

<b>Cabinet Member for Environment</b>	<b>Ref No: ENV05 (17/18)</b>
<b>December 2017</b>	<b>Key Decision: Yes</b>
<b>Opening Hours at Household Waste and Recycling Sites from 1 April 2018</b>	<b>Part I</b>
<b>Report by Executive Director Economy, Infrastructure and Environment and Director of Energy, Waste &amp; Environment</b>	<b>Electoral Divisions: All</b>

### **Summary**

The Cabinet Member for Environment took decision (Ref: ENV03 (17/18)) on 31 August 2017 to set winter opening hours at the Household Waste Recycling Sites for the period from 1 October 2017 to 31 March 2018.

The Cabinet Member for Environment subsequently reconvened the Executive Task and Finish Group (TFG) on Household Waste Recycling Sites to make recommendations on the summer opening hours from April 2018 and beyond.

The TFG met twice during October 2017 to discuss this and provided three "shortlisted" options for future summer and winter hours for Cabinet Member consideration. These were reported to the Environmental and Community Services Select Committee (ECSSC) on 15 November 2017.

ECSSC debated the options and recommended the opening pattern shown in Appendix 1 be adopted.

The effect of the recommendation would be, from 1 April 2018, to maintain opening hours of 09:00 in the summer for all sites with the exception of sites with the worst early morning queuing issues seen during the early summer 2017 (Bognor, Crawley and Littlehampton) which will open 08:30 on weekdays.

All sites would be open until 18:00 in the summer and 16:00 in winter. The recommendations also propose that the Worthing site should increase opening from five to seven days a week in summer and six days in winter. Westhampnett, Burgess Hill and Crawley would reduce from seven to six days a week opening in Winter. They would remain open seven days a week in Summer.

### **Recommendations**

- i.** That the Cabinet Member for Environment approves the pattern of opening hours shown in Appendix 1 to apply from 1 April 2018.
- ii.** Subject to the planning restrictions on the Midhurst site being varied by the South Downs National Park Authority, the Midhurst site opening days switch from Tuesday-Saturday (closed Sunday and Monday) to Thursday-Monday (closed Tues and Weds).

## **1. Opening Hours for Household Waste Recycling Sites (HWRSs) Background and Context**

- 1.1 At the time of implementing changes to the opening hours and other measures including charging for certain materials from October 2016, it was agreed that there would be a review of the impact of the changes in due course.
- 1.2 During the spring of 2017 it became apparent that, having changed site opening times to 10am (from 8am summer and 9am winter) was causing disruptive queuing at a number of sites. This seemed to be caused by a significant number of site users arriving well before the gates opened at 10am. This created a backlog of users queuing, which frequently did not clear until late morning.
- 1.3 The opening hours were subsequently varied to 08:00 (Littlehampton and Bognor) and 09:00 (Crawley and Worthing) on a pilot basis to determine whether this would alleviate the problems. All four pilots were successful in meeting that objective. This evidence suggested that 09:00 is a reasonable summer opening time at most sites.
- 1.4 At the request of the Cabinet Member for Environment, a Task and Finish Group (TFG) was convened in August 2017 to make recommendations for winter 2017/18 opening hours at the Household Waste Recycling Sites. Having considered the TFG recommendations, the Cabinet Member for Environment took a decision [[http://www2.westsussex.gov.uk/ds/edd/env/env03\\_17-18record.pdf](http://www2.westsussex.gov.uk/ds/edd/env/env03_17-18record.pdf)] to implement a pattern of opening for winter hours based on opening at 9am and closing at 4pm at all sites weekdays and weekends.
- 1.5 The TFG was asked by the Cabinet Member to reconvene in October 2017 to make recommendations on the opening hours for the period 1<sup>st</sup> April to 30th September 2018 and thereafter.

## **2. Resources**

- 2.1. The total cost of running the HWRSs is just over £5m pa (excluding the cost of disposal of waste deposited there).
- 2.2. The reduction in hours from October 2016 has saved the equivalent of c£560Kpa. If the total annualised hours at all sites remained unchanged the benefit of this saving would continue annually.
- 2.3. The cost of the recommended option at Appendix 1 is estimated to be £24K higher in real terms than for the total annual hours agreed in July 2016. The additional funding required to meet this modest increase has been accommodated within the service revenue budget with savings found elsewhere.

## **3. Other factors taken into account**

- 3.1. As anticipated, the new winter operational hours are working well first in the first two months of operation with no recent complaints.

#### **4. Internal Consultation**

- 4.1 The TFG examined the pros and cons of a number of options. These were reported to ECSSC on 15 November 2017.  
<http://www2.westsussex.gov.uk/ds/cttee/ecs/ecs151117i5.pdf>
- 4.2 Having considered and debated the options set out by the TFG, ECSCC voted in favour of the option set out in Appendix 1 to this report.
- 4.3 The recommendation has therefore been reached following careful and thorough analysis of the all the evidence by the TFG and then reviewed by ECSSC.

#### **5 2016 Public Consultation**

- 5.1 The changes of service that were approved in July 2016 by the Cabinet Member were determined following consultation with residents of West Sussex between 16 May 2016 and 12 June 2016.
- 5.2 In that consultation 36% of respondents supported opening at 8:30 am whilst 31% stated that they would prefer a later opening/closing time. However actual use patterns did not closely reflect the apparent stated preference for late opening.
- 5.3 The preferred option addresses the potential impact of queuing at the most sensitive sites by opening at 08:30 on weekdays in the summer. The recommendation to stay open at all sites until 18:00 seeks to balance the stated preference for later opening and the actual low level of use between 18:00 and 19:00 during summer 2017.

#### **6 Risk Management Implications**

- 6.1 There are risks in continuing to open sites for longer hours than neighbouring councils. In response to TFG support for exploring additional management controls, and the debate at ECSSC on 15<sup>th</sup> November 2017, it is proposed to take a further report on management controls at HWRSSs to ECSSC in January 2018.
- 6.2 The risk of customer queues building up at sensitive sites prior to opening is mitigated by opening those sites at 08:30 on summer weekdays.

#### **7 Other Options Considered**

- 7.1 The TFG considered 6 options (3 of which were "shortlisted") and these were set out in their report to ECSSC on 15 November (see link in para 4.1 above).
- 7.2 Some members suggested the summer opening hours be extended to 19:00 daily. This has been discounted on the grounds of an additional cost estimated at £110K pa and the experience of relatively low usage of sites between 18:00 and 19:00 during the summer of 2017.

## **8 Equality Duty**

- 8.1 There are no equality issues arising from the proposals. While there is some rebalancing of opening days, the overall result does not disproportionately impact on any group with protected characteristics.

## **9 Social Value**

- 9.1 The sites continue to be well used and well regarded by residents. The recommended options would not change the overall availability of seven out of eleven sites, improves availability at Worthing. While opening days would be reduced from seven to six at Crawley, Burgess Hill and Westhampnett in the winter, these sites would still open for one day a week more than the rest.

## **10 Crime and Disorder Implications**

- 10.1 There have been suggestions that operational changes such as charges and reduced opening hours could lead to anti-social or illegal behaviour in respect of flytipping. The issue of flytipping – and enforcement measures were considered by ECSSC on 15 November 2017. ECSSC noted the extent of the general problem of flytipping after presentations from District Council Officers and heard details of the “Operation Bluebottle” multi-agency enforcement initiative co-ordinated by the County Council.

## **11. Human Rights Implications**

- 11.1 None

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## **Appendices**

**Appendix 1** - Recommended Opening Hours for HWRSSs

## **Background Papers**

None

## Appendix 1

<b>Recommended Summer Opening Hours (1<sup>st</sup> April – 30<sup>th</sup> September)</b>							
<b>Site</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Billingshurst</b>	09:00-18:00	09:00-18:00	09:00-18:00	<i>Closed</i>	<i>Closed</i>	09:00-18:00	09:00-18:00
<b>Bognor Regis</b>	08:30-18:00	08:30-18:00	08:30-18:00	<i>Closed</i>	<i>Closed</i>	09:00-18:00	09:00-18:00
<b>Burgess Hill</b>	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00
<b>Crawley</b>	08:30-18:00	08:30-18:00	08:30-18:00	08:30-18:00	08:30-18:00	09:00-18:00	09:00-18:00
<b>East Grinstead</b>	09:00-18:00	<i>Closed</i>	<i>Closed</i>	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00
<b>Horsham (Hop Oast)</b>	09:00-18:00	<i>Closed</i>	<i>Closed</i>	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00
<b>Littlehampton</b>	08:30-18:00	<i>Closed</i>	<i>Closed</i>	08:30-18:00	08:30-18:00	09:00-18:00	09:00-18:00
<b>Midhurst*</b>	<i>Closed</i>	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	<i>Closed</i>
<b>Shoreham</b>	<i>Closed</i>	<i>Closed</i>	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00
<b>Westhampnett</b>	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00
<b>Worthing</b>	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00	09:00-18:00

<b>Recommended Winter Opening Hours (1<sup>st</sup> October – 31<sup>st</sup> March)</b>							
<b>Site</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Billingshurst</b>	09:00-16:00	09:00-16:00	09:00-16:00	<i>Closed</i>	<i>Closed</i>	09:00-16:00	09:00-16:00
<b>Bognor Regis</b>	09:00-16:00	09:00-16:00	09:00-16:00	<i>Closed</i>	<i>Closed</i>	09:00-16:00	09:00-16:00
<b>Burgess Hill</b>	09:00-16:00	09:00-16:00	09:00-16:00	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00
<b>Crawley</b>	09:00-16:00	09:00-16:00	09:00-16:00	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00
<b>East Grinstead</b>	09:00-16:00	<i>Closed</i>	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00
<b>Horsham (Hop Oast)</b>	09:00-16:00	<i>Closed</i>	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00
<b>Littlehampton</b>	09:00-16:00	<i>Closed</i>	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00
<b>Midhurst*</b>	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00	<i>Closed</i>
<b>Shoreham</b>	<i>Closed</i>	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00
<b>Westhampnett</b>	09:00-16:00	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00	09:00-16:00
<b>Worthing</b>	09:00-16:00	09:00-16:00	09:00-16:00	<i>Closed</i>	09:00-16:00	09:00-16:00	09:00-16:00

\*Subject to the planning restrictions on Midhurst site being varied by the South Downs National Park Authority, it is recommended that Midhurst site closing days switch from Sunday and Monday to Tuesdays and Wednesdays.