GET IT OUT FOR CARDIFF 2016

Information for Landlords and Letting Agents

Dear all,

Get It Out For Cardiff, the annual end of term recycling, waste and charity collection, is here once again to ensure that moving out of student accommodation at the end of term is stress-free and leaves our communities clean and tidy.

The campaign will cover Households waste collections and Reuse collections from Halls and Residential Households in addition for the first time . Details for householders are as follows.

Kerbside collections

Waste collections will continue as normal.

No additional weekend kerbside collections will be provided.

Students living in Cathays and Gabalfa should put general waste (black bins/ red striped bags) out for collection on the 11th and 25th May, and the 8th and 22nd June.

Students living in Plasnewydd/ Roath should put general waste (black bins/ red striped bags) out for collection on the 5th May(bank holiday) and 18th May, and the 2nd June (bank holiday), 15th June and 29th June.

All kerbside collections in ***June*** will be as follows:

Cathays and Gabalfa	Date				
General waste (black bins/ red stripe bags		**08/06/16**		**22/06/16**	
Recycling (green bags)	**02/06/16***	**08/06/16**	**15/06/16**	**22/06/16**	**29/06/16**
Food Waste (Brown food caddy)	**02/06/16***	**08/06/16**	**15/06/16**	**22/06/16**	**29/06/16**
Plasnewydd/ Roath	Date				
General waste (black bins/ red stripe bags	**02/06/16***		**15/06/16**		**29/06/16**
Recycling (green bags)	**02/06/16***	**08/06/16**	**15/06/16**	**22/06/16**	**29/06/16**
Food Waste (Brown food caddy)	**02/06/16***	**08/06/16**	**15/06/16**	**22/06/16**	**29/06/16**

*Bank Holiday adjustment.

Waste should be presented after 4pm on Tuesday (*or Wednesday for bank holiday collection). Emptied bins should be removed from the pavement by 9.30am the day following collection. The Councils City wide “zero tolerance” littering campaign messages will continue to be promoted with on the spot fixed penalties issued to people who dump rubbish on the highway outside of the collection window

Should residents have bulky items or need to dispose of surplus waste, we can offer additional collections as below:

Items	Costs	How to arrange
Bulky waste collection – 1 to 2 items	£12.50	Call 2087 2087
Bulky waste collection – 3 to 4 items	£25	Call 2087 2087
Bulky waste collection – 5 to 6 items	£37.50	Call 2087 2087
Non collection day – Waste Removal	Quote on request	Call 2071 7761

If residents do not wish to pay for additional services, they can take their recycling and waste for free to a local Household Waste Recycling Centre (Lamby Way CF3 2HP, or Wedal Road CF14 3QX.) All residents must bring proof of Cardiff address with them to use the HWRC. Vans are not accepted at Wedal Road, and must be booked in advance to use Lamby Way.

Opening times for HWRC’s are 7.30am – 18.30pm. Please be aware that there will be reduced bank holiday Monday opening hours for Wedal Road (10am – 18.30pm).

If residents do not have access to a car, or are moving out on a different day than collection day, they can contact the Council to arrange a quote for clearance of recycling, waste and bulky items. Once payment has been made, waste will be collected on a date convenient to them e.g. on their move out day. They can contact Waste Management on (029) 2071 7761 or wheeliebin@cardiff.gov.uk (Monday-Friday, 8.30am until 4.30pm).

Pop Up Re-use Donation Points

The City of Cardiff Council, Cardiff Digs and our partners are this year offering 'pop up' green zones for tenants to be able to donate items before they leave.

Don't throw it out, please encourage your tenants to visit us at one of the locations:

<table>
<tr><th>Location</th><th>Dates</th><th>Time</th><th>Items accepted</th></tr>
<tr><td>Cathays Library, Fairoak Road</td><td>11th June
18th June
25th June</td><td>10am-4pm</td><td>Kitchen items (e.g. saucepans, plates, cutlery)
Clothing
Small electrical items
Books, CDs/DVDs
Unopened, in date food (tins, packets, jars only)
No perishable food, duvets or large electrical items.</td></tr>
<tr><td>Maindy Centre, Crown Way</td><td>As above</td><td>As above</td><td>As above</td></tr>
<tr><td>Penylan Community Centre, Penylan Road</td><td>As above</td><td>As above</td><td>As above</td></tr>
<tr><td>The Gate Arts Centre (coffee shop), Keppoch Street</td><td>Monday-Friday, Sunday throughout June/July</td><td>Monday- Friday: 8am-6pm

Sunday: 8am-10pm</td><td>Kitchen items (e.g. saucepans, plates, cutlery)
Clothing
Small electrical items
Books, CDs/DVDs
No food, duvets or large electrical items.</td></tr>
</table>

As a Landlord/Letting Agent we would like your help! When liaising with your tenants, please remember the following:

- Make sure all tenants are aware that their waste is their responsibility and advise them of the correct procedure. Including the option to use the Waste Removal Service described above.
- Be aware that the day tenant's move may not be a waste collection day. Any communication with tenants should **not** advise them to place their waste out for collection on the day that they leave if it is not waste collection day. Arrangements must be made in advance.
- Be aware that once tenants have left, it is only household waste and recycling that will be collected from the kerbside on collection day. All other waste is considered as commercial and will be dealt with accordingly.

- Be aware that enforcement action will be taken against the person/company responsible for dumping waste on the highway. This will include cleaning companies' etc working on behalf of landlords/property management companies/letting agents. So it is important they are made fully aware of the procedure.
- Once tenants have left, Landlords can arrange any of the following:

	Costs	How to arrange
Bulky waste collection – 1-2 items	£12.50	Call 2087 2087
Bulky waste collection – 3-4 items	£25.00	Call 2087 2087
Bulky waste collection – 5-6 items	£37.50	Call 2087 2087
Bulky waste collection – 7+ items	Quote on request	Call 2071 7501
Waste removal service	Quote on request	Call 2071 7761

Alternatively, landlords can take their waste to our new Commercial Recycling Centre at Bessemer Close. For more information see:
http://www.cardiff.gov.uk/content.asp?nav=2870,4049,4548,6860&parent_directory_id=2865

Thank you for your co-operation, if you have any queries about the Get it Out Campaign for 2016, please contact Waste Management on 2071 7761 or email c2c@cardiff.gov.uk or see www.cardiffdigs.co.uk.

GWAREDU'R GWASTRAFF 2016

Gwybodaeth i Landlordiaid ac Asiantaethau Gosod Tai

Annwyl bawb,

Mae Gwaredu'r Gwastraff – casgliadau ailgylchu, gwastraff ac elusennol diwedd y tymor – yma eto i sicrhau bod symud o lety myfyrwyr ar ddiwedd y tymor mor ddidrafferth â phosibl, gan adael cymunedau'n lân a thaclus.

Bydd yr ymgyrch yn cynnwys casgliadau gwastraff Cartref a chasgliadau Ailddefnyddio o Neuaddau Preswyl yn ogystal â Chartrefi Preswyl am y tro cyntaf. Mae manylion i ddeiliad tai fel a ganlyn.

Casgliadau ymyl y ffordd

Bydd casgliadau gwastraff yn parhau fel arfer.

Ni fydd unrhyw gasgliadau ymyl y ffordd ychwanegol ar y penwythnos.

Dylai myfyrwyr sy'n byw yn Cathays a Gabalfa roi eu gwastraff cyffredinol (biniau du / bagiau streipiau coch) allan i gael eu casglu ar 11 a 25 Mai, a 8 a 22 Mehefin.

Dylai myfyrwyr sy'n byw ym Mhlasnewydd/ Y Rhath roi eu gwastraff cyffredinol (biniau du / bagiau streipiau coch) allan i gael eu casglu ar 5 Mai (gŵyl y banc) a 18 Mai, a 2 Mehefin (gŵyl y banc), 15 Mehefin a 29 Mehefin.

Bydd pob casgliad ymyl y ffordd ym ***mis Mehefin*** fel a ganlyn:

Cathays a Gabalfa	Dyddiad				
Gwastraff cyffredinol (biniau du/bagiau streipiau coch		**08/06/16**		**22/06/16**	
Ailgylchu (bagiau gwyrdd)	**02/06/16***	**08/06/16**	**15/06/16**	**22/06/16**	**29/06/16**
Gwastraff Bwyd (cadi bwyd brown)	**02/06/16***	**08/06/16**	**15/06/16**	**22/06/16**	**29/06/16**
Plasnewydd/ Y Rhath	Dyddiad				
Gwastraff cyffredinol (biniau du/bagiau streipiau coch	**02/06/16***		**15/06/16**		**29/06/16**
Ailgylchu (bagiau gwyrdd)	**02/06/16***	**08/06/16**	**15/06/16**	**22/06/16**	**29/06/16**

Gwastraff Bwyd (cadi bwyd brown)	02/06/16*	08/06/16	15/06/16	22/06/16	29/06/16

*addasiad ar gyfer Gŵyl y Banc.

Dylid rhoi gwastraff allan ar ôl 4pm ar ddydd Mawrth (*neu ddydd Mercher ar gyfer y casgliad ar ŵyl y banc) Dylid tynnu biniau wedi eu gwagio o'r palmant erbyn 9.30am y diwrnod ar ôl y casgliad. Bydd negeseuon ymgyrch “dim goddefgarwch" i daflu sbwriel y Cyngor sydd ledled y Ddinas yn parhau i gael eu hybu gyda chyflwyno cosbau sefydlog yn y fan a’r lle i bobl sy’n dympio sbwriel ar y briffordd pan nad yw’n amser casglu

Os oes gan drigolion eitemau mawr neu â’r angen i gael gwared ar wastraff ychwanegol, gallwn gynnig casgliadau ychwanegol fel a ganlyn:

Eitemau	Costau	Sut i drefnu
Casgliad swmpus – 1/2 eitem	£12.50	Ffoniwch 2087 2088
Casgliad swmpus – 3/4 eitem	£25	Ffoniwch 2087 2088
Casgliad swmpus – 5/6 eitem	£37.50	Ffoniwch 2087 2088
Gwaredu gwastraff y tu allan i’r diwrnod casglu	Dyfynbris ar gais	Ffoniwch 2071 7761

Os nad yw trigolion am dalu am wasanaethau ychwanegol, gallant fynd â’u hailgylchu a’u gwastraff am ddim i Ganolfan Ailgylchu Gwastraff y Cartref lleol (Ffordd Lamby CF3 2HP, neu Heol Wedal CF14 3QX.) Rhaid i bob trigolyn ddod â thystiolaeth o gyfeiriad Caerdydd â nhw i ddefnyddio’r CAGC. Ni chaniateir faniau yn Heol Wedal, a rhaid bwcio o flaen llaw i ddefnyddio Ffordd Lamby.

7.30am - 18.30pm yw’r amseroedd agor ar gyfer CAGCau Sylwer na fydd Heol Wedal ar agor mor hir ar ŵyl y banc (Dydd Llun) (10am - 18.30pm).

Os nad oes gan drigolion gar, neu’u bod yn symud allan ar ddiwrnod gwahanol i’r diwrnod casglu hwnnw, gallant gysylltu â’r Cyngor i drefnu dyfynbris i glirio ailgylchu, gwastraff ac eitemau swmpus. Ar ôl talu, caiff gwastraff ei gasglu ar ddyddiad sy’n gyfleus iddyn nhw e.e. y diwrnod y maent yn symud allan. Gallant gysylltu â Rheoli Gwastraff ar (029) 2071 7761 neu biniauolwynion@caerdydd.gov.uk (Dydd Llun-dydd Gwener, 8.30am tan 4.30pm).

Mannau Cyfrannu Pethau i'w Hailddefnyddio Dros Dro

Eleni, mae Cyngor Dinas Caerdydd, Llety Caerdydd a'n partneriaid yn cynnig parthau gwyrdd dros dro i denantiaid allu cyfrannu pethau cyn iddynt fynd.

Peidiwch â'i daflu, anogwch eich tenantiaid i ymweld â ni yn un o'r lleoliadau canlynol:

Lleoliad	Dyddiadau	Amser	Eitemau a dderbynnir
Llyfrgell Cathays, Fairoak Road	11 Mehefin 18 Mehefin 25 Mehefin	10am-4pm	• Eitemau'r gegin (e.e. sosbenni, platiau, cyllyll a ffyrc ac ati) • Dillad • Eitemau trydanol bychain • Llyfrau, Cryno Ddisgiau/DVDs • Bwyd heb ei agor a heb fynd heibio'i ddyddiad (tuniau, pacedi, jariau yn unig) Dim bwyd darfodus, duvets neu eitemau trydanol mawr.
Canolfan Maendy, Ffordd y Goron	Fel yr uchod	Fel yr uchod	Fel yr uchod
Canolfan Gymunedol Pen-y-lan	Fel yr uchod	Fel yr uchod	Fel yr uchod
Canolfan Gelfyddydau The Gate (siop goffi), Keppoch Street	Dydd Llun - dydd Gwener, dydd Sul trwy gydol mis Mehefin a mis Gorffennaf	Dydd Llun - dydd Gwener: 8am-6pm Dydd Sul: 8am-10pm	• Eitemau'r gegin (e.e. sosbenni, platiau, cyllyll a ffyrc ac ati) • Dillad • Eitemau trydanol bychain • Llyfrau, Cryno Ddisgiau/DVDs Dim bwyd, duvets neu eitemau trydanol mawr.

Fel Landlord/Asiantaeth Gosod Tai, hoffem eich help! Wrth gyfathrebu â thenantiaid, cofiwch y canlynol:

- Sicrhewch fod yr holl denantiaid yn ymwybodol mai eu cyfrifoldeb nhw yw eu gwastraff a'u cynghori ar y weithdrefn gywir. Gan gynnwys yr opsiwn i ddefnyddio'r Gwasanaeth Gwaredu Gwastraff a ddisgrifir uchod.
- Sylwer ei bod yn bosibl na diwrnod casglu gwastraff fydd y diwrnod y mae tenantiaid yn symud. **Ni** ddylech gynghori tenantiaid i roi eu gwastraff allan i gael ei gasglu ar y diwrnod y maent yn gadael os nad yw'n ddiwrnod casglu gwastraff. Rhaid gwneud trefniadau o flaen llaw.

- Ar ôl i denantiaid symud, sylwer y cesglir gwastraff cartref ac ailgylchu o ymyl y ffordd yn unig ar y diwrnod casglu. Ystyrir bod yr holl wastraff arall yn fasnachol ac ymdrinnir ag ef yn unol â hynny.
- Sylwer y bydd camau gorfodi yn erbyn y person/cwmni sy'n gyfrifol am ddympio gwastraff ar y briffordd. Bydd hyn yn cynnwys cwmnïau glanhau ac ati sy'n gweithio ar ran landlordiaid/cwmnïau rheoli eiddo/asiantaethau gosod tai. Felly mae'n bwysig eu bod yn gwbl ymwybodol o'r weithdrefn.
- Ar ôl i denantiaid adael, gall landlordiaid drefnu unrhyw o'r canlynol:

	Costau	Sut i drefnu
Casgliad swmpus – 1-2 eitem	£12.50	Ffoniwch 2087 2088
Casgliad swmpus – 3-4 eitem	£25.00	Ffoniwch 2087 2088
Casgliad swmpus – 5-6 eitem	£37.50	Ffoniwch 2087 2088
Casgliad swmpus – 7+ eitem	Dyfynbris ar gais	Ffoniwch 2071 7501
Gwasanaeth gwaredu gwastraff	Dyfynbris ar gais	Ffoniwch 2071 7761

Neu, gall landlordiaid fynd â'u gwastraff i'n Canolfan Ailgylchu Masnachol newydd yn Bessemer Close. I gael rhagor o wybodaeth gweler:
http://www.cardiff.gov.uk/content.asp?nav=2870,4049,4548,6860&parent_directory_id=2865

Diolch am eich cydweithrediad, os oes gennych unrhyw ymholiadau am Ymgyrch Waredu'r Gwastraff ar gyfer 2016, cysylltwch â Rheoli Gwastraff ar 2071 7761 neu e-bostiwch c2c@caerdydd.gov.uk neu weler http://www.lletycaerdydd.co.uk/.