

WASTE & RECYCLING STORAGE AND COLLECTION GUIDANCE FOR NEW RESIDENTIAL DEVELOPMENTS IN GLOUCESTER CITY



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1.0 Introduction

This guidance document sets out to assist developers and architects involved in the design of the new residential developments (including change of use), by giving them the information they need to be able to provide waste and recycling areas which are sufficient in space, fit for purpose, considerate to the local environment and which recognise the requirements of good build practices as laid out in British Standard BS 5906 2005 (Waste Management in Buildings) and 'Code for Sustainable Homes'.

Gloucester City Council operates a fortnightly waste collection service and a weekly kerbside sort recycling service, green box, blue sack and food waste caddy. We are committed to increasing recycling to 50% by 2020, in line with The Waste (England and Wales) Regulations. In order for waste facilities to be successfully incorporated in any development they should be fully considered in the planning stages of that development. Wherever possible the council seeks to reduce the amount of refuse requiring collection and to instead increase reuse or recycling. To enable residents to fully partake in the schemes available to them and those that may become available in the future it is paramount that developments have both sufficient internal and external space within each dwelling to store refuse and recyclables separately.

This advice note supports the Gloucestershire Waste Core Strategy which explains how Gloucestershire County Council and their partner authorities; will address the issue of planning for waste management in Gloucestershire (2012-2027). The document which outlines the vision, objectives, strategies and core policies, was formally adopted by Gloucestershire County Council in November 2012 and is available for download at www.gloucestershire.gov.uk. It is strongly recommended that developers also refer to The Manual for Gloucestershire Streets which similarly may be downloaded from Gloucestershire County Council's own website. Failure to provide adequate provision for waste and recycling facilities in line with this guidance will result in future collections not being made, and the necessity to provide alternative arrangements.

2.0 Role of the Waste Collection Authority

The Environmental Protection Act 1990 sets out the duties of a Waste Collection Authority which is to collect waste and recycling produced by residents, subject to this waste being presented in the manner as set out by the Authority.

3.0 Waste & Recycling Service for Gloucester City Residents

Gloucester City Council provides waste and recycling collections for all of its residential dwellings regardless of tenure & tenancy; therefore, the guidelines given here apply to domestic dwellings only although many of the principles may still apply.

A summary of the kerbside service currently provided to homes within the City is provided below:

Waste

Waste is collected fortnightly for the majority of residents. Households are usually required to present their waste in a 240ltr black two-wheeled bin at the curtilage of the property by 7am on collection day. Larger households (classed as six persons or more) or residents who have mitigating circumstances - such as medical waste - may apply for additional capacity. Terraced properties may have an alternative weekly bag collection service.

Households with fewer occupants can opt for a smaller 140L refuse bin if the standard bin is too large for their personal circumstances. Smaller bins are often preferred where there is limited storage space.

Food Waste

Food waste is collected every week and must be presented at the kerbside or the property curtilage in a 23L brown caddy. A 7L brown kitchen caddy is provided for use on the kitchen worktop or under the sink. For communal properties a communal brown 140L bin is provided for the bin store and each flat is provided with a 7L kitchen caddy. Caddies (and recycling boxes) are not collected from inside flatted dwellings and must be presented at the agreed collection point or bin store (where applicable).

Houses in Multiple Occupation & Flats

For multiple occupancy dwellings and flats, communal facilities are a more practical solution and one 1100L bin will be issued for every eight flats. Communal recycling facilities will also be provided and adequate space should be allowed for a combination of 5 bins up to 360L in size. Collection points will be arranged prior to collections commencing, dragging distances for large bins should be no more than 10m. Bin stores should be located with this in mind.

Garden Waste

The garden waste service is an opt-in, charged for service. In order to receive collections residents must pay an annual fee of £44. Garden waste is collected in a 240L green wheeled bin, fortnightly throughout the year. Residents may have as many 240L green bins as they wish to pay for. Communal properties wishing to opt in to the service can have as many garden waste bins as required subject to the subscription fee. It is presumed that properties with gardens will have sufficient space to store an additional 240L garden waste bin.

Note: Residents should only use the wheeled bins provided by the council. This is because the lifting mechanism on the collection vehicles is precisely adjusted to hold the bin in place during the tipping cycle.

Dry Recycling

Households are issued with 55L green kerbside boxes to enable them to recycle paper, cardboard, cans, empty aerosols, glass, cartons, plastic bottles, mixed plastic tubs and trays and small waste electrical and electronic equipment. To fulfill the council's strategy which enables residents to recycle as much as possible, householders are encouraged to use additional boxes if required (up to a maximum of 4). These receptacles are emptied every week. Communal recycling bins which can be 240L or 360L in size are collected fortnightly on the opposite week to waste, with the exception of food waste which is collected every week. A blue polypropylene sack is provided for the recycling of corrugated cardboard.

A standard set of recycling containers



Specifications of Containers are listed at appendix A

4.0 Presentation of Waste

Householders are required to present their waste & recycling containers at the kerbside for them to be emptied by the council's contractor. Where there is no pavement, residents must take their refuse and recycling to the curtilage of their property while ensuring that there is no obstruction to the highway. It should be noted that Gloucester City Council have a "closed lid no side waste" policy this means that only waste contained inside the bin will be collected.



Waste bins presented correctly, at curtilage of the properties

The council's contractor will only collect waste from roads adopted by Gloucestershire Highways authority. Where a road is waiting to be adopted or is privately owned and maintained, householders may be required to take their waste to the nearest adopted highway, often to a pre-agreed collection point. Alternatively, up to date indemnity cover must be provided to indemnify the council's waste collection contractor from any damage caused to the road surfaces. Developers should make residents aware of this before purchasing property.

5.0 Bin storage areas

Developers are expected to consider bin store areas as part of their planning submissions and the council's contractor will only be able to collect waste or recycling from designated stores so long as there is adequate access to enable this to be carried out safely. Where bin stores are not accessible, residents must take their waste to the nearest adopted highway at an agreed location.

Under Building Regulations (2010) part H, developers must ensure that householders do not have to carry waste containers further than 30m so this should be noted when deciding on the location of such storage areas. With new developments there is also a requirement that containers should be able to be collected without being taken through a building (unless through a garage, car port or similar open covered space).

It should be noted that because of the 'closed lid, no side waste policy' our contractor will only collect waste presented inside a bin, this includes communal bins. Communal bin stores must provide enough space to house the appropriate number of bins for the number of dwellings it is designed to serve.

It is recommended that a distance of 150mm is allowed between and around containers to enable residents to partake fully in the services available to them. Waste storage areas must be conveniently located with recycling facilities being given equal prominence as those provided for refuse. Bin storage facilities must be designed to minimise any health and safety related risks to users and accommodate usage by the elderly and disabled. Adequate lighting and ventilation should be included.

In addition BS 5906, 2005 (Waste Management in Buildings) and 'Code for Sustainable Homes' advises that: 'Facilities should be designed so as to minimize the potential for nuisance to occupants and

neighbouring premises. The waste storage area should be maintained to the highest practical standard of hygiene and be clearly designated as a waste storage area through the use of signage and/or floor markings.'

To avoid bin stores becoming dumping grounds for waste it is recommended that additional signage is erected to advise residents how these areas should be used in accordance with the services provided by the council. If security doors and locks are used, keys or key codes should be provided to the local authority. Communal bin stores do not need to be fully enclosed, but it is recommended that they at least provide screening on three sides to reduce any negative impact on the street scene. BS5906, the Code of Practice of Waste Management in Buildings, provides useful guidance on bin storage areas, a summary checklist of which is given here:



An ideal bin store, built with Adequate space, ventilation, secure doors and without a steep gradient.

Should be within 10m dragging distance of collection vehicle

Communal bins for refuse and recycling



- Easy and safe access for waste producers, including older persons or persons with disabilities;
- Easy and safe access for collectors and collection vehicles;
- Location and space (including avoidance of opportunity to cause nuisance or injury);
- Protection against animal scavenging of waste;

- Aesthetics of the development;
- Noise (e.g. glass handling);
- Ease of maintenance, including cleaning;
- Robust construction;
- Safety from fire risk and smoke;
- Lighting;
- Ventilation;
- Sound insulation; and
- Special requirements (e.g. separate storage and collection of healthcare waste and bulky waste).

6.0 Access

The Building Regulations (2010) requires not only that adequate provision is made for the storage of solid waste but also adequate access for occupants and collectors alike.

The following list highlights the main areas which present problems in the collection of refuse and recycling:

Road surfaces

If vehicles are expected to cross roads or sections of a road in a development it is important that the types of material used for the surface, foundations and drainage systems, are able to bear the weight of collection vehicles (26 tonnes when fully laden). In order to avoid damage to vehicles, the council's contractor will not collect from roads where it is not evidenced the surface reaches a minimum standard, or the surface coat has not been applied.

Particular thought should be given when opting to use pavers or similar as they may become fatigued under the stress of heavy loads or tarmac may crack where vehicles are required to turn regularly.

Accessibility

Access to service each household must be unrestricted.

The following points from Gloucestershire County Council's planning document **Manual for Gloucestershire Streets** should be noted as follows:

7.50 All developments will need to cater for access by service vehicles of varying types, ranging from refuse collection vehicles to large articulated lorries. The developer should give consideration to the number and type of service vehicles that will be required to enter a development, and to make due provision for such access when designing the road layout. This will largely be dependent on the adoption status of the road under consideration and whether they would pose an unacceptable hazard.

7.52 If a private access is designed to accommodate service vehicles then the road width will need to be suitable to accommodate the largest vehicle that can reasonably be anticipated. If necessary, this can be checked by using swept path analysis, and account should be taken of any need to pass other vehicles both along the access and at the nearest junction.

7.53 Whenever a turning area is proposed that may need to accommodate service vehicles, then vehicle swept path analysis should be carried out utilising, as a minimum, the swept path for a 3 axle refuse vehicle. The developer should be able to justify the grounds for using a particular vehicle category when undertaking the swept path analysis.

Turning areas should be considered where there is no through road. It should not be assumed that collection vehicles can reverse out of a development as each road within the district is allocated a risk level, including what vehicle manoeuvres are considered safe to undertake. Ideally, vehicles servicing properties should be able to drive in and drive out of any development or road in a forward facing direction. Details of turning circles for the current waste fleet are given at the end of this document under *Vehicle Specifications*.

Hazards and obstructions

Collection crews must be able to carry out their duties in a safe and efficient manner. In respect of operating in a safe working environment, the council has a duty of care not only to its own employees but also those of any contractor it appoints to carry out services on its behalf. The contractor will refuse to make collections in the following circumstances:

- Overhead cables can present a hazard. This is because the vehicle hoppers may rise and hit the cabling causing disruption to utility services and, in the case of electrical cable strike, electrocution;
- Some vehicles will be side loaded, some top loaded, while others rear loaded. In all cases adequate space needs to be allowed for the safe loading of the collection vehicles to allow operatives to stand outside identified risk zones
- There should be adequate off-road parking for each dwelling as cars parked on narrow streets cause obstruction. If refuse and recycling vehicles are unable to pass along the road, this can result in waste collections not being made
- Surface between the highway and the waste collection point need to be even, free from steps and gradients should not be too steep, to enable collection crews to manoeuvre bins and other waste containers safely back and forth from the collection vehicle and to reduce accidents associated with trips/falls and manual handling. Health and Safety are reviewed periodically.



Parked cars can cause an obstruction to waste collection vehicles entering roads.

Pavers must be able to withstand the weight of collection vehicles; drop kerbs assist the movement of bins

7.0 Checklist

The following checklist should be used prior to the formal submission of a planning application:

- Has adequate space been allocated for refuse and recycling storage outside the dwelling?
- Has space been allocated inside the property for the storage of recycling containers and food waste caddies?
- Have you checked collection points with the Gloucester City Council (this is particularly important in cases where waste vehicles are unable to access unadopted roads and where residents will be required to take their waste to a suitable collection area)?
- If collection points are to be used, can bins and receptacles be moved easily and without obstruction by the householder to the collection point? Can the crews easily manoeuvre containers to the adopted highway?
- Can refuse and recycling vehicles move easily throughout the development without obstruction being caused by narrow streets or vehicles parked on the road once properties are occupied?

8.0 Contact us

An inspection will take place on completion and collections will not take place until a representative from the Council's contractor is assured that the criteria within this document, has been met. To discuss any proposed development, please contact the waste department at:

Gloucester City Council
Eastern Avenue Depot
Eastern Avenue
Gloucester
GL4 6PG

Tel: 01452 396396 Email: environment@gloucester.gov.uk

9.0 Useful Documents

You may find the following documents helpful and these can be located at www.gloucestershire.gov.uk

- British Standard 5906:2005: Waste Management in buildings – Code of Practice
- Building Regulations (2010) part H
- Manual for Gloucestershire Streets
- Joint Municipal Waste Management Strategy 2007-2020

10.0 Vehicle Specifications

The following table demonstrates the dimensions of the fleet of vehicles currently in use by Gloucester City Council, in order that adequate access can be provided:

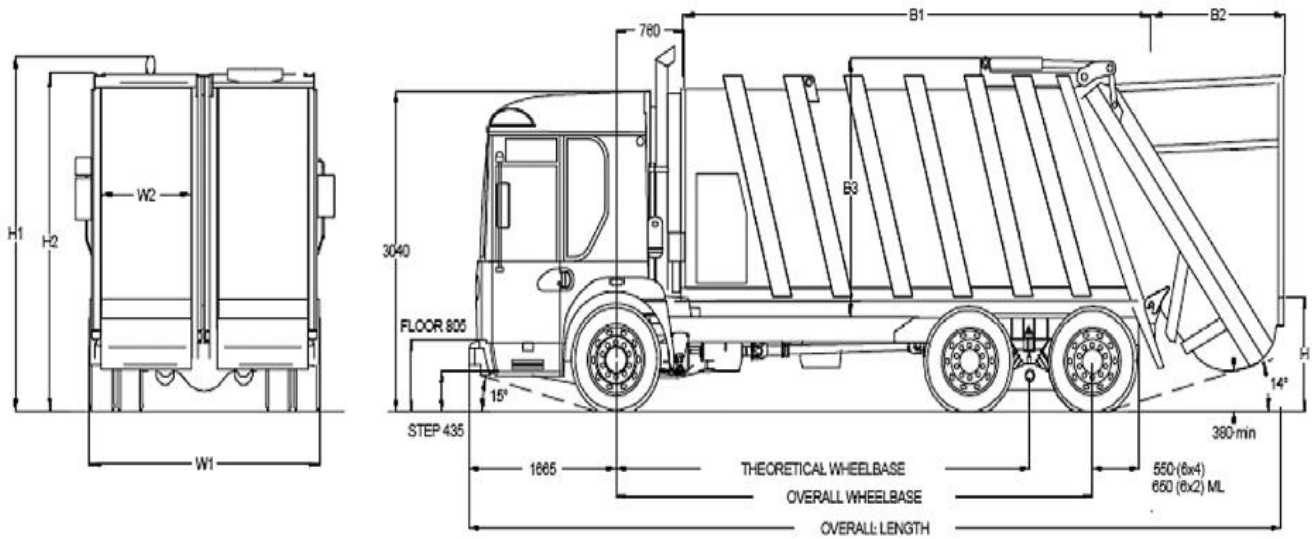
Dimensions (metres)	Waste Vehicle	Recycling Vehicle
Width (W1)	2.65m	2.5m
Overall length	11m	9.8m
Height	3.6m	3.9m
Swept Circle (diameter)	23m	25m

RCV - Three axle 26 tonnes gross vehicle weight

Romaquip kerbsort – Two axle 12 tonnes gross vehicle weight

Any part of a building through which a waste collection vehicle passes must have a minimum clear height of 4.5 metres to allow for overhead fixtures and fittings.

The diagram below illustrates the largest vehicle in the fleet and should be used for dimensions



The above information is correct as at February 2020. While every effort is taken to ensure that information supplied is current and correct it is nonetheless recommended that you check that this is up to date before proceeding with any application.

Appendix A

CONTAINER SPECIFICATIONS	Space Required	Height	Width	Depth	Notes
<p>1100L (4 wheels for communal use)</p>	<p>1575mm wide x1120mm depth x 2390mm high per bin</p>	<p>2380mm</p>	<p>1500mm</p>	<p>1080mm</p>	<p>1 x 1100L bin is issued for every 8 flats, adequate space should be made available where multiple bins are required, all must have adequate space for recycling bins in addition to waste bins</p>
<p>5 x 360L bins for recycling (for communal use)</p> <p>This is the minimum issued. Large blocks of flats may be issued with 5 x 1100L bins for recycling</p>	<p>3350mm wide x 1000mm depth x 1400mm high</p>	<p>1400mm</p>	<p>3350mm</p>	<p>1000mm</p>	<p>In some cases a separate bin store may be provided for communal recycling, and if this is the case good signage is recommended. Bin stores should be future proofed for additional recycling to be added if necessary, these sizes are a minimum requirement</p>
<p>1 x 140L brown bin for food waste recycling (for communal use)</p>	<p>700mm wide x 580 mm depth x 1070mm high</p>	<p>1070mm</p>	<p>700mm</p>	<p>580mm</p>	<p>Food waste recycling is always recommended, as will drastically reduce the amount of waste produced, adequate ventilation in bin stores is needed for health and safety purposes. Each resident is provided with a 7L kitchen caddy on request</p>

CONTAINER	Space Required	Height	Width	Depth	Notes
140L Refuse Bin	700mm wide x 580mm depth x 1070mm high	1070mm	700mm	580mm	Normally provided for small families and terraced properties on request
240L Refuse bin Black bin for waste – standard provision for households 240L Green Bin for Garden Waste (opt in paid for service)	820mm wide 780mm depth x x 1090mm	1090mm	820mm	780mm	Households receive one bin, which must be presented at the curtilage of the property with a closed lid. Large families or those with specific health needs may apply for more capacity through a waste audit process Household may have as many garden waste bins as they are willing to pay for
55L Recycling Box	600m x450mm	350mm	60mm	440mm	Households receive one box as standard but additional boxes may be supplied if required.
23L Food Waste Bin		425mm	325mm	395mm	Households receive one 23L brown caddy to be placed at the kerbside as standard and one 7L kitchen caddy. Additional caddies may be supplied on request if required.
7L Food Waste kitchen caddy		225mm	310mm	235mm	