



Author/Lead Officer of Report: Neil Townrow

Email: neil.townrow@sheffield.gov.uk

Report of: *Richard Eyre, Interim Director of Operational Services*

Report to: *Councillor Mark Jones - Cabinet Member for Environment, Streetscene and Climate Change*

Date of Decision: *25th March 2021*

Subject: *Review of Opening Hours at Household Waste Recycling Centres*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
- Expenditure and/or savings over £500,000	<input type="checkbox"/>	
- Affects 2 or more Wards	<input type="checkbox"/>	
Which Cabinet Member Portfolio does this relate to? <i>Environment, Streetscene and Climate Change</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Economic and Environmental Wellbeing</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? 924		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>		

Purpose of Report: The report sets out the proposed changes to opening and closing times at Sheffield's Household Waste Recycling Centres.

The recommendation is to change the Summer site opening times from 10am to 6pm, to 9.30am to 5.30pm from April 1st 2021.

In order to provide the public with clear and consistent opening times, it is also recommended that the Winter Opening hours be changed from 10am to 4pm, to 9.30am to 3.30pm, to align the opening time with the Summer opening hours.

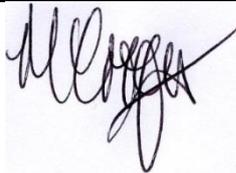
Recommendations:

It is recommended that the Cabinet Member for Environment, Streetscene and Climate Change:

- Approves the revised opening hours of 9.30am to 5.30pm (1st April to 30th September) and 9.30am to 3.30pm (1st October to 31st March) from 1st April 2021 for Sheffield's Household Waste Recycling Centres as outlined in this report.
- Approves the Council issuing a notice of change to Veolia to reflect the change of opening hours.

Background Papers:

Public Consultation summary report: Household Waste Recycling Centres Opening Times

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Kerry Darlow</i>
		Legal: <i>Gemma Day</i>
		Equalities: <i>Annemarie Johnson</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	 <i>Michael Crofts</i>
3	Cabinet Member consulted:	<i>Cllr Mark Jones</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Neil Townrow</i>	Job Title: Senior Waste Management Officer
Date: 25th March 2021		

1. PROPOSAL

1.1 The Council has five Household Waste Recycling Centres, provided for Sheffield residents to recycle and dispose of their household waste, free of charge.

1.2 The normal opening days for the centres are shown in the table below and were approved in 2013.

Site	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Beighton S13 7PS	Open	Closed	Open	Open	Open	Open	Open
Blackstock S14 1FY	Open	Closed	Closed	Open	Open	Open	Open
Deepcar S5 8WA	Open	Closed	Closed	Open	Open	Open	Open
High Green S36 2DT	Open	Open	Closed	Closed	Open	Open	Open
Longley Avenue West S35 4GR	Open	Open	Open	Open	Open	Open	Open

1.3 The sites currently operate summer and winter opening hours, as below

10am – 6pm 1st April to 30th September, and
10am – 4pm 1st October to 31st March.

1.4 In response to the social distancing measures that were put in place due to COVID, the sites across the City all opened 7 days a week from 9am to 6pm for a temporary period in 2020. The number of vehicles using the sites was recorded on an hourly basis, and analysis of the data for the period 21st June to 25th August 2020, showed that 11,214 vehicles visited the sites between 9am and 10am, and 8,813 vehicles used the sites between 5pm and 6pm.

1.5 From the 1st November 2020, the sites reverted to 10am – 4pm opening hours and, days as per the table above.

1.6 Sites report that queuing traffic often forms before the 10am opening time, as customers wait for the gates to open, impacting on other road users.

1.7 Recognising that there is a demand to use the sites before the current 10am opening time, a public consultation was carried out to understand whether customers would prefer for the sites to open and close earlier.

1.8 This report details the findings from the consultation and recommends implementing changes to the opening times of the Household Waste Recycling Centres.

1.9 The recommendation is to change the Summer site opening times from 10am to 6pm, to 9.30am to 5.30pm from April 1st 2021.

1.10 In order to provide the public with clear and consistent opening times, it is also recommended that the Winter Opening hours be changed from 10am to 4pm, to 9.30am to 3.30pm, to align the opening time with the Summer opening hours.

2. HOW DOES THIS DECISION CONTRIBUTE?

2.1 An in-touch organisation' specifically setting high standards for the use of public money and for satisfaction with the Council's services and those that are provided by partners.

3. HAS THERE BEEN ANY CONSULTATION?

3.1 An online consultation was carried out on Citizen Space over a four-week period from 29th January to 28th February 2021. In total there were 880 responses.

3.2 Residents were asked to rank their first, second and third preference from the following site (Summer) opening time options:

- 9am to 5pm
- 9.30am to 5.30pm
- 10am to 6pm (existing)

3.3 The average ranking for the three options was 2.16 (9am to 5pm), 2.05 (9.30am to 5.30pm) and 1.79 (10am to 6pm)

3.4 The most and least preferred options selected by respondents showed are shown in the table below.

	First choice	Second choice	Third choice
9am to 5pm	53.86%	12.16%	33.98%
9.30am to 5.30pm	8.41%	80.91%	10.68%
10am to 6pm	37.73%	6.93%	55.34%

3.5 Although the 9am option was marginally the most preferred option over 9.30am, the most and least preferred options selected by respondents showed a clear polarisation, as shown in the table above.

3.6 Respondents who selected the 9am as their most preferred start time option, would then select 10am as their least preferred, whereas the still significant number of people selecting 10am as their most preferred option, selected 9am as their least preferred.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 An Equalities Impact Assessment has been undertaken on this proposal. Because this proposal is to make a slight adjustment, opening and closing the sites 30 minutes earlier, there are no negative impacts for protected groups arising from this proposal.
- 4.2 Financial and Commercial Implications
- 4.2.1 The changes are being made within the existing availability of hours, therefore there are no cost or commercial implications.
- 4.3 Legal Implications
- 4.3.1 The Council has a statutory duty under the Environmental Protection Act 1990 to provide Household Waste Recycling Centres to enable residents to deposit their household waste. There are no stipulations about the availability of the service. It is as at the discretion of each Waste Disposal Authority to make appropriate arrangements.
- 4.3.2 Veolia provide the service on behalf of the Council. They have undertaken a consultation process with the workforce impacted by the proposed change. There have been no formal objections to the proposal.
- 4.3.3 If a decision is made to change the opening hours at Sheffield's Household Waste Recycling Centres, a notice of change would be issued to Veolia in accordance with our contract.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 As part of the public consultation, residents were asked to rank their first, second and third preferences for the following site (Summer) opening time options:
- 9am to 5pm
 - 9.30am to 5.30pm (recommended option)
 - 10am to 6pm
- 5.2 Although the 9am to 5pm option was marginally the highest-ranking option in the public consultation, this option was rejected due to the polarised nature of the responses, with a significant 38% of respondents wanting to keep the later 10am opening time.
- 5.3 This option was also rejected because of concerns that residents driving to a site in readiness for the 9am opening, would add to the existing commuter and school rush hour traffic, further increasing queuing and journey times.
- 5.4 The 10am to 6pm option represents no change to the current opening hours. This option was rejected because it attracted the lowest ranking score of the three options considered in the consultation, however in making the recommendation for a 9.30am start time, it was recognised that a considerable 38% of respondents indicated a preference to keep the 10am start time.

6. REASONS FOR RECOMMENDATIONS

- 6.1 Opening the sites earlier will better align the site opening hours with public demand enabling access to the sites earlier than 10am.
- 6.2 Although the 9am opening time option attracted a slightly higher ranking score, the 9.30am opening time provides the best balance between the polarised consultation responses, recognising that whilst 54% of respondents indicated a preference for a 9am opening time, a considerable 38% of respondents indicated a preference to keep the 10am start time.
- 6.3 Unlike the 9am start time, opening the sites as 9.30am will avoid the worst of the morning peak time traffic caused by commuters and the school run, and will prevent additional traffic adding to the peak time traffic volumes.
- 6.4 In order to provide the public with clear and consistent opening times, it is also recommended that the Winter Opening hours be changed from 10am to 4pm, to 9.30am to 3.30pm, to align the opening time with the Summer opening hours.