

# **CITY OF YORK COUNCIL**

## **Litter Management Policy and Procedure**

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## **1. Introduction**

As pressure on council resources has increased over recent years we have had to change the ways in which we carry out our cleansing regimes by targeting our resources and increasing our work with volunteers.

This policy and procedure details and brings together the council's approach to encourage residents and businesses, under the Smarter York agenda, to get involved in the delivery and planning of local services.

## **2. Scope**

This Policy applies to litter which has been dropped, thrown or otherwise deposited by an individual. For the purposes of this policy the definition of litter includes paper, chewing gum, cans, bottles, food and drink containers, plastic, leftover food and cigarette ends, although this list is not exhaustive.

## **3. It is our policy to ensure that:**

- We see an improvement in the visual public realm by highlighting the need to bring about behavioural change with regards to how people discard their litter and the need for them to take responsibility for their actions by not dropping litter, but place it in a bin or take it home with them.
- As part of the Smarter York agenda we will work with local volunteers on the delivery and planning of local services.
- We utilise education as the first step to achieve improved standards.
- We use enforcement in the form of Fixed Penalty Notices (FPN's) where appropriate to achieve improved standards.
- We work with the York & North Yorkshire Probation Trust (YNYPT) to improve the public realm by utilising the resources available, by individuals undertaking compulsory work for the benefit of the community under the supervision of both the YNYPT and our own supervisors.

- We work with local businesses via our planning and licensing teams to encourage the management of litter outside their premises.
- We work with city centre businesses, waste disposal providers, the city centre management team and our waste services team to minimise the impact of commercial waste collections on the look of the city centre.
- We utilise innovative solutions such as solar powered litter bins to ensure efficiencies and service standards, including any sponsorship opportunities that arise.
- We constantly review the provision of our services and working methods, involving employees, trade unions and service users, to ensure our teams are capable of producing the required standards and are able to use the machinery and plant available to do so.
- We consult with all stakeholders such as Equalities groups, Reinvigorate York and the Environment Forum when planning changes to our services.

### **Litter Management Procedure**

The following procedure applies to all areas of work, in accordance with the council's Litter Management Policy.

#### **4. Public Realm Team**

- 4.1 We will continue to target our resources at areas identified by staff, residents and businesses.
- 4.2 We will use the results of customer surveys such as the Big York Survey, when reviewing services in order to increase perception levels.
- 4.3 We will continually review our working methods to ensure standards are met using the resources available.

#### **5. Smarter York**

- 5.1 We will facilitate the deployment of volunteers, both individual and groups, to undertake litter clearance operations.

- 5.2 We will supply the tools, equipment and training necessary to ensure the efficient and safe undertaking of work.
- 5.3 Our Smarter York team will work with volunteers, whether individuals, groups or businesses to promote the Smarter Charter and increase local involvement in the planning and delivery of services.
- 5.4 The newly created Smarter York Officers will work closely with the Volunteer Officer within Communities and Equalities to develop this agenda, building up a network of volunteers including residents, businesses, individuals and groups, some will already be working with us and others will be new.
- 5.5 The Smarter York Officers will also lead on Smarter York Projects such as Spring Clean events and environmental campaigns both local and national linked to litter reduction with groups such as Keep Britain Tidy. These campaigns may lead the sharing of benchmarking data with these groups and other local authorities.

## **6. Education**

- 6.1 Working with officers from the new Anti Social Behaviour Hub we will utilise education as the first steps to encouraging the reduction in litter levels.
- 6.2 Education will take the form annual engagement with York's secondary schools and higher education establishments, and primary school visits in hot spot areas.
- 6.3 An annual education fair in the city centre to engage with residents and visitors.
- 6.4 We will utilise social networking and the Safer York Website as part of our anti-littering campaigns

## **7. Enforcement**

- 7.1 Enforcement will take the form of regular patrols by our Community Enforcement team and the issuing of fixed penalty notices for littering offences.

- 7.3 The council is currently developing a joint approach with North Yorkshire Police to address the issues of anti-social and nuisance behaviour. A key part of this is the development of a neighbourhood enforcement role with individuals accredited with enforcement powers by the Chief Constable under the Community Safety Accreditation Scheme (CSAS). Enforcement activities linked to litter will be undertaken as part of this new role.
- 7.4 The creation of a single 'CSAS Neighbourhood Enforcement Officer' creates an opportunity for the council to consolidate its street level enforcement functions and consider integrating this role within the current NYP Safer Neighbourhood Team and deploying a proactive patrolling function which will enable the council and the police to have a more intelligence led targeted approach to street level enforcement.
- 7.5 From a customer perspective, the community would benefit from a joined up approach to ASB resolution resulting in the right officer with the right powers being tasked to deal with the complaint.
- 7.6 Addressing the impacts of littering in our communities will have a positive impact in addressing community priorities and the council priorities to 'Build Stronger Communities' and 'Protect the Environment'. ASB takes many forms which impact on the communities, the establishment of the multi agency ASB Hub will enable the council to positively address littering and fly-tipping.

## **8. York & North Yorkshire Probation Trust (YNYPT) Community Payback**

- 8.1 Since April 2011 we have been working in a coordinated manner with the YNYPT which has led to an increased number of hours worked on tasks identified by residents, officers and members on all types of works linked to the local environment. (See table 1)
- 8.2 We will aim to increase the annual use of YNYPT with regards to the total numbers of hours worked by offenders.

- 8.3 We will aim to offer a varied work content in order to enable offenders to have a wide range of experience leading to the opportunity to apply, where applicable for full time employment.
- 8.4 We will be co locating one of the YNYPT supervisors to work alongside our supervisory team at Hazel Court in order to streamline the procedures and deployment of offenders to tasks.

**TABLE 1**

<b>YEAR</b>	<b>SUPERVISED BY CP SUPERVISORS</b>	<b>SUPERVISED BY CYC STAFF</b>	<b>TOTAL</b>
April 2011 to March 2012	5,005	N/A	<b>5,005</b>
April 2012 to March 2013	7,056	3,032	<b>10,088</b>
<b>Act</b> April 2013 to July 2013	3,426	939	4,365
<b>Est</b> April 2013 to March 2014	10,278	2,817	<b>13,095</b>

## **9. Local Businesses**

- 9.1 Existing licenses for some takeaways that operate after 23.00 include licence conditions relating to litter, e.g. cleaning the area outside their premise at the end of trading.
- 9.2 We will continue to work with local businesses with regards to the impact they may have on their local environment.

## **10. Innovation**

- 10.1 We will continue to look at modern methods of service delivery including:
- Expansion of use of Solar powered litter bins, by working with the bin provider and frontline staff to identify options for

locations where we can introduce further solar powered bins to further increase cleanliness standards and availability of resources to maintain other traditional bins which require more visits to empty.

## **11. Litter Bins**

- 11.1 We will continue to monitor the condition of our existing traditional style bins and replace as required, subject to available resources.
- 11.2 We will continue to provide litter and dog waste bins in line with available resources and local need, bins will be serviced as required depending on the location and type of bin.