

**GROWTH, ENVIRONMENT AND  
RESOURCES SCRUTINY COMMITTEE**

**TASK AND FINISH GROUP**

**FLY TIPPING AND WASTE POLICY REVIEW**

**Part 2**

**10 JULY 2019**

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## 1. INTRODUCTION

At Annual Council on 21 May 2018, Cllr John Holdich OBE, Leader of the Council announced that due to the challenges around fly-tipping being faced in the city of Peterborough that a cross-party Task and Finish Group would be set up to investigate and make recommendations to Cabinet on policy changes that might reduce the amount of fly tipping.

The proposal to set up the Task and Finish Group was presented to the Growth, Environment and Resources Scrutiny Committee on 4 July 2018. The proposal was accepted and the terms of reference agreed. Possible nominations to the Task and Finish Group were sought at the meeting to be confirmed following the meeting through the Group Secretaries.

The cross-party Task and Finish Group comprised of the following members:



Cllr Judy Fox  
Werrington First  
Chairman



Cllr Aasiyah Joseph  
Labour and Co-operative



Cllr Richard Brown  
Conservative



Cllr Christian Hogg  
Liberal Democrats



Parish Councillor, Neil Boyce  
Co-opted Member

Officers supporting the Task and Finish Group were:

- Richard Pearn, Head of Waste, Resources and Energy (Lead Officer)
- Rob Hill, Assistant Director - Community Safety (Peterborough and County)
- James Collingridge, Head of Environmental Partnerships
- Clare George, PES Head of Service
- Paulina Ford, Senior Democratic Services Officer
- Daniel Kalley, Senior Democratic Services Officer

The Task and Finish Group wish to thank all of the officers who have provided guidance and assistance in producing this report for their hard work and support.

## **2. SUMMARY OF RECOMMENDATIONS**

### **Recommendation 1.**

The group support the wider corporate project examining the development of a Peterborough Fix my Street mobile friendly web service to replace the now redundant MyPeterborough App. Recommend resources be given to advance the project and ensure it delivers functions in support of tackling fly tipping.

### **Recommendation 2**

Put a business plan together to look at cost of specialist vehicles, or to have new fleet fitted with weighing equipment to improve business and bulk waste services. Also to bill in advance for trade waste.

### **Recommendation 3**

Propose that the Landlord bulk waste collection service be altered so they are required to pay a deposit and supply pictures of waste to be collected, to simplify administration and remove the need for a staff member to visit on each occasion.

### **Recommendation 4**

To establish systems of work to allow information on fly tipping enquiries reported that are judged not to be on Council land to relevant landowners or partners.

### **Recommendation 5**

To change the Bulk Waste Collection service to allow up to 5 items free per household per annum, thereafter additional items and collections would have banded prices.

### **Recommendation 6**

To review Fengate HRC opening hours once customer survey undertaken in September 2019 and report back to scrutiny committee.

**Recommendation 7**

Progress a proposal to purchase an electronic system for replacing the existing paper HRC permit system with same allowance of annual visits, vehicle size and other controls as exists at present.

**Recommendation 8**

Work up a proposal to allow commercial waste to be disposed of at the HRC for a charge.

### **3. TERMS OF REFERENCE**

#### **Purpose**

To examine the issue of Fly Tipping in Peterborough and how alterations to relevant policies and procedures might be undertaken to help achieve the Environment Capital agenda as well as improving the wellbeing of city residents. To make recommendations to the Growth, Environment and Resources Scrutiny Committee on proposed changes to such policies and procedures identified by the group.

#### **Scope**

1. To review the existing policies and procedures on Waste, Recycling and Cleansing as a basis to the group's ongoing work.
2. To review all available data and information relating to Fly Tipping issues, and agree what issues are specifically in-scope for this work.
3. To review all existing policies and procedures in place at Dogsthorpe HRC with a view to informing the operation of the new site being developed in Fengate.
4. To review HRC provision and investigate the potential for provision of another site within the City and the scope of its service provision.
5. To identify and review other areas of the UK where there have been successful alterations to policies and procedures which have impacted on Fly Tipping.
6. To identify and meet with industry, local authority and other sector specialists to help inform discussions and recommendations.
7. To investigate best practice from other local authorities across the country are pursuing in relation to Fly Tipping Collection and handling.
8. To investigate best practice from other local authorities regarding Fly Tipping Education, Information Gathering from incidents, Surveillance, Enforcement and Prosecution techniques.
9. To engage with all Councillors to try and obtain as much evidence as possible.

#### **Reporting**

The Task and Finish group will report to the Growth, Environment and Resources Scrutiny Committee.

*Approved on 4 July 2018 by the Growth, Environment and Resources Scrutiny Committee*

## 4. PROCESS AND METHODOLOGY USED FOR THE INVESTIGATION

### 4.1 Methodology

- Desktop research
- Local knowledge / information obtained by the Task and Finish Group members.
- Data, evidence provided by PES Head of Service, Head of Environmental Partnership, Head of Waste, Resources and Energy
- Financial information associated with the cost of dealing with fly tipping

### 4.2 Process

The timetable of the events leading to the production of this report are set out below:

Meeting Date	Items Discussed / Guests Attending
7 February 2019	Meeting to discuss recommendations from Growth, Environment and Resources Scrutiny Committee and way forward and policies and further evidence associated with this.
11 March 2019	Meeting to discuss education and communication around fly tipping.
22 May 2019	Discussion on conclusions and possible recommendations and content of Phase 2 report.
10 July 2019	Presentation of Phase 2 report of Task and Finish Group to the Growth, Environment and Resources Scrutiny Committee

## 5. BACKGROUND

The Task and Finish Group completed their initial investigation in to the issue of Fly Tipping in Peterborough and presented their findings of the review to the Growth, Environment and Resources Scrutiny Committee on 9 January 2019. Whilst the Committee were satisfied with the findings within the report and the conclusions and recommendations reached the Committee requested that a further piece of work should be undertaken. Therefore a further recommendation was added to the report for presentation to Cabinet on 4 February 2019. The additional recommendation was as follows:

*The Growth, Environment and Resources Scrutiny Committee endorsed the development of detailed policy proposals namely;*

- *Bulky waste Collection Policy, including examining the following: price, price banding, number of items per collection, times and days per week. Scheduled community collection events with Parish Councils etc.*
- *HRC Restrictions on van and trailers, opening hours, trade waste ban, DIY waste limits/charging, electronic permit application and/or use on site (e-permits) neighbouring authority policies, legal restrictions and financial implications.*

*To include where possible detail on legislative restrictions, neighbouring authority policies and cost estimations for consideration.*

On presentation to Cabinet on 4 February 2019 all recommendations including the additional one made by the Committee on 9 January were accepted. The Task and Finish Group have therefore continued to meet to work on the development of detailed policy proposals as requested by the Committee and approved by Cabinet. This report therefore contains the conclusions and recommendations following the request from Cabinet.

## 6. FINDINGS AND CONCLUSIONS

The Task and Finish Group has met numerous times and after having received further information and evidence from officers the Task and Finish Group concluded the following regarding the development of policies around:

- *Bulky waste Collection Policy, including examining the following: price, price banding, number of items per collection, times and days per week. Scheduled community collection events with Parish Councils etc.*
- *HRC Restrictions on van and trailers, opening hours, trade waste ban, DIY waste limits/charging, electronic permit application and/or use on site (e-permits) neighbouring authority policies, legal restrictions and financial implications.*

General.

- There was a need to ensure all agencies who are involved in this area are working together and sharing resources and information where possible, look for best practice elsewhere as we can learn from others.
- There are a multitude of different approaches taken by Councils across the Country to dealing with the challenges that Fly Tipping brings, no one has 'fixed' the problem but there is considerable good practice that can be followed based on the research the group has undertaken.

Progress update.

- A Cambridgeshire and Peterborough wide project has begun to develop a coordinated approach to the management of fly tipping and related environmental crime in the region, under the control of the Recycling in Cambridgeshire and Peterborough (RECAP) partnership. Aims include sharing intelligence on suspected Fly Tippers, sharing core communications material, specialist enforcement equipment, resources and best practice.
- The City Council are now members of the Keep Britain Tidy group, following the recommendation in the groups interim report. Keep Britain Tidy memberships allows the council access to a wide range of educational material, and provides up to date learning on how to combat environmental crime and access to courses for officers and litter picking groups .

Bulky Waste.

- The current bulky waste service is utilised by residents with over 4000 bulkies collected last financial year and many users unaware that the current service will allow an unlimited number of list A items to be collected for £23.50.
- There is a need to look at how we can make the service accessible for those on low incomes who do not have access to vehicles to be able to use the HRC.
- Over 50% of those that used the bulky waste service had up to 3 items collected and up to 5 items would cover 80% of those that use the service.
- There are a myriad of different approaches to bulk waste collections across Cambridgeshire District areas and as such there is no common foundation upon which Peterborough could base any proposed changes

#### HRC Policies

- Peterborough does not exist in a vacuum and as such must ensure its policies and procedures reflect those of surrounding Authorities so as to ensure it is not seen as an easy touch by some for the disposal of waste and recycling.
- There are examples of Councils that have a free bulky waste service alongside no restrictions on vehicles entering their HRC sites, Nottingham being discussed at length, and it was accepted that evidence shows fly tipping continues to be a significant problem for such Cities. There was also strong evidence that following an awareness and education program this also had a positive impact on the number of fly tips being reduced.

The Task and Finish Group also concluded that further work should be undertaken with regard to Education and Communication around how residents should deal with their waste in the correct way. We recognise that there are various groups and communication needs to be tailored to the correct method for each group, Appendix A shows the relevant plan for communications.

## 7. RECOMMENDATIONS

The Task and Finish Group makes the following recommendations:

7.1 That Scrutiny give their support to the corporate project, presently in its initial development stages, which aims to deliver mobile web access that enable residents to report street care issues as was previously possible on the MyPeterborough Application available on mobile devices.

That the project be specifically tasked to include the reporting of Fly-tipping, if not already considered in the specification, and that the importance of this as a contributory tool to managing waste and reducing Fly-tipping be accepted.

7.2 Officers to be tasked with requiring a business plan to be developed by Aragon Direct Services to examine the cost benefit of specialist vehicles being procured when new fleet vehicles are ordered to be fitted with weighing equipment on the lifts. This will allow for trade waste to be collected amongst household waste as we will be able to accurately distinguish how much of the load is to be charged and disposed of trade waste. The onboard weighing will allow the billing of customers very accurately and we would also look to require business customers to pay their bills, at least in part, in advance for trade waste.

7.3 Recommend that the Landlord bulk waste collection service be altered so that pictures of the waste can be sent to Aragon Direct Services (ADS) to arrange a quote rather than having to go out to site. This would require strict rules in place that any waste not being made aware to ADS would not be collected and would require a further quote. Also to reduce the risk, payment is required in full prior to collection. This aims to reduce the cost and administrative burden of the system whilst simplifying the process for those landlords who request a collection.

7.4 To establish a workflow to be distributed through all departments that deal with fly tipping enquiries to allow for reports that are not on PCC land to be forwarded to the relevant land owner for action.

7.5 To change the Bulk Waste Collection service to allow up to one collection of 5 items free per household per annum, thereafter further items on the same collection and additional collections in the same year would have banded prices. The proposed banded prices are: -

1-3 Items - £15.00

4-6 Items - £30.00

7-10 Items £45.00

Propose that 10 (Ten) be the Maximum number of items collected through this service.

The current Bulky waste service cost the authority last financial year £71,000 with an income of £41,000 towards collections, to offer any free service would both directly impact on any income but also would result in the need to increase the department by at least one team

and van which would be a cost of circa £70,000. The present service is administered through Peterborough Direct who take the payment and send the jobs over to Aragon Direct Services to collect, to adopt the above approach would require a new ICT system to manage the jobs and to ascertain if a resident had already had their free bulky collection.

7.6 To review Fengate HRC opening hours once customer survey undertaken in September 2019 and report back to scrutiny committee.

7.7 Recommend progress on a proposal to purchase an electronic system for replacing the existing paper HRC permit system with same allowance of annual visits, vehicle size and other controls as exists at present.

The proposal includes the ability to obtain a permit in advance, whilst on site on a mobile device and also after visiting the site for the first time if the resident was unaware of the system when they first used the site.

Two main approaches are possible, one with staff using handheld devices for recording the visits and the other with an Automatic Number Plate Recognition (ANPR) system reading every registration as vehicles arrive, each has its advantages and disadvantages as well as cost implications.

An example which would satisfy the recommendation is shown in Appendix B, based on a system introduced in Northamptonshire which is presently under consideration for implementation within Cambridgeshire. The Cambridgeshire implementation would follow the same vehicle, trailer, visit limits etc. as is contained within the Peterborough paper based scheme. Example in Appendix B.

7.8 Recommend the development of a proposal to allow commercial waste to be disposed of at the HRC for a charge, alongside the existing site operation for residents.

The Council's HRC site developer and operating partner, FCC Environment UK has drawn up an outline of an arrangement to undertake this on the Council's behalf at the Fengate facility and this can be seen in Appendix C. **Within Appendix C there is a specific reference to charging for all DIY waste. It should be noted that this element of the proposal from FCC had not been discussed by the Task and Finish Group and is therefore not supported by the Task and Finish Group.**

## **8. FINANCIAL IMPLICATIONS**

The elements mentioned in the report may have financial implications, however at this point in time only budget estimates are available as procurement exercises have not been undertaken.

Each element will require a proposal and business case before proceeding, based on the processes followed for specification and procurement, subsequently following appropriate officer or Cabinet Member approval processes.

It should be noted however that any decisions ultimately taken based on these recommendations, which require additional funds not presently accounted for, will be subject to the existing budget bid process in order to secure appropriate funds to be implemented.

## **9. LEGAL IMPLICATIONS**

The Council has the powers to undertake the changes to policy and procedure highlighted in this report which would be implemented through the Cabinet Member Decision Notice (CMDN) process which forms part of the governance procedure employed at the Council.

Individual decisions taken in order to implement the proposals contained within this report will be subject to prior legal, financial, procurement and other appropriate analysis which will be detailed in any applicable CMDN.

## **10. LIST OF BACKGROUND PAPERS AND RESEARCH SOURCES USED DURING THE INVESTIGATION**

<https://www.nottinghampost.com/news/nottingham-news/fly-tipping-down-more-42-326767>

<https://www.nottinghampost.com/news/nottingham-news/been-4730-cases-fly-tipping-22314>

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## **11. APPENDICES**

Appendix A - Fly Tipping Education and Engagement Action Plan

Appendix B - Example of an electronic HRC permit system

Appendix C - Peterborough HRC Draft Chargeable Waste Proposal June 2019

Further information on this review is available from:

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