

Appendix 2

Installation of New Street Litter Bin		
When the Community Delivery Team receives a request to install a new street bin there are various considerations to be made prior to approval being granted –		Location of request - Oaks Lane Shopping Precinct
		Request reference -
		Date received -
		Requesters details -
		Officer Reviewing -
		Reviewers notes -
Proximity to other street bins?		
Guidance - The service needs to establish whether there are other street bins in close proximity and to ensure these bins are being used as required. This includes whether the current bin is being used and what type of bin is already in the locality. If local bins are being under utilised, this suggests bins be relocated rather than installation of an extra bin.		
Litter hotspot?		
Guidance - Street cleansing records will show if there have been requests for the service to cleanse in the particular locality on a regular basis. If there are a number of record of littering , this would suggest the need for a street bin. If not, the service needs to consider other factors.		
Is the suggested site suitable?		
Guidance - Whilst the amenity is for the purpose of public use, the service needs to ensure a new street bin is installed at a site which is accessible to operatives, within the Health and Safety guidelines for safe handling ie waste is not having to be carried for substantial distances between the bin and the service vehicle, or over unsuitable ground. A bin should also be sited to ensure maximum use by members of public and is safe for them to access.		
Has there been a change within the surrounding area?		
Guidance - New housing developments or shops create extra footfall and potentially extra litter for disposal. This may therefore mean extra amenities such as street bins are required. Note, the need for extra bins can be dictated by the new, and type, of development.		
Type of bin required?		
Guidance - Whilst a request may be received by the service for a particular bin, the service should establish if this is the correct type of bin for the site based on the standard bins available, Solar Powered, Standard Bin, Integrated Dog / Litter Bin.		
Actions Required by Reviewer		Record of Decision
Installation of new bin Approved Y/N		
Type of bin to be installed		
Location bin to be installed		
Ward Members Consulted Y/N		
Date outcome communicated		
If approved added to data base Y/N		
If approved added to works programme Y/N		