

## E&E Project Evaluation Form

\*\*\*\*Please be advised that completed evaluations are made available publicly and are posted on Stewardship Ontario's E&E Fund web site\*\*\*\*

**Project Name/Number/Priority area:** Baseline Data for Multi-residential Buildings in Essex Windsor / 278 / Multi-family Recycling

**Lead Sponsor/competed by/date:** Essex Windsor Solid Waste Authority

**Project Duration:** April 2007 to December 2008

**Total project value:** \$15,000

**E&E funding amount:** \$9,000

### **Section 1 –To be completed by Project Applicant**

- 1) **What were the Project Goals and Objectives** (as per the E&E Application and/or Contract)? To compile baseline data on all multi-family buildings in Essex Windsor. To evaluate and select an appropriate database for recording multi-residential data and gather relevant data (building size, type, number of units, number of carts, etc.) and enter it into the database.
- 2) **Were the goals and objectives met?** (and if not why not?) The goals and objectives were partially met. There is still additional data that must be gathered and inputted. We do have a complete record of all multi-residential buildings (417 buildings) and units (22,364 units) in Essex Windsor. However we need to gather more information on many of the buildings. This will be done in the winter-summer of 2009.
- 3) **Summary of Project Accomplishments** (i.e. what did the project do/achieve?): Various databases were evaluated and a specific database (Access program) was selected. The database was populated with existing information and several buildings were contacted by phone and visited in person to acquire additional information. Because the database was modified and additional fields were added it is now necessary to revisit all remaining buildings in order to fill in any missing information.
- 4) **Summary of Project Limitations** (e.g. is there anything that should have been done differently?) Do to staff's limited computer expertise and the fact that summer students were initially tasked with this project, in hindsight, the whole process may have been streamlined by hiring outside expertise to co-ordinate the evaluation and selection of the appropriate database. We have had to spend considerable time tweaking the system and trying to make it more user-friendly. Also the hiring of a greater number of summer students would have allowed us to accelerate the collection of additional data.
- 5) **What do you consider to have been the key "lessons learned" from this project? Does your project/activity represent a "best practice"?** The selection of a database that will on the one hand allow the user to "drill down" into data and gather more than rudimentary information and on the other hand, be simple enough for anyone to use, is a difficult one. Also sufficient time, trained staff, and resources are required to properly populate the database, considering how difficult it is to gain access to many multi-residential buildings.

- 6) What specifically are municipal staff doing with the experiences and data from this project? Do you have plans to apply these lessons in your program? Please explain how.** Staff are currently examining the database and developing more “quick searches”. We are also getting ready to commence additional site visits. We will also be conducting site quantity analysis either through waste and recycling audits or through an evaluation of the number of carts and cart fullness. Once we have this information we can begin to develop additional multi- residential strategies.
- 7) Has your municipal council been informed about the project and its results?** The budget for this project was approved as part of the Authority’s 2007 budget. The Authority is also aware of the number of multi-residential buildings and units in Essex Windsor and the number of buildings that are not participating in the recycling program.
- 8) Do you think there are opportunities to share/replicate the successful elements of this project with other Ontario programs? If yes, how and where?** The database template has been circulated to members of the Multi Residential Working Group for their input and their use. We believe that the database can be adapted for use in any municipality. Clearly as we refine the information in the database and “drill down” we will uncover information that will be shared with the Working Group which will hopefully assist in increasing participation and capture province-wide.
- 9) Did this project result in either reduced costs per tonne of Blue Box waste recycled and/or increased Blue Box tonnes diverted? (Please explain)** It was not expected that this project alone would result in cost savings or tonnage increases.

***Section 2 –To be completed by Stewardship Ontario (and reviewed by applicant)***

- 9) Did this project do what it set out to do? If not, what were the reasons/ barriers?**

The goal of this project was to compile baseline data on all multi family buildings in Essex Windsor. The objectives of this project were:

- To evaluate and select an appropriate database for recording multi residential data.
- To gather all relevant multi family data including bldg size, type, no. of units, no. of carts, garbage, etc.
- To input data into the selected database in order to monitor bldg performance.

The objectives were partially achieved. An appropriate database for recording multi-residential data was selected. Not all relevant data was gathered and inputted due to a lack of resources and a lack of technical knowledge of database systems.

- 10) What are the key learnings from this project? Are there any next steps? What is being done to share the results?**

See proponent’s answer to question 5. The database template and its accompanying guidebook are being made available to municipal programs for their own use.

**11) Was the project good value for the money** (e.g. were there measureable program or system cost reduction benefits, cost effective tonnage increases, etc?)

Although the project was not intended to add tonnes to the program, it is a first step at enabling EWSWA to determine the current success of their existing MF program and determine a baseline for future measurement.

**12) Does this project represent “best practices”?** If yes, explain.

Essex-Windsor has indicated their desire to expand the number of MF buildings currently receiving recycling collection services. The Best Practices report recommends that municipalities identify all existing serviced and un-serviced multi-family buildings within their boundaries, and further recommends investigating the possibility of incorporating this sector with those residents served through the municipal Blue Box program for those currently not serviced. The report emphasizes the importance of measuring and monitoring the performance of complexes that are currently being serviced under the municipal Blue Box program.

It is recommended that sites fully participate in the municipal recycling program in order to be eligible to receive municipal garbage collection.

**14) Other Comments?**

The database template is available from the E&E Fund web page for municipalities to download and populate with their own multi-family data. A short guidebook is also available to help users become familiar with the various database functions.