

This document contains important information about how the refuse collection system works in Leeds. We hope it will make it easier for you to play your part in helping the environment and in supporting your local community.

For many of you it will be the first time you have lived away from home or outside halls of residence and the first time you will be responsible for dealing with your own waste. Leeds City Council wants to help you get to grips with responsibilities you now have as a resident of Leeds.

### Kerbside collections

You should have two different coloured wheeled bins. A black bin for general waste and a green bin for recyclable waste.

- These bins must be kept inside your garden at all times and must not be left on the street.
- You must put the bins at the edge of the kerb outside your property on collection day from 7:00am.
- Your bin can only be emptied if it is out before the collection vehicle arrives.
- Bins must be returned to your property after collection, if you fail to return your bin you could be issued with a £100 fine.

### What are my collection days?

Your black bin is emptied every week and your green bin is emptied monthly (or fortnightly if you live in Headingley).

Your collection day should be displayed on your black bin lid and a calendar on your green bin. If these are not available you can find your collection day on [www.leeds.gov.uk](http://www.leeds.gov.uk) or by telephoning 0113 222 4406.

### What can I put in my green bin?

Paper	newspapers, glossy magazines, telephone directories, catalogues, envelopes, junk mail and office paper
Cardboard	cereal boxes, egg boxes, soap powder boxes, brown cardboard boxes and glossy card
Cans	all metal cans, food cans, drinks cans and pet food cans. Please empty and rinse out before putting in the bin.
Plastic	all plastic bottles or items displaying the following symbols:



**Please do not put glass, food, garden or nappy waste in the green bins. Any non recyclable material must go in your black bin.**

## **What can I put in my black bin?**

General waste and non recyclables go in your black bin.

## **How can I get rid of extra rubbish or large rubbish**

If you telephone the environmental contact centre they will let you know how you can dispose of the extra rubbish free of charge.

## **Where can I recycle other items which cannot go in the green bin.**

Leeds City Council operate household waste sorting sites across the city for residents to dispose of other household waste. The sites are open every day 9:00 to 5:00pm during the spring/summer and 9:00 to 4:00pm Autumn/Winter.

There are approximately 500 recycling bring sites across the city. They are usually found in supermarket car parks for you to recycle glass, paper and textiles.

## **What can I do if my bin has not been emptied?**

You need to check the following things:

1. Did you put your bin out by 7:00am on your collection day?
2. Were the correct materials put in the correct bin?

Your green bin must only contain paper, plastic, cardboard and metal food and drinks cans. Putting the wrong waste in the green bin can contaminate the whole collection meaning that all the waste collected on that round has to go to landfill, wasting the good efforts of your neighbours.

## **My bins are always full before collection day can we have more bins?**

If you live in shared accommodation and there are more than five of you in the household you can have a more bins. You must request these bins through our environmental contact centre by calling: 0113 222 4406

## **I live in a shared house so who is responsible for the bins?**

Everyone living in the house is responsible for the bins. This includes putting the correct waste in the bins, putting them out for collection and returning them back to your property after they have been emptied.

Failure to comply to the procedures could result in everyone living in your house receiving a £100 fine each.

## **What will happen if my bins are left on the street?**

Our enforcement officers patrol the streets daily to check if bins are being put back into gardens. If bins are repeatedly left on the street you could be issued with an £100 fine.

The last thing we want to do is fine anybody and doing so is a last resort after we have done everything to get you to use the scheme properly.

Please remember to be a good neighbour by keeping your street and garden clean and tidy. Other people live their too.

For more information about the services available to you with regard to waste and recycling please visit [www.leeds.gov.uk](http://www.leeds.gov.uk) or telephone our environmental contact centre on 0113 222 4406.