



Kim Webber B.Sc. M.Sc.  
Chief Executive  
52 Derby Street  
Ormskirk  
West Lancashire  
L39 2DF

10 July 2019

**TO: COUNCILLORS** V CUMMINS, J FINCH, MRS M BLAKE, T BLANE, C COOPER,  
C COUGHLAN, S CURRIE, G DOWLING, J GORDON,  
G HODSON, K MITCHELL, J MONAGHAN AND A SUTTON

Dear Councillor,

Please find details of supplementary information relating to **Agenda Item 12c – Review Project Plan** for your information.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Kim Webber', written over a horizontal line.

Kim Webber  
Chief Executive

**AGENDA**  
**(Open to the Public)**

12c **Review Project Plan**  
To review the Project Plan.

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**We can provide this document, upon request, on audiotape, in large print, in Braille and in other languages.**

For further information, please contact:-  
Julia Brown on 01695 585065  
Or email [Julia.Brown@westlancs.gov.uk](mailto:Julia.Brown@westlancs.gov.uk)



**CORPORATE AND ENVIRONMENTAL OVERVIEW AND SCRUTINY COMMITTEE – PROJECT PLAN**

Title: **LITTER BIN POLICY**

**MEMBERSHIP:**

Chairman: Councillor V Cummins    Vice-Chairman: Councillor J Finch

Councillors: Mrs M Blake, T Blane, C Cooper, C Coughlan, S Currie, G Dowling, J Gordon, G Hodson, K Mitchell, J Monaghan, A Sutton

**TERMS OF REFERENCE**

1. To undertake a review entitled ‘Litter Bin Policy’ in order to provide a consistent approach to litter bin provision and collection across the Borough.
2. To present a draft Litter Bin Strategy/Policy to Cabinet and Council, as appropriate.

**OBJECTIVES**

**The present –**

- To understand the current arrangements for litter bin provision and collection in the Borough, including details of current providers and collectors.
- To examine the various types of litterbin designs currently provided across the Borough.

**The future –**

- To develop a Litter Bin Strategy/Policy, to include a criteria for the situation of bins
- To consider the condition survey of existing litterbin stock and current replacement problems
- To provide a central point of contact within the Council when considering litterbin provision and collection arrangements.
- To include litterbin locations within the Council's asset register.

**Comparison**

To compare litterbin designs, with a view to providing a standard/uniformed litterbin across the borough and if appropriate, comparing these designs with those provided by other Local Authorities.

**Resources -**

- The Director of Leisure and Environment will provide technical support and guidance, together with Officers from Street Scene.
- External contribution, as appropriate
- Any funding requirements will be included in the final recommendations of the Committee.

**INFORMATION**

| <b>Who?</b>                             | <b>Why?</b>   | <b>How?</b>   |
|---|---|---|
| Representative/s from Street Scene      | To provide information and proposed designs for litterbins. | Attendance at meetings and presentation of information. |
| The Director of Leisure and Environment | To lead the review  | Attendance at meetings.                                 |
| The Portfolio Holder for Street Scene   | To consider the proposed strategy/policy.                   | Attendance at a meeting or via e-mail                   |

**ESTABLISH WAYS OF WORKING****Officer Support**

**Lead Officer** (Corporate and Environmental Overview & Scrutiny Committee) – Heidi McDougall, Director of Leisure and Environment

**Scrutiny Support Officer** (SSO) – Julia Brown, Member Services / Civic Officer

**Legal Officer (LO)** – Tom Dickinson, Principal Solicitor

**Officers reporting as and when required –**

Michelle Williams, Operations Manager, Street Scene

**Reporting Arrangements**

The Director of Leisure and Environment or Officers on her behalf, will contribute, as appropriate on all aspects of the review related to street scene services

The Lead Officer (Director of Leisure and Environment)/Overview and Scrutiny Officer will co-ordinate the generic elements of the review and submit reports as required.

The Corporate and Environmental Overview and Scrutiny Committee to submit its final report and recommendations to Cabinet and Council (as appropriate) in October 2019.

## **TIME SCALES**

### **6 December 2018 (Meeting 1)**

- Introduction of the topic from the Director of Leisure and Environment
- Presentation from the Operations Manager, Street Scene - to understand the current arrangements for litter bin provision and collection in the Borough, including details of current providers and collectors
- Draft Project Plan submitted for consideration and approval

### **7 March 2019 (Meeting 2)**

- To consider litterbin designs
- To consider a draft criteria for the situation of bins
- To review and agree the Project Plan

### **July 2019 (Meeting 3)**

- To receive a presentation from Egbert Taylor (an organisation that provide compaction litter bins).
- To consider the condition survey of existing litterbin stock and current replacement problems.
- To review and agree the Project Plan

### **October 2019 (Meeting 4)**

- To consider the draft litterbin strategy/policy and final report of the Committee prior to its submission to Cabinet and Council (if appropriate).

## **RECOMMENDATIONS**

(To be included as and when they are agreed by the Committee.)

**REVIEW DATE** – If completed in the timescales indicated, July 2020.

