

## Developer Guidance Note: Provision of Waste and Recycling Collection and Storage Facilities

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This document addresses:

1. Refuse and recycling storage for residential developments
2. Arrangements for separation and storage of waste for recycling
3. Access requirements for collection
4. It does not cover specialised materials e.g. healthcare, food, hazardous waste

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## Background

The Council no longer provides free of charge wheeled bins for household refuse and recycling for new properties. The Council is seeking from developers an undertaking to pay for delivery and administration costs for the provision of bins. These charges are a one off cost for the administration and delivery of the bins; the bins remain the property of the City Council. Alternatively, developers are required to provide containers which meet the specification outlined by the Council.

When the resident moves on from the property, the bins remain for the next resident to use. Bins must not be moved between properties by residents.

## Introduction

This document is intended to help relevant parties who are involved in the design and management of properties subject to planning permission to produce waste management strategies that maximise the amount of waste that is recycled, rather than the unsustainable option of landfill.

This document is intended to act as a practical guide in the provision of minimum standards for the storage, recycling and collection of refuse in properties subject to planning permission. As part of the planning process waste storage facilities must be approved by Newcastle City Council, Public Safety and Regulation.

All refuse should be separated at source and stored off the highway in purpose built refuse stores within the boundary of the property, accessed with the minimum of travel from the kerbside for collection thus reducing opportunity for any spillage.

It is hoped that by following the guidance notes within the document and working with Newcastle City council, mutual advantages can be gained in ensuring a clean and safer environment for all stakeholders.

It should be noted that landlords/occupiers of properties as a matter of good practice and commercial advantage should regularly review/audit refuse facilities with a view to reducing waste streams wherever possible. This document has been produced to assist this process.

The content of this document is intended to provide guidance on the design of waste, and collection provision relevant to the requirements of Newcastle City Council as Waste Authority.

## Why is this guidance needed?

It is essential that appropriate waste management facilities are provided in new developments to ensure adequate storage for waste and recyclables. Well-designed bin storage:

- Is located in a position that provides easy and safe access for both waste producers and collectors
- Takes into consideration ease of use for older persons or persons with disabilities.

## Legislative Demands

The Government, driven by EU Waste Directives, has prepared the National Waste Strategy 2000 which sets out a framework for sustainable waste management emphasising waste minimisation, recovery, recycling, composting targets and substantial reductions to the amounts of biodegradable wastes deposited in landfill sites.

The Environmental Protection Act 1990 places various waste management duties on Local Authorities. Under Section 46 (Receptacles for Household Waste) a Local Authority may require:

- a) Waste of certain types to be stored separately so that it can be recycled
- b) Developers to provide containers of a specific type for the storage of waste
- c) Additional containers to be provided for the separate storage of recyclable waste
- d) Locations where containers should be placed for emptying to be agreed prior to completion

In order to meet the Government's recycling and landfill targets set for Newcastle City Council under the National Waste Strategy 2010, the following requirements relating to waste and recycling arrangements for all new developments apply with the emphasis on waste minimisation and recycling.

## Submitting Planning Applications

When a planning application is submitted, the Council will expect details of the proposed storage accommodation for waste and recyclable material to be specific and agreed. In residential and or commercial developments the Council will require a waste management plan which should indicate:

- Estimated volume and types of waste produced by the development
- Size and location of waste and recycling stores and how recyclable material and other waste will be delivered to these stores
- Equipment specified for containing the waste
- Proposed collection point and the method for transferring waste to this location
- Refuse collection vehicles are able to access development sites in order to load and unload safely
- Suitable drag distance

In determining planning applications, permissions will not normally be granted in advance of submission of details indicating satisfactory storage arrangements for waste and recyclable material.

When a planning application is granted permission, planning conditions will be put in place. Example conditions are set out as follows:

### Residential Development Condition:

No dwelling shall be occupied until details of refuse storage facilities and refuse storage plan for the development have been submitted to and approved in writing by the Local Planning Authority. The details are to include the location and design of the facilities and arrangement for the provision of the bins. The approved refuse storage facilities shall be implemented before the development is brought into use/ shall be implemented before occupation. Thereafter the refuse storage facilities and refuse storage plan shall operate in accordance with approved details.

### Commercial Development Condition:

The development shall not be brought into use until details of refuse storage facilities and refuse storage plan for the development have been submitted to and approved in writing by the Local Planning Authority. The details are to include the location and design of the facilities and arrangement for the provision of the

bins. The approved refuse storage facilities shall be implemented before the development is brought into use/ shall be implemented before occupation. Thereafter the refuse storage facilities and refuse storage plan shall operate in accordance with approved details.

## Newcastle City Council's Current Arrangements for Refuse and Recycling

Newcastle City Council currently collects up to three separate waste streams:

- Household refuse is collected in a 240 litre green wheeled container
- Recycling is collected in a 240 litre blue wheeled container with glass separated from the rest of co-mingled recycling within a 40 litre black caddy which sits within the blue container
- Garden waste is collected in a 240 litre brown wheeled container. The garden waste service is a charged for subscription based seasonal service. Further information is available on this via [www.newcastle.gov.uk/gardenwaste](http://www.newcastle.gov.uk/gardenwaste)

The City Council provides an alternative weekly collection of refuse and recycling. One week recycling and on the alternate week refuse for landfill is collected. The preferred method of waste is from wheeled containers that are presented for collection at the kerbside of the adopted highway, more information on this is in the guidance below.

## Containers Required for the Storage of Waste

For new individual properties the following will be required to be provided:

- 240 litre wheeled bin for residual refuse
- 240 litre wheeled bin for recycling including a 40 litre caddy for recycling
- Developers should be aware that an additional 240 litre brown bin may also need to be accommodated for garden waste which is a subscription seasonal scheme. However it is assumed that provision for garden waste is not required for flats.

## Bins provided to flats

- The level of bin provision is based upon the number of properties. For developments of up **to 17 individual properties** individual 240 litre bins should be used. Provision needs to be made for 1 x 240 litre residual refuse bin and 1 x 240 litre dry recycling bin.
- For developments of **18 individual properties and more** communal bins will be used (1100 litre) along with glass recycling facilities.
- It is assumed that provision for garden waste is not required for flats.

In some instances; development proposals may have space and design considerations. If you are providing apartments which have a maximum capacity for 15 individual properties then a total of 8 x 240 litre bins are required: 4 x residual (green) 240 litre bins and 4 x dry (blue) recycling 240 litre bins

**Capacity of Bin Provision Table Provision to Flats:**

| <b>Number of individual properties</b> | <b>No of residual 240 litre bins</b> | <b>No of 'dry recycling' 240 litre bins includes caddy.</b> | <b>No of glass 240 litre bins (only provided to supplement communal bins)</b> | <b>Total number of 240 litre bins</b> | <b>No of residual 1100 litre bins</b> | <b>No of 1100 recycling bins</b> | <b>Total number of 1100 litre bins</b> |
|--|--------------------------------------|---|---|---------------------------------------|---------------------------------------|----------------------------------|--|
| 1                                      | 1                                    | 1   | 0   | 2                                     | 0                                     | 0                                | 0                                      |
| 2                                      | 1                                    | 1   | 0   | 2                                     | 0                                     | 0                                | 0                                      |
| 3                                      | 1                                    | 1   | 0   | 2                                     | 0                                     | 0                                | 0                                      |
| 4                                      | 1                                    | 2   | 0   | 3                                     | 0                                     | 0                                | 0                                      |
| 5                                      | 2                                    | 2   | 0   | 4                                     | 0                                     | 0                                | 0                                      |
| 6                                      | 2                                    | 2   | 0   | 4                                     | 0                                     | 0                                | 0                                      |
| 7                                      | 2                                    | 2   | 0   | 4                                     | 0                                     | 0                                | 0                                      |
| 8                                      | 2                                    | 3   | 0   | 5                                     | 0                                     | 0                                | 0                                      |
| 9                                      | 3                                    | 3   | 0   | 6                                     | 0                                     | 0                                | 0                                      |
| 10                                     | 3                                    | 3   | 0   | 6                                     | 0                                     | 0                                | 0                                      |
| 11                                     | 3                                    | 3   | 0   | 6                                     | 0                                     | 0                                | 0                                      |
| 12                                     | 3                                    | 4   | 0   | 7                                     | 0                                     | 0                                | 0                                      |
| 13                                     | 4                                    | 4   | 0   | 8                                     | 0                                     | 0                                | 0                                      |
| 14                                     | 4                                    | 4   | 0   | 8                                     | 0                                     | 0                                | 0                                      |
| 15                                     | 4                                    | 4   | 0   | 8                                     | 0                                     | 0                                | 0                                      |
| 16                                     | 4                                    | 5   | 0   | 9                                     | 0                                     | 0                                | 0                                      |
| 17                                     | 4                                    | 5   | 0   | 9                                     | 0                                     | 0                                | 0                                      |
| 18                                     | 0                                    | 0   | 2   | 0                                     | 1                                     | 2                                | 3                                      |
| 19                                     | 0                                    | 0   | 2   | 0                                     | 1                                     | 2                                | 3                                      |
| 20                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 2                                | 3                                      |
| 21                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 2                                | 3                                      |
| 22                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 2                                | 3                                      |
| 23                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 2                                | 3                                      |
| 24                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 2                                | 3                                      |
| 25                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 2                                | 3                                      |
| 26                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 2                                | 3                                      |
| 27                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 3                                | 4                                      |
| 28                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 3                                | 4                                      |
| 29                                     | 0                                    | 0   | 3   | 0                                     | 1                                     | 3                                | 4                                      |
| 30                                     | 0                                    | 0   | 4   | 0                                     | 1                                     | 3                                | 4                                      |
| 31                                     | 0                                    | 0   | 4   | 0                                     | 1                                     | 3                                | 4                                      |
| 32                                     | 0                                    | 0   | 4   | 0                                     | 1                                     | 3                                | 4                                      |
| 33                                     | 0                                    | 0   | 4   | 0                                     | 1                                     | 3                                | 4                                      |
| 34                                     | 0                                    | 0   | 4   | 0                                     | 1                                     | 3                                | 4                                      |
| 35                                     | 0                                    | 0   | 4   | 0                                     | 1                                     | 3                                | 4                                      |
| 36                                     | 0                                    | 0   | 4   | 0                                     | 1                                     | 3                                | 4                                      |
| 37                                     | 0                                    | 0   | 4   | 0                                     | 2                                     | 3                                | 5                                      |
| 38                                     | 0                                    | 0   | 4   | 0                                     | 2                                     | 3                                | 5                                      |
| 39                                     | 0                                    | 0   | 4   | 0                                     | 2                                     | 3                                | 5                                      |
| 40                                     | 0                                    | 0   | 4   | 0                                     | 2                                     | 3                                | 5                                      |
| 41                                     | 0                                    | 0   | 4   | 0                                     | 2                                     | 3                                | 5                                      |
| 42                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 3                                | 6                                      |
| 43                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 3                                | 6                                      |
| 44                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 3                                | 6                                      |
| 45                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 3                                | 6                                      |
| 46                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 3                                | 6                                      |
| 47                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 4                                | 7                                      |
| 48                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 4                                | 7                                      |
| 49                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 4                                | 7                                      |
| 50                                     | 0                                    | 0   | 4   | 0                                     | 3                                     | 4                                | 7                                      |

## Dimension of Wheeled Bins

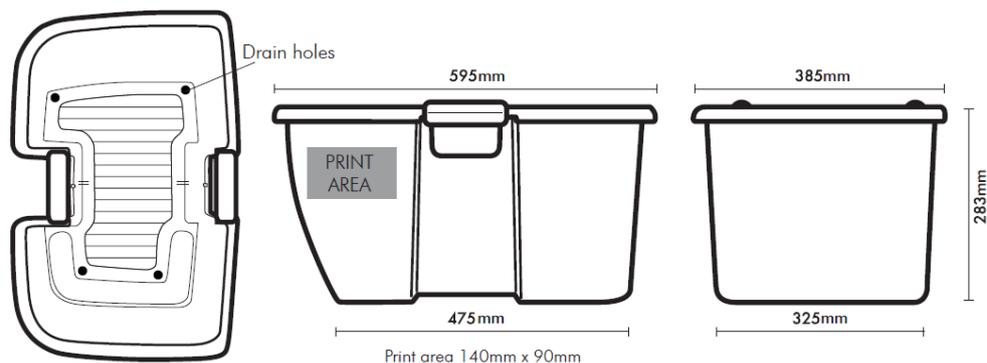
| Capacity (litre) | British Standards  | Container type | B (mm) height | D (mm) width | C (mm) depth |
|------------------|--------------------|----------------|---------------|--------------|--------------|
| 40               | See below          | Caddy          | 595           | 325          | 283          |
| 240              | BS EN 840-1 1997   | 2 wheeled      | 1070          | 480          | 555          |
| 1100             | BS EN 840 -2 1997* | 4 wheeled      | 1350          | 1200         | 1080         |

\*must be metal bodies

40 litre caddy:



### Dimensions and Print Areas

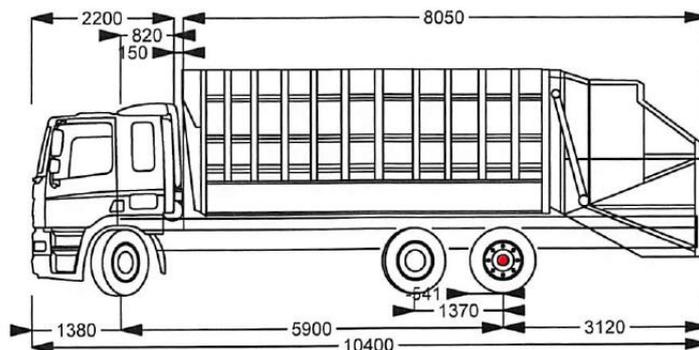


## Dimensions of Refuse Collection Vehicles

National advice set out in Manuel for Streets (Department for Transport 2007) sets out that the longest refuse collection in use is 11.6m long (Section 6.8.7). It is important that the new developments are designed to accommodate an 11.6m vehicle and developers will be requested to track an 11.6m vehicle in development proposals.

The Council currently utilises four types of refuse collection vehicles to undertake waste and recycling collections. The largest vehicle in the fleet which is utilised has the following dimensions:

| Vehicle Weight/Type                | Vehicle Length                   |
|------------------------------------|----------------------------------|
| 26 tonne refuse collection vehicle | 10400mm with 20 cubic metre body |



The length the 26 tonne refuse collection vehicle does extend to 10.8 with the rear paddle open (no bins attached).

## Purchasing Bins from Newcastle City Council

The Council is seeking from developers an undertaking to pay for delivery and administration costs for the provision of bins. These charges are a one off cost for the administration and delivery of the bins; the bins remain the property of the City Council. Alternatively, developers are required to provide containers which meet the specification outlined by the Council.

For further information on the costing and process of purchasing bins please go to

[www.newcastle.gov.uk/tradewaste](http://www.newcastle.gov.uk/tradewaste)

## Alternative Systems of Waste Storage and Handling

The design layout of new properties should consider the following:

- The Council does not consider the use of waste disposal chutes to be an acceptable alternative to the use of wheeled bins because they do not enable the satisfactory separation of recyclable materials to be achieved.
- The Council encourages innovate waste management solutions, proposals should be discussed with Regulatory Services in the first instance

## Waste Storage and Collection Requirements for Developments

Detached, Semi Detached, End Terrace etc

- Proposals for detached, semi-detached and end of terrace houses without side or rear access must include unobtrusive areas suitable for accommodating up to 3 x 240 litre wheeled bins where they have individual gardens
- Such areas must be convenient for use by residents with easy access to the road side as residents will be expected to move for bins themselves to the nearest appropriate highway.

- There will no specific need for screening unless the storage area is prominent in views from the road, a footpath or other vantage point unless required to improve residential amenity of new or existing residents

#### Mid Terrace with no side access to rear

- Proposals for dwellings without convenient side or rear access direct to the public highway must include an enclosed bin storage area to accommodate 3 x 240 litre wheeled bin on the frontage of the property where they have individual gardens
- There must be at least 150 mm clearance around each bin and the enclosure must be of an adequate height to permit container lids to be removed or fully opened without the need to remove the container.
- Bins placed alongside one another will require a total width of at least 2240 mm
- Bin storage areas should be designed an integral part of the exterior of the dwelling with easy access to the roadside as residents will be expected to move the bins themselves to the nearest appropriate highway

#### Student Developments

- The Council will collect from premises weekly, based on alternating collections of recycling and residual waste, and the requirement for bins will be as per the table as outlined earlier in the document
- There should be sufficient waste storage facilitates to collect waste on this basis
- Greater frequency of collections will be charged as per the Controlled Waste (England and Wales) Regulations 2011
- Please contact the Trade Waste Department for further information on charges for collections

## Commercial Developments

Business rates do not cover waste collection or disposal for businesses therefore businesses are required to make their own arrangements for their waste requirements.

The quantity of waste generated on commercial premises can vary significantly, depending on the nature of the business occupants and the frequency of collection they secure through their waste contract. Architects and developers should identify the types of businesses intended for any units proposed on their developers, and ensure that adequate storage capacity is provided for the likely quantity of waste generated. Further guidance for some types of premises is given in British Standards BS 5906:2005.

The Waste Regulations 2011 require “separate collections” of paper, metal, plastic and glass to be in place for businesses from January 2015. Developers should ensure that businesses and waste contractors are able to meet these requirements through the design of waste storage and collection facilities at new developments, including storage space within the business premises. Mixed-material recycling is in operation for household waste, but such schemes may not be appropriate or permissible for businesses. As such, architects should consider the need for separate bins for each material for business premises.

All commercial developments should have sufficient storage space for any unrecyclable waste and adequate capacity for recycling. The volume of waste generated and thus the number and type of containers that is required at commercial premises depends entirely on the activity of the occupant.

The amount of recyclable waste collected should be maximised by ensuring an adequate amount of containers are provided by the waste contractor which will in turn reduce the number of collection and therefore collection vehicle traffic. This is especially pertinent on a mixed use development where separate storage areas for refuse and recycling containers should be provided.

Where a development comprises of both commercial and residential units the different containers will need to be clearly identifiable. These containers should ideally be in separate storage areas. No mixing of commercial waste and residential waste is permitted.

The responsibility to arrange the purchase and collection of commercial refuse is with the business occupier who needs to be aware of the need to hold a current duty of care waste transfer note.

Information regarding current commercial waste collection contract charges from the Trade Waste department can be obtained by going onto the [www.newcastle.gov.uk/tradewaste](http://www.newcastle.gov.uk/tradewaste) website site.

## Design

- Communal bins storage areas should be planned as an integral part of the design of the development and must be easily accessible to all residents, with the enclosed area provided with appropriate drainage to assist cleaning
- The siting and design of communal bin storage areas should also have regard to the impact of noise and smells of occupiers of neighbouring properties, existing and enclosed
- Communal bin stores must allow room for filling and emptying and provide a clear space of 150 mm between and around the containers with a minimum of 1m clearance if the bins are located facing each other
- Compound doors should be wide enough to allow easy manoeuvring of bins when being emptied and returned
- Compounds for waste should be well lit and ventilated to ensure a clean environment is maintained and to promote responsible use of the bins store

## Site Layout for Collection

- Bin compounds should be located less than 30 metres from the entrance door of a property.

- The Council's waste collection operatives will move communal bins from their permanent storage space for collection providing that the distance is no greater than 10m
- Roads should normally have a width of 5.5metres and be arranged so that collectively vehicles can continue mainly in a forward direction. An absolute minimum width of 4.8 metres may be acceptable where on-street parking is discouraged and horizontal alignment is relatively straight.
- If reversing is unavoidable (i.e. a turning manoeuvre cannot be accommodated) then the distance should not exceed 12 metres. Longer distances may be considered, but any identified reversing routes should be straight and free from obstacles or visual obstructions.
- Residents should not be required to carry waste more than 30 metres (excluding any vertical distance) to the storage point and waste collection vehicles should be able to get to within 25 metres of that storage point.
- There should be no steps or inclines with a gradient of more than 1:12 along carrying route
- Paths between the collection point and the storage area should be free from kerbs with dropped kerbs being used at all points that a bin may need to be moved over, including the footpath kerb adjacent to the roadway
- The collectors should not be required to move wheeled storage containers over surfaces that may hinder the smooth passage of the container, such as grass and gravel
- Paths should be non-slip and wide enough to comfortably accommodate the size of the bins. They should have foundations and a hardwearing surface that will withstand the loading imposed by wheeled containers
- Access to the entrance of the bin compound should be clear from obstructions such as parking spaces, including visitor spaces. Where external doors are fitted to the bin compound they should not open outwards onto the public highway.
- Where the collection vehicle is to access a site off the public highway the access drive must have a radius sufficient to turn into and out of the new roadway and be capable of safely accommodating a refuse collection vehicle of the specification used by Newcastle City Council
- Cul-de-Sacs over 30 metres in length are likely to require turning facilities. A minimum of 0.50 metres clearance strip or 'bumper zone' should be provided around the outer edge of the turning head carriageway for refuse collection vehicle overhang.
- The site layout must allow for refuse collection vehicles of the size and turning capacity. Vehicle swept path analysis must be used to assess layouts for accessibility.

- Developers should also ensure that manhole covers are strong enough to withstand the full laden weight of a vehicle. If a surface is not built to a sufficient standard that will withstand the weight of a fully laden refuse vehicle then the Refuse Collection Vehicle will not access the site, which could prevent residents' bins from being emptied
- The refuse collection vehicle is unable to enter a building, e.g. undercroft or underground parking to collect bins because the height restriction would prevent the vehicle from carrying out an ejection of waste material in the event of an emergency
- Further information may be obtained from:
  - Newcastle City Council document Design and Construction of Roads and Accesses to Adoptable Standards – Developer Guidance (March 2011)
  - British Standard BS 5906: 2005: Waste management in buildings – Code of Practice
  - Department for Transport – Manual for Streets
- Access arrangements to any proposed layout must be able to accommodate the maximum refuse vehicle available.
- Proposed access arrangements will then be assessed with a vehicle swept path analysis.

## Private Roads

- Unadopted roads which have shared private ownership by residents cannot be accessed by a refuse collection vehicle if they are part of a gated private development. Alternative collection arrangements may need to be made.
- Unadopted roads may be accessed by a refuse collection vehicle if the design and layout of the estate is acceptable and appropriate indemnities are in place. Maintenance and management of estate streets will not be undertaken by the City Council.
- A suitable bin collection point (BCP) may be required where streets/ courtyards are not adopted or vehicles are unable to turn round with consideration to the distance from properties and the main highway. The BCP can be a simple paved area but it must be sufficient to accommodate up to 3 x 240 litre bins for every property served by the private driver. It must be designed to prevent its use as an extra car parking space. Furthermore, the BCP must be adjacent to the highway to ensure an efficient refuse/recycling operation takes place

## Further Advice

To discuss arrangements for the collection of domestic refuse and recycling please contact:

For further advice on operational refuse and collection provision please contact:

**Public Safety and Regulation**

For advice on refuse provision please contact:

Telephone: (0191) 278 7878

[rspp@newcastle.gov.uk](mailto:rspp@newcastle.gov.uk)

For planning related queries please contact:

**Development Management**

Telephone: (0191) 2115653

[planningcontrol@newcastle.gov.uk](mailto:planningcontrol@newcastle.gov.uk)

For further information on site layout considerations please contact:

**Transport Development Management**

Telephone: (0191) 2116056

[td.consultation@newcastle.gov.uk](mailto:td.consultation@newcastle.gov.uk)

**Technical Consultancy Section 38 Advice**

Telephone: (0191) 2787878

[tc.section38@newcastle.gov.uk](mailto:tc.section38@newcastle.gov.uk)

**Technical Consultancy Section 278 Advice**

Telephone: (0191) 2116051

[tc.section278@newcastle.gov.uk](mailto:tc.section278@newcastle.gov.uk)

**Technical Consultancy (General advice)**

Telephone: (0191) 2787878

[tc.con@newcastle.gov.uk](mailto:tc.con@newcastle.gov.uk)

For further information on Trade Waste please contact:

**Trade Waste**

[ns.tradewaste@newcastle.gov.uk](mailto:ns.tradewaste@newcastle.gov.uk)