

# Waste and recycling service

## Tool 1: sample survey to assess current and desired waste services

Please complete this short survey outlining your current arrangements and specify what you would ideally want in the future. This data will tell us what our members want to be included in a new contract with a waste operator(s).

### 1. What types of waste does your business currently generate and recycle? *Tick boxes*

	Generate	Recycle		Generate	Recycle
Confidential (shredding)	<input type="checkbox"/>	<input type="checkbox"/>	Recyclables	<input type="checkbox"/>	<input type="checkbox"/>
Food	<input type="checkbox"/>	<input type="checkbox"/>	Oils	<input type="checkbox"/>	<input type="checkbox"/>
Waste electrical and electronic equipment (WEEE)	<input type="checkbox"/>	<input type="checkbox"/>	General waste	<input type="checkbox"/>	<input type="checkbox"/>
Hazardous/clinical	<input type="checkbox"/>	<input type="checkbox"/>	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>

### 2. Please complete table below with details of the collections

Waste type	Container (eg sack, 120l, 240l, 660l, 770l, 1100l)	No. of sacks/bins per collection	No. of collections per week	Collection day(s)	Collection time	Collection location	Current collection cost (per container or weekly/ annual if unknown)
Co-mingled*							
White paper							
Mixed paper							
Plastics							
Cans							
Cardboard							
Food							
Confidential							
Oils							
WEEE							
General waste							
Other							

\*(paper, card, plastic, cans)

**3. Who is your current waste/recycling collection provider?**

.....

**If you use more than one waste collection provider please state who they are and what waste stream they collect from you?**

.....

**4. Who decides which waste/recycling collection provider to use?**

*Ourselves/head office/other.....*

**5. What are the details of your current contract?**

- When does it expire?
- Are there any break clauses?
- Is there a financial penalty to end the contract early?
- Is it a national contract? If yes, can a local site be separated from this?

**6. What would persuade you to switch from your current provider to a consolidated waste collection service?**

- Price – cheaper than current provider(s)*
- More convenient collection days*
- More convenient collection times*
- Approval from head office*
- Zero emission collection vehicles*
- Quieter collection vehicles*
- Provision of wheelie/recycle bins*
- A greater range of waste products that could be recycled*
- Company credentials, for example, environmental performance, confidence waste is dealt with ethically; International Standards Organization (ISO) accreditation*

**7. Are there any other types of waste you want this service to recycle?**

.....

Please return this completed survey to:

*(Insert contact details)*