

57412 Communal Bin Review regarding the World Heritage Site

I request a copy of the recording of the meeting of 31 October.

[Where Microsoft Teams meetings are recorded, these are deleted after 60 days.](#)

I request all notes and briefing papers prepared by Council officials for the meeting on 31 October covering its purpose and organisation, and expected outcomes.

[Please see attachment.](#)

Regarding Appendix 5 of the Report to the Transport & Environment (TEC) Committee on 16 November setting out proposals for the waste and recycling collections service within the Phase 5 area, I request identification of which officials or formal group took the decisions and what (if any) public consultation/engagement underpinned such proposals.

[The published minutes confirm that Transport & Environment Committee made the decision regarding Phase 5 and Appendix 5.](#)

I request any notes/minutes/papers made by Council officials explaining the decision not to make reference to the meeting on 31 October in the Report to the Transport & Environment (TEC) Committee on 16 November.

[There was no decision not to make reference to a meeting. Reports must be produced and submitted for various checks at least one month before the date of the Committee meeting. This means a meeting scheduled for 31/10/23 would be unlikely to feature in a report which had to be submitted and approved for publishing online around 09/11/23.](#)

I request any notes/minutes/ papers made by Council officials that subsequent to the TEC meeting on 16 November informed members of the TEC of the outcome of 31 October meeting.

[No such documents exist.](#)

I request all notes/minutes/papers prepared by any Council officials between 1 November 2023 and 17 May 2022 to follow up the agreement from the meeting on 31 October that proper planning of engagement with residents of the area covered by Phase 5 needed to be put in place.

[No such documents exist.](#)

It is understood that the Council, in taking forward the Communal Bin Review in the Edinburgh World Heritage area (now renamed Phase 6), had prepared during 2024 a longlist of options for refuse collection beyond those identified in the TEC paper of 16 November. I request any and all Council papers that set out the longlist of options, the process by which the longlist was formulated, the process by which the longlist was reduced to two options, including who from the Council was involved in that process and who or what group/committee within the Council took the decision to exclude local residents and their representatives from the shortlisting process.

[No such document exists.](#)

At the outset of the of the public consultation a document was shared entitled Preliminary proposals for New Town, West End and other areas in World Heritage Site - Not for public

circulation. I request any Council records regarding the basis used upon which such proposals were put together including the criteria employed, and whether public consultation/engagement was involved.

The proposals for Phase 6 (shared publicly in February 2025) were, in part, directly linked to the Communal Bin Review Update report approved at the [November 2023 meeting](#) of the Transport and Environment Committee. Appendix 5 of the report detailed the approach to the World Heritage Site and included a map showing proposals to be taken forward for consultation.

In relation to preparation for the public consultation 21 February to 4 April 2025 on Communal Bin Review Phase 6, I request information on the following: Which Council management group/committee was responsible for signing off the consultation proposals?

The proposed timeline for Phase 6 consultation (Referred to in Appendix 4 as Phase 5 Area B and C Engagement approach) was approved by Transport and Environment Committee in [November 2024](#). Details of Phase 6 consultation, including updated timeline, were discussed at the Communal Bin Review Project Board meetings in December 2024, January 2025 and February 2025.

In advance of the public consultation commenced on 21 February c, the Council undertook two meetings with Community Councillors from the Community Councils affected by Phase 6. I request the written record collated by Council officials of these meetings and the meeting's part in bringing about any changes after 7 February 2025 to the proposed consultation exercise and, if so, what these were.

An online meeting via Microsoft Teams took place 07/02/25 to which Community Councils and Ward Councillors were invited. This meeting was requested by Community Councils and followed the sharing of preliminary proposals on 28/01/25. The proposals included details of the Phase 6 consultation dates, public drop-in sessions and included a request for feedback from Community Councils to be submitted by 07/02/25. The online meeting invite was sent 03/07/25 and included a reminder that feedback on the proposals was due by 07/02/25. No written feedback was received from any Community Council about any aspect of the Phase 6 proposals.

A follow-up email was sent 10/02/25 with action points from the 07/02/25 meeting and included a link to preview the consultation questions and information which respondents would have access to. On 11/02/25, invitations were sent to Community Councils to three online briefings which took place 19/02/25 and 20/02/25 (2 briefings). On 18/02/25, an email was received from a member of one Community Council with feedback. Changes to letters or any associated documents need to be reviewed before being processed and for letters to arrive with residents starting 21/02/25, there was no opportunity to make changes to the letters and associated documents.

I request information on whether any advice sought from those outside the Council regarding how the preparation and analysis of the questionnaires be undertaken.

[There is no such record of any advice being sought.](#)

I request a copy any formal rules and/or procedures written down to ensure that any analysis of residents' responses was objective and consistent.

There have been no such rules and/or procedures identified.

I request information on which Council officers were involved in discussions that decided the final presentation of proposals to the TEC and which officer formally signed them off.

Officers from several teams within Neighbourhood Environmental Services were involved in discussions about the Phase 6 proposals following a review of feedback received during the consultation. These included the Communal Bin Review project team, Neighbourhood Environmental Services Officers, area managers and supervisors from Waste and Cleansing.

I request any and all briefings provided by officers to the Convenor of the TEC about the paper on the Communal Bin Review dated 21 June, including whether such briefings alerted him to the serious unresolved concerns of residents' groups about lack of clarity, transparency and openness and direct engagement with residents regarding the method/process that would be used to reach recommendations about refuse services in individual streets and the failure to engage directly with groups of residents.

No briefings took place.