



NETWAP

NETwork of small "in situ" WASTE Prevention and management initiatives

Priority Axis: ENVIRONMENT AND CULTURAL HERITAGE

Specific Objective 3.3 - Improve the environmental quality conditions of the sea and coastal area by use of sustainable and innovative technologies and approaches

Deliverable 3.4:1 Definition of a common framework methodology for waste management in small communities – Annex II Regulation scheme for community composting to be issued by a municipal administration

WP3: Data analysis, baseline elaboration and methodology definition on organic waste and plastic management

Activity 3.4 Organic waste and plastic management methodology for small communities

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CITY COATS OF ARMS

CITY OF XXX

MUNICIPAL REGULATION FOR THE COMMUNITY COMPOSTING ACTIVITY

Approved by the resolution of the Municipal Council N. xxxx of xxxxx

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1. Preamble

In the framework of the circular economy, the European Union (EU) has clearly set the steps for all its members, in order to progress towards an overall improvement regarding urban waste management.

The aim is to overcome the old conceptual model where waste were previously considered as refuse, and now become to be seen as a resource. First measures should include minimization and prevention, leaving as last options the energy recovery and landfilling of waste.

The EU has set through the *Circular Economy Package (Directive 2018/851/EU)*, the obligation of managing separately the organic streams generated in the municipalities as well as organic domestic waste by following very precise delays and goals. The main objectives of the EU are:

- 65% of recycling by 2035
- Reduction of municipal waste landfill down to 10% by 2035

Furthermore the requirements for the organic waste are:

- Obligation to implement the separate collection or recycling at source (home, community and local or communal composting) of bio-waste by 31 December 2023
- Bio-waste that has not been separately collected/separated at source and treated through composting or anaerobic digestion, will not be counted as recycled as from January 2027

Also the *Waste Framework Directive (Directive 2018/850/EU)* added some key elements related to community and home composting:

- It equates composting with selective collection in terms of enforceability of managing bio-waste selectively.
- Composting is considered a (in situ) waste recycling activity (so it is confirmed that the idea of framing it as a bio-waste prevention practice should be ignored). Additionally, it means that the tonnes managed through home and community composting must be included in the waste recycling concept in relation to the achievement of objectives
- Member States must take measures to foster and encourage home and community composting.
- Recycling processes through composting must ensure a high level of environmental protection and result in output which meets relevant high-quality standards. Such conditions must be also ensured for home composting practices.

It is therefore evident how the use of this practice meets the goals set by the EU.

2. Definitions

“Association of users allowed to perform composting”: two or more households and not household users (typically economic and touristic operators like: restaurants, canteens, hotels, B&B, campsites, harbours,...) who organise themselves under the shaper of an Association of private law who have the intention to set off a composting activity

“Bulking/complementary material”: woody or ligneous material of plant origin that, mixed with bio-waste in suitable proportions, allows air circulation throughout the mix, prevents compacting, provides carbon and regulates moisture. It is essential to provide it at adequate proportions in order to guarantee the right conditions for the composting process.

“Collection”: the collection of waste, including the preliminary sorting and storage prior to collection, including the management of the collection centers, for the purpose of transporting it to a treatment plant.

“Compost”: mixture of humified substances deriving from the aerobic biological degradation of organic waste not intended for sale, but for the maintenance of greenery or for plant-nursery activities.

“Composting”: aerobic process of degradation, stabilization and humification of the organic substance for the production of compost. For the correct development it requires oxygen, humidity and a correct ratio between the fibrous component, containing carbon, and the protein component, containing nitrogen; when the fibrous component is excessive (too much twigs or wood sawdust) the process is slow to start and is very long; when the protein component is predominant, the process develops quickly but forms little humus;

“Community composting”: composting is carried out collectively by more than a single user at the same time. The compost is used by the same producers in their own land properties;

“Fare/Fee”: is the rate paid by the user for the municipal waste management service. it is made up of a fixed part and a variable part.

“Managing entity”: company responsible for the management of urban and similar waste;

“Master composter”: Technical person responsible for the follow-up of the composting process and the maintenance of each composting point or site. It also usually works in informing participants.

“Organic fraction”: organic waste with a high moisture content, coming from separate collection of the municipal solid waste urban and similar that can be used in composting;

“Organic recycling”: the aerobic (composting) or anaerobic (biomethanation) treatment, by microorganisms and under controlled conditions, of the biodegradable parts of packaging waste, with the production of stabilizing organic residues or methane, with the exception of landfill, which cannot be considered a form of organic recycling;

“Organic waste” biodegradable waste from gardens and parks, food and kitchen waste from households, restaurants, food service and retail outlets and similar waste from the food industry collected separately;

“Separate collection”: collection in which a waste stream is kept separate based on the type and nature of the waste in order to facilitate its specific treatment;

“User”: subject registered in the role of the waste tax, that is, the entity that pays the waste management fare/fee;

“Waste”: any substance or object which the holder discards or intends or is required to discard;

“Waste management”: Set of operations aimed at addressing waste to the most appropriate destination according to its characteristics, in order to prevent damages or risks to human health and the environment. It involves the collection, transport, recovery and disposal of waste, including the control of such operations and the after-care of disposal sites, and including actions taken as a dealer or broker (according to Waste Framework Directive (EU) 2008/98 as amendment by Directive (EU) 2018/851);

3. Compostable waste

Materials intended for composting:

- a. Pre- and post-consumer food: discards from households and the commercial/institutional sector including but not limited to vegetables, fruits, grains, dairy products, meats, and compostable foodservice ware/packaging that may be commingled;
- b. Yard Trimmings: Leaves, grass clippings, brush, garden materials, tree trunks, tree stumps, holiday trees, and prunings from trees or shrubs. Can also include vegetative materials resulting from the use of commercial products, including but not limited to

discarded flowers, potted flowers, or grave blankets that do not include plastic, metal, polystyrene foam, or other non-biodegradable material;
c. Cellulose: kitchen paper or paper handkerchiefs not containing ink.

4. – Municipal register of composting operators

1. The municipal register of composting operators is the list of users that
 - a. declare to autonomously treat the organic waste;
 - b. do not deliver their biowaste to the waste collection public service
 - c. who wish to access tax rebate provided by the Municipality.
2. Users who
 - a. owe and regularly pay the tax on waste.
 - b. should meet the requirements foreseen for the activity of community composting which are explained in this regulation procedure
 - c. apply for beginning the above mentioned composting activity filling the related application form (enclosed to this regulation procedure)
 - d. submit an Agreement form (enclosed to this regulation procedure)
 - e. perform the composting activity in a correct way and continuously starting from the submission date of the Agreement signatureare allowed to be recorded in the municipal register of composting operators
3. In dependence of the specific composting activity, the user can be enrolled in one of the following categories of the Municipal register of composting operators:
 - a. Community composting of household users;
 - b. Community composting of not household users.
4. All users enrolled in the municipal register of composting operators will receive a label or plate to be stucked on the house number of the apartment. Labels will be different in dependence of the categories mentioned at point 3.
5. The users who intends to give in the composting activity must communicate in advance the cessation activity date. The deregistration implies the cancellation of the subscription in the municipal register of composting operators.
6. The activity of municipal register of composting operators is managed by municipal offices.
7. The users can verify their enrolment in the register by consulting the related website (www._____)

5. Control and deregistration from the municipal register of composting operators

1. The Municipality organizes support and control activities in order to verify the correctness of the composting performed by the users enrolled in the municipal register of composting operators.

2. Violations will be charged:
 - a. By local police;
 - b. By specific staff appointed by the municipality;
 - c. By the staff of environmental or civil protection associations of volunteers with whom the Municipality signed an Agreement.
3. If violation of community composting practice is ascertained, the association who is responsible for community composting is asked to meet the violated rules within 15 days. If after a second inspection, the violation persists,:
 - a. The Association with all members is cancelled from the municipal register of composting operators;
 - b. Association members will not benefit the tax reduction for the whole year;
 - c. Association members must be subject to a fine of _____
4. Separate collection operators (who are municipal employees) verify if the users (who are enrolled in the register of municipal composting operators) dispose of in the unsorted waste bag, kitchen or yard waste which must be destined to produce compost.
5. In this case users could not give their unsorted waste to the municipal waste collection service.

6. - Incentive

The users enrolled in the register of municipal composting operators benefit a tax reduction established by the Assembly of the Council every year in proportion of the reduction of the organic waste delivery.

7. – Monitoring and supporting methods

1. Municipal administration can send experts to the residents who are practicing community composting in order to:
 - a. Pay supporting visits and give help and suggestions to improve the activity and to make other subjects (other appliers, schools, ...) sensitive;
 - b. Pay inspection visits to verify the correctness of community composting practice which must meet the prescriptions reported in this regulation document.

8. – Composting Master

1. The composting Master is an user, identified by the municipal administration through a public procurement procedure, who is an expert of community composting due to attendance to training course or past experiences.
2. This composting Master declares to be ready to help nearby residents who desire to begin the community composting practice
3. This composting master benefits reimbursement for the afforded expenses; the reimbursement is established every year by the municipal council in proportion of the engagement demonstrated by the composting master.

9. – Conditions and requirements

1. All members of the Association who is supposed to perform the community composting are allowed to do this activity if the above mentioned Association:
 - a. Approved the installation of the composting device and adopted the guidelines about the organisation of the community composting;
 - b. Has been authorised by the municipal Council;
 - c. Is provided with a Responsible and a Conductor.
2. The Responsible for the Association is in charge of:
 - Demonstrate the possession of the authorisation issued by the Association;
 - Communicate possible variations and modifications;
 - Communicate anomalies in the composting process or in the composting device operation to the municipal council or to the deputy company;
 - Communicate within the date of 31 December of the actual year the activity cessation;
 - Fill in the form: a) to ask for the tax reduction of which all members of the Association have right to benefit; b) communicate the list of users; the compost utilization plan where the amount of compost supposed to be produced is communicated, the modality of compost usage and the locations where the compost will be used; the guidelines describing the activity of community composting approved by the Association.
3. The Conductor is in charge to:
 - a. Ensure the proper operation of the composting device;
 - b. Allows the access to the device only to the members of the association who deliver their organic waste;
 - c. Grant that organic waste deliveries comply with guidelines foreseen for the community composting;

- d. Ensure that a proper balance between kitchen waste and bulky agent is adopted;
 - e. Ensure a proper biofilter management;
 - f. Verify compost characteristics;
 - g. Spread the produced compost in compliance with the compost utilization plan;
 - h. Hold a register with input and output data, especially with respect of materials off specifications;
4. Composting community in case of a capacity lower than 1 t/y of input has the following rules:
- a. Conductor is not foreseen;
 - b. The application for tax reduction is compiled not by the Association but by the single users.

10. – Use of the Compost

1. The output from the composting process is defined as “Compost”. It must be employed according to the “Composting Utilization Plan” approved by the Association of users who are performing the community composting. The same Plan must be enclosed to the authorisation of the composting practice. The produced Compost must be employed in fields destined to flowers and plants crops and owned by the Association or by the single users who are members of the Association, if these fields take place not in the nearby of the Composter.