

Tarland Community Composting - Project Plan

Overview

The Tarland Development Group (TDG) is a local action group of volunteers. Its aims are to plan, fund, organise and promote developments in the Tarland area for the benefit of the community, visitors and local business.

This project will set up a volunteer run Community Composting Scheme. A suitable site has been offered by the MacRobert Trust free of charge. All necessary licences will be obtained. Risk assessments will be carried out and all volunteers trained and issued safety equipment as appropriate. The site will be prepared by clearing topsoil to form a back wall, laying hardcore and gating the track.

The scheme will operate a kerbside bag collection service. Unique, large garden waste bags will be provided to members for an annual fee. Bags will be filled with garden waste only. The waste will then be collected from the kerbside, or designated area, on 15 pre-arranged fortnightly dates from April to November. A small tractor and trailer manned by volunteers will be used to collect and transport the waste. The tractor and trailer will be hired from the MacRobert Trust.

All green waste including grass clippings, tree and shrub prunings (max 1" stem diameter for woody material), and leaves will be collected. The waste will be taken back to the site where it will be put in windrows. The windrows will be turned fortnightly using a JCB and the MacRobert Trust will be contracted to do this. At the end of the composting period, the mature compost will be sieved with a mechanical rotary sieve, to provide good quality compost. Non-composted material will be returned to the windrow and usable compost will be bagged for use by local residents (donations requested).

The scheme is a not for profit community enterprise and intends to be self-financing.

Introduction

Current solutions for disposing of green garden waste locally are limited. It can be taken 18 miles to Crow's Nest Landfill, Banchory, taken to a green waste skip in Aboyne for onward transport to New Deer (approximately 50 miles), burnt on polluting bonfires, dumped in local woods or put into black wheelie bins for landfill. All of these options either have an associated large carbon footprint or are otherwise undesirable. There are also plans to withdraw the Aboyne skip service.

As an initiative of TDG under the guidance of the Community Composting Officer from Aberdeen Forward, a committee was set up to examine options and progress a local solution. Visits to other community composting schemes including Johnshaven, Pitmedden and Easter Anguston were undertaken to assess feasibility and facilitate understanding of practical issues.

A survey to gauge community interest had a positive outcome and also indicated reasonable volunteer support for the scheme to proceed. The local estate, the MacRobert Trust, is supporting the project by provision of a rent-free site and the option to hire appropriate plant and labour.

Aim

The aim of this project is to provide a non-profitmaking, volunteer-led service to the Tarland community for the collection and recycling of green garden waste.

Scope

- The service will involve the regular collection of green garden waste only.
- The service will be available to all participating households within the boundaries shown on the attached map. This will generally include all households within the current 30 mile speed limit zone and any other properties it is practicable to access e.g. new developments.
- Participation in the scheme will be by a process of annual registration.
- The service will run from April to November in 2010 and thereafter annually if successful.
- Households outwith the collection area may also become members at reduced cost, and bring waste to a central collection area. Waste brought in would need to be bagged, and comply with the rules for the collected waste.

Proposed Outcomes

The project has the proposed outcomes of:

- providing a useful and efficient waste removal service to participants,
- reducing the amount of waste to landfill,
- reducing the carbon footprint of transporting bulky waste,
- creating good quality compost through large scale composting,
- community benefits of working together on a project providing volunteer opportunities,
- providing social networking opportunities and social cohesion.

- providing new skill acquisition opportunities,
- preventing dumping of garden waste,
- encouraging similar initiatives by showing how a community can solve issues of waste locally.

Interest and Need in the Community

A self-completion questionnaire available to local people through Tarland Market, the Waste Aware Caravan and paper deliveries produced 37 responses, all supportive of a community scheme. 21 respondents indicated willingness to provide volunteer labour.

The Tarland community action planning process also supported the scheme.

The MacRobert Trust, who owns many houses in the village, is fully supportive.

The Douneside House Garden Manager is asked on occasion to remove garden waste by villagers for cash payment.

Local professional gardeners have experienced difficulties in disposing of green garden waste.

Tree and shrub prunings are frequently left in local woods.

There is an opportunity to provide garden waste removal for the sheltered housing complex.

After visits to other community composting schemes including Johnshaven, Pitmedden and Easter Anguston, undertaken to assess feasibility and facilitate understanding of practical issues, encouragement from Aberdeen Forward and consideration of the community interest and need listed above, we have confidence that there is sufficient support to make the project successful. Our target is 50 households joining in the first year, increasing in subsequent years.

Organisation and Responsibilities

a) Management committee will be composed of:

- Project Co-ordinator: to oversee the project.
- Membership secretary: responsible for maintaining a database of participants which will be kept on a password protected computer and will be used for no other purpose.
- Volunteer co-ordinator: responsible for producing a rota of volunteers for the collection days and administration of all matters pertaining to volunteers including health and safety issues.
- Treasurer: the treasurer of the TDG will be responsible for all financial matters pertaining to the composting scheme and all existing arrangements of the TDG will apply. (annex 3)

b) Legislation

All current relevant legislation will be complied with in respect of Health, Safety, Waste Management, Environment, Data Protection, and Record Keeping. The Project Co-ordinator will be responsible for ensuring this. Insurance of all people affected by the scheme in any way will be covered under existing TDG insurance arrangements.

c) Volunteers

Risk Assessments: All activities will be subject to risk assessment.

Training: All volunteers will be given information, instruction and training appropriate to their duties and abilities.

Equipment: All volunteers will be provided with appropriate workwear and personal protective equipment as per the risk assessment for their duties.

Standard Operating Procedures:

Standard operating procedures will be followed for all activities.

Commitment: Volunteers will sign an agreement to confirm understanding of, and commitment to, their duties.

Facilities

Site: A dedicated site will be provided by the MacRobert Trust. The site meets current SEPA requirements for a site handling less than 100 tonnes per year. A windrow system will be used to compost the waste. Limited site preparation is required. There will be no public access to the site for either deposition of waste or collection of compost.

Waste Collection System: Collection will be of unique garden waste bags provided to members. Bags will be filled by members with garden waste to a max. weight of 25kg. Bags will be left on the pavement, or suitable location, for uplift into the trailer. One volunteer will drive the tractor, and two volunteers will uplift the bags.

Plant: A hired tractor and trailer will be used for transport of bags to the compost site. A JCB and driver will be hired for the periodic turning of the windrow.

Compost Grading: Compost will be machine graded by a purchased bespoke rotary sieve and bagged for distribution.

Set-up Costs

Item	Estimated cost	Total Estimated Cost
Site preparation	£1000.00	£1000.00
Safety equipment for volunteers:		
Gloves	£5.00 per pair x 20	£100.00
High visibility vests	£1.30 ea x 10	£13.00
Publicity:		
Launch posters/leaflets	£0.30 per page x 500	£150.00
Launch event venue	£50.00	£50.00
Launch event catering	£3.00 per head x 50	£150.00
Equipment:		
Green bags	£0.95 each x 100	£95.00
Rotary sieve	£370.00	£370.00
Generator	£200.00	£200.00
Administrative costs	£100.00	£100.00
Waste disposal licenses	Free for current tonnage	Free for current tonnage
		Total £2228

Running Costs

Item	Estimated Cost	Annual Total Estimated Cost
Hire of tractor and trailer for collections	£50.00 per time	£750.00
Hire of JCB and driver for turning the windrow	£50.00 per time	£750.00
Purchase of replacement and additional green bags	£0.95 ea x 20	£19.00
Administrative costs	£100.00	£100.00
		Total £1619

Total first Year Estimated Costs £2,228 + £1,619 = £3,847

Income/ Potential Funding Package

Set- Up Funding

- Community Action Plan £2000.00 - sufficient to initiate project.
- Marr Area Partnership £1000.00

Yearly Income

It is expected that membership revenue plus waste diversion income from Aberdeenshire Council will cover the yearly running costs.

- Revenue from membership - estimate 70 members at £10.00 per time plus £5.00 for extra bag, plus arrangements for one-off pickups of larger volumes. £700.00
- Donations for finished compost.

Publicity

Publicity will take several forms:

- Posters: Posters will be used to attract volunteers, inform of the launch event (see below) and also to attract participants.
- Newspaper articles: Articles will be submitted to the Deeside Piper and the Press and Journal both 3 months pre-launch and at launch to attract both volunteers and participants.
- Web-site: The scheme will be advertised on the village website at www.tarland.org.uk
- Launch event: A launch event will be held in March at the Left Bank Gallery in Tarland. Information will also be available at the April Tarland Market. Dates TBA
- Leaflets/ Sign up invitations: Leaflets/invitations to sign up to the scheme will be distributed to all eligible households.

Sharing experiences

Our experiences in setting up and running the scheme will be available to other communities to share and learn from, through the Tarland website: www.tarland.org.uk

Appraisal

The project will be appraised annually, to assess financial viability, safety, customer satisfaction and volunteer satisfaction.

Current Involvement

Tarland Development Group are supported in this project by:

- Aberdeen Forward
- Community Action Plan
- MacRobert Trust
- Marr Area Partnership