

# Litter Bin Management – Summary Guidance

## Overview

Herefordshire Council has designed a litter bin procedure that details the management of litter bins within Herefordshire. A summary of the details included in this procedure are outlined below.

Herefordshire Council collects litter from around 1,300 litter bins located in public areas throughout Herefordshire that have been installed by either the council's contractors, parish councils or other groups.

The council's Public Realm Services Contractor, Balfour Beatty Living Places (BBLP), currently empties the majority of litter bins within the county with the exception of 339 bins in rural locations that are emptied by the council's Waste Collection Contractor, FCC Environment (FCC).

## Aim

The aim of this guidance note is to encourage good management of litter bins across the county to help keep Herefordshire clean and tidy.

BBLP will take the lead in managing litter bins in Herefordshire and will be responsible for:

- Authorisation of any new installations of litter bin(s)
- Installation, removal and relocation of litter bins upon request\*
- Repair and maintenance of litter bins\* (this may involve the removal of existing bins if considered unsafe)
- Maintaining up to date records of litter bin locations and collection frequencies
- Updating and providing up to date information on the Litter Bin service to all stakeholders
- Organising collection(s) of litter from litter bins where applicable
- Communicating information on litter bins to stakeholders

## Cost

**The cost of maintenance and repair, new and/or replacement litter bins located in rural areas (outside of the market towns and/or Hereford) will be the responsibility of the relevant parish council. BBLP shall make a charge to parish councils for this work.**

BBLP will use known information on current locations, frequency of collections and use of individual bins to provide a level of service that is both cost effective and helps meet the outcome of keeping Herefordshire clean and tidy. A cost effective service will be provided by:

- Only providing new litter bins where the need for a litter bin has been demonstrated
- Identify the most appropriate collection frequency for each litter bin
- Considering removal and relocation of existing bins to improve and provide a more cost effective service.

Specific costs for purchase and installation of bins can be obtained on request but are in the region of approximately £550 + vat. All prices are subject to review.

## Information

Communication between stakeholders will be encouraged through regular contact and up to date information being maintained on the council website.

There are a great many styles and sizes of litter bins installed across the county that currently require emptying. This often causes logistical difficulties to the crews emptying the bins as they need to carry a range of access keys and/or may be required to empty litter bins that are of poor design and difficult to empty.

We will be addressing this issue by requiring all new bins provided are of the same design and/or standard. The use of the standard type of bin will apply to anyone wishing to install a bin with the intent that it shall be serviced by the council's service provider(s).



**Broxap Standard Litter Bin**

A review of all existing bins within the county will be undertaken to determine an accurate count and ensure they are placed in a suitable location. Moving forward, no new litter bins should be installed on Council owned land without prior authorisation from BBLP.

## **New bins**

BBLP will be responsible for assessing the need, liaising with other service providers such as the council's Waste Management Team and installing the new litter bin (as per the standard litter bin). Members of the public will be directed to raise litter bin requests with their parish councils. If the parish council supports requests raised by members of the public, in the first instance, this should be discussed with your locality steward who will then initiate a discussion with the relevant officers within BBLP's operations team. BBLP will be entitled to recover the cost of installation and on-going maintenance costs of the litter bin when requests are received from a parish council or community group. The cost of this service varies depending on location and frequency of use; we would encourage parish councils to request a quote for costs for individual locations to ensure the cost received is accurate.

To allow for accurate records to be maintained BBLP should be notified of all requests for removal and where ever possible the removal should be undertaken by BBLP.

Similarly, to relocate a litter bin the request and/or notification shall be made to BBLP who will carry out the work where possible.

Existing litter bins and new litter bins that are authorised and installed by BBLP, or any predecessors, will be maintained, repaired or replaced by BBLP. The level of repair undertaken will be determined by BBLP taking into account, safety, costs and frequency of use. BBLP will either replace or remove existing bins if the bin has reached the end of its life within market towns or Hereford city.

Existing litter bins that were historically installed by Parish Councils or other groups will remain the responsibility of the PC or group. BBLP may be requested to carry out maintenance or repairs on behalf of the parish council or group; however, there will be an additional cost for this service. Maintenance requests for bins in rural locations that require emptying by FCC will be discussed by BBLP and passed to Waste Management to agree before authorisation is provided.

## **Full bins**

Reports for full, overflowing or damaged bins should continue to be reported using the 'report it' tool on the council website or by calling BBLP on (01432) 261800.