



City of Westminster

Westminster Commercial Businesses

Westminster City Council,
City Hall, 64 Victoria Street
London
SW1E 6QP

Date: May 2022

Dear Sir/Madam

Disposing of Your Waste Correctly Section 47 Notice Environmental Protection Act 1990

The impact of incorrect waste disposal

Our City serves up to 1 million residents, workers and visitors every day, and with the largest concentration of businesses in the UK we remove around 180,000 tonnes of waste each year. However, waste not correctly disposed of and left on our streets affects how places look and are perceived, how happy and safe people feel in an area, and how attractive it is to those that live, work and visit our city.

It is also a risk to health, our environment, and costs the council significantly. We spend around £1million each year removing waste that is not correctly disposed of - money that would be better spent on vital services for our community.

Your Responsibilities

The following conditions must be followed by businesses when presenting their waste on the Public Highway.

- (1) All waste must be clearly marked with the name and telephone number of the registered waste carrier collecting the waste.
- (2) Premises producing trade waste in streets covered by the Council's Time Banding Scheme (called "**Bags off Streets**") must place their waste out for collection at the collection times scheduled by the Council. Streets within the scheme are indicated on the Council's website by having "**BOS**" in brackets after the street name on the collection schedule. All waste producers must follow these times notwithstanding who their registered waste carrier is. The day and times scheduled for collection can be found on the Council's website.

- (3) If the waste remains uncollected on the Public Highway within the times specified on the website, then it must be removed from the street at the end of the collection period.
- (4) Premises producing trade waste in streets not covered by the Council's "Bags off Streets" Scheme and being collected by the Council must place their waste out for collection at the times scheduled for collection by the Council. The day and times scheduled for collection can be found on the Council's website.
- (5) Premises producing trade waste in streets that are not covered by the Council's "Bags off Streets" Scheme and being collected by a registered waste carrier other than the Council can place their waste out at any day or time. However, it must be collected within 2.5 hours of being presented. If the waste is not collected after 2.5 hours from presentation, it must be removed from the street.
- (6) If the waste is not collected within the times specified on the website, then it must be removed from the street at the end of the collection period.
- (7) Premises should ensure that their bags do not weigh more than the amount indicated on the bag by their waste contractor. For guidance, a filled commercial waste bag needs to be able to be easily handled with a single arm. If you are using Westminster Council's waste collection services any overweight bags will not be collected and will need to be repackaged into bags with an acceptable weight and then presented for the next scheduled collection

Enforcement Action

Businesses that do not present or dispose their waste correctly may be issued with a Notice of Intended Prosecution. You will be given the option to pay a Fixed Penalty Notice so that you may discharge your liability for prosecution. However, if you do not pay the penalty or where the waste offence is considered deliberate, excessive or dangerous, the case will go to court. Our Waste Enforcement Policy can be found on our website.

Further Information

For more information about waste and recycling, including the collection times in your area, please go to our website www.westminster.gov.uk/recycling-and-rubbish

Yours faithfully



Raj Mistry
Executive Director of Environment and City Management