

KNOWSLEY COUNCIL

LITTER BIN POLICY



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| Version: | 4.0 |
| Approved by: | Executive Director (Communities and Neighbourhoods) in consultation with the Cabinet Member for Communities and Neighbourhoods |
| Date formally approved: | 21 September 2021 |
| Document Author: | Denise Best. Head of Neighbourhood Services |
| Name of responsible directorate: | Communities & Neighbourhoods |
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| TITLE | <p>Title: Litter Bin Policy</p> <p>Publication Date: 21/09/21</p> <p>Version Number: 4.0</p> <p>Document Type: Policy</p> <p>Summary: The purpose of this policy is also to provide details of litter bin provision and outline operational arrangements including maintenance and repair. This includes the type of bins used and the frequency of emptying.</p> |
| ORIGINATOR | <p>Document Author and Job Title: Denise Best. Head of Neighbourhood Services</p> <p>Responsible Directorate: Communities and Neighbourhoods</p> <p>Policy Operational Level: Level 1 Borough</p> |
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| EQUALITY IMPACT ASSESSMENT | <p>In order to carry out an EIA you should first complete a screening matrix which can be accessed through the Corporate Equality and Diversity Team.</p> <p>Screening Matrix Complete: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Date Complete: 09/21</p> <p>Manager/Group responsible: Denise Best</p> <p>Category: High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input checked="" type="checkbox"/> No relevance <input type="checkbox"/></p> <p>Based on the category indicate the date that a further assessment must take place: Three Years - 2024</p> <p>Initial Assessment is complete: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>Date Complete:</p> <p>Full EIA Process is complete: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>Date Complete:</p> |
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| POLICY LIBRARY | Once formally approved the document should be posted onto the Policy Library on the council intranet. Date Posted: Posted by: |
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Foreword

I recognise that a clean, safe, attractive and sustainable environment is important for the people in Knowsley. Keeping our streets clean is a key Council priority and as such we have developed new approaches including changes to our litter bins design, specification and location criteria to enable the services to maintain the current cleansing regimes. We will also be undertaking more community engagement and strong enforcement to secure the behavioural change needed to stop people dropping their litter.

Therefore, it is important that we provide our residents and visitors to Knowsley with the adequate tools to dispose of their litter responsibly. We will do this by setting a standard style and type of litter bins which will provide a strong visual impact to encourage people to use litter bins and to have a stronger social responsibility for litter disposal.

Knowsley Council is committed in tackling issues such as littering; we understand the importance of supporting and working with residents, businesses, and visitors to deliver the outcomes we all want – a cleaner and attractive borough.



Councillor Shelley Powell,
Cabinet Member for Communities and Neighbourhoods
September 2021

1. Introduction

The Council has worked with our communities to understand what is important to them and by 2030, we (council, partners, residents, community groups and businesses) want Knowsley to be a place.....*"with welcoming, vibrant neighbourhoods and town centres"*. In doing so we need to ensure that the borough is clean and well maintained. However, litter can significantly impact on these aspirations; it is unsightly, unhealthy, and in some circumstances, potentially dangerous. Litter has repeatedly been in the top three concerns of our residents and is therefore very high on the Council's agenda for improvement. It can range in size from a single sweet wrapper/drinks can or cigarette butt, to a whole bag of dumped rubbish or multiple loads of fly tipped waste. Litter bins are an important tool for helping to reducing litter, but their location and design need to be carefully considered alongside operational resources and the financial constraints we are continually facing.

Knowsley Council receives many requests for the installation of litter bins, particularly on the adopted highway and in parks, from our communities and also Elected Members. This policy aims to establish formal criteria regarding where bins will be located, the type of bins that should be used, and also the process to be followed for both installing a bin and removing a bin if it becomes necessary to do so.

Streetscene Services aims to provide, maintain, empty and cleanse litter bins throughout the borough, which is part of its statutory duty as a Principal Litter Authority; to keep its relevant land clear of litter if it is open to the air and under their control to which the public have access. Examples of how this can be met are as follows:

- To provide sufficient bins to meet the needs of the local community, whilst minimising the impact on the surrounding environment;
- To maintain bins to a standard by which they are deemed to be fit for purpose which is not detrimental to the local environment; and to replace damaged / stolen bins as appropriate;
- To empty and cleanse bins on such a frequency as to prevent them from becoming a nuisance or giving reasonable grounds for complaint.

There are 712 litter bins in various locations and of various condition located on the public highway and on public open spaces across the borough with a capital cost of approximately £0.254m (excluding fixings). Litter bins form an integral part of the council's street cleansing service, which aims to keep Knowsley clean and tidy.

2. Legal Powers and responsibilities

Knowsley Council is a principal litter authority in accordance with Part 4 of the Environmental Protection Act 1990, as amended by Clean Neighbourhoods and Environmental Act 1995. This legislation gives powers to the authority in dealing with refuse and litter. Section 5(1) of the Litter Act 1983 enables litter authorities to provide and maintain refuse or litter bins in any street or public place. Careful consideration is given to the design and location of the bins to ensure they are where the public most need to dispose of litter.

Where bins are provided by Knowsley Council, section 5 (3) of the 1983 Act requires them to be emptied, cleansed and maintained so that the bin and its contents do not create issues to the public.

Litter bins erected on private land are the responsibility of the respective owner. Examples would include litter bins in a private car park or private shopping precinct. The Council has the power to address any litter related issues on private land under section 215 of the Town and Country Planning Act.

3. The Policy

The purpose of this policy is also to provide details of litter bin provision and outline operational arrangements including maintenance and repair. In doing so the council has set out clear objectives to improve the aesthetics of litter bin provision and increase efficiency. Litter bins design and location will be managed to provide economy of scale and ease of emptying. This includes the type of bins used and the frequency of emptying:

- (i) Litter bins will be purchased to a standard specification;
- (ii) New and replacement litter bin requests will be prioritised to areas where they will be well used or known litter problems exist;
- (iii) Litter bins will be positioned in a manner that aids access to pedestrians and ease of emptying; and
- (iv) Litter bins will be installed following consultation with relevant stakeholders and interested parties.

3.1 Standardisation of Design

Litter Bins

The style, appearance, placement and positioning are critical elements which all impact on the usability, ease of cleaning and service, initial purchase and replacement costs.

It is important that the bins are durable, of a suitable size and of a type that can be safely emptied. Litter bins for parks and recreational areas will need separate consideration.

The proposed specification for litter bins installed by Streetscene will include;

- Fit for purpose and location
- Enclosed top
- Universal branding and signage
- Smoking stub tray
- Universal locking mechanisms and key
- Standard colour, logo and style
- Standard plastic liners for each type of bin
- Visibility Strip
- Flush to the floor to prevent litter and debris build up underneath

Co-Mingled Recycling Litter Bins

Knowsley provides strong recycling messages for the home and it is important that these messages also transfer to people when they are out and about. Recycling litter bins can reinforce the recycling messages provided to householders and help cement recycling habits to deliver behavioural changes.

If the locations are carefully considered for the risk of contamination and abuse, then they can be an important part of Knowsley's recycling culture.

These should be located in areas where they are likely to be used correctly. When installing these bins consideration needs to be given to the likely level of usage, for example; whether people are most likely to be disposing of recyclable or non-recyclable litter in a given area. This in turn will help to determine the frequency with which the bins will require emptying. Recycling bins should not be installed near fast food outlets where the waste generated is high in volume and non-recyclable as this will only lead to the recycling element becoming contaminated.

The proposed specification for recycling litter bins will be;

- Dual aperture (litter and mixed recycling)
- Fit for purpose and location
- Enclosed top
- Universal branding and signage
- Smoking stub tray
- Universal locking mechanisms and key
- Standard colour, logo and style
- Standard plastic liners for each type of bin
- Visibility Strip
- Flush to the floor to prevent litter and debris build up underneath

It is noted that any potential changes from the current mixed recycle collections to separate material collections would require this specification to be reviewed.

3.3 Management of requests

All requests for new or replacement litter bins will be considered and responded to within three months of receipt by the Streetscene Services having regard to this policy document.

3.4 Prioritisation of Service Requests

Litter bins should generally be located in areas where they will be reasonably well used or which have been previously identified as having a known litter problem. In order to secure optimum use of resources, the Council must prioritise all requests for service. The following criteria will be considered and the scoring system will be used for prioritising service requests.

| Criteria | Options | Score |
|---|---------------------------------|--------------|
| Street cleansing zone / nature of the area | Town Centre | 15 |
| | Local Shopping Parade | |
| | School Route | 10 |
| | Entrance to Park and Playground | |
| | Litter Hotspot | 5 |
| | Bus Stop | |
| | Major Gateway | 2 |
| Any other location | 1 | |
| Proximity to existing bins | >100 metres to any bin | 10 |
| | <100 metres to 1 bin | 5 |
| | <100 metres to more than 1 bin | 0 |
| Number of service requests re littering / bin installation within six month period | 0 | 0 |
| | 1-3 | 2 |
| | 3-5 | 5 |
| | 5-10 | 10 |
| | Over 10 | 15 |
| Previous history with vandalism / bin removal within six month period at the location | 0 | 10 |
| | <5 | 5 |
| | >5 | 0 |

The decision to install a new litter bin will be determined once the initial assessment has been completed and reviewed by the Head of Neighbourhood Services (or nominated officer). This process will ensure that areas of the borough where litter bins will be well used or a litter problem exists are given appropriate installation priority.

In addition to the above the service will also give consideration to:

- Operational implications: does the service have sufficient resources to adequately maintain the bin;
- Health and Safety Implications: consult with staff on appropriate locations for accessing the bins for emptying, e.g. can this be done safely;
- Suitability of pavement and public access i.e. obstruction to mechanical sweeping, wheelchairs, prams etc.; and
- Any planning restrictions i.e. heritage areas.

Where demand for litter bins exceeds available resource, requests will be placed on a waiting list. Outstanding requests will be dealt with in date order and priority order.

Any requests for the provision of bins for businesses that are generating litter will be considered in consultation with the business to agree the financing of the litter bin and the future arrangements for emptying the bin at their own expense linking in with voluntary litter agreements, and the Council's powers as stated in section 2.

3.5 Location on the highway

A number of factors will be considered in determining the most appropriate location for a litter bin:

Pedestrian Access

This is a priority consideration for the installation of a litter bin, in particular the pavement width and the size of litter bin that can be accommodated.

The location of litter bins should allow a clear width of 2000mm (2m) clearance on the footway. This should be regarded as the minimum under normal circumstances (a clear width of **2000mm** allows two wheelchairs to pass one another comfortably). Where this is not physically possible due to other landscape / infrastructure constraints or obstacles the absolute minimum requirement is a clear width of **1500mm**. Positioning of bins should be consistent with other street furniture, posts and bollards to cause minimal obstruction of the footway. Locating litter bins within a walking route where there are overhanging obstacles, such as vegetation, should be avoided.

Access for Emptying

Where possible litter bins should be located near to the kerbside or park entrance to facilitate easy emptying and minimize obstruction to pedestrians. Litter bins sited at the front of the footway should be at least 450mm from the kerb face. Where this is not possible and the litter bin has to be sited at the back of footway a space of 275mm should be maintained to allow for adequate cleaning.

Areas that are not suitable

Due to increased risk of dumping and vandalism litter bins will not be installed in the following areas;

- Purely residential areas with no mixed usage, as they attract dumping of household waste around the litter bins;
- In alleyways or secluded locations as they are prone to vandalism, fires and graffiti;
- Recycling litter bins close to fast food outlets and/or night time economy as the level of contamination is too high; and
- Post-mounted litter bins will not be installed in order to avoid obstruction to the footway.

3.6 Criteria for Replacing Litter Bins – proactive

The litter bin stock across Knowsley is of varying ages and degrees of wear. An annual audit will identify those litter bins that fail to meet the agreed standards - priority will be given to their replacement. Once the existing stock is up to the required standard, a reactive approach will be adopted.

3.7 Criteria for Replacing Litter Bins – reactive

A litter bin shall be replaced when it becomes damaged and its repair is not cost effective, or it is proposed to change the type of bin at a particular location, for example, due to redevelopment of an area. Where an area is being redeveloped, funding should be sought from those managing the redevelopment for provision of a new litter bin. Where a request is received for the replacement of an existing bin the following shall be considered:

- The condition of the bin has to warrant replacement for health and safety reasons,
- If the current bin is damaged due to vandalism, there must be a confidence that if the litter bin is replaced the damage is not likely to re-occur. Movement of the litter bin to a new location should be considered before replacement; and
- Litter bins that are servable but appear 'tired' can only be addressed if sufficient budget is available, priority will always be given to damaged litter bins.

3.8 Criteria for Removing Litter Bins

Where it is considered that the location of a bin is actually causing a detriment to an area it will be removed and alternative options considered.

When it is considered that to replace a bin will only lead to further vandalism, the bin shall be removed and alternatives considered, such as providing an alternative type of bin or working with enforcement officers to identify a behavioural solution. As well as issues regarding vandalism, issues in relation to fly tipping will also need to be considered. Where the location of a litter bin leads to dumping of waste, this includes depositing waste in or near a litter bin enforcement action can be pursued under the Environmental Protection Act (EPA) 1990.

When a decision is taken to remove a damaged litter bin and not replace it, Streetscene Services will arrange for the necessary reinstatement to the footway.

4. Consultation on Installation

Having determined the location of a new litter bin, stakeholders and interested parties will be consulted as appropriate. This section provides guidance on who should be consulted noting that some locations may require more than one stakeholder to be consulted.

All consulted parties will be afforded a minimum of 10 working days to consider the request for installation and submit their response.

In the event that stakeholders or interested parties object to the proposed installation of the litter bin(s) the Head of Neighbourhood Services will review the reasons for the objection. If the objection is deemed to be valid having regard to the criteria set out in this policy document or other mitigating circumstances, then the installation will not proceed and notification of the outcome will be provided.

5. Enforcement

It is an offence to drop litter of any kind. The Environmental Protection Act 1990 states that “if a person drops, throws, deposits, or leaves anything that causes defacement in a public place,” they commit an offence of littering. Authorised Officers of the Council, can issue an on the spot fine of up to £75 if a person is caught dropping litter. If brought before the court a fine of up to £2,500 can be administered if found guilty. Through working with the council’s Enforcement Team in relation to litter and bins we will:

- Ensure that where litter bins are abused, appropriate action is taken in line with fly-tipping powers;
- Issue Street Litter Control Notices to businesses, where appropriate;
- Issue on the spot fixed penalty notices to those individuals witnessed dropping litter.

6. Outcomes

By providing a standard approach to the litter bins provided across the borough the Council can achieve a range of benefits:

- Economies of scale will reduce costs of purchasing litter bins, maintenance and repairs;
- Improved operational efficiency, as standard approaches to litter bin provision and servicing can be provided;
- Strong brand identity across the borough for litter disposal; and
- Clear understanding on where litter bins can be placed.

All of the above will deliver strong litter bin ownership for both the community and the cleansing operational teams which will improve the cleanliness of Knowsley's streets and open spaces and also provide a clear and simple visual impact for residents and visitors as to how and where to dispose of their litter responsibly.

Key performance outcome indicators we will be used to monitor the progress of the policy. These measures will be used to identify what it is working and to help to identify further areas for improvement to ensure that Council services represent value for money.

You can also get this information in other formats.
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email customerservices@knowsley.gov.uk