



OFFICIAL EXECUTIVE DECISION NOTICE PUBLISHED BY DEMOCRATIC SERVICES

HILLINGDON
LONDON

Notice is hereby given that the following decision(s) have been made today by Cabinet Members at the London Borough of Hillingdon:

Title of decision	CAPITAL RELEASE REPORT (July 2022) DEPARTMENT: Place SERVICE AREA / PROGRAMME: Waste Services / Civic Centre Works Programme Capital Budget 2022/23: Miscellaneous Workstream – Improved Recycling Facilities at the Civic Centre. RELEASE NO: 4
Reference No.	577
Date of decision	Friday 14 October 2022
Call-in expiry date	5pm, Friday 21 October 2022
Relevant Select Committee	Residents Services Select Committee.
Relevant Wards	All

Decision made

Cabinet Members making the decision	Councillor Eddie Lavery – Cabinet Member for Residents Services Councillor Martin Goddard – Cabinet Member for Finance
	Approved That the Cabinet Member for Finance and the Cabinet Member for Residents' Services agree to the capital release request of £12k from the Civic Centre Works Programme (CCWP) Capital Budget 2022/2023; Miscellaneous Workstream - Improved recycling facilities at the Civic Centre. (Appendix A).
Reason for decision	The London Mayor has set a recycling target of 65% by 2030 in the London Environment Strategy. To meet this, Hillingdon's household recycling rate will need to increase to 50% (the Borough's most recent published rate being 37.4 % for 2019/20) and the non-household rate up to 75%. In help support the achievement of the London-wide target for non-household waste, changes within the Civic Centre and surrounding offices must be implemented. Within Hillingdon's July 2021 Climate Strategy July 2021, there are pledges to:

- C5.1 Lead by example with a clear waste collection and sorting strategy for the Council's own operations with year-on-year targets for improvement.
- C5.4 Work with businesses to reduce waste productivity and to provide more opportunities to customers to reduce and recycle their waste.
- C5.5 Encourage and support residents and communities to avoid, reduce, reuse and recycle waste in that order.

In addition to being aligned to the London Environment Strategy, this project will fully support Hillingdon's Climate Strategy, specifically C5.1 Lead by example.

The recycling team has been working with managing agents and businesses with bulk containers to improve recycling facilities throughout Hillingdon. However, given that bulk containers of recycling from the Civic Centre have been rejected due to contamination, it is essential that Council staff are encouraged to improve their recycling habits.

Currently there is a mismatch of five different container styles with unclear labelling being used across the Civic Centre. This causes confusion amongst staff, particularly those who are not Hillingdon residents, and often results in waste being placed into incorrect bins.

This has a dual negative impact, with recyclables 'lost' into the general waste stream and general waste placed erroneously into recycling bins causing contamination. The latter results in full bulk containers being rejected at the point of collection and therefore treated (and subsequently costed to the Council) as general waste.

Cleaning staff have many containers to service across various locations at a frequency of at least three times per day. The proposed installation of new containers will condense recycling facilities to 10 easy to identify locations across each level of the Civic Centre. They are uniform and clearly labelled, making it easier for staff and cleaners to identify the purpose of each bin. Although a new food waste facility is being introduced, the removal of over 250 unlabelled and mismatched individual waste containers and replacement with uniform and informative dual containers plus food caddies, there should be a significant reduction in the time that cleaners currently spend locating bins to service/empty.

The containers for food waste collections will be the same as those issued to residents for use within homes. These are 5 litre

	silver caddies with the London Borough of Hillingdon logo on the front. The communications team has designed a label that can be applied easily to the small plastic units to detail the types of food waste accepted in the caddies to maximise collection and minimise contamination.
Alternative options considered and rejected	Stickers, posters and labelling of the current containers on site were considered as an option. However, those currently used for recycling are not suitable for labelling and with many different styles of container on site it would be difficult to direct staff to a single type of waste stream.
Classification	Part I - Public
Link to associated report	Here
Relevant Officer contact & Directorate	Melanie Smith, Waste Services
Any interest declared by the Cabinet Member(s) / dispensation granted	N/A

Implementation of decision & scrutiny call-in

[Internal Use only]	
When can this decision be implemented by officers?	<p>Officers can implement Cabinet Member decision in this notice only from the expiry of the scrutiny call-in period which is:</p> <p>5pm, Friday 21 October 2022</p> <p>However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the decision must then be put on hold.</p>
Councillor scrutiny call-in of this decision	<p>Councillors on the relevant Select Committee shown in this notice may request to call-in this decision. The request must be before the expiry of the scrutiny call-in period above.</p> <p>Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:</p> <p>Scrutiny Call-In - Power Apps (secure)</p>

Further information	<p>These decisions, where applicable, have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This is the formal notice by the Council of the above executive decision, including links to the reports where applicable.</p> <p>If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: democratic@hillington.gov.uk.</p> <p>Circulation of this decision notice is to a variety of people including Members of the Council, Corporate Directors, Officers, Group Secretariats and the Public. Copies are also placed on the Council's website.</p> <p style="text-align: right;">Democratic Services London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW</p>
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