



Litter and Dog Waste Bin Policy DRAFT November 2023

1. Introduction

- 1.1. The Council has no legal duty to provide litter and dog waste bins, but it does have a duty to keep Council owned land and public highways clear of litter and refuse as far as is practicable. Since changes to the classification of wastes, dog waste can be put into litter bins, and disposed of in the same way.
- 1.2. Bins are traditionally provided maintained and emptied as a means of controlling litter or dog waste problems. There are circa 3460 bins in varying condition across the District that are currently emptied.
- 1.3. Whilst the Council is committed to providing sufficient bins to help discharge its responsibilities under the Environmental Protection Act 1990, it has never had a policy for agreeing numbers or locations for bins.
- 1.4. The Council's capacity to provide the resources to empty litter bins is finite. It is likely that the demand for litter bins will, at certain times or locations, exceed the capacity to provide the service.
- 1.5. Moving forward, the Council wishes to adopt a process of 'right bin / right place' and new bins will only be located in areas where it can be demonstrated that there is a genuine need for one. All locations must be centrally co-ordinated and agreed by the Council's Strategic Waste Management Service.

2. Definitions

- 2.1. Litter is waste which is disposed of "on the go" either in a bin or other receptacle provided for that purpose, discarded loose in the environment or as a result of an accidental escape from a premises, bin, etc.
- 2.2. For the purposes of this policy litter is generally distinct from household waste and from commercial waste. It should be noted, however, that there is some overlap. Waste materials which are spilled from a household or commercial waste collection or illegally disposed of by a business will enter the environment as litter.

2.3. Conversely residents can legitimately use communal waste and recycling bins sited on the street to dispose of litter (if they put the correct materials in the correct bin).

2.4. Bagged dog waste can be put into a general litter bin, as well as a designated fido bin.

3. Purpose of this Document

3.1. The purpose of this document is to detail how the Council will:

3.1.1. Map existing bins into a digital format

3.1.2. Deal with requests for new bins

3.1.3. Empty & maintain existing bins

3.1.4. Replace existing bins

4. Digital Mapping

4.1. The current locations of litter and fido bins are held only in paper copy, on printed maps and listed in spreadsheets. A programme has been implemented to check locations, map the bin with a unique reference number and then plot it onto a digital plan, linked with its current waste rounds collection. This will allow the Council to have real-time knowledge of the location and condition of bins and any relevant background information pertaining to them. This is expected to take a number of months to complete, but when it is, the Council will understand better the total number of litter bins it owns and empties, the cost of providing this service and whether resources can be better deployed to make this more effective.

5. Requests for New Bins

5.1. Bins will only be supplied, installed, maintained or emptied if they are on land for which East Suffolk Council has responsibility. This includes streets, carparks, parks and green spaces (including closed churchyards).

5.2. The Council has a limited budget for replacement or new bin installations and current requests outweigh this. The cost of siting a new bin may include creation of

a concrete base, fixings and scanning as well as the bin. Each new bin installed on the Highway also require a Street Furniture Licence from Suffolk County Council, which at a cost of £150 (23/24) gives permission to East Suffolk for doing so. The Council thus must make difficult decisions on where to spend the budget for new bins and replacement of old stock. New bin locations also require additional resource to empty and may mean that the current Rounds are not configured correctly. While a litter and fido bin emptying Round review is a requirement, this is not programmed until after the Waste and Recylate Round Review, which takes priority.

- 5.3. Until such time this review takes place, the Council will map the current bin provision and undertake requests for new and replacement bins as follows:
 - 5.3.1. The available Council budget will be prioritised for replacing existing bin stock that has either reached end of life, has been vandalised or needs moving to another position in the vicinity due to a variety of reasons.
 - 5.3.2. Parish and Town Councils can request a new bin location on land for which East Suffolk Council has responsibility and, if it is agreed that the bin can be installed, will be charged for the cost of installation, including fixtures and fittings and the Street Furniture Licence (if applicable). East Suffolk Council will carry the ongoing revenue cost of emptying the bin.
 - 5.3.3. Should the town or parish council not have the funds, or do not wish to pay for a new bin, the request will be kept on file and all such requests ranked in priority at the end of the finance year, to determine whether budget is available to purchase and install.
 - 5.3.4. If a member of the public requests a new bin, they will, in the first instance, be directed to speak to their town or parish council for support, otherwise the request will be kept on file and ranked in priority at the end of the financial year, to determine whether Council budget is available to purchase and install.
 - 5.3.5. Bins are available for 'sponsorship' by third parties on land for which East Suffolk Council has responsibility for and an annual charge made for the cost of emptying.
 - 5.3.6. Should a third party request a new or replacement bin on their own land the Council will consider the request if the expectation is that emptying of the bin is

provided by the Council. If approved a bin will be supplied and installed by the Council's operator, East Suffolk Services Ltd, at a cost to the third party and an annual charge made for emptying.

5.4. The type of bin to be installed will be determined by:

5.4.1. Available litter bin stocks

5.4.2. Size of litter bin versus usage and demand

5.4.3. Type of location

5.5. Going forward, changes to the ways in which litter bins are managed will be governed by two factors: how they are used by the public, and how efficiently they can be serviced.

5.6. The use of routing software, coupled with stakeholder feedback will help to improve the efficiency and responsiveness of Waste and Street Cleansing services, but will also be used to better target the siting of the bins to maximise their efficiency.

5.7. As there are on-going human and financial resource implications with the installation of any new bin, due consideration should be given to all requests for bins.

5.8. The request must demonstrate why there is the need for a bin and include:

5.8.1. Plan of the proposed location for the bin and nearest alternative

5.8.2. Type of bin requested

5.8.3. Financial Assistance provided by the local Town or Parish Council or budget code if internal

6. Site survey:

6.1. A site survey, will be carried out by a member of the Strategic Waste Management team, which will consider the following criteria:

6.1.1. Suitability of the proposed location - taking account of the need to reduce street clutter, particularly in more sensitive locations such as Conservation Areas or public realm spaces.

6.1.2. Scale of the litter/dog waste problem. Will a bin make a real impact on litter or can this be addressed in other ways e.g. by enforcement?

- 6.1.3. Proximity to potential problem points - is the proposed site close to shops, schools, bus stops etc.
- 6.1.4. Number and location of existing bins in the area. – in shopping areas the distance between bins should be not less than 50 metres.
- 6.1.5. Care must be taken to ensure that litter bins do not impede pedestrian flows and take into account the particular needs of people who use wheelchairs and prams. A minimum footpath width of 1.5m must be maintained.
- 6.1.6. A draft risk assessment identifying any hazards that the placement of a bin may cause to members of the public or the Council's operational staff
- 6.1.7. Cost of installation - is a ground anchor system required or any specific permissions that will impact on cost or practicality?
- 6.1.8. Costs for emptying the bin e.g. those in more remote areas can have disproportionate transport costs, schedule for emptying i.e. frequency
- 6.1.9. Practicality for emptying bin, e.g. how close can the vehicle carrying out the service get to the bin – should never be more than 50m from the road, is there suitable parking for the vehicle to access etc.
- 6.1.10. The possibility of valid objections from neighbours – would the bin actually encourage litter problems?

7. Prioritisation Criteria:

- 7.1. It is not possible to define specific sites which will and will not receive litter bins but the following areas will normally be viewed as high priority:
 - 7.1.1. Main arterial routes and other high footfall and through routes
 - 7.1.2. Main areas of commerce and retail
 - 7.1.3. Resort areas
 - 7.1.4. Key routes in relation to secondary schools
 - 7.1.5. Near fast food and takeaway retailers
 - 7.1.6. Public transport hubs (e.g. bus stops and similar areas) where large numbers of people stand for periods of time, particularly in central areas
 - 7.1.7. Entrances to parks and significant public spaces
- 7.2. The following areas will not normally be viewed as high priority for litter bin placements, or may in some cases be ruled out for litter bin placement:

- 7.2.1. Exclusively residential areas, except where these become high priority due to one of the reasons above
 - 7.2.2. Locations where the litter bin would be sited in close proximity to a household waste bin i.e. communal bins provided for the disposal of household waste AND litter
 - 7.2.3. Locations where the litter bin is being abused, including: inappropriate disposal of household or commercial waste which has not been resolved by engagement or enforcement, sites which are subject to arson or vandalism.
- 7.3. Where a request or requirement for a new litter bin is considered appropriate and relevant funding is available, a litter bin will be installed. This litter bin will, as far as practicable, be a standard design and style decided by the Council, to ensure uniformity across the District.

8. Alternative arrangements:

- 8.1. Possible alternatives, will be considered including:
 - 8.1.1. Changing the size/type of existing bins in the area
 - 8.1.2. Moving an existing under-used bin to/from a different location
 - 8.1.3. Seasonality – if there a seasonal issue, for example more litter bins may be placed in the resorts for the summer season.
- 8.2. Bins will only be installed on sites which are safe and where there is a genuine need for a bin. We will not install bins on private land or in a location which may encourage the disposal of trade waste. The Environmental Protection Act 1990 makes provision for the collection and disposal of commercial waste, and the Council expects businesses to provide and empty their own bins for the litter they create, including retail premises such as takeaways, fish & chip shops etc.

9. Bin Type:

- 9.1. Bins will be of standard sizes which are currently:
 - 9.1.1. Topsy 2000 90l (general locations and parks)

- 9.1.2. Topsy Royal 90l (general locations and parks)
- 9.1.3. Glasdon Jubilee 110l (high streets and heritage areas)
- 9.1.4. 240l wheelie bins in Nexus housing (hotspot areas / seasonality)
- 9.2. New suppliers and types of bins will be explored, as appropriate. All wheeled bins provided will conform to ISO 9000 and 9001 standards.
- 9.3. Wheeled Bins over 360 litre size will be equipped with a brake/wheel lock to prevent accidental movement and possible hazard.
- 9.4. All recycle bins will have notices attached detailing the type of waste permitted.

10. Emptying and Maintaining Bins

- 10.1. Only those bins purchased and installed by the Council will be maintained and emptied or where a specific formal agreement has been made with the owner. Bins will be emptied to a frequency that will prevent them overflowing, based on schedules that fit with the contractor's operation. The contractor's performance in the installation, maintenance and emptying of bins will be monitored by the Council's Strategic Waste Management Service.
- 10.2. Service schedules will be based on the location and related to the intensity of use. The frequency will also vary according to the time of year and for special events. Monitoring will ensure that these frequencies are sufficient. No bin should be serviced less than fortnightly, to prevent vermin.
- 10.3. For areas of high seasonal footfall, such as within the coastal resorts, additional provision of bins and more frequent emptying schedules will be maintained during the summer seasons.
- 10.4. Bins will be emptied by either pedestrian sweepers/grounds operatives or if 'wheelie bins' by mechanical vehicles. Litter found in the immediate vicinity of bins will also be collected.
- 10.5. All bins will be maintained to a standard that is fit for purpose e.g. plastic bins can suffer damage in some locations while metal bins corrode quickly on the coast. When a bin is damaged or stolen, it will be replaced only if it meets the criteria

above for new bins. Any bins that have a history of constant vandalism will not be replaced.

- 10.6. Bins that have been supplied, installed and maintained by a Town or Parish Council or third-party on their land (i.e. not land that is the responsibility of East Suffolk Council) remain the responsibility of the Town or Parish Council or third-party land owner and will not be included in any assessment, replacement, refurbishment and repair process. Should these bins require replacement, a request for a new bin should be submitted by the Town or Parish Council / land owner and be dealt with accordingly by East Suffolk Services Ltd directly. The cost of emptying litter and fido bins on town and parish council or third-party land will be charged to the relevant town or parish council / third-party land owner.

11. Replacing Existing Bins

- 11.1. The Council will aim to improve the effectiveness of individual bins through a rationalisation program of removal and replacement, using larger capacity bins where required or combining separate dog and litter bins into one, if this is considered appropriate. In support of the Council's recycling aims we will also look at opportunities for locating combined litter and recycling bins where these would be most appropriate. We will continually monitor the usage of bins to determine their viability. Bins that are not used or used only infrequently may be removed. Where possible, relevant Town and Parish councils will be notified when bins are vandalised and will be given the opportunity to replace bins the Council decides not to (i.e. in the case of vandalism where a replacement has then been vandalised).
- 11.2. The Council's long-term strategy is to replace all 240l wheelie bins within housing throughout the district. As well as being more aesthetic, wheelie bins on their own are harder to map as they are frequently moved and can be more susceptible to damage and misuse. The Council will roll out these changes over a number of years, concentrating first on seafront areas and car parks.
- 11.3. If a Town or Parish Council, other interested party or the Council deems a bin to no longer be needed in a particular location an assessment will be carried out, similar to that used for the placement of a new bin. If the bin is shown to be in a

suitable location it will remain in place. If the assessment shows the bin to be in an unsuitable location an alternative location may be suggested, or the bin may be removed entirely. Suffolk County Council may also request that a bin is removed for reasons of public safety.

- 11.4. The range and type of bins throughout the district is currently diverse and the Council wishes to move to a more standardised approach:
- 11.5. Bins that are 'open' to the elements will be phased out, to be replaced by those that have an enclosed top with open side access. This is to prevent litter being blown or taken from the tops of bins by the wind or birds.
- 11.6. Litter bins mounted on posts will be phased out wherever possible, as these are subject to rot and replaced with free standing bins.
- 11.7. Litter bins under 110l will be phased out and replaced.
- 11.8. Metal bin mountings will be removed and wheelie bins enclosed in covering housing instead.
- 11.9. Metal bins will be phased out, where possible, as these have a much shorter lifespan than plastic bins, due to the fact that water collects in the base and corrodes the metal from the inside. Metal bins are more appropriate for certain areas as they are more resilient to fire damage.
- 11.10. The standard colour for new bins will be black for litter and red / green for fido bins.
- 11.11. Careful consideration has been given to the material of bins, with the conclusion reached that plastic is the most suitable material to use, particularly in resorts where the marine conditions will attack metal and also rots wood. This is evidenced by the fact that some plastic bins in the district have been in situ for over 25 years. The Strategic Waste Team have regular contact with suppliers and will access the move to more environmentally made materials as and when they come on the market.

12. Dual Dog and Litter bins

- 12.1. All dog and litter bins are collected by the same round for each area and the waste is taken to the same disposal point. There may be a valid reason to keep dog

litter and general litter separate, in rural areas popular with dog walkers etc, but there is no requirement to split this waste before collection. Dog owners should be advised that dog waste in bags can be put in any public litter bin, such as by information stickers placed on the bins, but the Council will continue to provide fido bins, where relevant.

13. Recycling Litter bins

13.1. Much of the waste collected in litter bins could be recycled. The Council will consider in high use locations, such as town centres, the installation of split litter bins (one side recyclables the other for non-recyclables). However, due to high levels of contamination which lead to recyclable materials being disposed of as residual waste, the siting of these types of bins will need constant review. Other types of invitation bins will be reviewed and installed as and where appropriate, these could include receptacles for drinks containers, computer chips and electrical items.

14. Disposal of BBQs

14.1. Consideration will be given to the siting of dedicated litter bins or containers for the safe disposal of hot waste at locations where there is a history of barbecue usage during good weather, etc. These will subject to a separate collection regime, with suitable risk assessments carried out prior to being put in place.

15. Parks and other similar public spaces

15.1. The siting of bins in public parks and greenspaces presents some particular challenges in terms of efficiency, capacity and safety. It is usually viewed as beneficial to encourage park users to take their waste to strategic locations, usually at entrances and exits, so that the litter bin can be serviced safely without having to drive into or around the greenspace.

15.2. Therefore, as facilities are upgraded the following principles will be adopted:

15.2.1. Litter and fido bin locations will be moved from throughout the park or public space, to key locations at entrances or exits – no more than 50m from the nearest vehicular access.

15.2.2. The capacity of bins will be carefully considered – in hotspot areas, two fido bins may be sited adjacent to each other.

15.2.3. The facilities should be designed to take account of the usage of the sites.

16. Review of Policy

16.1. This policy will be formally reviewed every three years.