



Briefing Pack

Public consultation on proposals for changes to West Sussex Household Waste Recycling Sites (HWRSs)



West Sussex County Council – Briefing Pack

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West Sussex County Council is running a consultation on the provision of Household Waste Recycling Sites (HWRSs) and as a result, West Sussex County Council, Districts and Boroughs, Town and Parish Councils and Contractors may receive an increase in the amount of enquiries or complaints.

This briefing pack has been prepared to:

- Provide an overview of what is happening and when
- Assist you when responding to residents requesting information on how and where to complete a consultation document
- Provide information on how to process an enquiry or complaint, regarding the austerity proposal consultation
- Provide key contact details for further enquiries

This briefing pack includes further details on:

- Why we are proposing changes to West Sussex Household Waste Recycling Sites (HWRSs)?
- What our review found
- West Sussex proposals in detail
- How residents can respond to the consultation
- How residents can request more information
- How the feedback will be collated and reported
- Frequently Asked Questions (FAQs)

Key Timings:

- The consultation will run from 16th May 2016 to 12th June 2016.
- Deadline for responses is midnight 12th June 2016.
- Feedback will be collated and presented to West Sussex County Council's Cabinet board in July 2016.

Cabinet will make the final decisions on whether to proceed with, amend, or withdraw any or all of the proposals included in this document. This report will be publicly available and include responses from the council to issues that emerge through the consultation.

Consultation in a nutshell

West Sussex County Council is dealing with the most significant ever reductions to its budget. The Council has a plan to fill a £44.2m gap in funding following a worse than expected grant settlement from Government and an increasing demand for services.

The measures include a 3.95% increase in council tax – which will generate an extra £14.5m a year for the County Council and equates to an extra 88 pence per week for the average household.

The remaining gap in funding will be bridged by £18.6m of savings across the Council planned for next year and over £11m of savings already delivered in previous years. All Council services are required to provide a set of savings measures to contribute to the overall £18.6 million Council wide savings target.

That's why we have reviewed our provision of Household Waste Recycling Sites (HWRSSs).

Our review has shown that our current provision is very well run and highly regarded by residents, but there are efficiencies that can be made that would provide significant savings and still provide an effective service to our residents.

As a result of this review, we believe the best way forward to meet our savings and yet maintain a good quality of service is to:

- a) Reduce the daily opening hours at sites.**
- b) Reduce the number of days some HWRSSs are open each week.**
- c) Introduce charging for non-household waste disposal and to no longer accept LGV, Tractor, Mobile Plant or any Commercial Vehicle tyres.**
- d) Cease the Mobile HWRSS Service.**
- e) Restrict the access of trailers to those sites with "Large Vehicle Bays".**

What our review found

We looked at a range of different information as part of our review, such as usage of the sites, the amount of waste brought to HWRSs and our statutory duties. Our analysis is that there is an opportunity to make changes to the service that will deliver significant savings, whilst still meeting the needs of the public and our statutory duties, maximising recycling and ensuring sites meet the highest standards of efficiencies.

We are proposing a package of five proposals, rather than a selection to choose from, which as a whole will deliver the savings needed. Each proposal is detailed within the consultation for residents comments.

Will fly-tipping increase?

Evidence from other County Councils who have made similar changes to those we are proposing shows that there has not been an increase in fly-tipping as a result. Fly-tipping is a criminal offence and blights local areas – there is no evidence to show that West Sussex residents will resort to fly-tipping if they can't use a HWRS for whatever reason.

We will however, continue to monitor the sites through CCTV and utilise Department of the Environment, Food and Rural Affairs (DEFRA) national fly-tipping database, as well as carrying out inspections to assess any impact of reductions in opening hours and days. We will work closely with the District and Borough Councils to ensure any incidents of fly-tipping are promptly reported, cleared and investigated fully.

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Our proposals in detail

We are proposing a range of changes to our service. Below we provide more detail about each of the proposals and ask for residents views.

Please note however, that this consultation is to implement all 5 proposals rather than choosing a selection.

Proposal 1 - Reduce the opening hours at sites (1 hour less in the winter during weekdays & using winter hours all year round).

Most of our HWRSs currently operate between an 8 to 11 hour day, depending on the season.

Our review gave us good evidence to show that all HWRSs across the county are quietest in the first and last hour of the day in the summer months.

We are proposing the following opening hours to make the network more cost effective, with potential savings of £390,000 per annum.

These changes would apply to all HWRSs from 1 October 2016

Current Opening Hours for the 11 sites are:-

Summer	8.00am to 7.00pm (11 Hours) Monday to Friday
	9.00am to 7.00pm (10 Hours) Saturday & Sunday & Bank Holidays
Winter	8.00am to 5.00pm (9 Hours) Monday to Friday
	9.00am to 5.00pm (8 Hours) Saturday & Sunday & Bank Holidays

Proposed opening hours:-

All Year Round	8.30am to 4.30pm (8 Hours) Monday to Sunday including Bank Holidays
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Proposal 2 - Reduce the number of days some HWRSSs are open per week.

Currently, all HWRSSs across West Sussex are open 7 days each week, with the exception of Midhurst which is open 6 days. Many authorities do not keep the sites open 7 days each week.

Our review of services suggests the busiest days are at weekends with reduced customer visits on week days. The review has identified significant savings that could be achieved by reducing the number of opening days.

As such, we propose to reduce the opening days from 7 to 5 days for 8 of the HWRSSs, and from 6 days to 5 days for Midhurst. These closure days would be during the week, not at the weekend. All sites would close on Christmas Day, Boxing Day and New Year's Day. All sites would remain open on weekends (with the exception of Midhurst which is open on Saturdays and closed on Sundays - this is the existing arrangement and would be maintained under this proposal).

To ensure residents still have access to a HWRSS on the days that a site is closed, we have planned a pattern of closures that would ensure an alternative site would be available on the closed days within an approximate 10 miles radius. (Please see table 'Proposed Opening Days for HWRSSs')

There are no proposed changes to our three sites at Westhampnett (Chichester), Crawley and Burgess Hill, they will remain open 7 days per week. These sites are our main transfer stations as well as HWRSSs, and as such have to be manned and open for the District and Borough Councils to use 7 days a week.

Current Service	10 HWRSSs are open for 7 days each week; HWRSSs are closed on Christmas Day and Boxing Day and open on Bank Holidays.
	Midhurst HWRSS is open Monday to Saturday each week; closed on Christmas Day and Boxing Day and open on bank holidays.

Proposed Service	Westhampnett (Chichester), Crawley and Burgess Hill HWRSSs will remain open 7 days each week. Open on Bank Holidays
	The other 8 sites to open for 5 days each week including weekends (with the exception of Midhurst which will be open on Saturdays and closed on Sundays). HWRSSs will open on bank holidays where relevant.
	HWRSSs will be closed on Christmas Day, Boxing Day and New Year's Day.

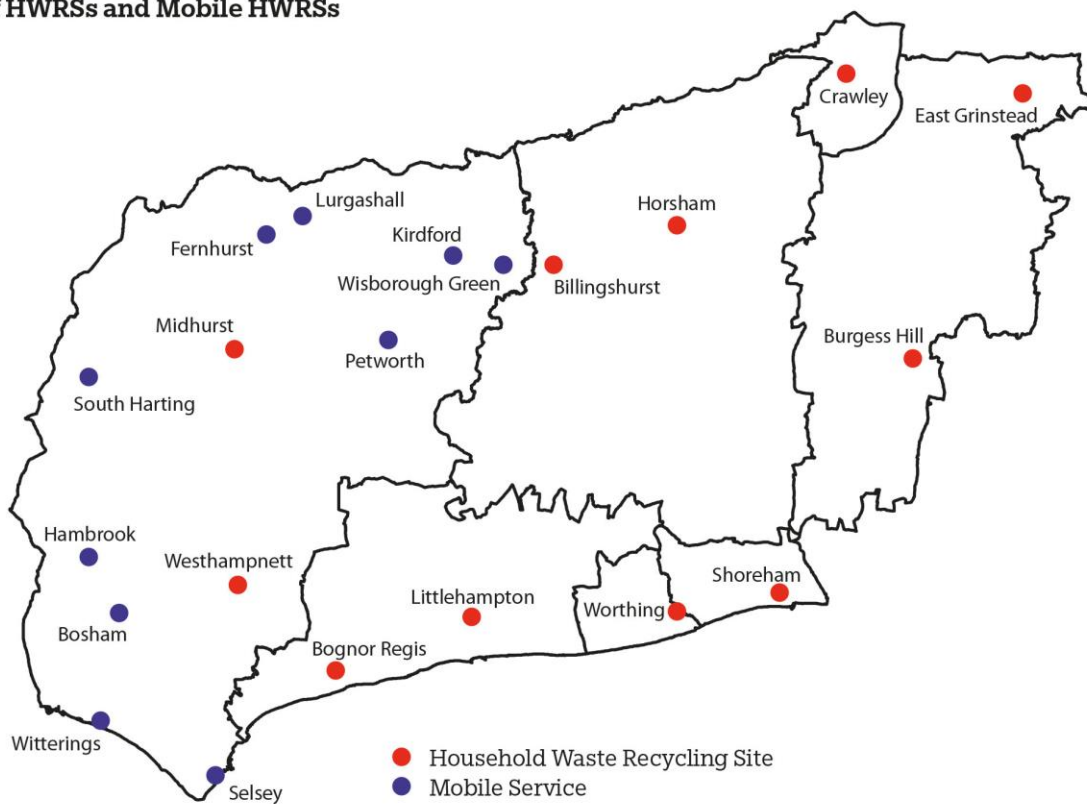
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Proposed Opening Days for HWRSSs

• Open days	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Days	Distance to alternative site (miles)
Burgess Hill	7	
East Grinstead	5	Burgess Hill (13.6) Crawley (9.5)
Crawley	7	
Hop Oast (Horsham)	5	Billingshurst (8.9) Crawley (12.9)
Billingshurst	5	Horsham (8.9) Midhurst (16.2)
Midhurst			5	Westhampnett (11) Billingshurst (16.2)
Westhampnett (Chichester)	7	
Bognor	5	Littlehampton (9.5) Westhampnett (6.9)
Littlehampton	5	Bognor (9.5) Worthing (10.8)
Worthing	5	Shoreham (5.1) Littlehampton (12.8)
Shoreham			5	Worthing (5.1) Burgess Hill (19.9)

Map of HWRSSs and Mobile HWRSSs



Proposal 3 Introducing charging for non-household waste disposal and to no longer accept commercial type tyres

Only certain types of waste are legally defined as 'household waste'. The Council must provide facilities to dispose of this type of waste for free. Other types of waste like soil, hard-core, plasterboard, car and van tyres are legally defined as 'non-household waste'. The Council currently also allows disposal of these types of wastes at HWRSSs free of charge although there is no legal requirement to do so. This costs the Council over £600,000 per year.

For example, there are around 100 LGV and tractor tyres brought to the HWRSSs per year. These large commercial type tyres cost between £20 and £80 to dispose of. By no longer accepting these commercial type tyres the Council could generate a saving of £5,000 per year.

In line with many other Councils across the country we are proposing to introduce charges for the disposal of these types of wastes at HWRSSs. The charges would cover the cost of providing the service, and the disposal costs incurred.

The proposed charges are below:

Soil, Hard-core & DIY	Plasterboard	Car & Van Tyres	LGV, Tractor and Mobile Plant tyres
£4.00 per bag (up to 80L)	£4.00 per bag (up to 80L)	£4.00 per tyre	No longer accept

Proposal 4 Ceasing the Mobile HWRS Service

The mobile HWRS service is a concessionary service provided historically by West Sussex County Council primarily to service the rural communities in Chichester Borough Council.

Changes in legislation regarding the increased need to prioritise recycling services, the ongoing austerity measures being faced across the public sector and our need to increase recycling performance to meet targets in 2020, has meant that we now must prioritise and safeguard our statutory requirements.

Currently there are 10 mobile HWRSs provided by West Sussex, they are all within the District of Chichester. The provision of this service varies; some are provided weekly, some fortnightly and some 4 weekly.

Our review of this service has highlighted that whilst it is described as a mobile “Household Waste and Recycling” service - with the exception of the trial service at Selsey - only one container is provided and there is no recycling option.

The Council is required to follow the waste hierarchy, i.e. to Reduce, Reuse, and Recycle, with landfill as a last option. As such, the sustainability of a general waste only service cannot be justified from either a cost or statutory duty perspective.

To close all of the mobile sites could give a potential saving of £250,000 per year. This includes a saving in disposal costs by recycling a significant proportion of the waste.

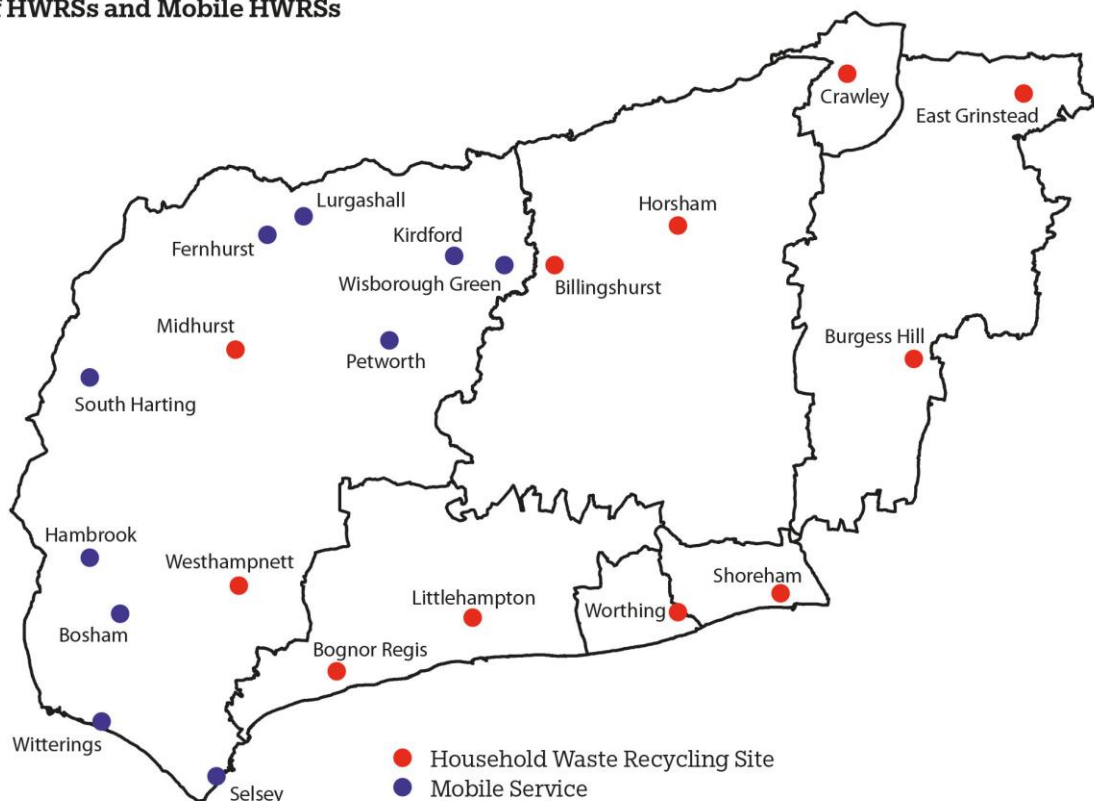
We appreciate that these proposals will have an impact on residents using the mobile HWRSs but we have worked hard to find solutions which save money, but minimise the inconvenience to the largest number of residents.

Under this proposal, whilst there will be no more mobile HWRSs within the District of Chichester, access to recycling, reuse and recovery services for 29 different waste streams will remain available at the HWRSs, rather than the ‘residual waste’ only services provided at the majority of the mobile HWRSs.

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Map of HWRSs and Mobile HWRSs



Distance from Chichester mobile sites to nearest HWRS

	Westhampnett (Chichester)	Midhurst	Billingshurst
Bosham	6 miles		
Fernhurst		5.8 miles	
Hambrook	7.5 miles		
Kirdford			5.2 miles
Lurgashall		6.1 miles	
Petworth		7.2 miles	
Selsey	9.9 miles		
South Harting		8 miles	
Wisborough Grn.			2.5 miles
The Witterings	9.7 miles		

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Current Service:	HAMBROOK, THE WITTERINGS and SELSEY are provided one day each week.
	BOSHAM, PETWORTH and FERNHURST are provided once a fortnight.
	WISBOROUGH GREEN, KIRDFORD and SOUTH HARTING once every 4 weeks.
	LURGASHALL, twice a year.

Proposed Service:	To cease the provision of a mobile service. Residents to use the permanent HWRSSs, where they will have the full range of recycling and waste disposal facilities.
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Proposal 5 Restrict the access of trailers to those sites with “Large Vehicle Bays”

Household Waste & Recycling Sites (HWRS) are primarily designed for residents to bring their recyclables and general waste by car. Some sites are classified as “Oversize” and are able to accommodate larger vehicles.

Currently cars towing trailers are allowed to use any sites with larger trailers being accepted at the 5 ‘oversize’ sites which are:-Burgess Hill, Crawley, East Grinstead, Westhampnett (Chichester), Worthing.

It has been found that some trailers are regularly being towed by larger vehicles and 4x4’s and these are known to be causing significant problems in manoeuvring around the sites, site access for other users and it restricts our ability to properly monitor any commercial waste being illegally deposited at the sites. This is especially an issue at the smaller sites.

To ensure efficiencies at the smaller sites are achieved and to allow for improved monitoring and enforcement of illegal practices in regards to commercial waste, it is proposed to cease allowing all vehicles with trailers access to all sites except for the 5 oversize sites. Whilst this will not directly deliver any savings, if there is a reduction in illegal tipping of Commercial and Trade waste, this will result in a saving in disposal costs.

Current Service	Cars towing trailers accepted at all HWRSs
	Cars towing large trailers use Burgess Hill, Crawley, East Grinstead, Westhampnett (Chichester), Worthing
Proposed Service	All trailers to use Burgess Hill, Crawley, East Grinstead, Westhampnett (Chichester), Worthing only.

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District and Borough additional collection services

As a result of the proposed changes to the HWRSs, the FAQ's provided to residents within the consultation document highlights the additional services that District and Boroughs can provide. As a result, District and Boroughs may see a potential uplift of calls into Contact Centres regarding Green Waste collections and Bulky Waste collections.

How can Residents respond to this consultation?

Online: Please direct all residents to the Consultation Hub to complete the consultation document. <https://haveyoursay.westsussex.gov.uk/waste-management-services/hwrs>

Hard Copy (only to be used if specifically requested):

Option 1: Residents can collect a hard copy consultation document from their local library.

Option 2: If a resident cannot attend their local library or another format, for example, on audio CD or in a different language is required, residents contact details to include name, address and telephone number should be recorded and sent to wastes.servicescontracts@westsussex.gov.uk for Wastes Management Services staff to send out a hard copy or you can ask them to call: 01243 642106 to request a copy.

For residents who request more information:

Please do not enter into any individual discussions about the consultation. The Consultation Document and FAQs contain all relevant information a resident may require.

Only responses received through either the online or offline consultation document will be included in our response evaluation process. Please encourage residents to take the opportunity to 'Have your Say' via this consultation.

<https://haveyoursay.westsussex.gov.uk/waste-management-services/hwrs>

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For comments and enquiries (other than WSCC Contact Centre):

If a resident is still not satisfied with the information provided or is seeking to make a comment or an enquiry with Wastes Management, please record resident's details to include:

Name, Address, Telephone Number, Email address and brief description of the reason for enquiry/comment and forward to

wastes.servicescontracts@westsussex.gov.uk

The information residents provide will be treated in the strictest confidence and will be processed in compliance with the 1998 Data Protection Act. Residents details will not be passed on to any third party, and the information provided will not be used for any other purpose without prior permission.

Key contacts (FOR INTERNAL QUERIES ONLY. Not to be provided to residents).

Project Manager – Yvonne Perkins

Email: yvonne.perkins@westsussex.gov.uk