general waste (black) sacks do you fill in a typical week?

Base: all answering (427), single response question



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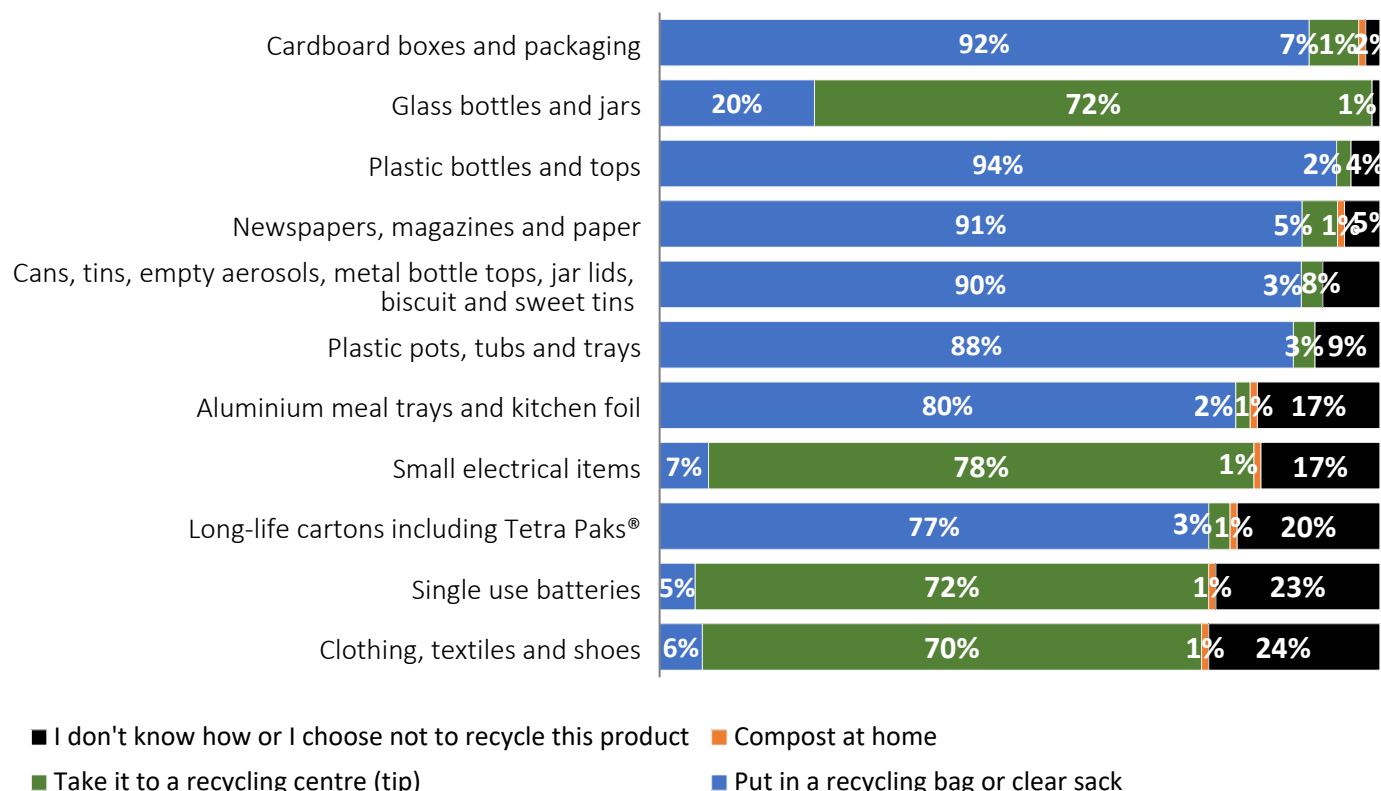
MEANS OF RECYCLING ITEMS

The majority of residents claim to recycle the prompted items via a recycling bag or clear sack. In the context of glass bottles and jars, small electrical items, single use batteries and clothing, textiles and shoes, the majority take them to recycling centres.

Of the items prompted, around a fifth of resident claim they do not know how or choose not to recycle aluminium meal trays and kitchen foil, small electrical items, long-life cartons including Tetra Paks®, single use batteries and clothing, textiles and shoes.


Please tell us how you typically recycle each of the following items, if at all?

Base: all answering (427), single response question per item



There are significant differences in means of recycling items by demographic subgroups as follows:

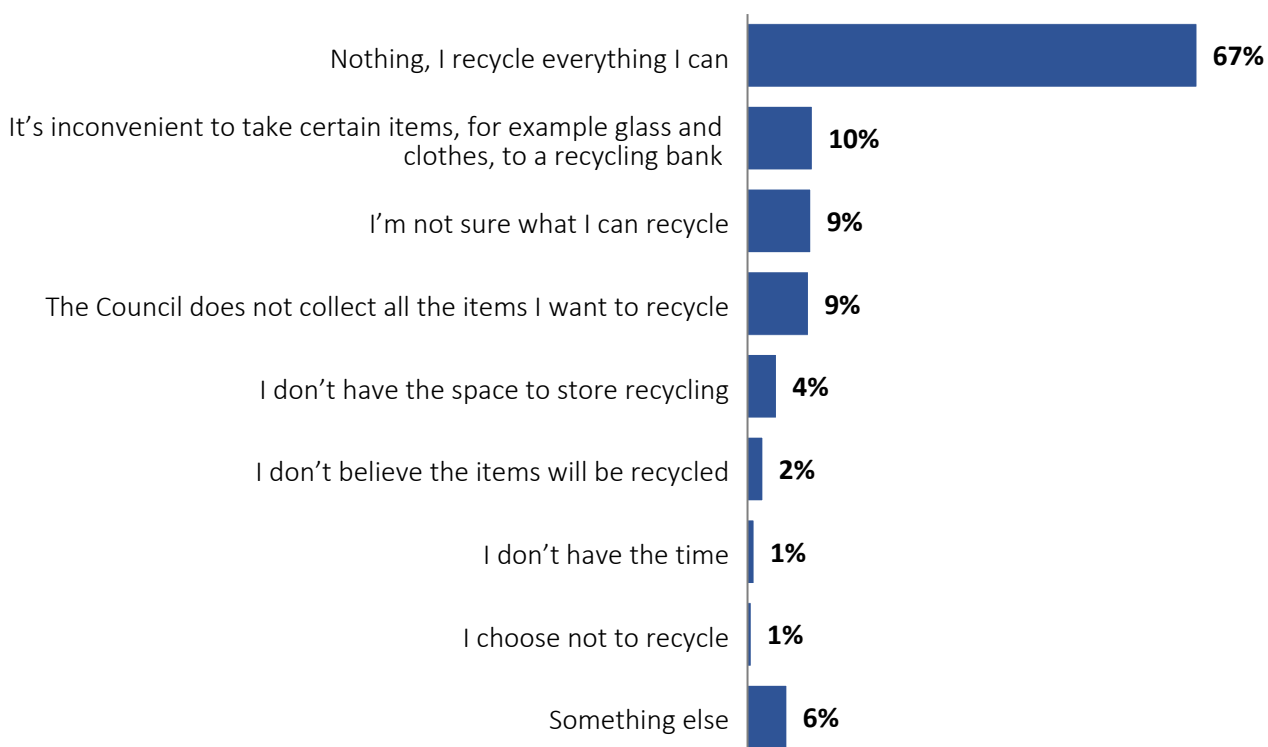
	Gender	<p>A higher proportion of female residents take single use batteries to a recycling centre (76%) compared to male residents (67%).</p>
	Age	<p>A higher proportion of residents aged 18-34 indicated they do not know how or they choose not to recycle glass bottles and jars (20%), plastic bottles and tops (11%), cans, tins, empty aerosols, metal bottle tops, jar lids, biscuit and sweet tins (14%), plastic pots, tubs and trays (17%), aluminium meal trays and kitchen foil (33%), long-life cartons including Tetra Paks® (28%), small electrical items (25%) and single use batteries (34%).</p>

	<p>A higher proportion of residents aged 55-64, 65-74 and 75 and over take glass bottles and jars to a recycling centre at 83%, 83% and 84% respectively. Comparatively, a higher proportion of residents aged 18-34 and 35-44 put glass bottles and jars in a recycling bag or clear sack (31% and 29% respectively).</p>
 <p>Household size</p>	<p>A higher proportion of residents who live in a household of 1-2 people put aluminium meal trays and kitchen foil in a recycling bag or clear sack (84%) compared to residents who live in a household of 3 or more people (74%).</p> <p>A higher proportion of residents who live in a household of 3 or more people indicated they do not know how or they choose not to recycle glass bottles and jars (14%), long-life cartons including Tetra Paks® (25%), aluminium meal trays and kitchen foil (24%) and single use batteries (31%).</p>

BARRIERS TO RECYCLING PERSONAL WASTE



Just over two thirds claim that nothing stops them recycling more or all of their waste (67%). Small proportions claim it is inconvenient to take certain items to a recycling bank (10%), the Council does not collect all the items they want to recycle (9%) and they do not have the space to store recycling (4%).

Is there anything that stops you from recycling more or all of your waste? Base: all answering (427), multiple response question



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There are significant differences in perceived barriers by demographic subgroups as follows:

 <p>Age</p>	<p>A higher proportion of residents aged 55-64, 65-74 and 75 and over claim nothing stops them, they recycle everything they can (79%, 72% and 86% respectively) compared to residents aged 18-34, 35-44 and 45-54 (51%, 58% and 64% respectively).</p> <p>A higher proportion of residents aged 18-34 claim not being sure what to recycle (21%) and it's inconvenient to take certain items to a recycling bank (19%) as barriers.</p>
 <p>Household size</p>	<p>A higher proportion of residents who live in a household of 1-2 people claim nothing stops them, they recycle everything they can (73%) compared to residents who live in a household of 3 or more people (61%).</p> <p>A higher proportion of residents who live in a household of 3 or more people claim not being sure what to recycle (13%) and not having the space to store recycling (7%) as barriers.</p>

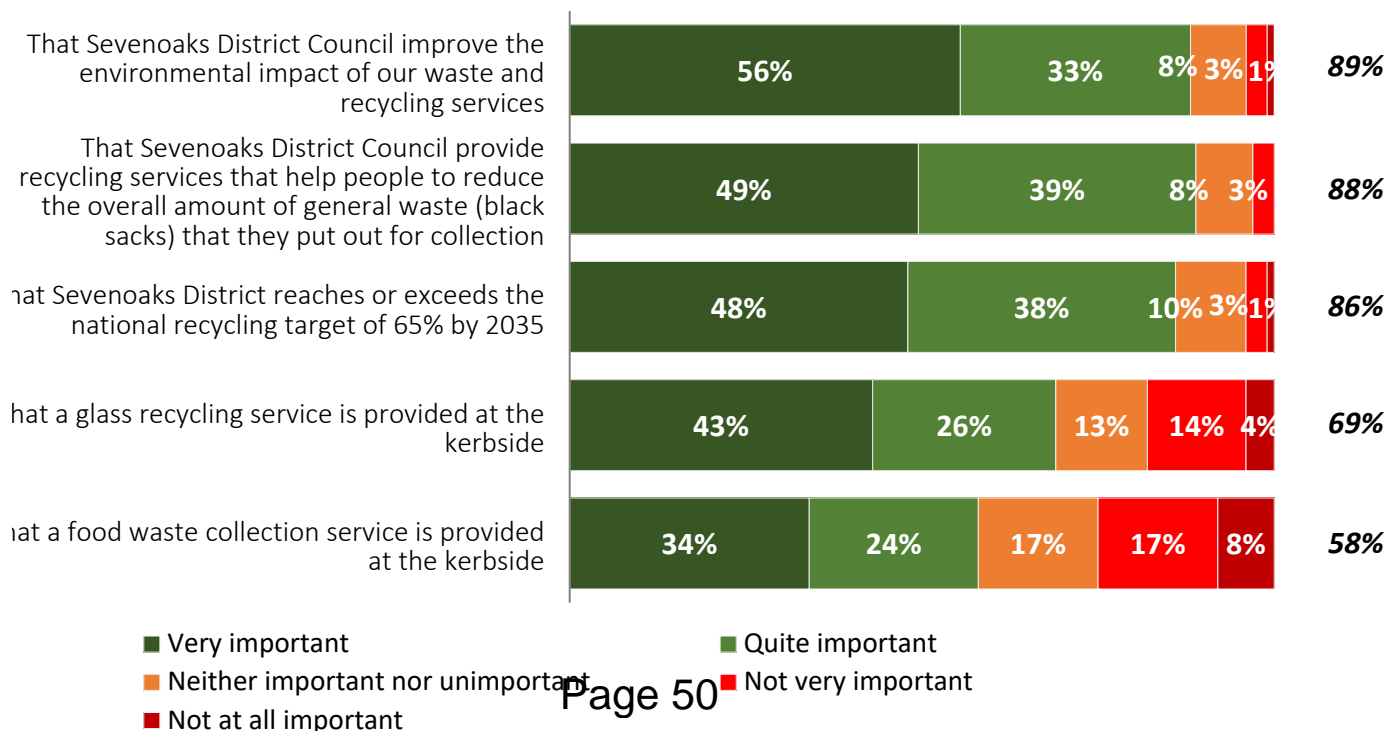
IMPORTANCE OF SEVENOAKS DISTRICT COUNCIL AIMS AND PROPOSALS

The vast majority consider it important the Council improve the environmental impact of its waste and recycling services (89%), provide recycling services that help people to reduce the overall amount of general waste they put out for collection (88%) and the District reaches or exceeds the national recycling target of 65% by 2035 (86%). Just over two thirds consider it important a glass recycling service is provided at the kerbside (69%) and 58% a food waste collection service is provided at the kerbside.



Please tell us how important each of the following is to you...?

Base: all answering (427), single response question per statement

Total very / quite important



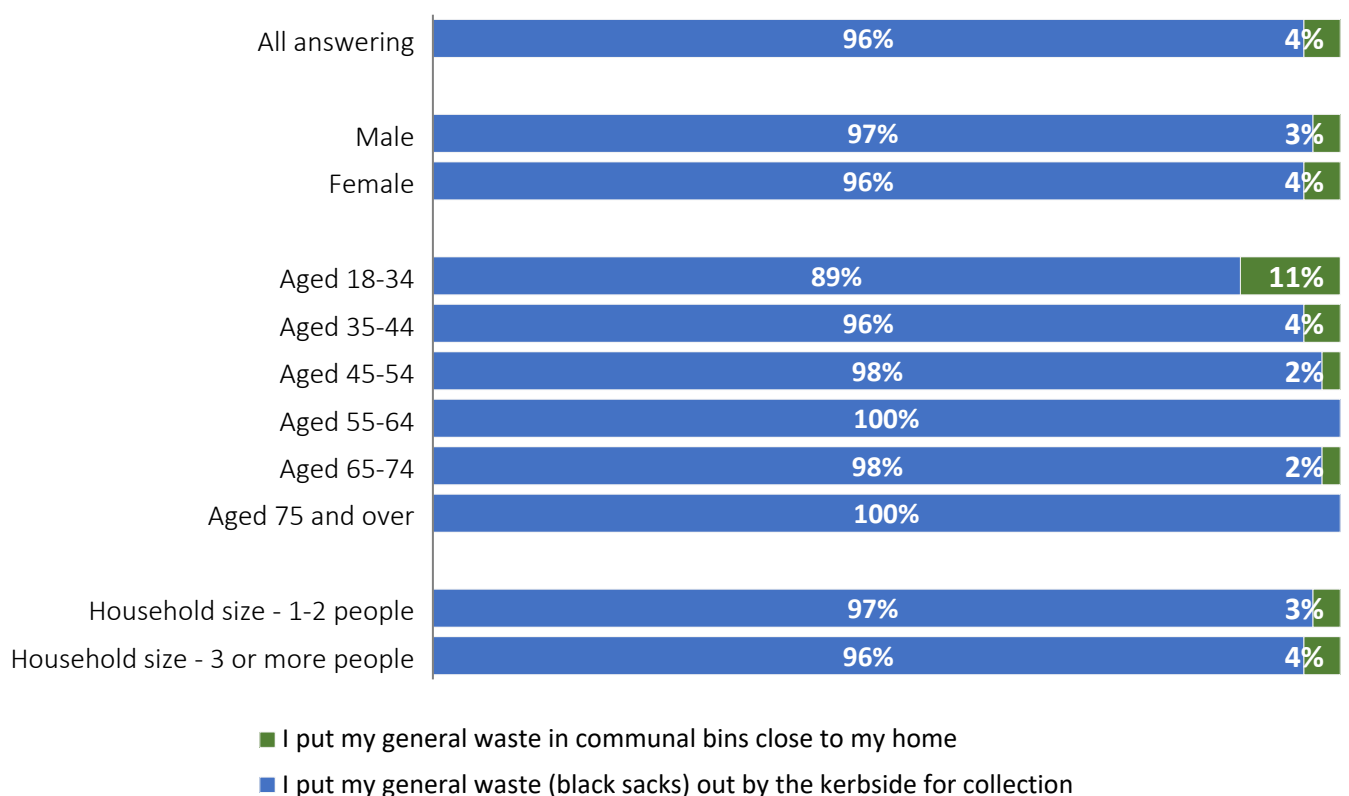
There are significant differences in the proportion rating the statements as very / quite important by demographic subgroups as follows:

	<p>Gender</p>	<p>A higher proportion of female residents indicated it is very / quite important that the Sevenoaks District reaches or exceeds the national recycling target of 65% by 2025 (90%) compared to male residents (83%).</p>
	<p>Age</p>	<p>A lower proportion of residents aged 18-34 indicated it is very / quite important that Sevenoaks District Council improve the environmental impact of its waste and recycling services (81%) and that the Sevenoaks District reaches or exceeds the national recycling target of 65% by 2035 (78%).</p> <p>Perceived importance of a glass recycling service being provided at the kerbside is highest amongst residents aged 35-44 (81%) and lowest amongst residents aged 65-74 (55%) and 75 & over (61%).</p>

PROPORTION WHO RECEIVE KERBSIDE COLLECTION AND COMMUNAL WASTE COLLECTION

As expected, the vast majority put their general waste out for collection by the kerbside (96%). Proportions are broadly consistent by demographic subgroup, but a comparatively higher proportion of residents aged 18-34 use communal waste bins close to their home (11%).

Do you put your general waste (black sacks) out for collection by the kerbside or do you use communal waste bins close to your home? Base: all answering (427), single response question per item



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KERBSIDE COLLECTION OF GLASS BOTTLES AND JARS

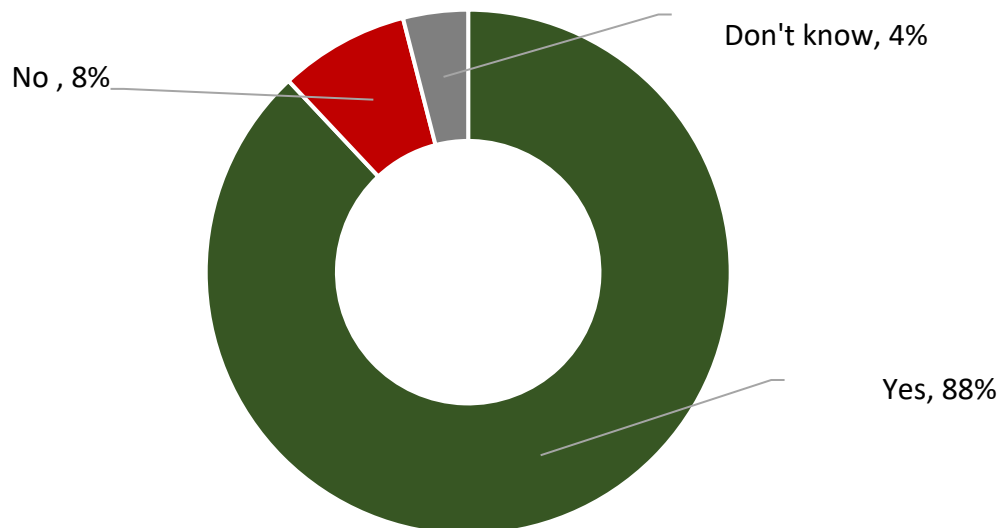
Residents who put their general waste (black sacks) out by the kerbside for collection were asked a series of questions about potential changes to home recycling services; glass bottles and jars collections, food waste collections, alternate weekly collections of waste and recycling and provision of a wheelie bin.

The vast majority indicated they would use a glass recycling service as described in the questionnaire put to them (88%). 8% indicated they would not use such a service and 4% were unsure.

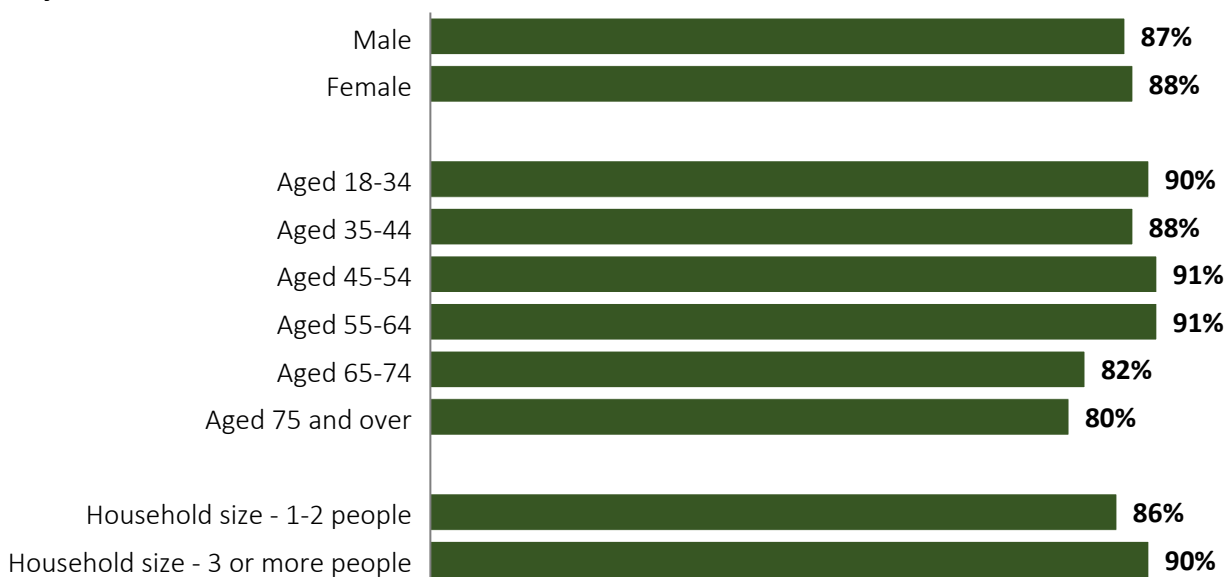
Whilst the majority of all demographic subgroups indicated they will use a glass recycling service, the proportion agreeing is higher amongst residents aged 18-34, 35-44, 45-54 and 55-64 at 90%, 88%, 91% and 91%. Agreement is comparably lower amongst residents aged 65-74 and 75 and over at 82% and 80%.

By 31 March 2026, we are proposing to collect glass bottles and jars from the kerbside outside your home. Glass would be collected every other week and there would be no additional charge for this service. Would you use this glass recycling service?

Base: all answering (414), single response question



% yes

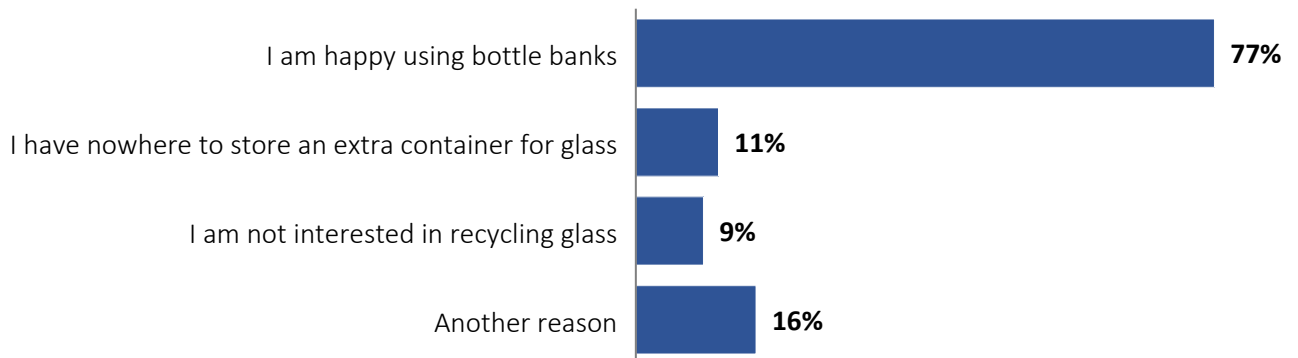


REASONS FOR NOT USING GLASS COLLECTION SERVICE

Residents who indicated they would not use a separate glass collection or are unsure whether they would use it were asked to describe their reasons.

Over three quarters indicated they are happy using bottle banks (77%). Broadly equal proportions indicated they have nowhere to store another container (11%) and they are not interested in recycling glass (9%).

Which of the following best describes why you would not use the glass collection service from your home? Base: all answering (36), multiple response question



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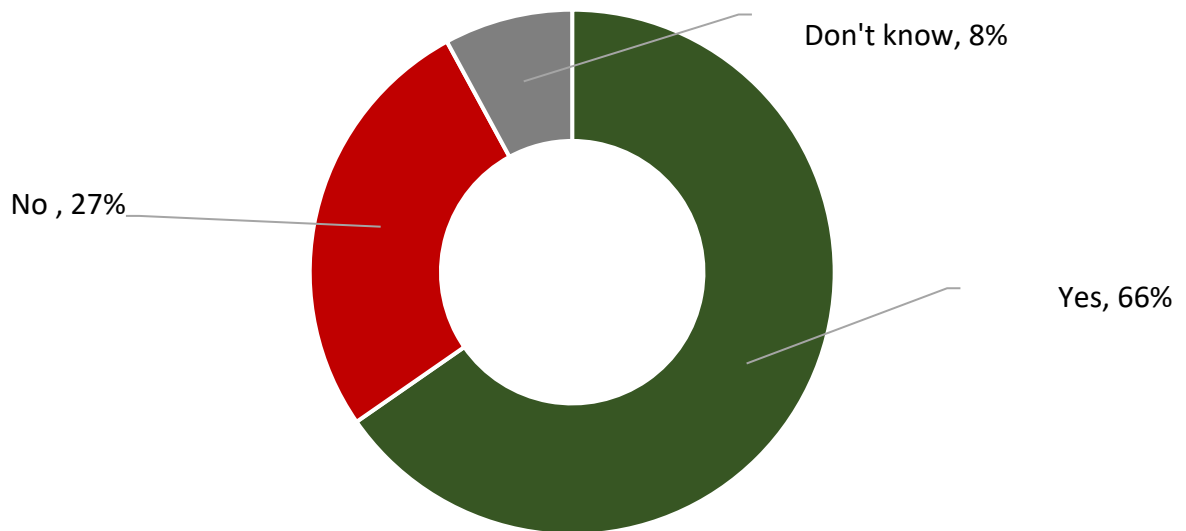
KERBSIDE COLLECTION OF FOOD WASTE

Two thirds indicated they would use a food waste recycling service as described in the questionnaire put to them (66%). 27% indicated they would not use such a service and 8% were unsure.

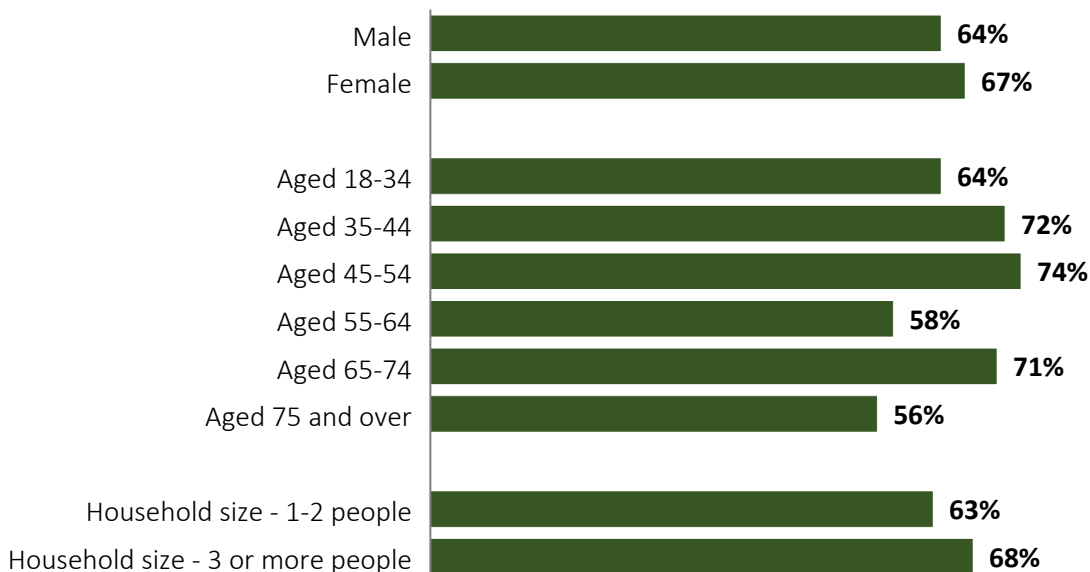
The proportion agreeing is higher amongst residents aged 35-44, 45-54 and 65-74 at 72%, 74% and 71%. Agreement is comparably lower amongst residents aged 18-34, 55-64 and 75 and over at 64%, 58% and 56%.

By 31 March 2026, we are proposing to introduce separate food waste collections from the kerbside outside your home. Food waste would be collected every week and there would be no additional charge for this service. All food waste collected would be composted, reducing carbon emissions and helping the environment. A small kitchen caddy would be provided, with a separate caddy to place your food waste out for collection. Would you use this food waste recycling service?

Base: all answering (414), single response question



% yes



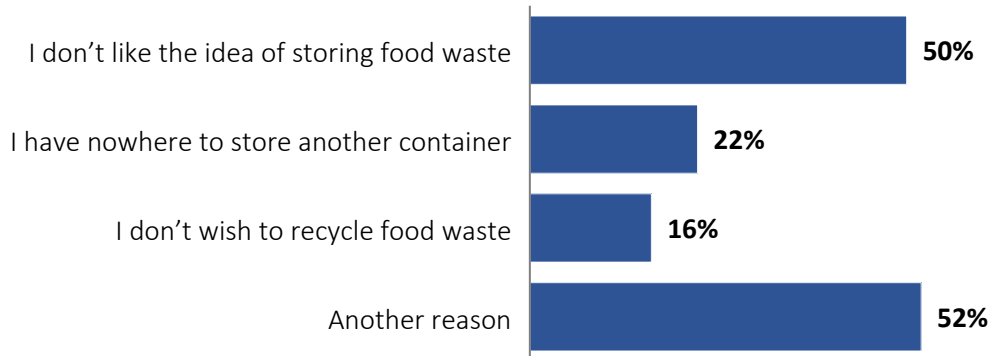
REASONS FOR NOT USING SEPARATE FOOD WASTE COLLECTION

Residents who indicated they would not use a separate food waste collection or are unsure whether they would use it were asked to describe their reasons.

Half indicated they do not like the idea of storing food waste (50%) and just over a fifth indicated they have nowhere to store another container (22%). 16% claim they don't wish to recycle food waste.

Which of the following best describes why you would not use the separate food waste collection?

Base: all answering (112), multiple response question

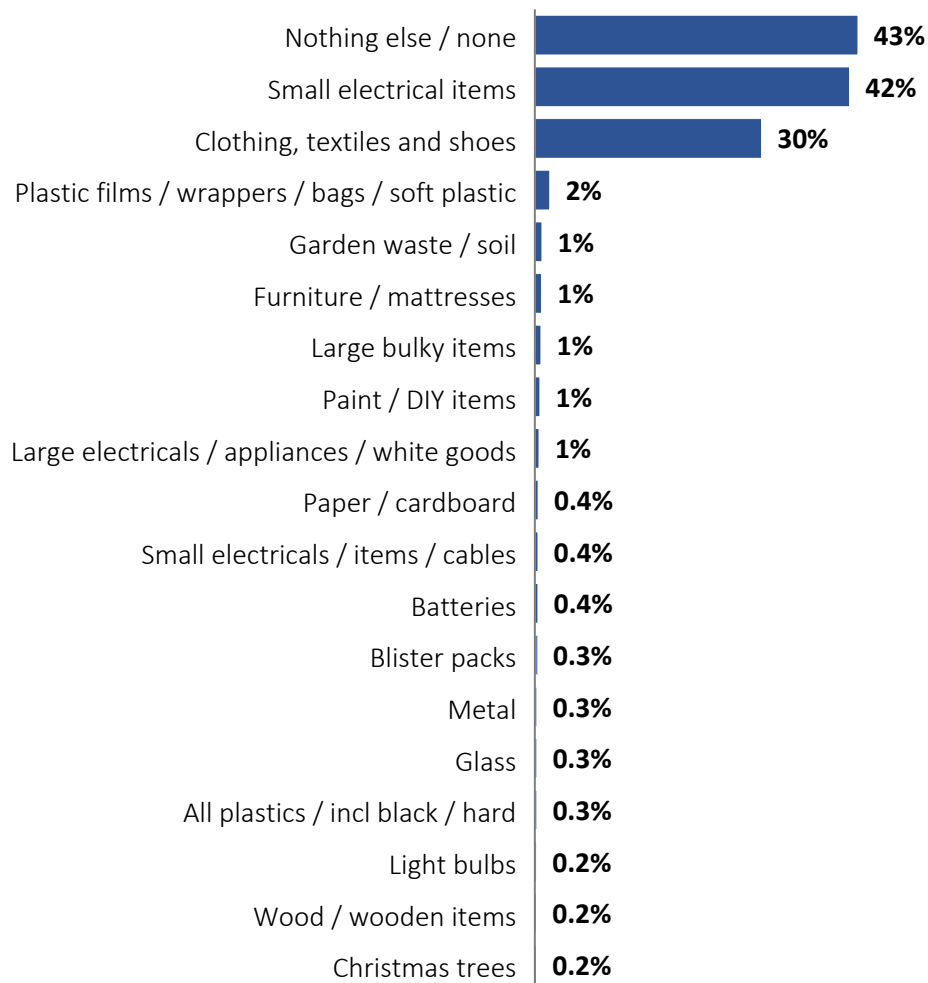


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ANY OTHER MATERIALS RESIDENTS WOULD LIKE TO THE COUNCIL'S RECYCLING SERVICE TO COLLECT FROM HOME

Just over four in ten indicated there isn't anything else they would like the Council's recycling service to collect from their home (43%). The most popular materials residents would like to see collected are small electrical items (42%) and clothing, textiles and shoes (30%).

Are there any other materials that you would like the Council's recycling service to collect from your home? Base: all answering (414), multiple response question



There is one significant difference in the other materials requested by gender as follows:

	Gender	<p>A comparatively higher proportion of female residents indicated they would like the Council's recycling service to collect clothing, textiles and shoes (36%) compared to male residents (24%).</p>
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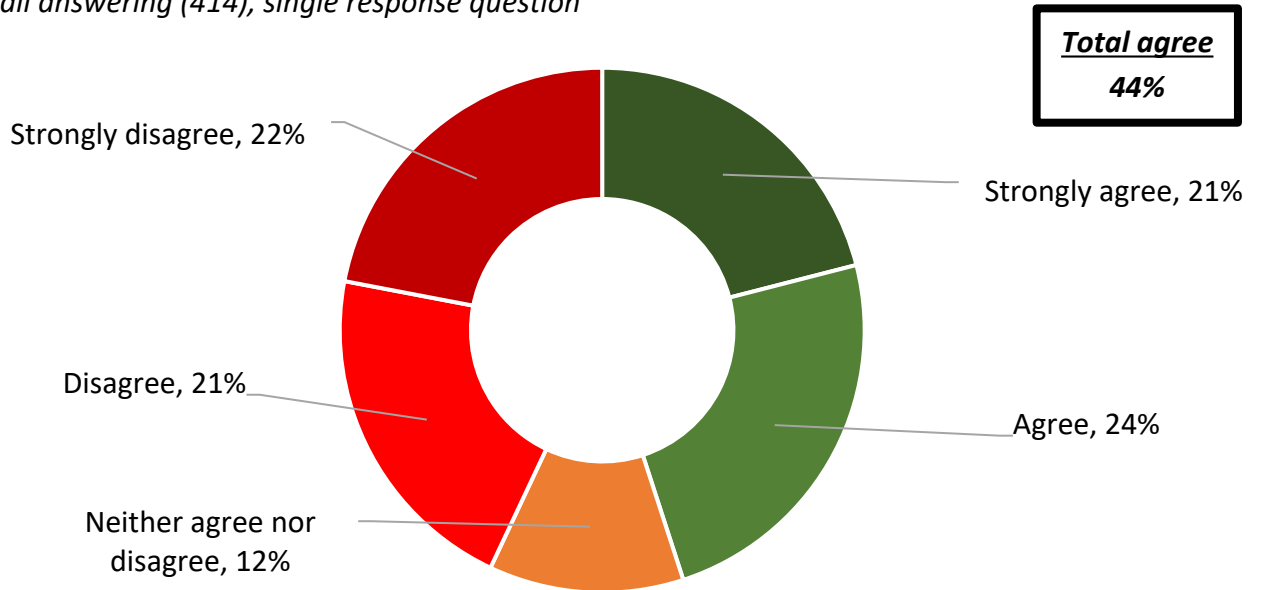
ALTERNATE WEEKLY COLLECTION OF WASTE AND RECYCLING

Agreement with the approach of collecting waste one week and recycling the next is mixed; 44% agree, 12% neither agree nor disagree and 43% disagree.

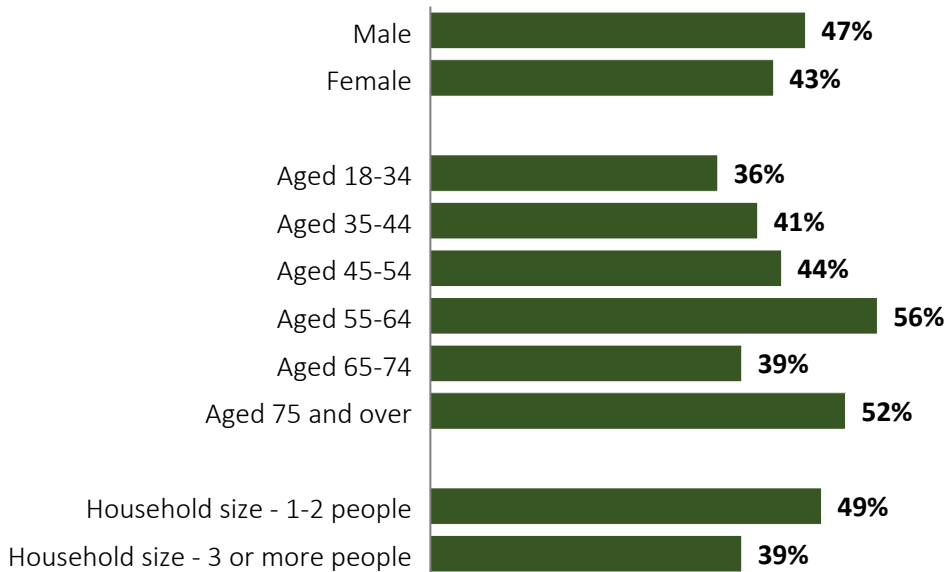
Agreement is broadly consistent across male and female residents. Agreement is highest amongst residents aged 55-64 and aged 75 and over (56%, 52%) and lowest amongst residents aged 18-34, aged 35-44 and aged 65-74 (36%, 41%, 39%). Agreement is higher amongst residents who live in households of 1-2 people (49%) compared to residents who live in households of 3 or more people.

To what extent do you support the approach of collecting waste one week and recycling the next?

Base: all answering (414), single response question



% strongly agree / agree



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REASONS FOR DISAGREEING WITH THE OPTION OF COLLECTING WASTE ONE WEEK AND RECYCLING THE NEXT

All residents who disagreed with the approach of collecting waste one week and recycling the next were asked to indicate their reasons for disagreeing. The most common reason is an expectation of a weekly collection of waste (62%). An expectation of a weekly collection of recycling (34%) and residents producing enough waste for it to be collected every week (34%) ranks joint second.

Which of the following describes why you disagree with the option of collecting waste one week and recycling the next? Base: all answering (176), multiple response question

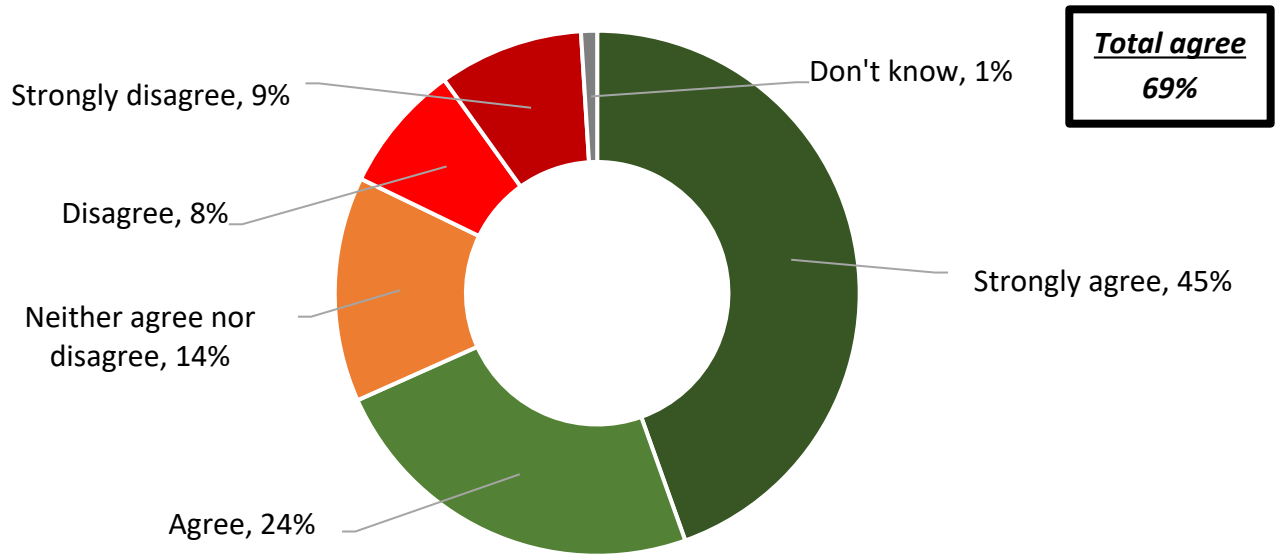


PROVIDING HOUSEHOLDS WITH A WHEELIE BIN FOR GENERAL WASTE

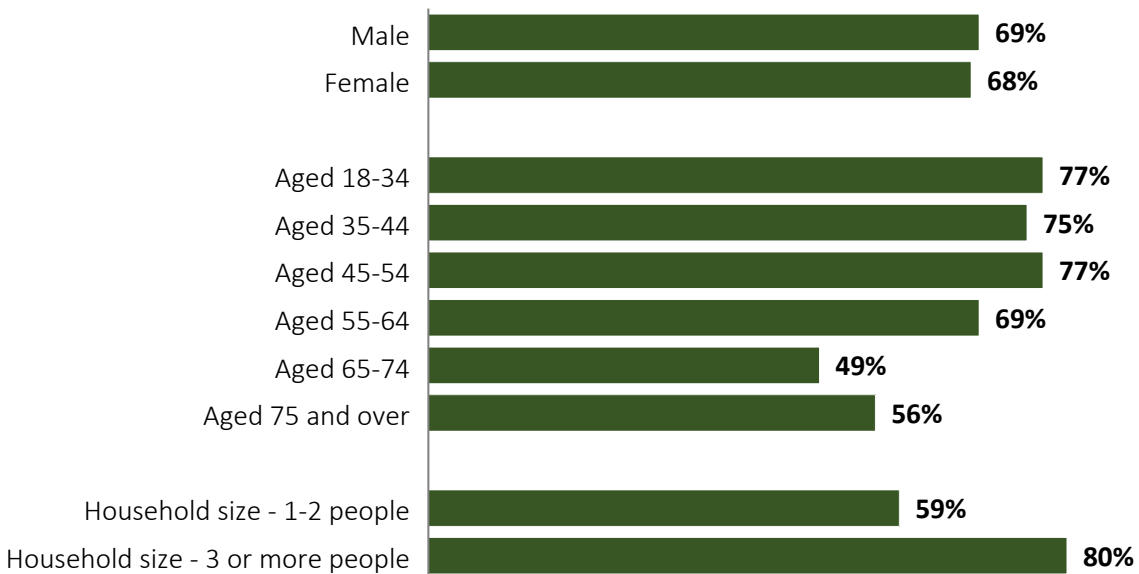
Just over two thirds agree with the approach of providing households with a wheelie bin for their general waste (69%), 14% neither agree nor disagree and 17% disagree.

Agreement is broadly consistent across male and female residents. Agreement is highest amongst residents aged 18-34, 35-44 and 45-54 (77%, 75%, 77%) and lowest amongst residents aged 65-74 and 75 and over (49%, 56%). Agreement is higher amongst residents who live in households of 3 or more people (80%) compared to residents who live in households of 1-2 people (59%).

To what extent do you support the approach of providing households with a wheelie bin for their general waste? Base: all answering (414), single response question



% strongly agree / agree

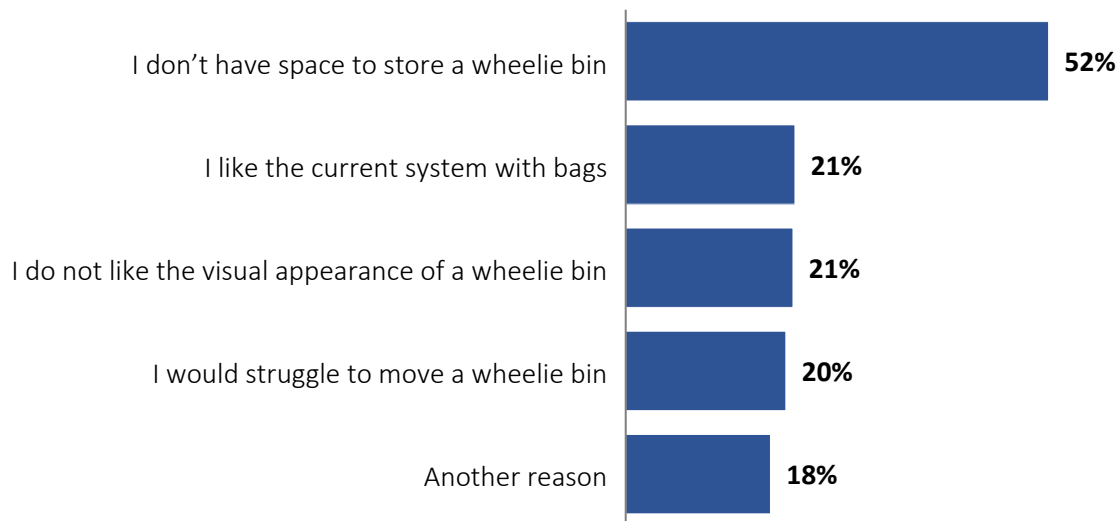


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REASONS FOR DISAGREEING WITH THE OPTION OF PROVIDING HOUSEHOLDS WITH A WHEELIE BIN FOR GENERAL WASTE

All residents who disagreed with the approach of providing households with a wheelie bin for general waste were asked to indicate their reasons for disagreeing. The most common reason is not having the space to store a wheelie bin (52%). Around a fifth indicated they like the current system with bags (21%), they don't like the visual appearance of a wheelie bin (21%) and they would struggle to move a wheelie bin (20%).

Which of the following describes why you disagree with the option of providing households with a wheelie bin for their general waste? Base: all answering (74), multiple response question

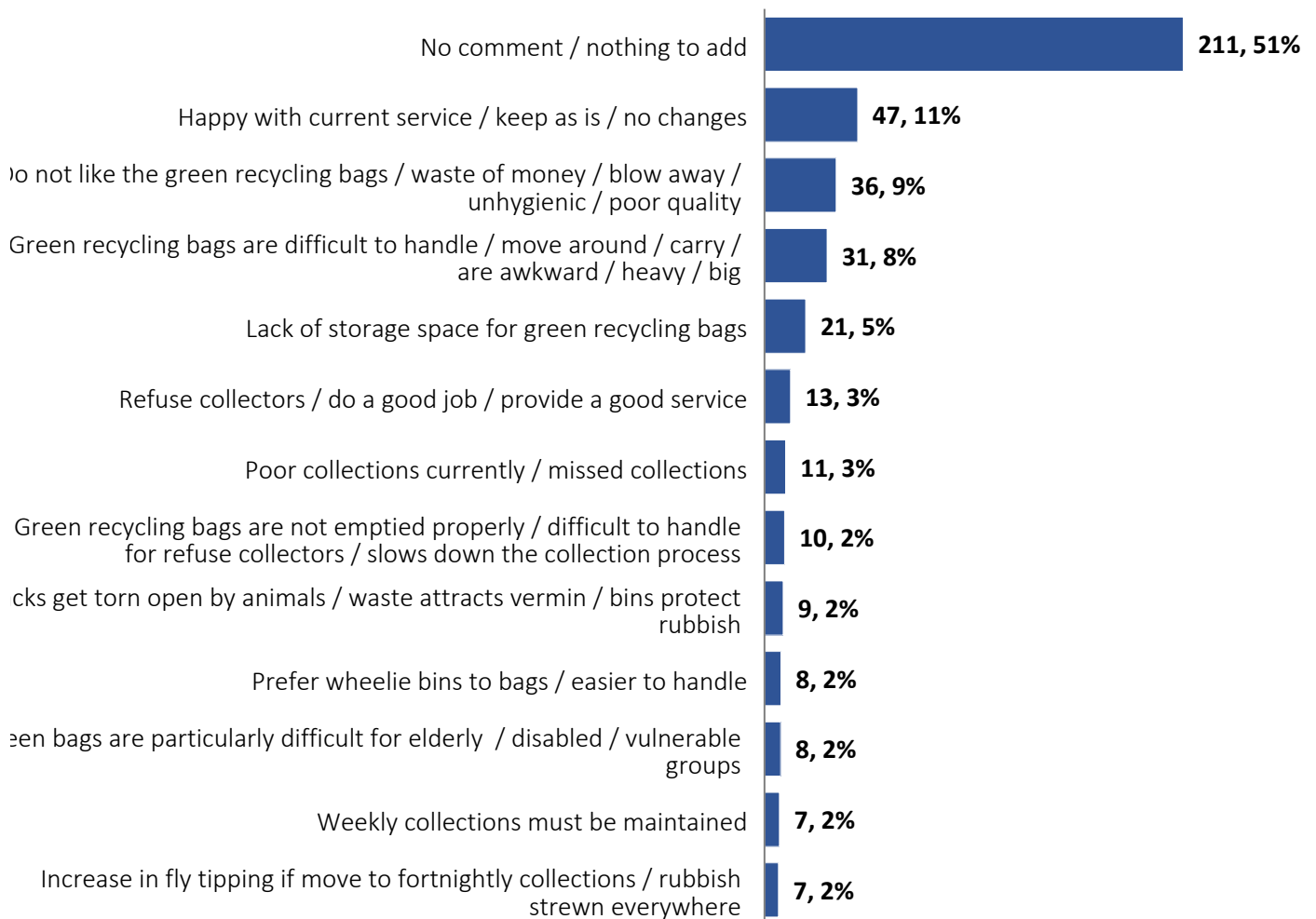


ANY OTHER COMMENTS ABOUT WASTE COLLECTION SERVICES

At the end of the survey, residents were asked whether they had any other comments about the Council’s waste collection services. Just over half (51%) indicated they didn’t have any other comments or anything to add. An additional 11% indicated they are happy with the current service / no changes needed to made.

Small proportions commented they do not like the green recycling bags / they blow away / are poor quality (9%) and the green recycling bags are difficult to handle / move around / awkward (8%).

Do you have any other comments about our waste collection services? Base: all answering (414), open text question coded into themes, chart below shows number of comments and percentages



FINDINGS – ONLINE OPEN SURVEY

This section of the report presents findings from the parallel online open survey promoted by Sevenoaks District Council. The survey was any resident to take part.

NUMBER OF GENERAL WASTE SACKS FILLED PER WEEK

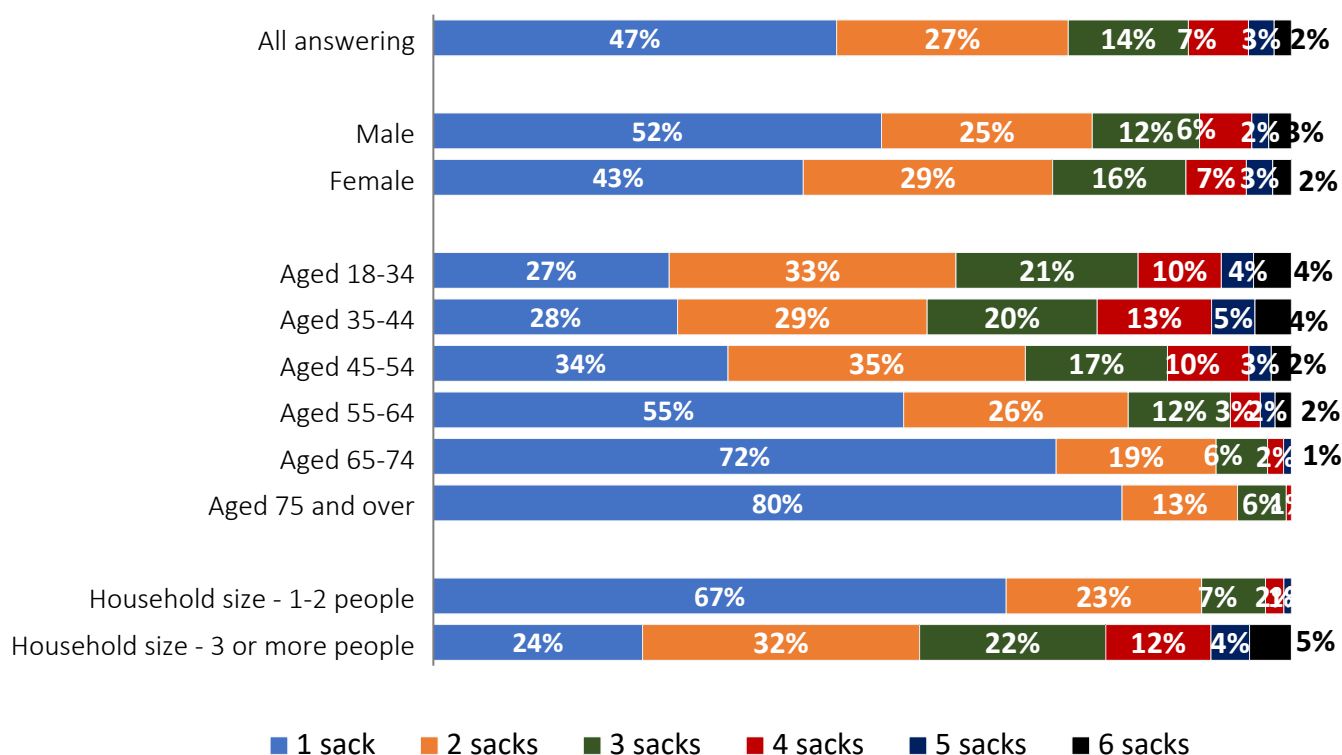
Broadly consistent with the representative face-to-face survey conducted, just under three quarters (74%) claim to fill 1-2 sacks of general waste sacks per week; 14% claim to fill three sacks and 12% claim to fill four or more per week.

The majority of residents aged 18-34, 35-44 and 45-54 claim to fill at least two general waste sacks per week (73%, 72% and 66% respectively). Fewer residents aged 55-64, 65-74 and 75 and over claim to fill at least two general waste sacks per week (45%, 28% and 20% respectively).

33% of residents who live in a household of 1-2 people claim to fill one sack per week and 76% of residents who live in a household of 3 or more people claim to fill at least two sacks per week.

How many general waste (black) sacks do you fill in a typical week?

Base: all answering (3,853), single response question



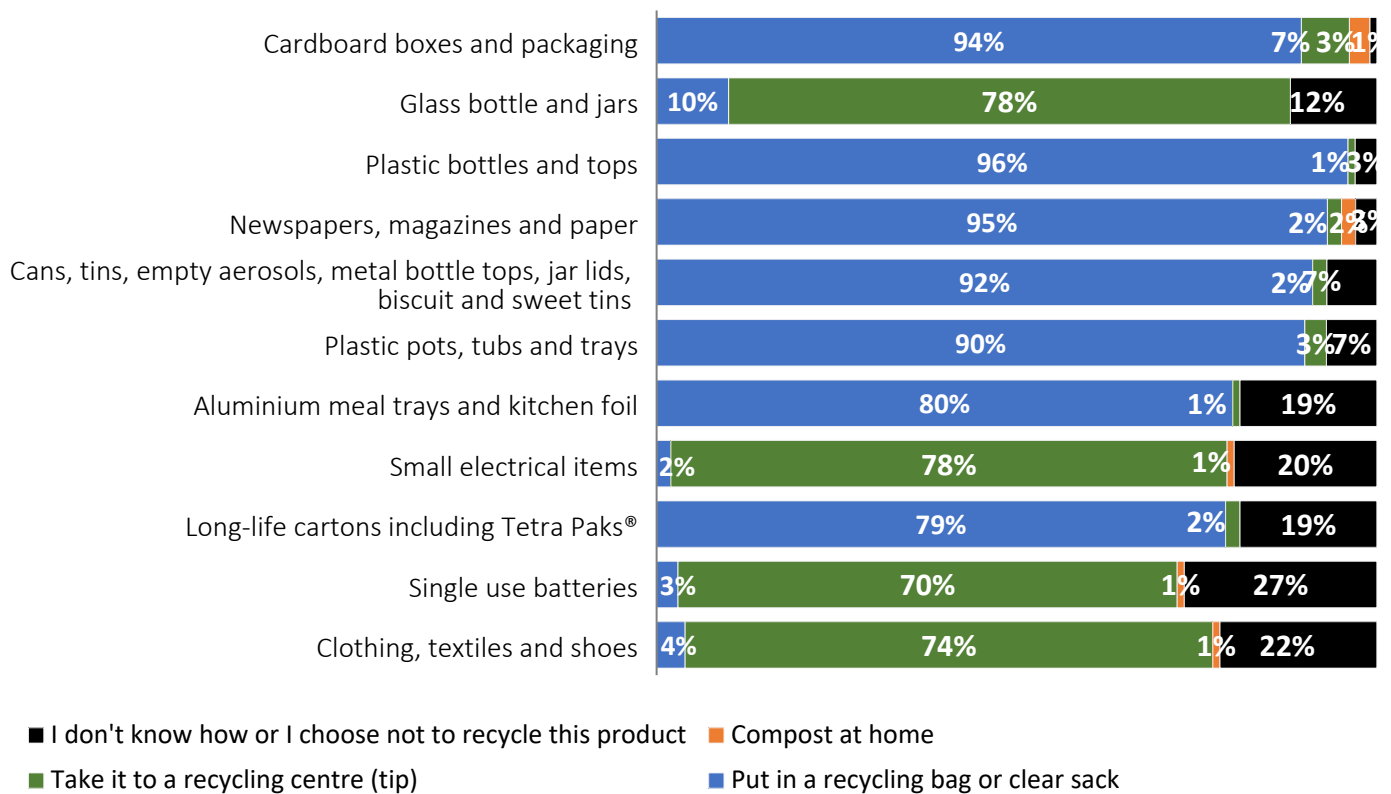
MEANS OF RECYCLING ITEMS

Consistent with the representative face-to-face survey, the majority of residents claim to recycle the prompted items via a recycling bag or clear sack. Also consistent in the context of glass bottles and jars, small electrical items, single use batteries and clothing, textiles and shoes, the majority take them to recycling centres.

Of the items prompted, around a fifth of resident claim they do not know how or choose not to recycle aluminium meal trays and kitchen foil, small electrical items, long-life cartons including Tetra Paks®, single use batteries and clothing, textiles and shoes.

Please tell us how you typically recycle each of the following items, if at all?

Base: all answering (3,853), single response question per item



There are significant differences in means of recycling items by demographic subgroups as follows:

<p>Gender</p>	<p>A higher proportion of female residents indicated they don't know how or choose not to recycle aluminium meal trays and foil (22%) and long-life cartons including Tetra Paks® (21%).</p>
<p>Age</p>	<p>A higher proportion of residents aged 18-34 and 35-44 indicated they don't know how to or choose not to recycle glass bottles and jars (17%, 17%), aluminium meal trays and kitchen foil (33%, 23%), small electrical items (32%, 23%), long-life cartons including Tetra Paks® (26%, 22%), single use batteries (44%, 34%) and clothing, textiles and shoes (28%, 28%).</p>

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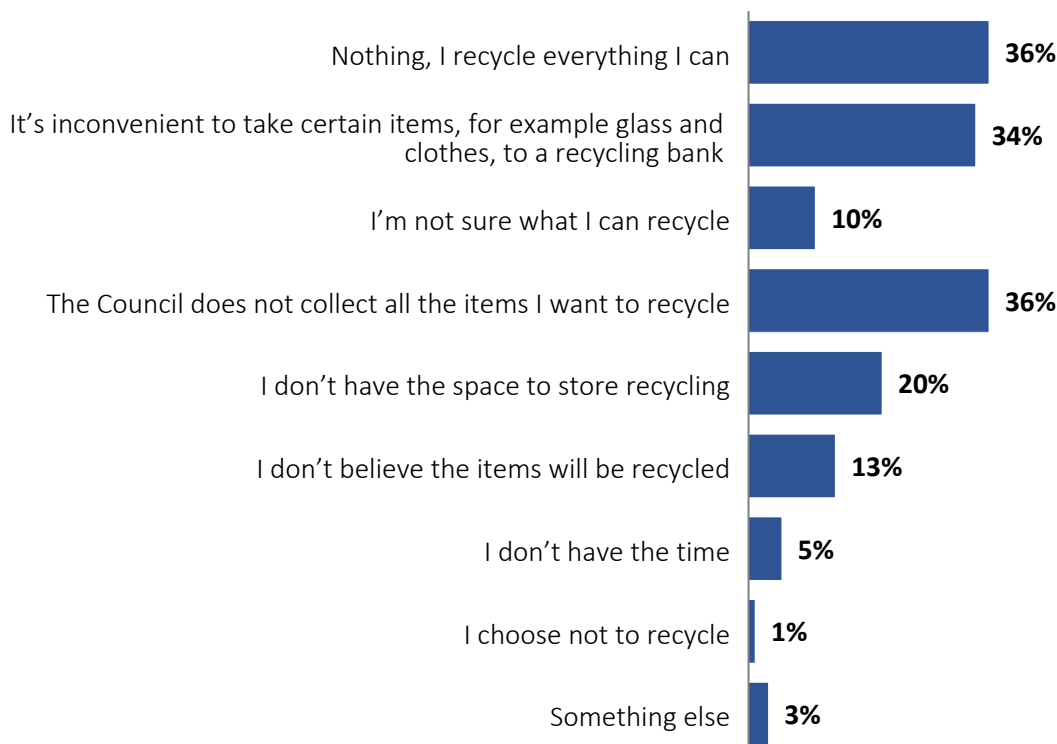
Household size

A higher proportion of residents who live in a household of 3 or more people indicated they don't know how or choose not to recycle aluminium meal trays and foil (22%), long-life cartons including Tetra Paks® (21%) and single use batteries (31%).

BARRIERS TO RECYCLING PERSONAL WASTE

Just over a third claim that nothing stops them recycling more or all of their waste (36%); lower than observed in the representative face-to-face survey. The main barriers claimed by residents are the Council not collecting all the items they want to recycle (36%), it being inconvenient to take certain items to a recycling bank (34%) and not having space to store recycling (20%).

Is there anything that stops you from recycling more or all of your waste? Base: all answering (3,853), multiple response question



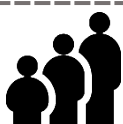
There are significant differences in perceived barriers by demographic subgroups as follows:



Gender


A higher proportion of male residents claim nothing stops them recycling (39%) compared to female residents (35%).

A higher proportion of female residents claim being inconvenient to take certain items to a recycling bank (36%) and not having the space to store recycling (22%) as barriers compared to male residents (32%, 17%).



Age

A higher proportion of residents aged 18-34 and 35-44 claim the Council not collecting the items they want to recycle (52%, 53%), being inconvenient to

	<p>take certain items to a recycling bank (52%, 44%), not having the space to store recycling (32%, 26%) and not believing the items will be recycled (21%, 16%) as barriers.</p> <p>A higher proportion of residents aged 55-64, 65-74 and 75 and over claim nothing stops them from recycling (44%, 55%, 56%).</p>
 <p>Household size</p>	<p>A higher proportion of residents living in a household of 1-2 people claim nothing stops them recycling (43%) compared to residents living in a household with 3 or more people (29%).</p> <p>A higher proportion of residents living in a household of 3 or more people claim the Council does not collect all the items they want to recycle (48%), being inconvenient to take certain items to a recycling bank (38%) and not having the space to store recycling (15%).</p>

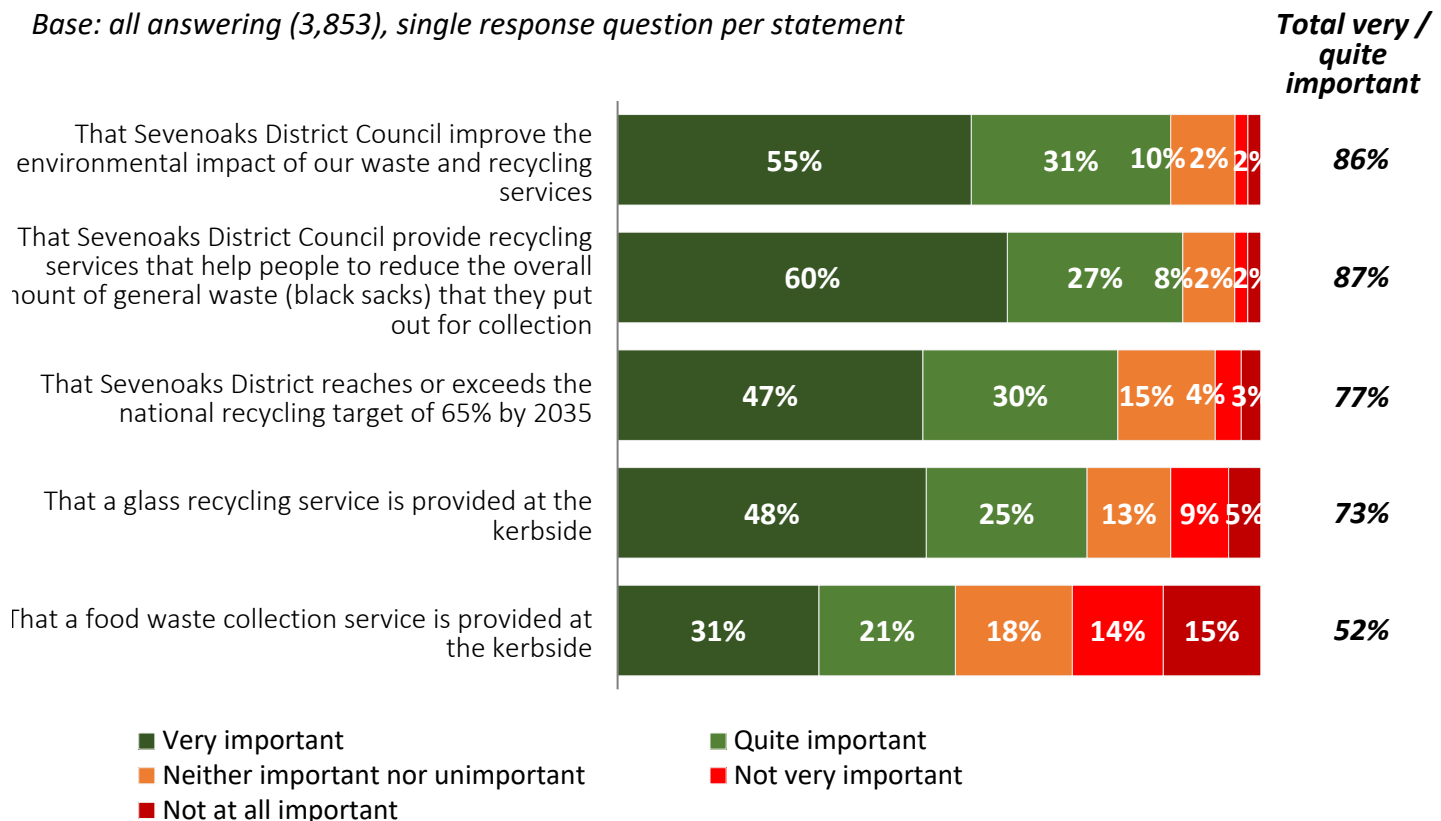
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IMPORTANCE OF SEVENOAKS DISTRICT COUNCIL'S AIMS AND PROPOSALS


Consistent with the representative face-to-face survey, the vast majority consider it important that the Council improve the environmental impact of their waste and recycling services (86%), the Council provide recycling services that help people to reduce the overall amount of general waste they put out for collection (87%) and the District reaches or exceeds the national recycling target of 65% by 2035 (77%). The importance of a glass collection service being provided at the kerbside is also high at 73%. Just over half consider it important a food waste collection service is provided at the kerbside (52%).



Please tell us how important each of the following is to you...?

Base: all answering (3,853), single response question per statement



There are significant differences in the proportion rating the statements as very/quite important by demographic subgroups as follows:

 <p>Gender</p>	<p>A higher proportion of female residents indicated it is very / quite important that the Council improves the environmental impact of their waste and recycling services (90%), Sevenoaks District reaches or exceeds the national recycling target of 65% by 2025 (83%) and the Council provides recycling services that help people reduce the overall amount of general waste they put out for collection (92%) compared to male residents (84%, 74%, 85%).</p> <p>A higher proportion of female residents also indicated it is very / quite important that a glass collection service is provided at the kerbside (78%) and food waste collection service is provided at the kerbside (59%) compared to male residents (69%, 47%).</p>
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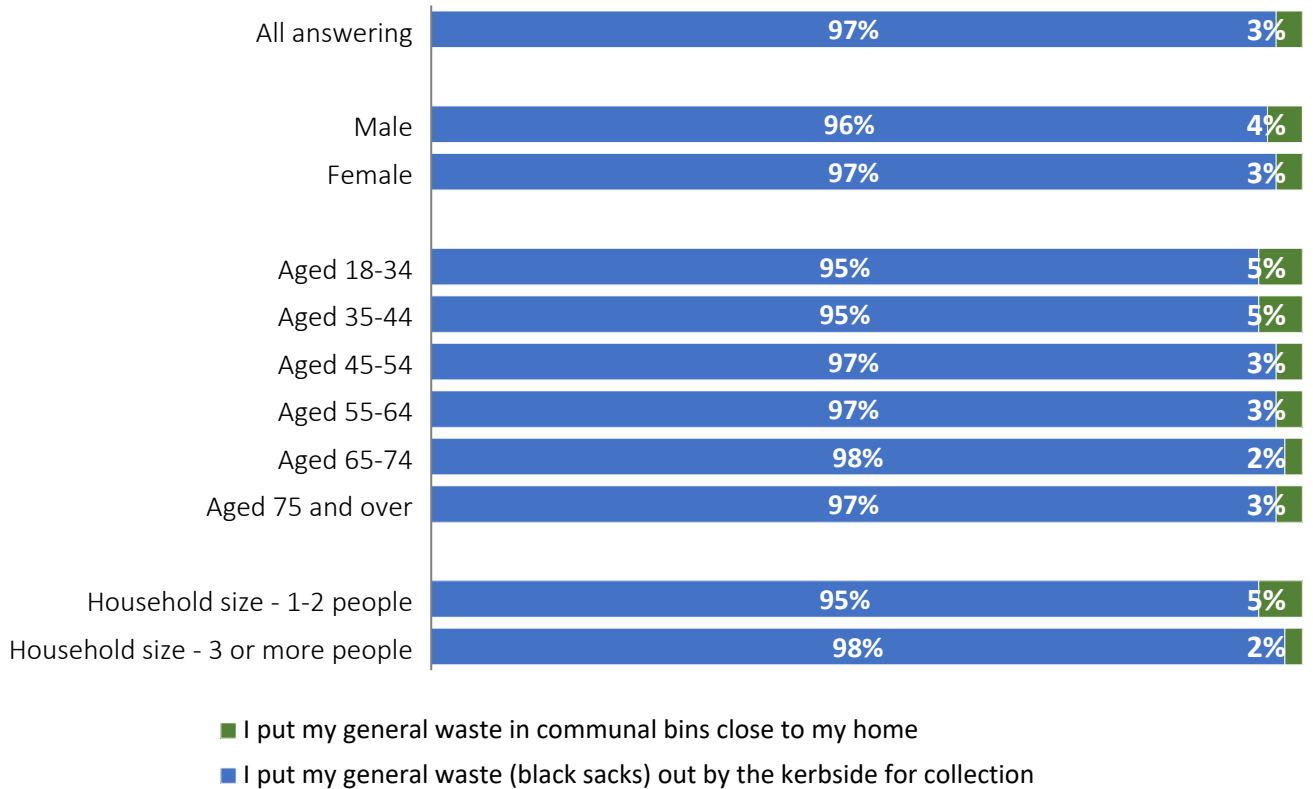
 <p>Age</p>	<p>A higher proportion of residents aged 65-74 and 75 & over indicated it is very / quite important that the Council improves the environmental impact of their waste and recycling services (89%, 91%) and Sevenoaks District reaches or exceeds the national recycling target of 65% by 2025 (81%, 84%).</p> <p>A higher proportion of residents aged 18-34 and 35-44 indicated it is very / quite important that a glass collection service is provided at the kerbside (82%, 83%) and a food waste collection service is provided at the kerbside (62%, 57%).</p>
 <p>Household Size</p>	<p>A higher proportion of residents living in households of 1-2 people indicated it is very / quite important that the Council improves the environmental impact of their waste and recycling services (88%) and Sevenoaks District reaches or exceeds the national recycling target of 65% by 2025 (80%) compared to residents living in households of 3 or more people (84%, 74%).</p> <p>A higher proportion of residents living in households of 3 or more people indicated it is very / quite important that a glass recycling service is provided at the kerbside (76%) and a food waste collection at the kerbside (55%) compared to residents living in households of 3 or more people (70%, 50%).</p>

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PROPORTION WHO RECEIVE KERBSIDE COLLECTION AND COMMUNAL WASTE COLLECTION

As expected, the vast majority put their general waste out for collection by the kerbside (97%). Proportions are broadly consistent by demographic subgroup.

Do you put your general waste (black sacks) out for collection by the kerbside or do you use communal waste bins close to your home? Base: all answering (3,853), single response question per item



KERBSIDE COLLECTION OF GLASS BOTTLES AND JARS

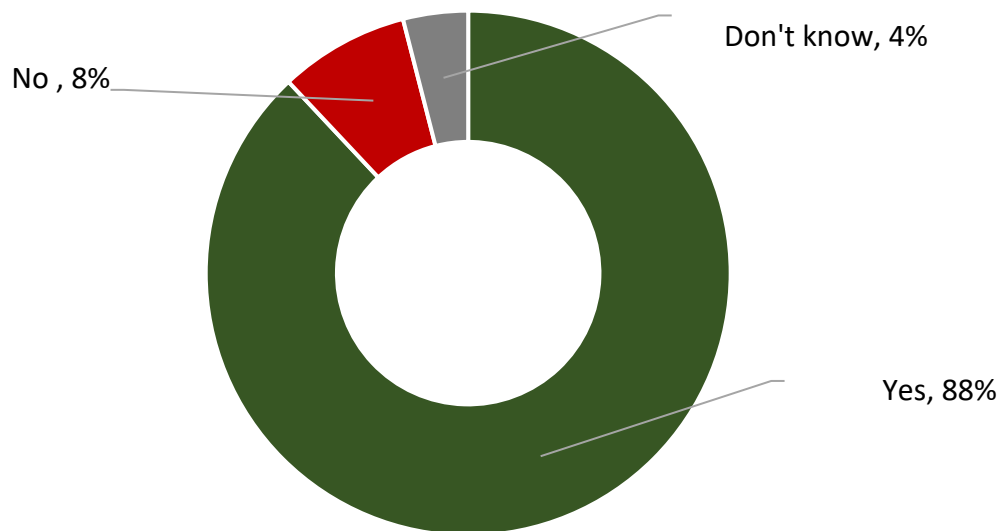
Residents who put their general waste (black sacks) out by the kerbside for collection were asked a series of questions about potential changes to home recycling services; glass bottles and jars collections, food waste collections, alternate weekly collections of waste and recycling and provision of a wheelie bin.

Consistent with the representative face-to-face survey conducted, the vast majority indicated they would use a glass recycling service as described in the questionnaire put to them (88%). 8% indicated they would not use such a service and 4% were unsure.

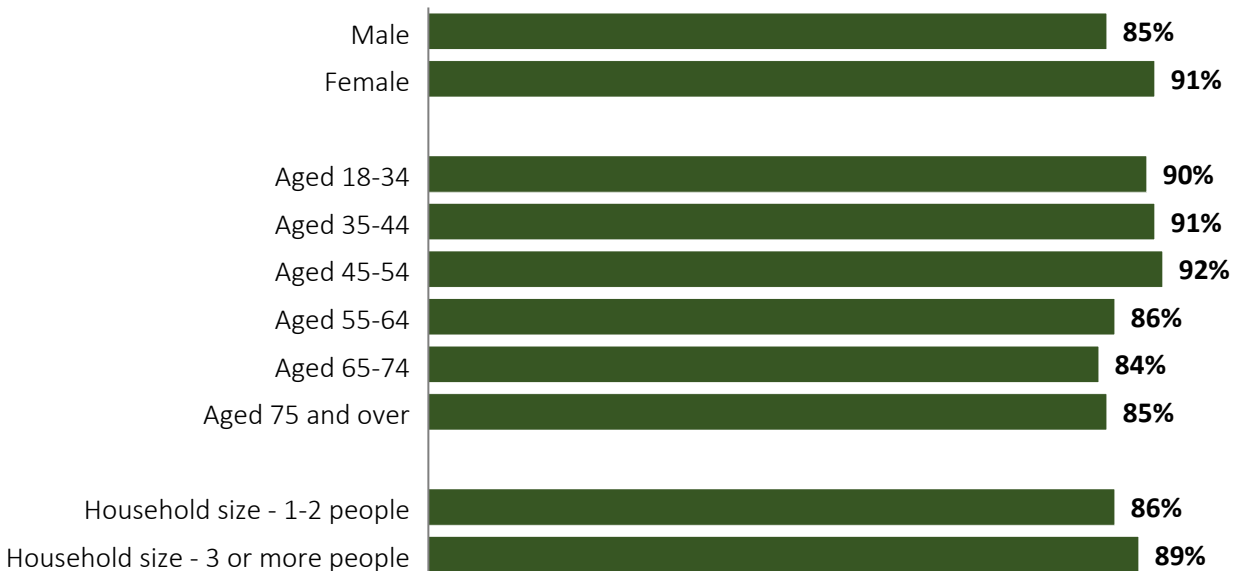
Whilst the majority of all demographic subgroups indicated they will use a glass recycling service, the proportion agreeing is higher amongst residents aged 18-34, 35-44 and 45-54 at 90%, 91% and 92% and 91%. Agreement is comparably lower amongst residents aged 55-64, 65-74 and 75 and over at 86%, 84% and 85%.

By 31 March 2026, we are proposing to collect glass bottles and jars from the kerbside outside your home. Glass would be collected every other week and there would be no additional charge for this service. Would you use this glass recycling service?

Base: all answering (3,729), single response question



% yes

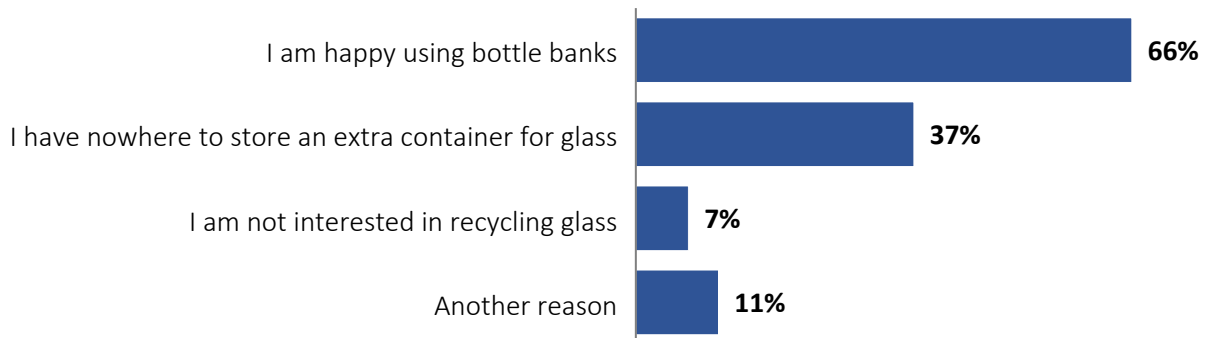


REASONS FOR NOT USING GLASS COLLECTION SERVICE

Residents who indicated they would not use a separate glass collection or are unsure whether they would use it were asked to describe their reasons.

Two thirds indicated they are happy using bottle banks (66%) and 37% indicated they have nowhere to store another container (37%). 7% indicated they are not interested in recycling glass.

Which of the following best describes why you would not use the glass collection service from your home? Base: all answering (280), multiple response question



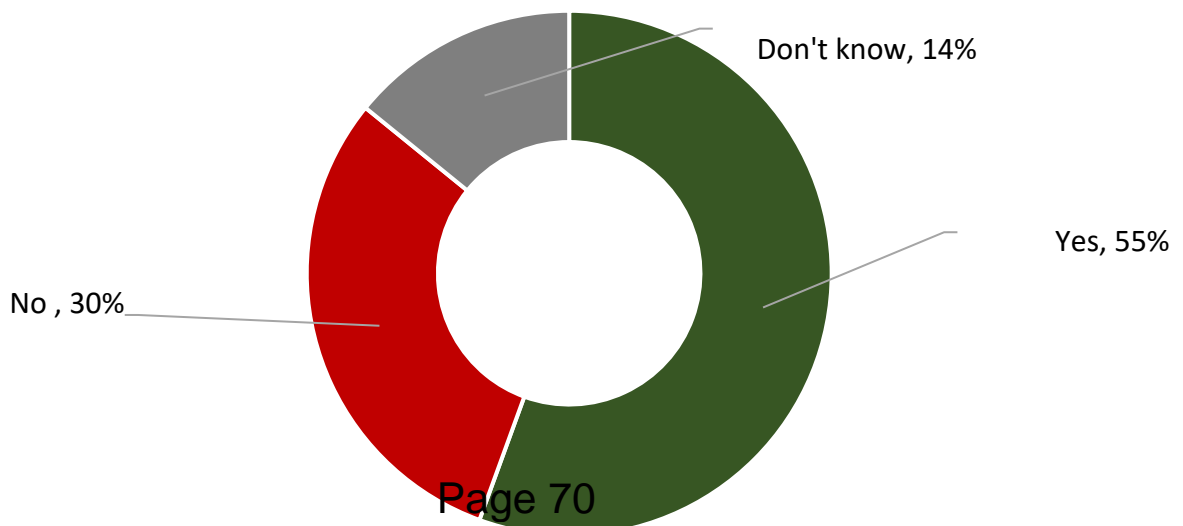
KERBSIDE COLLECTION OF FOOD WASTE

Just over half indicated they would use a food waste recycling service as described in the questionnaire put to them (55%). 30% indicated they would not use such a service and 14% were unsure.

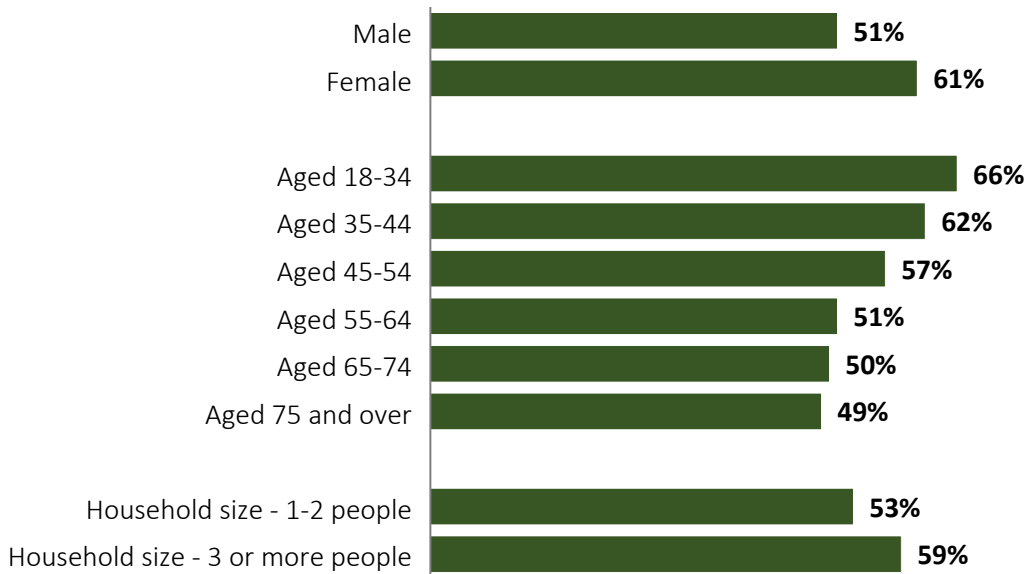
The proportion agreeing is higher amongst residents aged 18-34 and 35-44 at 66% and 62% and female residents at 61%. Agreement is comparably lower amongst residents aged 55-64, 65-74 and 75 and over at 51%, 50% and 49% and male residents at 51%.

By 31 March 2026, we are proposing to introduce separate food waste collections from the kerbside outside your home. Food waste would be collected every week and there would be no additional charge for this service. All food waste collected would be composted, reducing carbon emissions and helping the environment. A small kitchen caddy would be provided, with a separate caddy to place your food waste out for collection. Would you use this food waste recycling service?

Base: all answering (3,729), single response question



% yes



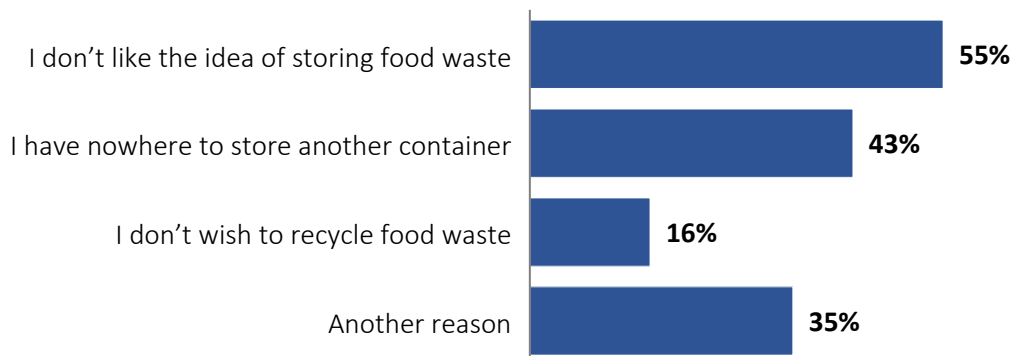
REASONS FOR NOT USING SEPARATE FOOD WASTE COLLECTION

Residents who indicated they would not use a separate food waste collection or are unsure whether they would use it were asked to describe their reasons.


Broadly consistent with the representative face-to-face survey, just over half indicated they do not like the idea of storing food waste (55%). 43% indicated they have nowhere to store another container. 16% claim they don't wish to recycle food waste.

Which of the following best describes why you would not use the separate food waste collection?

Base: all answering (1,104), multiple response question



There are significant differences in the proportion rating the statements as very/quite important by age as follows:



Age

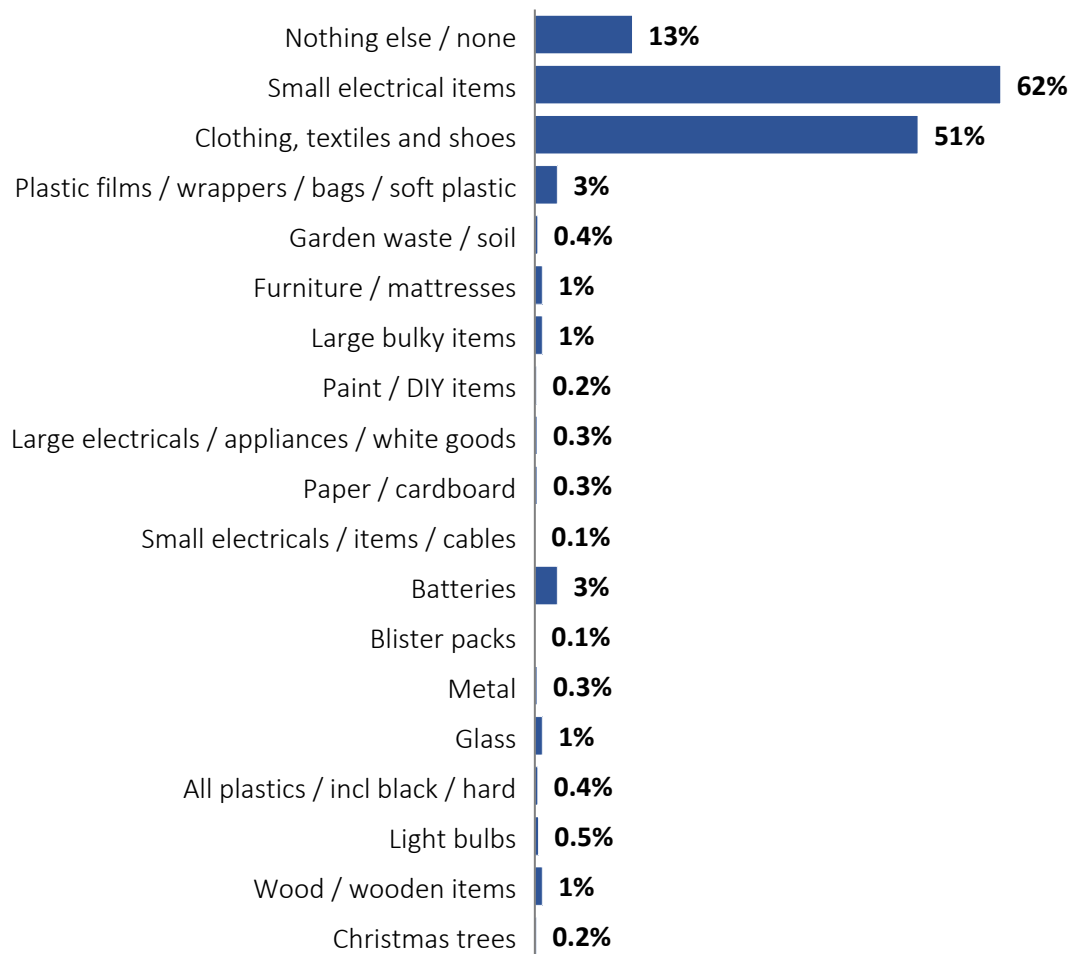
A higher proportion of residents aged 18-34 claim they don't like the idea of storing food waste (71%). In addition, a higher proportion of residents aged 18-34 and 35-44 claim they have nowhere to store another container (62%, 55%).

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ANY OTHER MATERIALS RESIDENTS WOULD LIKE TO THE COUNCIL'S RECYCLING SERVICE TO COLLECT FROM HOME

13% indicated there isn't anything else they would like the Council's recycling service to collect from their home; lower than the representative face-to-face survey conducted. However, the two most popular materials residents would like to see collected remain - small electrical items (62%) and clothing, textiles and shoes (51%).

Are there any other materials that you would like the Council's recycling service to collect from your home? Base: all answering (3,729), multiple response question



There are significant differences in the other materials requested by demographic groups as follows:

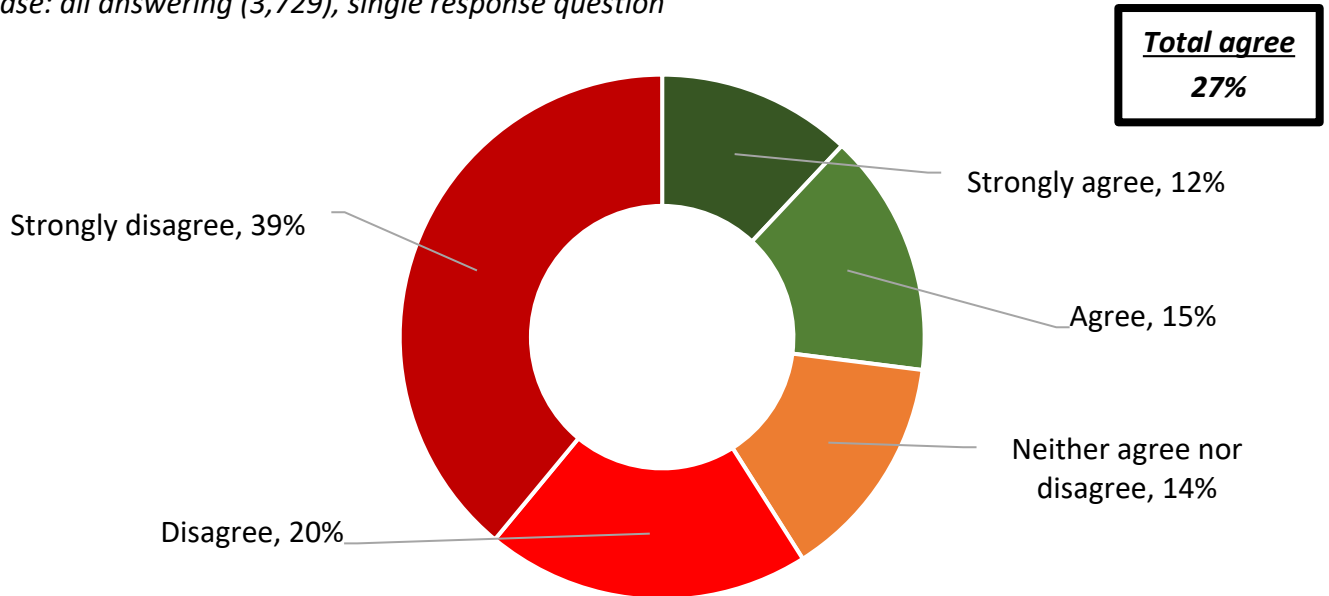
	Gender	<p>A higher proportion of female residents would like the Council's recycling service to collect small electrical items (69%) compared to male residents (58%).</p>
	Age	<p>A higher proportion of residents aged 35-44 and 45-54 would like the Council's recycling service to collect clothing, textiles and shoes (56%, 55%) from their home.</p> <p>A higher proportion of residents aged 65-74 and 75 and over would like the Council's recycling service to collect small electrical items (70%, 72%).</p>

ALTERNATE WEEKLY COLLECTION OF WASTE AND RECYCLING

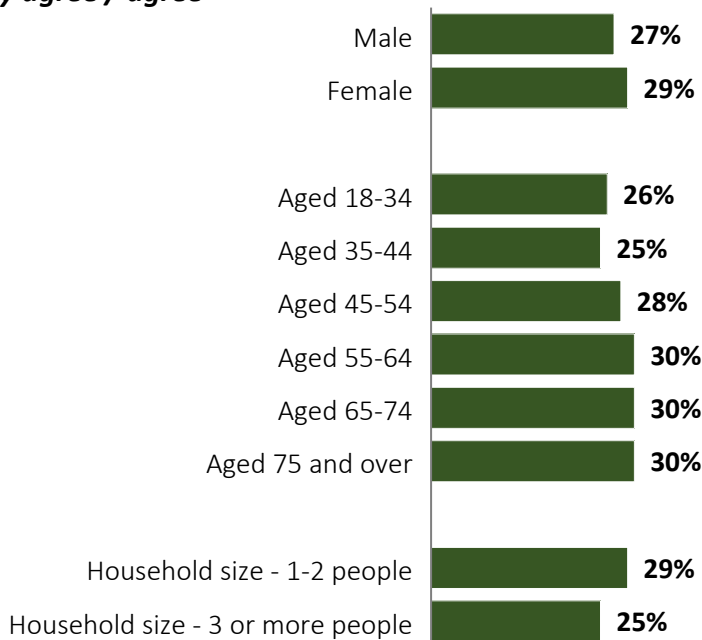
Agreement with the approach of collecting waste one week and recycling the next is mixed but with a smaller proportion agreeing compared to the representative face-to-face survey; 27% agree, 14% neither agree nor disagree and 59% disagree. Agreement is broadly consistent across demographic subgroups.

To what extent do you support the approach of collecting waste one week and recycling the next?

Base: all answering (3,729), single response question



% strongly agree / agree



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REASONS FOR DISAGREEING WITH THE OPTION OF COLLECTING WASTE ONE WEEK AND RECYCLING THE NEXT

All residents who disagreed with the approach of collecting waste one week and recycling the next were asked to indicate their reasons for disagreeing. The most common reason is an expectation of a weekly collection of waste (72%). Not having the space to store waste for an extra week (67%) and residents producing enough waste for it to be collected every week (57%) ranks second and third. However, the proportion of residents selecting all of the prompted reasons is broadly consistent.

Which of the following describes why you disagree with the option of collecting waste one week and recycling the next? Base: all answering (2,134), multiple response question



There are significant differences in the reasons given by demographic subgroups as follows:

 <p>Gender</p>	<p>A higher proportion of male residents indicated they expect a weekly collection of waste (75%) and a weekly collection of recycling (56%) compared to female residents (69%, 50%).</p> <p>A higher proportion of female residents claim they produce enough waste for it to be collected every week (63%) compared to male residents (57%).</p>
 <p>Age</p>	<p>The expectation of a weekly collection of waste exceeds two thirds across all age groups answering.</p> <p>A higher proportion of residents aged 18-34 and 35-44 claim they produce enough waste for it to be collected every week (69%, 75%), they produce enough recycling for it to be collected every week (62%, 68%), they don't have the space to store their waste for an extra week (80%, 73%) and they don't have the space to store their recycling for an extra week (72%, 63%).</p>
 <p>Household size</p>	<p>A higher proportion of residents living in a household of 1-2 people indicated they expect a weekly collection of waste (75%) compared to residents living in a household of 3 or more people (70%).</p>

A higher proportion of residents living in a household of 3 or more people claim they produce enough waste for it to be collected every week (72%), they produce enough recycling for it to be collected every week (65%), they don't have the space to store their waste for an extra week (72%) and they don't have the space to store their recycling for an extra week (62%).

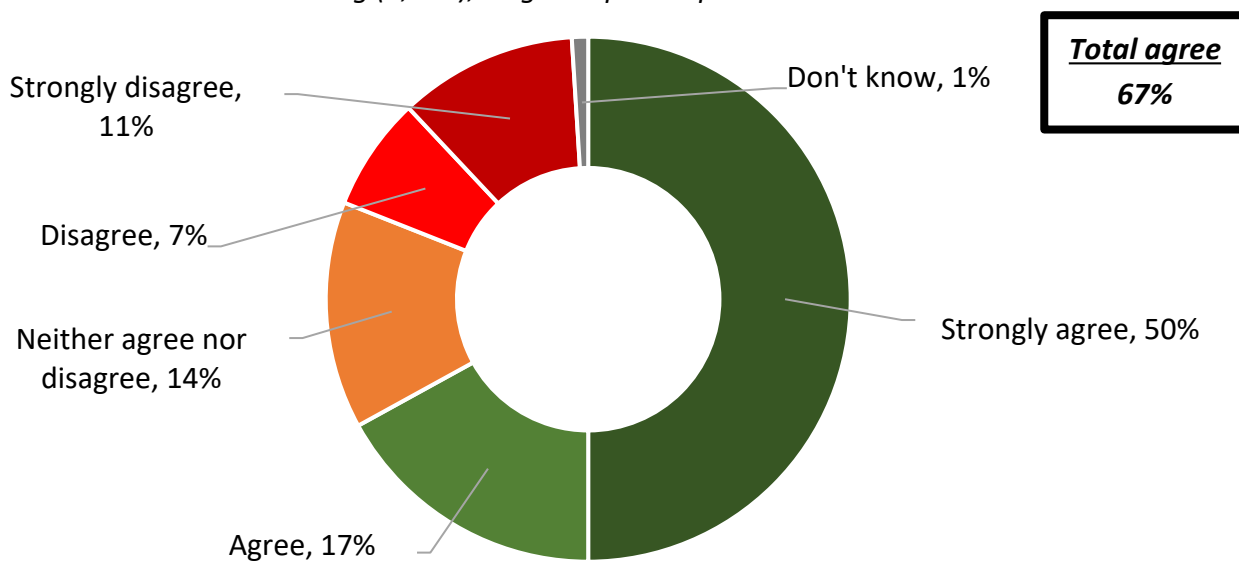
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PROVIDING HOUSEHOLDS WITH A WHEELIE BIN FOR GENERAL WASTE

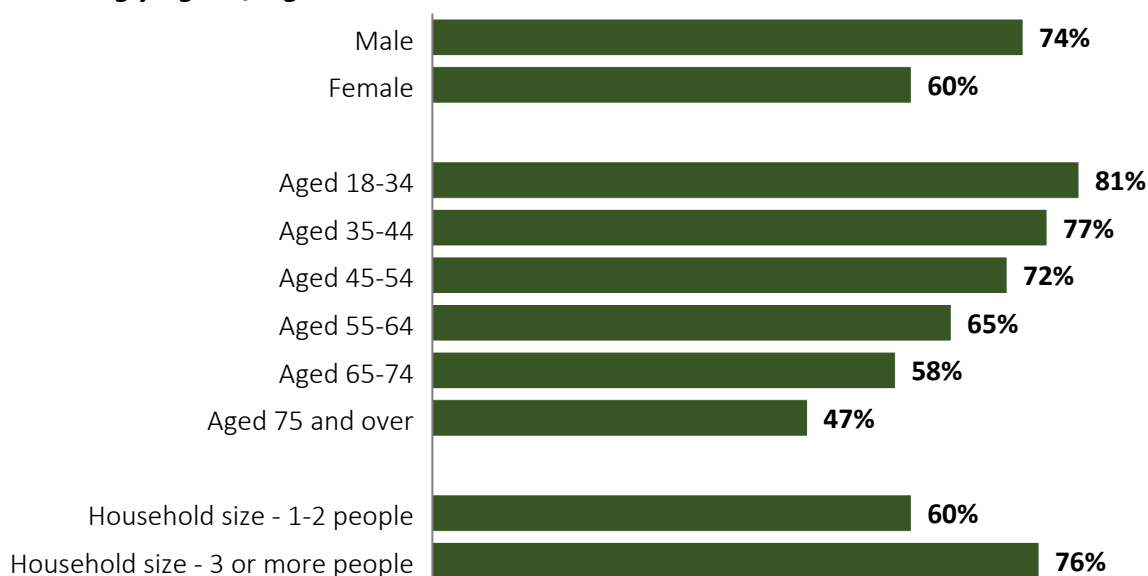
Consistent with the representative face-to-face survey, just over two thirds agree with the approach of providing households with a wheelie bin for their general waste (67%), 14% neither agree nor disagree and 18% disagree.

Agreement is higher amongst male residents (74%) compared to female residents (60%). Agreement reduces with age; agreement is highest amongst residents aged 18-34 and 35-44 (81%, 77%) and lowest amongst residents aged 65-74 and 75 and over (58%, 47%). Agreement is higher amongst residents who live in households of 3 or more people (76%) compared to residents who live in households of 1-2 people (60%).

To what extent do you support the approach of providing households with a wheelie bin for their general waste? Base: all answering (3,729), single response question



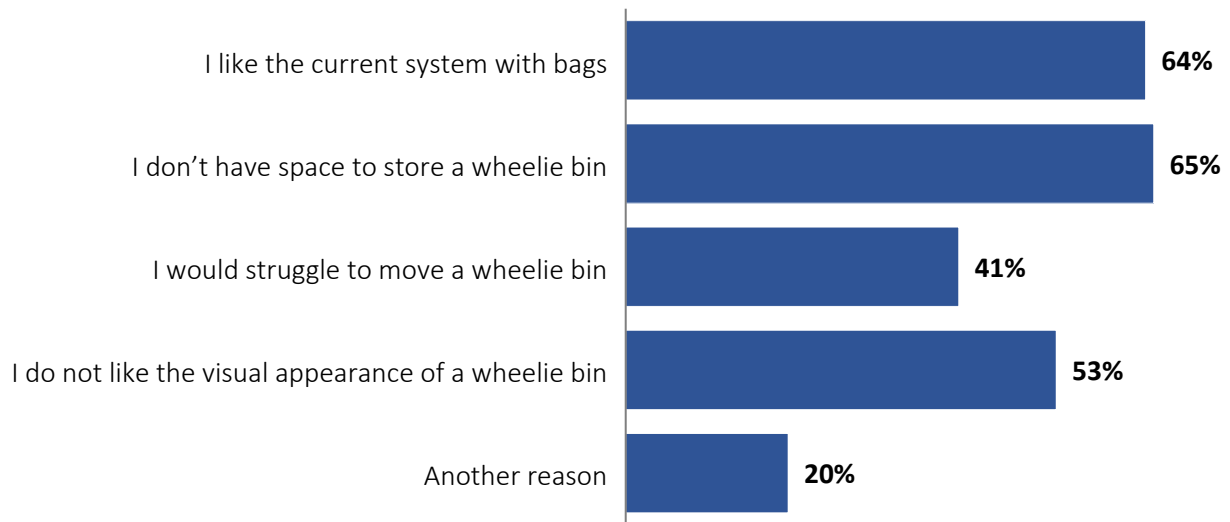
% strongly agree / agree






REASONS FOR DISAGREEING WITH THE OPTION OF PROVIDING HOUSEHOLDS WITH A WHEELIE BIN FOR GENERAL WASTE

All residents who disagreed with the approach of providing households with a wheelie bin for general waste were asked to indicate their reasons for disagreeing. The most common reasons are not having the space to store a wheelie bin (65%) and not liking the visual appearance of a wheelie bin (53%). 41% indicated they would struggle to move a wheelie bin.

Which of the following describes why you disagree with the option of providing households with a wheelie bin for their general waste? Base: all answering (682), multiple response question



There are significant differences in the reasons given by demographic subgroups as follows:

 <p>Gender</p>	<p>A higher proportion of male residents indicated they like the current system with bags (69%) compared to female residents (59%).</p> <p>A higher proportion of female residents claim they would struggle to move a wheelie bin (50%) compared to male residents (33%).</p>
 <p>Age</p>	<p>A higher proportion of residents aged 65-74 and 74 and over indicated they like the current system with bags (71%, 78%).</p> <p>A higher proportion of residents 75 and over indicated they would struggle to move a wheelie bin (55%).</p>
 <p>Household size</p>	<p>A higher proportion of residents living in a household of 1-2 people indicated they like the current system with bags (69%) compared to residents living in a household of 3 or more people (50%).</p>

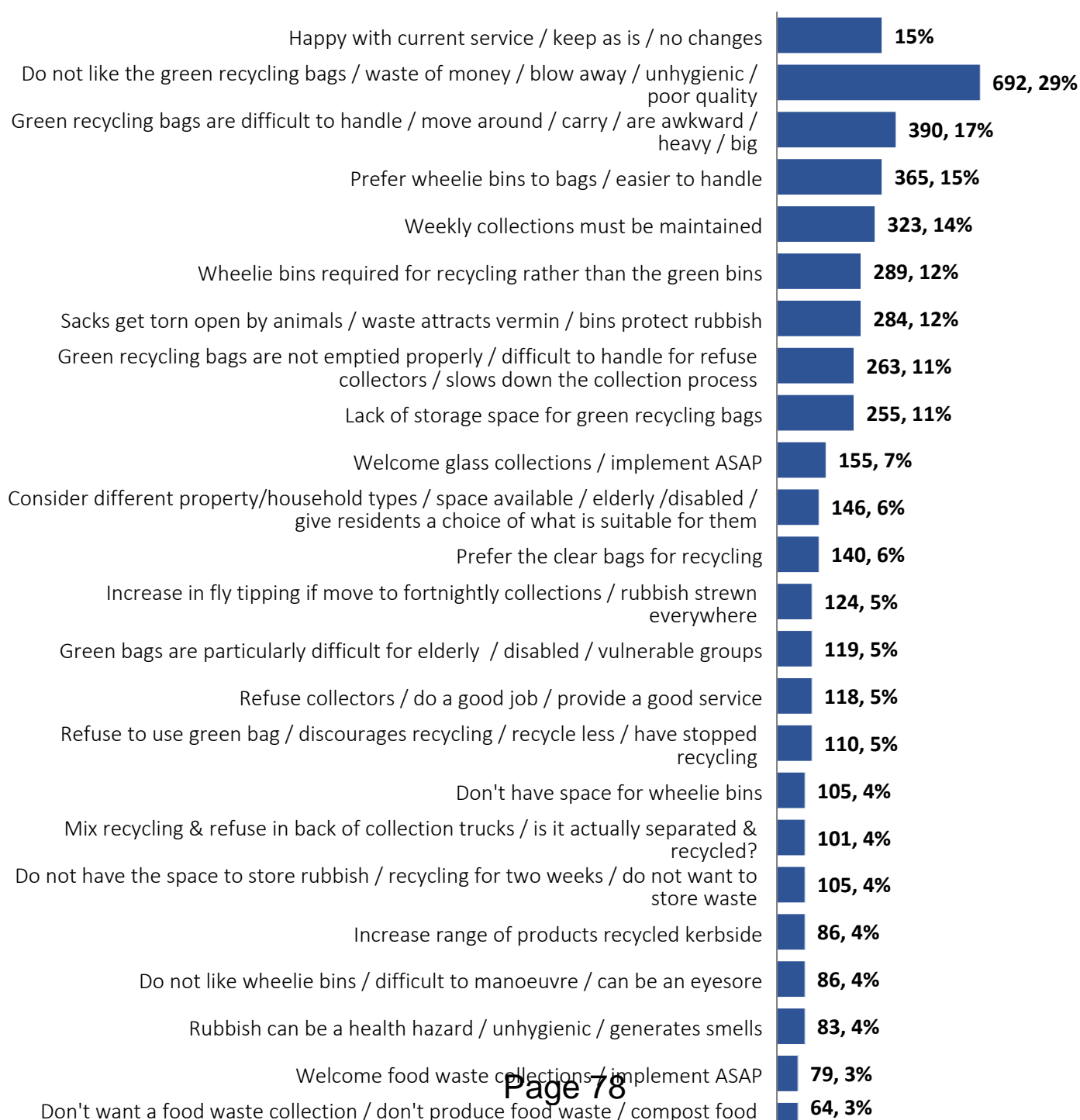
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ANY OTHER COMMENTS ABOUT WASTE COLLECTION SERVICES

At the end of the survey, residents were asked whether they had any other comments about the Council's waste collection services. Only 4% indicated they didn't have any other comments or anything to add. 15% indicated they are happy with the current service / no changes needed to made.

The common comments are however consistent with the representative face-to-face survey conducted - 29% commented they do not like the green recycling bags / they blow away / are poor quality (692 comments) and 17% commented that the green recycling bags are difficult to handle / move around / awkward (390 comments).

Do you have any other comments about our waste collection services? Base: all answering (2,380), open text question coded into themes, chart below shows number of comments and percentages

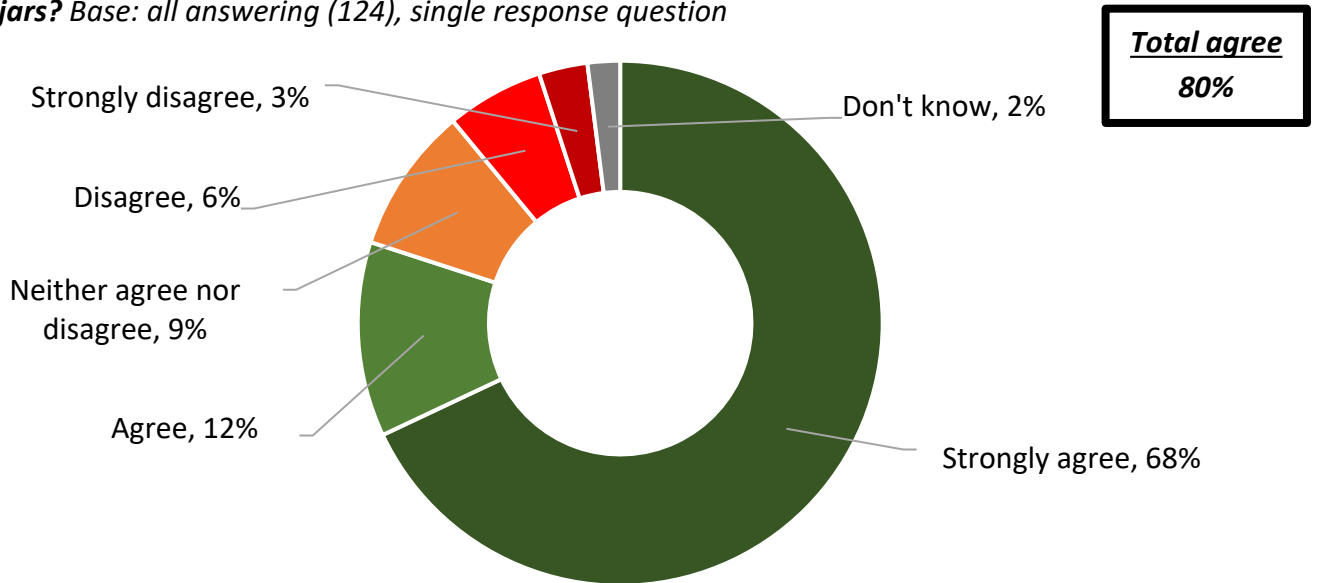


COMMUNAL WASTE HOUSEHOLDS ONLY - PROVISION OF ADDITIONAL COMMUNAL BIN TO RECYCLE GLASS BOTTLES AND JARS

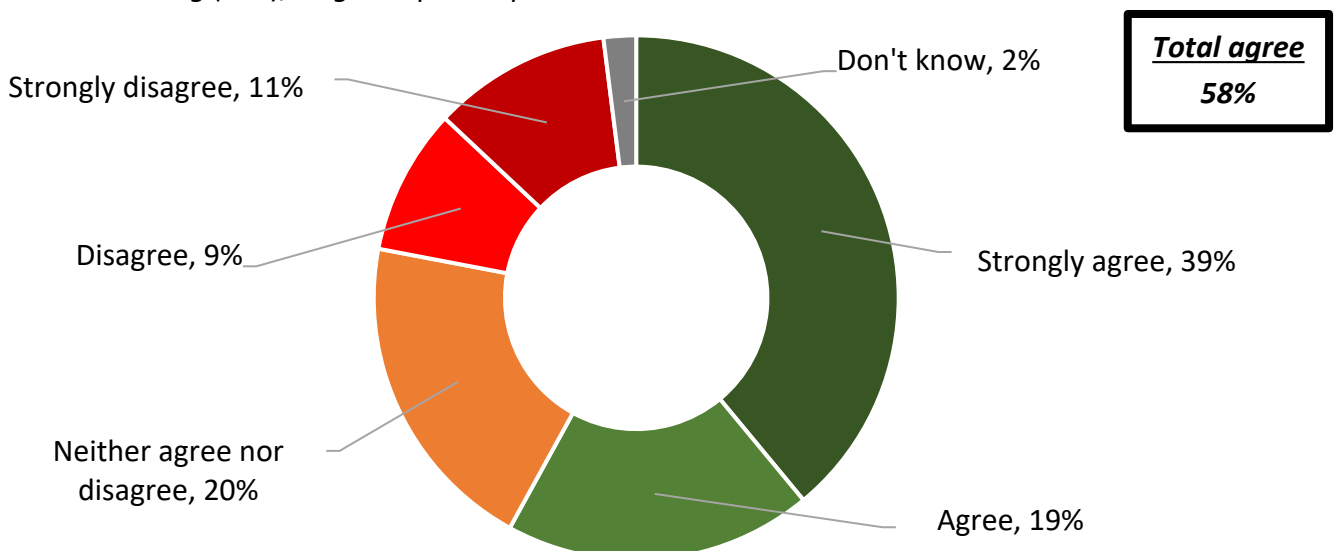
Residents who put my general waste in communal waste bins close to their homes were asked whether they agreed with the provision of additional communal bins to recycle glass bottles, collect food waste and recycle other items such as clothes, textiles and small electrical items.

The majority agree with the Council should provide an additional communal bin to recycle glass bottles (80%), 9% neither agree nor disagree and 9% disagree. Agreement the Council should provide an additional communal bin to collect food waste (58%) and other items such as clothes, textiles and small electrical items (55%) is comparably lower.

To what extent do you agree we should provide an additional communal bin to recycle glass bottles and jars? Base: all answering (124), single response question

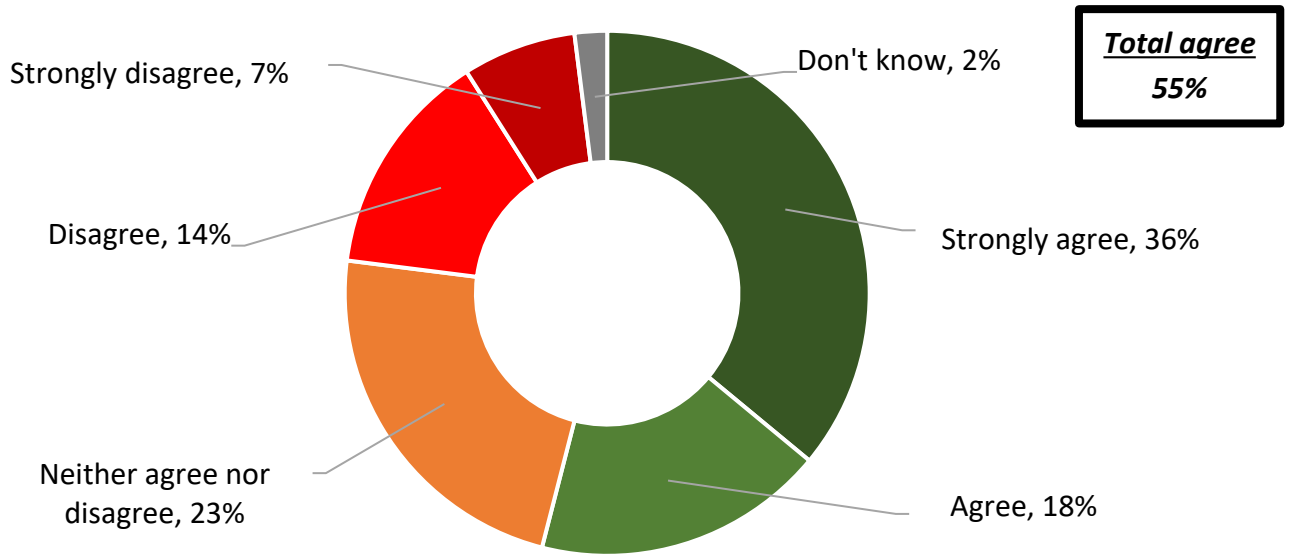


To what extent do you agree we should provide an additional communal bin collect food waste? Base: all answering (124), single response question



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To what extent do you agree we should provide additional communal bins to recycle other items such as clothes, textiles and small electrical items at your home? Base: all answering (124), single response question



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Desktop Review Modelling

Methodology and options modelled

The aim of the desktop review is to complete a detailed data gathering exercise to replicate current operations and costs for the service (the 'Baseline' scenario), so that a number of alternative collection profile options could be developed as follows:

- **Option 1:** Dry recycling collection changes to a weekly twin-stream (fibres separate) via a split back Refuse Collection Vehicle (RCV), including the collection of glass with other plastic and metal containers. All kerbside households restricted to a limited number of black sacks for residual waste, collected via a single body RCV.
- **Variant A:** as per changes in Option 1 with addition of a dedicated food waste collection via a dedicated fleet of small RCVs.
- **Variant B:** as per changes in Option 1, but with the addition of a pod on the dry recycling split back RCV for the co-collection of food waste.
- **Variant C:** as per changes in Option 1, but with the addition of a pod on the residual RCV for the co-collection of food waste.
- **Option 2:** Dry recycling collection changes to a weekly multi-stream collection via a 'Resource Recovery Vehicle' (RRV). All kerbside households restricted to a limited number of black sacks for residual waste, collected via a single body RCV.
- **Variant A:** as per changes in Option 2, with the inclusion of glass collection via RRV. A weekly separate food waste collection via a dedicated fleet of small RCVs is also introduced.
- **Variant B:** as per changes in 2 Variant A, with dry recycling (Inc. glass) collected via triple stackers. Food waste is now co-collected on the RRV with dry recycling.
- **Option 3:** Current service (Baseline) with dry-recycling alternate weekly and residual alternate weekly. Food waste collected separately. Glass co-mingled with recycling using current fleet.
- **Variant A:** Current service (Baseline) with dry-recycling alternate weekly and residual alternate weekly. Food waste collected separately. Glass co-mingled with recycling using new integrated bin lift fleet and wheelie bins.

All operational modelling was completed using WRAP's Kerbside Assessment Tool (KAT) which allows current collections to be modelled and potential kerbside collection profile options to be forecast and evaluated. Costs were calculated for each option by identifying the performance and resources necessary to deliver each of the modelled options. The financial assessment considered operational costs including staff costs, vehicle maintenance and fuel, and fees for treating, sorting and/or disposal of materials. Capital costs were calculated to provide an estimated initial investment required for each option for vehicles and containers.

Key results

The modelling outputs provide analysis on a number of factors including kerbside recycling performance, resource requirements, operational cost and capital cost, summarised as:

- **Recycling Performance:** The Baseline recycling rate, is 37.0%. Restricting the number of black refuse sacks collected from households could marginally increase the recycling rate to 39%. This option was not supported by Cabinet and a fair use policy is being developed. Introducing a weekly food waste collection and separate weekly glass collection provides the greatest increase in recycling to around 49%.

Resource Requirements:

- 1 Variant A and 2 Variant A all require a fleet of 6.9 dedicated food waste collection vehicles with a crew of driver plus two loaders.
- In Option 1, residual waste is collected via 7.2 single body RCVs and dry recycling is collected via 9.5 split back RCVs (not including narrow access vehicles and rural rounds), with paper and card collected separately from containers. Where a weekly food waste service is introduced, as in Options 1 Variant A and 1 Variant B, the number of residual RCV's required is reduced to 6.1.
- In Option 1 Variant B, 12.7 split back RCVs with pods (excluding narrow access) are required for the co-collection of food waste with dry recycling. In Option 1 Variant C, food is co-collected with residual waste, requiring 7.4 RCV's with pods. Both of these vehicle types account for an extra loader (driver plus three loaders) to assist in the loading of food waste on to the vehicle.
- In Option 2, residual waste is collected via 7.8 RCVs (excluding narrow access vehicles) and dry recycling is collected via 9.4 Resource Recovery Vehicles. The addition of glass to the dry recycling collection service (Option 2 Variant A) increases the number of Resource Recovery Vehicles to 10.8. Co-collecting food waste (Option 4 Variant B) increases the number required to 13.7. For both variants the number of residual RCVs decreases to 6.1.
- In Option 3, utilising the current service, but collecting alternate weekly, using current fleet arrangements, but adding up to 8 7.5 tonne vehicles to collect food separately. Glass to be collected via a plastic box/basket, co-mingled with recycling on current fleet.
- In Option 3A we would need investment in a new integrated bin lift fleet and wheelie bins for residual and recycling waste. Food collected as Option 3 but glass would be co-mingled with recycling, so no separate box is required.
- **Operational Cost:** The calculated operational costs for food and glass collection services only will be detailed in the main review report.

Glass Health and Safety Implications

As with all collection services, safe working practices should be adopted and systems designed to minimise risk to those operating and encountering the service. Glass collection can be noisy and if not managed carefully could result in collection crew exceeding the daily noise exposure of 85dB (the upper exposure action value of the Control of Noise at Work Regulations 2005). Noise is generated by the impact of glass when transferring between boxes and bins, loading and tipping.

Measures to reduce noise exposure should be taken which include reducing staff exposure to noise by varying work patterns, selection of materials chosen in the construction and lining of contact areas such as troughs and stillages, deflectors to reduce the height of fall and dampen reverberated sound and brush flaps on apertures and plastic curtains on rear end loaders. When commissioning vehicles and equipment it is important to specify the purpose and noise reduction performance required. It is not enough to just provide hearing protection to staff; measures must be taken to reduce noise levels to as low as reasonably practicable through other means. If in some cases or for some tasks hearing protection is advised, then care must be taken in selecting a product that does not present new risks while working around the vehicle in the street.

To summarise, the table below considers the glass health and safety implications of different collection systems appraised.

Kerbside glass collection health and safety comparison

Collection Type	Risk exposure
Glass presented co-mingled with plastics and metals in a wheeled bin (applies to two-stream [fibres separate] options)	Assessments completed by WRAP show higher noise levels than fully co-mingled, potentially due to less buffering from fibres.
Separate glass collection in box (applies to kerbside sort and two-stream [glass separate] options)	Single stream is louder with glass on glass impact. Noise can be reduced by acoustic material linings on troughs and stillages. Greater risks re manual handling mitigated by smaller boxes and staff training.
Glass collected with recycling, not single streamed and co-mingled, using a small box/basket.	Noise significantly reduced with this method.

Conclusions

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Appendix B – Desktop Review Modelling

This desktop review presents the results of a collections options appraisal to identify an optimal collection profile for the Council. It considers the implications of introducing services in-line with the Framework for Greater Consistency in Household Recycling in England.

The modelling outputs provide analysis on a number of factors including kerbside recycling performance, resource requirements, operational costs, summarised as:

Recycling Performance:

- The current (Baseline) service recycling rate is 37.0%.
- Introducing a weekly food waste collection and alternate glass and recycling collections provides the greatest increase in recycling to around 49%.

Modelling assumptions

This provides the key outputs from the Baseline data and assumptions provided by WRAP, Waste Data Flow and KCC disposal data before commencement of modelling.

Impact of dry recycling collection methodology and inclusion of glass

In order to model the relative performance of moving to different dry recycling collection methods (e.g. co-mingled to twin stream or multi-stream), WRAP's Indicative Cost and Performance (ICP) online tool has been used. The tool benchmarks services based on rurality index, providing assumed yield changes (including contamination) based on scheme performance collated by WRAP. Whilst the online tool helps to identify the relative performance of each collection system, the current performance of the council has been the primary source for in the yield changes.

Key Assumptions

- Increase of 0.168 kg/hh/yrⁱ in dry recycling for each 1 litre per week decrease in residual equivalent weekly containment capacity.
- The ready reckoner estimates an expected yield for separate food waste of 84.59 kg/hh/yr plus or minus 13.0 kg/hh/yr. In light of no current recycling performance, we have reduced the expected yield to 78.09 kg/hh/yr (i.e. midway towards the lower end of the ready reckoner range). The food waste yields of other similar authorities (rurality group 6) are included in this estimate, which show an average of 76.5 kg/hh/yr.
- The depot used is assumed to be the same location used in the Baseline (TN14 6EP).
- It is assumed residual waste will be tipped at the same location used in the Baseline (Waste transfer station: TN14 6EP).
- It is assumed twin stream and multi stream dry recycling will be delivered to the same location currently used (Waste transfer station: TN14 6EP).

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- For food waste collected separately it is assumed that the same waste transfer station (TN14 6EP) would be used for the bulking and hauling of food waste, ahead of its onward journey to an anaerobic digestion (AD) plant.

Financial assumptions

The following tables provide the general modelling assumptions for vehicles, staff and containers using standard industry costs. Cells highlighted in light blue show actual values of the average amount of purchased vehicles by the Council. Green cells show the KAT model assumptions.

Vehicle assumptions

			Notes
26t RCV	Unit cost	£248000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£32,857	
	Annual running cost	£28,216	Aligned with current running costs
26t RCV split back (50:50)	Unit cost	£260,000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£35,000	
	Annual running cost*	£28,216	Includes running costs (tyres, oil, maintenance) and standing costs (insurance, tax and licencing)
26t RCV split back (70:30)	Unit cost	£260,000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£31,286	
	Annual running cost*	£28,216	Includes running costs (tyres, oil, maintenance) and standing costs (insurance, tax and licencing)
18t RCV split back (narrow)	Unit cost	£187,300	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£27,471	
	Annual running cost*	£27,727	Includes running costs (tyres, oil, maintenance) and standing costs (insurance, tax and licencing)

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Toploader	Unit cost	£170,000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£25,000	
	Annual running cost*	£28,216	Aligned with current running costs
26t RCV with POD	Unit cost	£255,000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£32,286	
	Annual running cost*	£28,216	Aligned with current running costs
26t RCV split back with POD	Unit cost	£280,000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£37,286	
	Annual running cost*	£28,216	Aligned with current running costs
Resource Recovery Vehicle (RRV)	Unit cost	£185,000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£25,714	
	Annual running cost*	£25,000	Aligned with current running costs
12t RCV	Unit cost	£151,000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£19,798	
	Annual running cost*	£25,239	Includes running costs (tyres, oil, maintenance) and standing costs (insurance, tax and licencing)
7.5t RCV	Unit cost	£115,000	
	Expected lifespan (years)	7	

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	Annual fleet renewal contribution	£15,000	
	Annual running cost*	£17,500	Aligned with current running costs
3.5T Cage Tipper (50:50)	Unit cost	£64000	
	Expected lifespan (years)	7	
	Annual fleet renewal contribution	£9,301	
	Annual running cost*	£12,519	Includes running costs (tyres, oil, maintenance) and standing costs (insurance, tax and licencing)
Bin lift retrofit	Unit cost per vehicle	£40,000	Terburg

*Annual running costs generally include insurance, management fee, licence, maintenance and fuel etc.

The figures presented in the table below include salaries plus employer costs, for example National Insurance, holiday and sickness cover, pension etc. and are based on standard industry costs.

Staff assumptions

			Notes
Driver	Cost per annum	£34,072	Includes costs for national insurance, holidays / sickness etc.
Loader	Cost per annum	£29,330	Includes costs for national insurance, holidays / sickness etc.
Supervisor	Cost per annum	Default (£40,219)	Cost is calculated at 5% of total crew costs

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Container assumptions – Standard Industry Costs

			Notes
240 litre wheeled bin	Unit cost	£17.15	
140 litre wheeled bin	Unit cost	£19.75	
Residual sacks	Per 1000 sacks	£31.25	
Recycling sacks	Per 1000 sacks	£35.00	
Garden sacks	Per 1000 sacks	£220.00	
55 litre box	Unit cost	£2.50	
Reusable sack	Unit cost	£1.27	
Triple stacker	Unit cost	£35.00	
Food waste bin	Unit cost	£2.30	
Food waste caddy	Unit cost	£0.98	
Food waste liners (compostable)	Per annum per participating household	£2.60	Based on cost of 2p per liner, with each participating household provided with 2.5 liners per week
Food waste liners (polyethene)	Per annum per participating household	£0.65	Based on cost of 0.5p per liner, with each participating household provided with 2.5 liners per week

ⁱ Kilograms per household per year

Cleaner and Greener Advisory Committee – 24/25 (and 25/26 onwards)

June 2025

September 2025

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