

EAST HAMPSHIRE FLY-TIPPING PROJECT

FLY-SPOTTERS' HANDBOOK

May 2010



In conjunction with



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FOREWORD

Fly-tipping is a blight on our countryside, especially so in the new South Downs National Park.

Not only is it unsightly but it is an irresponsible and criminal activity which can harm people, wildlife and farm animals, and it costs the taxpayer, farmers and landowners over £1 million to clear up each year.

This project aims to make some parishes in East Hampshire a 'no-go' area for fly-tipping through the joint efforts of volunteer *Fly-spotters* - who are asked to keep an eye out for any fly-tipping in their parishes and report it immediately - and East Hampshire District Council and the Environment Agency who will follow up the reports.

This is the first time that a reporting system in Hampshire is targeting all land, including farmland and other private land, as well as public land. It is also the first time that key organisations who have an interest, including the CLA and NFU South East, the Hampshire Branch of the Campaign to Protect Rural England (CPRE Hampshire), East Hampshire District Council, and the Environment Agency will be working together and pooling their resources.

Through this pilot project we want to find out: the true nature and scale of the fly-tipping problem in this special part of East Hampshire; what action the 'authorities' can take to deter it, as well as ensure it is cleared up; and what are the easiest ways for people to report fly-tipping incidents quickly.

We hope that as the project develops, more and more people will see the benefit and want to join in. If it is a success, we also hope that the approach will be rolled out to other rural areas in Hampshire.

This booklet contains more information on the project, and the *Guidance Notes* for *Fly-spotters*, as well as general background on fly-tipping.

A handwritten signature in dark ink, appearing to read 'C Napier', with a long horizontal stroke extending from the end of the signature.

Christopher Napier

Chairman CPRE Hampshire

A THE PROJECT

1 **What is the aim of the project?**

Over the longterm, the project aims to make the participating parishes a 'no-go' area for fly-tipping.

In the first (pilot) year, we hope to:

- gather comprehensive information about the full scale and nature of fly-tipping in each parish, through the *Fly-spotter* reporting system
- enable East Hampshire District Council and the Environment Agency, together with farmers and landowners/ managers not only to deal effectively with fly-tipped rubbish but also to take deterrent action
- find out the simplest and easiest way for people to report fly-tipping to the 'authorities'.

2 **Where is it happening?**

The project is being run in the parishes of:

Buriton	East Tisted	Ropley
Chawton	Farringdon	Rowlands Castle
Colemore and Priors Dean	Froxfield and Privett	Selborne
East Meon	Newton Valence	Steep

Please note: if you live in East Hampshire, but not in the areas listed above we still encourage you to become a fly-spotter. We are very interested to learn more about fly-tipping incidents on private land across the District. Please use the enclosed details to report a fly-tipping incident.

3 **Why is it a pilot?**

There are a number of features of this project which have not been tried before, such as:

- ✓ using volunteer reporters (*Fly-spotters*) who will be the eyes and ears of the local community;
- ✓ testing out different ways of reporting fly-tipping;
- ✓ looking at the problem on farmland as well as on public land; and
- ✓ bringing together the work of the District Council and Environment Agency to clear up the rubbish and assist and advise farmers and land managers on how to cope with the problem.

We do not know how well this will work, so we will be piloting it for a year.

4 Who is involved and what will they have to do?

The project relies on a **network of volunteer *Fly-spotter* reporters**, who live and work in the target parishes. They will be asked to keep an active eye open for fly-tips as they go about their day to day activities; and when they see something, to report it immediately using either a pre-paid postcard or by email. Other than being vigilant, and using the simple and easy reporting methods, no other action is required.

As information is reported by the *Fly-spotters* :

- the **Environment Agency** will log it on their Environmental Crime database, produce regular statistics from the information and take any appropriate action, including identifying hotspots for deterrent action
- **East Hampshire District Council** will, as now, remove fly-tips from public land, and also advise and assist (where possible) farmers and landowners with fly-tips on private land.
- the **NFU** and **CLA** will use the information to continue to press government and the authorities for changes in the rules to help farmers and landowners deal with the problem of this criminal activity perpetrated on their land
- **CPRE (Hampshire)** will be keeping an oversight of the project, producing regular updates for the *Fly-spotter* volunteer network, dealing with any problems with the project as they arise, and continuing to encourage people to participate.

5 What are the reporting options?

Fly-spotters will be given a choice of three ways of reporting, which are explained in full in the *Guidance Notes Section B* at [page 7]:

- **by email** through a dedicated address with a direct link to the Environment Agency
- using a pre-paid and pre-printed **Incident Record postcard**
- using an **emergency telephone hot line** for reporting a live incident or very large or hazardous fly-tips.

6 If I become a *Fly-spotter*, how will I know what to do?

We hope as many *Fly-spotters* as possible will attend a launch event at which further guidance will be given on their role. This booklet also contains comprehensive *Guidance Notes*. In addition, each Parish will have a **Co-ordinator** who can also answer questions, as can CPRE Hampshire who can be called on 01962 779185. The project also has a webpage where more information can be found at <http://www.easthants.gov.uk/stopthedrop>

7 Will I need to give my personal details if I want to become a *Fly-spotter*?

It will help us to monitor the success of the project and maintain contact with the network of *Fly-spotters* if we have certain details, such as full name and address. All of these details will however be kept on a secure database and the information provided will only be used by authorised staff in the context of this project.

8 Can anyone report fly-tipping incidents?

We would like as many people as possible to become *Fly-spotters*, by signing up with CPRE Hampshire to join the project. Because this is a trial project, which aims to test the success of having volunteer reporters and the best ways of reporting, we would prefer people to sign up as *Fly-spotters* if they want to use the forms.

If you do not wish to become a *Fly-spotter* you can simply report a fly-tip on public land by contacting East Hampshire District Council via their website: <http://www.easthants.gov.uk/home.nsf/AtoZListing/Fly+tipping>

9 Why does reporting matter?

All of the authorities involved are aware that they do not know how much fly-tipping actually takes place on farmland and private land because there is currently no formal system for recording fly-tipping on this land. This means that they cannot make comprehensive plans to try and deter fly-tipping in an area. It also means that they do not know how much it is costing overall to have this illegally dumped waste removed and, in particular, how much it is costing farmers and land managers to deal with the criminal activities of others.

10 Will help be available to land managers to assist with removal of fly-tips?

- Through this project the Environment Agency and East Hampshire District will be on hand to advise farmers and landowners on how best to deal with any fly-tips, and provide any practical assistance they can;
- in certain cases, they will also help with the work involved in securing prosecutions; and
- in the longer term, as they build up more information on the amount and type of fly-tipping taking place on farmland in the pilot parishes they will be able to advise farmers and land managers, and/or take action themselves to deter the activity.

B GUIDANCE NOTES FOR FLY-SPOTTERS

INTRODUCTION

These Notes should provide you with all the essential information you need to report on fly-tipping incidents. If you have any questions, however, you can:

- contact your Parish co-ordinator:

Parish	Co-ordinator	Telephone	Email
Buriton	Wendy Shone	01730 268601	wendy@bhcs.fsnet.co.uk
Chawton	Becky French	01962 779185	info@cprehampshire.org.uk
Colemore and Priors Dean	Christopher Slater	01420 588483	cpslater@lineone.net
East Meon	Rosemary Bishop		rab@abishopandson.co.uk
East Tisted	Emma Dillnut	01420 588632	EMMAD1@aol.com
Farringdon	Mike Findlay	01420 587378	
Froxfield and Privett	Richard Moss	01730 263536 07836512569	richard.smoss@tiscali.co.uk
Newton Valence	Sarah Lucas	01420 587351	SMcle27031@aol.com
Ropley	Jenny Nops		jennynops@aol.com
Rowlands Castle	Jennie Hanman	023 9241 3044	parish.rowlands@btclick.com
Selborne	Parish Clerk	07913 628666 (leave message)	clerk@selborneparishcouncil.com
Steep	Jenny Hollington	01730 267784	clerk@steepvillage.com

- Contact CPRE Hampshire's office at 01962 779185
- Check on the website: <http://www.easthants.gov.uk/stopthedrop>

YOUR SAFETY

Please remember

- ★ **Before you take any action, make sure it is SAFE TO DO SO**
- ★ **Be extremely careful. Some waste can be hazardous.**
- ★ **DO NOT OPEN BLACK BAGS OR DRUMS.**
- ★ **Piles of soil may be contaminated or they may be concealing dangerous material**

- ★ **Fly-tippers are doing something CRIMINAL – they are unlikely to welcome people observing them or taking notes or photographs**

HOW TO REPORT A FLY-TIP

Fly-spotters are asked to report a fly-tip **as soon as possible after they have seen it**, using one of three ways of reporting:

➤ **By email**

a downloadable **Incident Report form** is available from <http://www.easthants.gov.uk/stopthedrop> and should be completed for each fly-tip you see and then sent to cpreflytip@environment-agency.gov.uk, copied to jo.edwards@easthants.gov.uk

➤ **By postcard**

Using the pre-paid and pre-printed **Incident Record postcard** which you simply fill in and post. If you want the option of using the postcard, your Parish co-ordinator can give you a supply.

➤ **Emergency telephone hot line 07826 006625**

This should **only be used** for reporting a live incident or very large or hazardous fly-tips (see 8 in the *Guidance Notes* below).

COMPLETING THE RECORD FORM/CARD

The following Notes explain what information we need you to record, whether you choose to use the downloadable electronic form and email it, or the pre-paid postcard. **If you are unable to answer a question** e.g. whether the land is private or public land, please leave the tick boxes blank.

1 Date and time observed

Please give the date and time you saw the incident

2 Location

Please supply a grid reference from your Ordnance Survey map of the approximate location, for example:

OS Map Sheet Reference						National Grid Field Number			
S	D	6	1	6	4	1	3	6	7

If you are unsure of the OS grid reference you can get help from <http://www.streetmap.co.uk> Simply fill in the relevant postcode or parish name of where the fly-tipping instance occurred. Then use the 'move arrow' function (right hand toolbar) to move the arrow to the exact location of the fly-tip. Once the arrow is positioned on the correct area of the map, go to the bottom of the screen and click on 'Click [here](#) to convert coordinates'. This will provide you with suitable coordinates for the project.

If you are a farmer / landowner in the *Single Payment Scheme (SPS)*, you should be able to get the information from your Scheme documents or from your Rural Land Registry maps. You can also determine this by visiting www.magic.gov.uk.

Ideally we require OS grid references to locate fly-tipping incidents. However, if you are unable to provide this detail, please give us a description of where the incident has occurred. You should use road names, but please be aware that some roads are extremely long, so we may not be able to pinpoint the precise location from this alone. Please use house numbers, land marks or significant features to help us locate the fly-tip. An example of this might be 'Alton Lane, by the cross roads at the Trooper pub.' **The more detail you provide the better chance we have of locating the area.**

3 Type of land

Please select the land category which best describes the location of the fly-tip, **using only one** box.

If none of the categories fits the description, please describe the type of land in the 'other' box.

Please also indicate whether, to the best of your knowledge, the land on which the rubbish has been tipped is public or private land. If you are unsure, please **do not tick either box**.

4 Main waste type

Please **MARK ONLY ONE WASTE TYPE** by selecting the **main** type, using the following descriptions:

<p>Household Waste from householders in black bags (not carrier bags); and other household such as the results of house or shed clearances, old furniture, carpets and the waste from small scale DIY works</p>	<p>Other waste Do NOT use this for mixed loads – identify the dominant waste type, if possible from the list below and specify it in the blank box :</p>
<p>White goods Fridges, freezers, washing machines and other kitchen appliances</p>	<p>Animal carcass Any animals or parts of animals</p>
<p>Green waste Vegetation/prunings and clean soil including tree trunks and branches</p>	<p>Asbestos All forms including cement or other bonded asbestos</p>
<p>Commercial - in black bags or loose Waste from businesses such as shops or traders e.g. pallets, cardboard boxes, plastics, foam</p>	<p>Chemical drums, oil, fuel Containers with a capacity of 205 litres, 45 gallons or greater that appear to contain chemical such as oils and fuels</p>

<p>Construction and demolition Brick, concrete, hardcore, topsoil, timber, plastic, cement, sand and other surplus building materials from builders or tradesmen</p>	<p>Clinical Hospital healthcare such as needles, soiled dressings, drugs etc.</p> <p>Other electrical TVs, computer equipment, vacuum cleaners, radios, fluorescent tubes, circuit boards and car batteries</p> <p>Vehicle parts Mechanical parts, components and panels of vehicles, excluding tyres and batteries</p>
<p>Tyres Vehicle tyres – regardless of whether on or off the wheel rim</p>	

5 Amount of waste

Try to estimate the size of the fly-tipping incident, **mark only one category**, using the table below:

<p>Single item E.g. one piece of equipment or furniture such as a sofa or armchair</p>	<p>Transit van load or less (between 6 – 30 bin bags) Rubbish could be squeezed into transit-size van e.g. large 3-piece suite of furniture, or a smaller van e.g. Astra van</p>
<p>Single black bag A single bag containing waste</p>	
<p>Car boot load or less (up to 5 large bin bags) Rubbish that could be squeezed into the large boot of a car</p>	<p>More than a transit van load e.g.</p> <ul style="list-style-type: none"> ▪ a single load from an 8-wheeled tipper truck ▪ significant multiple loads of the above categories ▪ any drummed chemical waste

7 Have you informed anyone else?

This question only applies to people using the post card, because if you email your report, you will have been asked to copy it automatically to the East Hampshire District Council. If you have informed any of the following, **in addition to returning your post card to the Environment Agency**, please tick the relevant box or say who you informed in the Other box e.g. : Fire and Rescue Service.

8 If you wish to report a live incident

The following Emergency Hot line number: **07826 006625** should **ONLY BE USED to report LIVE INCIDENTS, or LARGE OR HAZARDOUS FLY-TIPS**. Normal fly-tip incidents must be reported using the email form or Incident Record postcard.

9 Your details

It would help us in following up any reports, and in assessing the success of the project, if you could give us your basic contact details e.g. your **name, phone number** and **email**, and if you could indicate **whether you are a member of any of the listed organisations (or other organisation, in which case please specify)**.

Any information you supply is subject to the Data Protection rules and will be kept in confidence and only used for the purposes of, and by personnel involved in, the East Hampshire Fly-tipping project

GENERAL INFORMATION

1 *What is fly-tipping?*

Fly-tipping is the illegal dumping of waste and is a **crime**.

See section 4 above for a description of the types of waste which are most commonly fly-tipped.

2 *Why is fly-tipping a problem?*

Fly-tipping:

- is a criminal activity that can cause serious pollution of the environment, can be a risk to human health and can harm wildlife and farm animals;
- despoils our countryside and the rural setting of the South Downs National Park, and affects the quality of everyone's lives;
- costs an between £100- £150 million each year to clean up;
- is seen as a major problem by over three-quarters of landowners and farmers; and affects two thirds of them directly;
- undermines legitimate waste management companies who are undercut by illegal operators.

3 *Is the problem increasing?*

Government statistics suggest the number of incidents reduced in 2009. However, these statistics relate only to fly-tipping on public land, and the view of the farming and landowning organisations is that the problem is still increasing on private land. (This is one of the reasons why the *East Hampshire Fly-tipping project* is seeking to collect information on fly-tipping on **all** types of land including farmland.)

4 *What is the legal position?*

Fly-tipping is illegal and is a serious criminal offence for which a person can be prosecuted. Details of the relevant pieces of legislation can be found on the websites listed at question 5 below, and in the '*Tackling Fly-tipping - A guide for landowners and land managers*' which is included in your information pack.

If you are a **landowner, farmer or land manager**, you have certain legal responsibilities which are set out in the above-mentioned guide.

If you are a **householder** you also have a '*duty of care*' which means **you are responsible** for ensuring that any waste, other than the household rubbish collected through East Hampshire District's doorstep waste collection system, is disposed of safely and legally :

- if you are **disposing of the waste yourself**, you should be using authorised local-authority-run waste collection and recycling facilities;

- If **someone else is disposing of the waste on your behalf**, e.g. a contractor, you should make sure they have the **correct permits** and also provide you with a **receipt and a written description of the waste with details of how and where it will be disposed of**.

5 **Sources of information**

There are a large number of websites that can give you more information about fly-tipping and related subjects. Apart from our own website <http://www.easthants.gov.uk/stopthedrop> you may find the following useful:

East Hampshire District Council: www.easthants.gov.uk

Hampshire County Council: www.hants.gov.uk

Environment Agency: www.environment-agency.gov.uk/subjects/waste

CPRE: www.cpre.org.uk/campaigns/stop-the-drop

CPRE Hampshire: www.cprehampshire.org.uk

CLA: www.cla.org.uk/Policy_Work/Fly-tipping/

NFU: www.nfuonline.com

National Fly-tipping Prevention Group: www.nftpg.org

Department for Environment, Food and Rural Affairs (Defra): <http://www.defra.gov.uk/environment/quality/local/flytipping/index.htm>