Implementing the Halving Waste to Landfill Commitment


Background
Scotland’s Zero Waste Plan proposes national targets and actions to tackle the large quantity of construction, demolition and excavation (CDE) waste produced every year, which accounts for around 44% of the waste generated in Scotland.

The Zero Waste Plan proposes new targets to recycle 70% of Scotland’s waste and send a maximum of 5% of waste to landfill, both by 2025. The Zero Waste Plan requires councils to measure and report against all waste types including CDE waste.

The Commitment can be signed by any organisation in the construction supply chain, including clients, contractors, designers and consultants, suppliers and manufacturers and waste management contractors. Zero Waste Scotland provides one-to-one support to signatory organisations.

Key facts
- Scotland’s Zero Waste Plan was published in June 2010.
- The council formally signed the Halving Waste to Landfill Commitment in July 2011.
- Implementing the Halving Waste to Landfill Commitment involves all departments across the council.
- Year 1 will focus on embedding processes and procedures and gathering data to set a performance baseline.

“...links with the council’s corporate priorities. Through the commitment the council is working to adopt and implement standards for reducing waste, recycling more and increasing the use of recycled and recovered materials in new-build and refurbishment activities. This work is supported by Zero Waste Scotland through the provision of bespoke training sessions to each department.

In consultation with Zero Waste Scotland, a strategy was developed to implement the Halving Waste to Landfill Commitment. A report was presented to the council’s corporate management group, highlighting the need for the commitment and the opportunities it provides. The strategy was based on a best practice approach involving all departments within the council, rather than limiting the responsibilities to the environment services team.

Implementing the commitment – Year 1 actions and targets
The council’s suite of procurement documents has been reviewed and revised by Zero Waste Scotland to include model wording in relation to waste for tendering, procurement and appointments. These documents will become the standard templates for use on all of the council’s construction projects from February 2013.

A launch event was held in January 2012, attended by key representatives from all departments in the council, including the environment services team, property services department [including in-house architects and designers], housing and community care
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At CA Blackwell we understand that through reducing waste and using fewer materials, tangible benefits can be achieved that generate significant cost savings and a better corporate profile.

Jim Wilkinson
Contracts Manager
CA Blackwell (Contracts) Ltd

department and the procurement teams and supervisors.

The council intends to deliver a strategy that is fully auditable and measurable. Therefore, during Year 1 (2012) the council focussed on embedding processes, and in 2013 it will begin quantifying a baseline for current performance. The revised procurement documents will allow the council to collect relevant information on construction waste quantities and recovery rates, which will form a robust basis for formal targets for the coming years. Formal targets will be applied to the council’s overall performance and individual project performance.

The new contract conditions specify WRAP’s Site Waste Management Plan (SWMP) template as the preferred template for collecting waste information. Contractors are required to complete the SWMP, which should then be sent to the council’s waste services team. The team will monitor the quantities of waste re-used, recycled and sent to landfill. Data from recent projects will be used to devise targets. Data from future projects will be assessed against these targets.

The model procurement clauses have already been applied to a number of Perth and Kinross Council projects.

**Crieff Recycling Centre and Transfer Station**

The council’s Waste Management Plan 2010–2025 includes a commitment to improve facilities at recycling centres to ensure that opportunities for recycling and re-use are maximised. To achieve this, a programme of upgrading existing sites and developing new recycling centres began in 2008. The redevelopment of the recycling centre at Crieff was approved to this end and included the construction of a waste transfer station building, new access road, recycling bays and associated drainage, lighting, electrical and fencing works.

The redevelopment of the recycling centre and transfer station at Crieff was one of the first projects to fully implement the council’s updated construction procurement wording and formal waste management principles.

The following waste recovery and re-use targets were set for the project:

- minimum recovery of 75% for construction materials;
- minimum recovery of 85% for demolition and excavation materials;
- minimum of 10% re-used and recycled content in new-build work.

The principal successful contractor, CA Blackwell (Contracts) Ltd, was fully supportive of the council’s commitment to Halving Waste to Landfill.

**Primary school capital programme**

The council’s updated procurement wording and formal waste management principles will apply to a serial partnership contract with Morrison Construction Ltd. The partnership will include a number of new schools, extensions and upgrading projects.

Abernethy and Invergowrie Primary Schools are the first projects included in the partnership. Work started at Abernethy in...
spring 2012, with the works programme continuing to 2014/15.

The developing nature of this programme of works provides the opportunity for the design team to be involved in waste reduction at the earliest stage of each school’s design. The council is looking to:

• improve dimensional coordination to reduce the need to cut materials on site;
• increase recycled content;
• be involved in the preparation of SWMPs from the outset to record design-stage actions; and
• roll out a training programme to council employees covering designing out waste principles and waste forecasting processes and tools.

Time and resources
Implementing the commitment used approximately 15 hours of procurement staff time, including attending meetings and presentations and putting the procurement documentation in place. The council’s waste services team invested approximately 2 weeks in researching the commitment, creating a Sharepoint site at which staff can access information on the commitment, devising targets and organising training opportunities for staff across the council.

Looking ahead, the council expects another 2 weeks of staff time to be invested in raising awareness of the commitment, gathering data from projects and comparing project data with the council’s waste targets.

Next steps
Council services will ensure that the SWMP template is mentioned in contract terms and conditions and that the template is completed by each contractor. The waste services team will also act as a single point of contact for data capture, data analysis and reporting. The council’s internal Sharepoint site will be used to help council staff educate contractors and implement the commitment.

Following the awareness-raising session and workshops, the council has identified further training for appropriate staff members. It is anticipated that the next set of training sessions will cover designing out waste, which aligns with Zero Waste Scotland’s best practice message. Training will also be delivered to contractors and small and medium enterprises to help them access relevant information on the Internet and, specifically, the Zero Waste Scotland website.

New procedures will be developed to ensure that the following steps are implemented on all construction projects:

• Designing out waste principles and processes are taken into account.
• Good practice SWMPs are specified.
• Contractors are managed effectively and monitoring procedures are in place.

The Halving Waste to Landfill Commitment concludes in December 2012, and Zero Waste Scotland is working with governments and an industry consultation group to consider the best way forward after its completion. The agreed outcome will aim to build on the significant progress delivered so far under Halving Waste to Landfill, and will broaden its focus to include resource-efficient construction.
Support available to local authorities
Zero Waste Scotland provides practical support to local authorities to sign and implement the Halving Waste to Landfill Commitment. This includes tools, guidance and advice on how to communicate the commitment to supply chains and customers.

Zero Waste Scotland recommends that the following steps are taken to sign and implement the commitment:

- initial contact made with Zero Waste Scotland;
- briefing paper submitted to senior management team;
- briefing paper approved;
- reference to construction commitment/waste targets inserted into council's corporate policy;
- key stakeholder buy-in achieved across council departments;
- review undertaken of all construction procurement processes and documentation;
- launch event held to advise key stakeholders and their teams of revisions to documentation and processes;
- roll-out of revised documents and processes, including departmental training as required.

To facilitate this process, Zero Waste Scotland has developed a set of documents, templates and training sessions as follows:

Council policy briefing paper – a template document for committee meetings, which sets out background information on the commitment and its benefits, the processes and actions required to implement the commitment, key issues and policy implications.

Local authority implementation plan – a guidance document setting out the process involved in implementing the commitment and the recommended updates to council documents.

Procurement guidance – Zero Waste Scotland will provide support to update the information within a local authority's standard suite of procurement documents for review and approval by the local authority. Where documents do not already exist, Zero Waste Scotland can provide standard templates.

Designing out waste – where design is provided in-house, Zero Waste Scotland can provide additional training on designing out waste and the waste forecasting tools that are available to identify opportunities to reduce waste and develop the SWMP at design stage.

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