
Bath & North East
Somerset Council

Waste Planning Guidance

Waste and Recycling Storage and
Collection Requirements

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1. Introduction

1.1 This document aims to: -

- support the interest of the Council's waste management strategy by offering guidance to developers to ensure waste is minimised and integrated into the design of new developments at the earliest possible stage.
- ensure compliance with the objectives of the Placemaking Plan and National Planning Policy Framework (NPPF) by giving sufficient consideration to refuse and recycling provision.
- avoid adversely impacting the street scene and quality of life for residents where waste management facilities have to be retrofitted at a later date.
- ensure vehicle access points are suitable for the Council's collection fleet, enabling services to be delivered safely and efficiently, in compliance with health and safety legislation.
- require developers to consider storage capacity and collection accessibility for the full range of recycling and waste services provided.
- outline the requirements of the Council in its capacity as the waste collection authority and within the scope of its powers and duties under Sections 46 and 47 of the Environmental Protection Act 1990

1.2 It is recommended this guidance is referred to at the earliest stages of building design to meet the requirements of the Placemaking Plan.

Use of this guidance

- 1.3 The guidance intends to help developers produce successful waste management strategies at an early stage. It has been developed by the waste services team in consultation with colleagues in Planning and Highways. A review of best practice in other local authorities has also informed the process.
- 1.4 In compliance with Bath and North East Somerset Placemaking Plan – Policy D6, the structure of this guidance aims to enable the developer to consider in turn the following: -
 - Does each household/business have appropriate and accessible external storage for all waste and recycling containers required?
 - Does each household/business have suitable internal segregation for recycling?
 - Does each household/business have a designated collection point, at the edge of the public highway, for waste and recycling?

2. Planning Policy

- 2.1 The National Planning Policy Guidance (Paragraph: 010 Reference ID: 28-010-20141016) in respect of local waste planning requires that local authorities 'ensure that their collections of household and similar waste are organised so as to help towards achieving the higher levels of the waste hierarchy.
- 2.2 Paragraph 040 / ref ID 26-040-20140306) also states that, 'Consideration should be given to the servicing of dwellings such as the **storage of bins** and bikes, access to meter boxes, space for drying clothes or places for deliveries. Such items should be carefully considered and well designed to ensure they are discreet and can be easily used in a safe way.
- 2.3 'Unsightly bins can damage the visual amenity of an area. Carefully planned bin storage is, therefore, particularly important. Local authorities should ensure that each dwelling is carefully planned to ensure there is enough discretely designed and accessible storage space for all the different types of bin used in the local authority area (for example landfill, recycling, food waste).'
- 2.4 The Waste Management Plan for England seeks to ensure the design and layout of new residential and commercial development and other infrastructure (such as safe and reliable transport links) complements sustainable waste management, including the provision of appropriate storage and segregation facilities to facilitate high quality collections of waste.
- 2.5 The Bath and North East Somerset Placemaking Plan (June 2017) Policy D6 – Amenity - states that development must provide for appropriate levels of amenity and must:
- D6 (d) Include adequate storage and functional arrangements for refuse and recycling
 - D6 (e) Ensure communal refuse and recycling provision is appropriate designed, located and sized.

3. National Waste Strategy and Local Context

- 3.1 The Department for Environment, Food and Rural Affairs (DEFRA) published its Resources and Waste Strategy for England in December 2018. The strategy commits to working across Government to ensure the planning system helps deliver its objectives.
- 3.2 DEFRA cites it plan to work to align the National Planning Policy for Waste and planning practice guidance with the objectives set out in the Resources and Waste Strategy.
- 3.3 Bath & North East Somerset's own waste strategy – Towards Zero Waste Strategy 2020 seeks to significantly reduce the amount of waste produced and to reuse and recycle as much as possible since 2005. A review of this strategy is now scheduled, to ensure it reflects our future ambitions in line with national strategy.
- 3.4 Our standard collection service is designed to support the national waste strategy through the following means:-
 - 3.4.1 Kerbside collection of 13 different material items, including core materials food, paper, plastics, metals, textiles and glass, on a weekly basis from households throughout the district.
 - 3.4.2 Collect refuse every other week to encourage better use of the recycling services.
 - 3.4.3 Set ambitious local recycling targets – 60% in 2019/20.
 - 3.4.4 Continual review of the service offered to residents, to ensure we capture the highest level of recycling.
 - 3.4.5 Supports the waste hierarchy, giving top priority to preventing waste from arising in the first place. We promote waste reduction and reuse, and use landfill as the last resort for disposal.
- 3.5 In order to ensure that these objectives continue to be attainable, it is vital that new properties are designed and constructed to enable waste to be segregated for reuse, recycling and composting, and to be stored and collected in a way that is practicable for all parties involved.
- 3.6 A number of sources have been drawn upon to produce the guidance. The Health and Safety Executive and the Department for Transport 'Manual for Streets' is used to set out the Council's access requirements

for its collection vehicles. This is to ensure the Council adequately safeguards its employees and the public when undertaking its collection operations. The Council requires vehicle tracking to be included in major planning applications to assess layouts for accessibility.

- 3.7 The BS 5906:2005 - Waste management in buildings - Code of practice is referenced in regard to the maximum permitted reversing distances. It specifically states that roads should be designed with collection vehicles mainly operating in a forward direction. The Council limit reverse manoeuvres within its collection route planning in so far as possible. Reversing refuse vehicles cause a disproportionately large number of accidents within the waste industry.

- 3.8 The Council's waste collection policy is used to set our requirements for collection points and storage space. Collections are made from the curtilage of each property, the point at which it meets the adopted highway. Consideration should therefore be made to installation of communal bin stores, and pick up points for private road developments in close proximity to the highway.

4. Collection services offered in Bath & North East Somerset

Individual homes

4.1 We operate same day collections of refuse, recycling and garden waste using three separate collection vehicles as our standard service in Bath & North East Somerset.

Table 1 – Container Provision

Container type	Size (litres)	Quantity	Materials collected	Frequency
Kerbside box	55	2-3	Dry recycling – 13 different materials	Weekly
Hessian sack	90	1	Cardboard	Weekly
Caddy	23	1	Food waste	Weekly
Wheeled bin	240	1	Garden waste (opt in chargeable service)	Fortnightly
Wheeled bin	140	1	Non-recyclable waste	Fortnightly

4.2 Recycling and food waste is collected weekly. Rubbish and garden waste bins are collected on alternate weeks.

4.3 All properties have one scheduled collection day so there must be space for all containers to be presented at the kerbside at any one time without causing an obstruction.



Residential Flats, apartments

4.4 Flats with communal bin store facilities in general require 1100 litre bulk containers for non-recyclable waste and cardboard, and shared smaller

360 litres bins for a range of recycling materials. Detailed information on these containers is provided in Section 6 – Mini Recycling Centres.

- 4.5 It is the responsibility of the following parties to purchase and install containers for flats: -
- Bulk containers for non-recyclable waste are purchased, installed and maintained by the developer or management agency
 - Recycling containers are provided by the Council
- 4.6 Developers will be expected to demonstrate sufficient space has been made within bin store plans to accommodate containers for the full range of materials collected.
- 4.7 Retrofitting waste solutions once the development is built can be difficult and spoil the aesthetics of a new development.

Care homes and student accommodation

- 4.8 As part of the Controlled Waste Regulations (2012), care homes and student blocks are classed as 'schedule 2' properties. This means the Council is obligated to collect waste and recycling but can apply charges for disposal.
- 4.9 Care homes and student blocks are therefore offered the same frequency of service as householders, with any additional requirements subject to commercial waste charges.

Commercial waste

- 4.10 The Council operates a commercial waste and recycling collection service. Full up-to-date details of the services on offer can be found on the Council's website www.bathnes.gov.uk/businesswaste
- 4.11 Waste generated at commercial premises' is dependent on the type of business activity in operation and therefore less easy to define. In its publication 'Making space for Waste', ADEPT offer guidance on typical waste storage capacity requirements for key types of commercial developments. This information is set out in Table 2 – waste storage capacity in commercial developments for reference.

Table 2 – Waste Storage Capacity in Commercial Developments

Development type	Litres of storage per 1000m² gross floor space
Offices	2,600
Retail	5,000
Restaurants and fast food outlets	10,000
Hotels	7,500

4.12 Mixed use developments (e.g. commercial and residential) require separate waste and recycling storage facilities. This is to ensure no business waste ends up in the domestic waste stream and under the obligation of the local authority to dispose of.

4.13 Developers will be required to clearly show segregated bin store facilities for residential and commercial fractions within a mixed use development.

5 Checklist of Key Requirements

- 5.1 To demonstrate compliance with Bath and North East Somerset Placemaking Plan, Table 2 – Key Requirements below sets out information which should be provided as part of any planning application.
- 5.2 This information can be provided through annotation of the planning drawings or via submission of a separate waste strategy document to accompany the application.
- 5.3 For major developments, it is recommended that a waste strategy document is produced which covers both the construction and operational phases of the development..

Table 2 – Key Requirements

1.	Access	Notes	✓
1.1	Vehicle tracking must be provided to show adequate access, safe manoeuvring and turning circle space for a refuse collection vehicle (RCV) around the development.	To help with this, please note the following:- RCV size = 3.5m height, 10.65m length, 2.65m width. Fully laden weigh approx. 26 tonnes Overhead cables, archways etc. must be at least 5m from ground. Turning circle space needs a distance of 17.7m between both kerbs (wheelbase distance is 5.25m). Parking restrictions must be referenced and planned for corner radius within a new development where vehicle tracking shows any obstruction would be problematic.	
1.2	RCVs must not be expected to reverse into / or back out of a development onto major roads.	A maximum reversing distance of 10m is generally considered safe within a development	
2.	Individual properties (townhouses, family homes)		✓
2.1.	Show the location and space provided for external storage of waste and recycling	Provide equivalent space for all the containers shown in Table 1 – Container Provision within the boundary of the	

		property.	
2.2	Provide details on the internal space within a property designed to help segregate and store waste and recycling within the home.	13 different types of dry materials are collected for recycling, along with food waste (5L caddy for storage in the kitchen provided)	
2.3	Mark the collection point where bins and boxes will be presented at the highway for collection.	We operate a front edge of property collection, closest to the nearest highway. All bins/boxes must be left in a suitable location at the edge of the public highway (e.g. at the end of shared driveways) without causing an obstruction.	
2.4	Track the route from the external storage area (identified in 2.1) to the collection point, including an indication of the distance.	Crews must not be required to manoeuvre bins more than 12m to the accessible highway for servicing.	
3.	Residential flats, apartments		✓
3.1	Show the location and number of bin storage areas provided for external storage of waste and recycling. The plan should show the following: <ul style="list-style-type: none"> - No. of properties the bin area(s) will serve - Maximum distance a resident will walk to use it - Tracked route and distance to the collection vehicle for servicing 	All flats and apartments require 140 litres external storage capacity for residual waste. There must also be sufficient space for a Mini Recycling Centre MRC (see Section 5). Typically, 1 x MRC is installed per block of flats within the development, but this is site specific. In general these are offered to developments with more than 12 apartments. Residents must not be required to travel more than 30m to bin stores (excluding travel within the building). Crews must not be required to manoeuvre bins more than 12m to the accessible highway for servicing. Dropped kerb access at highway point, ground level / no steps, slopes must not exceed 1:12 gradient. Any walkway / path must be hardstanding (not gravel) and a minimum width of 1.3m.	
3.2	Provide a layout plan of the bin storage area(s) with containers drawn in situ, to show that sufficient room has been allowed to manoeuvre each container around and appropriate	Section 4 provides container dimensions and the floor space required, and Section 5 the standard layout of a communal Mini Recycling Centre generally installed in flats.	

	capacity provided.	<p>Bulk 1100 litre refuse bin dimensions (mm) – 1375 width, 1000 depth, 1470 height (2470 lid open).</p> <p>Mini Recycling Centres require a range of bin sizes – 1 x 1100L bin; 6 x 360L bins (for dry recycling); and 2 x 140L bins (food waste recycling).</p>	
3.3	Indicate lighting, drainage and ventilation provisions (as necessary) on plans for enclosed bin storage areas.	<p>Bin store(s) must be at ground level, with a minimum door width of 1.1m.</p> <p>Screened and landscaped, where feasible.</p> <p>Suitable lighting must also be in place, especially during hours of darkness, subject to any environmental constraints, e.g. bats or light pollution.</p>	
4.	Student accommodation		✓
4.1	The requirements set out in 1.1, 1.2, 3.1, 3.2 and 3.3 are also applicable to student accommodation.	<p>Waste produced by any commercial outlets (such as gyms, shops, bars) within a planned student development, must be kept segregated from waste produced directly by the living quarters.</p> <p>We recommend the following capacity is provided for residential student dwellings:</p> <ul style="list-style-type: none"> - Waste: 140 litres of external storage space per 5 students. - Recycling: 200 litres of external storage space per 5 students. <p>The section on commercial developments below provides information on the requirements for any mixed use / business waste outlets planned within a student development.</p>	
5.	Commercial developments		✓
5.1	Show the location and number of bin storage areas provided for external storage of waste and recycling per premises	<p>Allow storage area for sufficient number of bulk bins for waste dependant on size/type business, and allow space for segregation of recycling.</p> <p>All above bin and recycling store points set out in section 3 apply, but it should be noted some commercial waste collection contractors use significantly</p>	

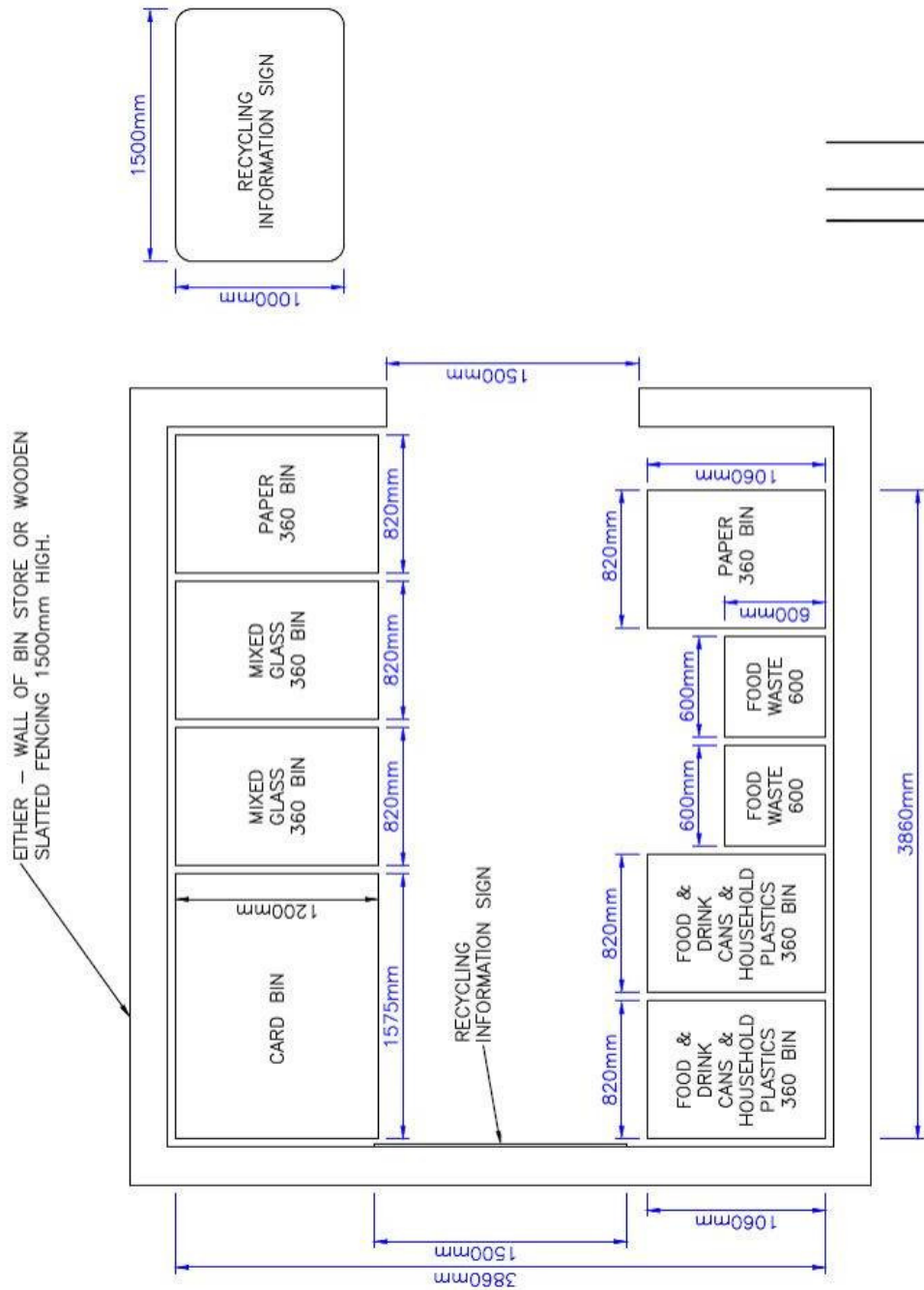
		larger vehicles (e.g. 8 wheel vehicles up to 32 tonnes in size).	
5.2	Mark the collection point and the route to the collection vehicle for a bulk container.	Dropped kerb access at highway point, ground level / no steps, max 1:12 slope, any walkway / path has max width of 1.3m.	
6.	Mixed-use developments		✓
6.1	The requirements in sections 1, 3 and 5 are relevant.	Residential and commercial waste must not be mixed. Separate bins are and bin store areas must be provided, or clearly differentiated.	

6 Container Dimensions

Container	Dimensions (mm)	Floor Space req. (mm)	Example Image
55 litre recycling box	Width – 590 Depth – 395 Height – 375	600 x 405	
23 litre food waste outside container	Width – 320 Depth – 345 Height – 405 Height with lid open - 760	330 x 355	
5 litre food waste kitchen caddy	Width – 270 Depth – 205 Height - 205	These are likely to be kept in a kitchen cupboard or on a worktop	
140 litre wheeled bin	Width – 560 Depth – 480 Height – 1100	600 x 600	
240 litre wheeled bin	Width – 750 Depth – 620 Height – 1100 Height with lid open – 1750	950 x 820	
360 litre wheeled bin	Width – 620 Depth – 860 Height – 1100 Height with lid open – 1750	820 x 1060	
1100 litre wheeled bin	Width – 1375 Depth – 1000 Height – 1470 Height with lid open - 2470	1575 x 1200	

7 Mini Recycling Centre (MRC) – design layout

This is the standard layout of a Mini Recycling Centre offered as the recycling solution to flats with communal bin stores.



8 Collection Vehicle Dimensions

8.1 The refuse collection vehicles (RCVs) used to collect residential and commercial waste in Bath and North East Somerset are detailed below. The dimensions provided reflect the largest vehicle in our fleet, the Council's mechanical street sweepers and recycling trucks are no larger than the below. RCVs are comparable in size to a fire engine.

8.2 The development must allow sufficient room for a vehicle of the following dimensions to manoeuvre safely around the site:

- Length = 10,650mm
- Width = 2,650mm
- Height = 3,500mm
- Wheelbase = 5,250mm
- Turning circle space required between kerbs = 17.7m

8.3 It is important to note the following:

- ❖ Fully laden RCVs weigh approximately 26 tonnes, service manholes and road surfaces should be constructed with this in mind.
- ❖ Full vehicle tracking (using the above vehicle sizes) is required for review as part of the planning process to assess accessibility for RCVs, and other heavy goods service vehicles.
- ❖ The tracking must demonstrate how the RCV can manoeuvre around the development when cars are parked on the street, where no traffic regulations are planned as part of the proposed development.
- ❖ Turning circle space should not rely on the vehicle to mount paved walkways, kerbs, grass or encroach on parking spaces within a development.
- ❖ Overhead service cables, pipes, archways and other potential obstacles must be at least 5m from ground level.
- ❖ An RCV must not be required to reverse into, or back out of developments from a major road.
- ❖ A maximum reversing distance of 12m is generally considered safe by the Health and Safety Executive (HSE) within a development, although we try to limit the amount of reversing RCVs undertake for obvious health and safety reasons.

9 Collections while developments are under construction

Interim collection points

- 9.1 Our policy is to collect waste and recycling from the edge of an adopted public highway for insurance, liability and safety reasons.
- 9.2 The sequence new properties are constructed and then released to the market can significantly hinder services we are able to offer to new residents. In the past we have encountered the following issues: -
- parked construction traffic limiting access
 - restricted vehicle access due to cordoned off areas of the site
 - unsuitable collection points where hard standings, pavements etc. have not been made to the final, adoptable standard
 - raised ironworks within the new road network
 - no street names / house numbering to help locate occupied properties

Early discussion on this with the developers helps to alleviate such issues and safeguard the health and safety of our collection staff.

- 9.2 A joint risk assessment between a member of the waste operations team and the developer is required at an early stage of the construction to identify a safe point close to the existing public highway to act as an interim collection point, or agreed points within the development if deemed appropriate.
- 9.3 As a result of the site visit, the developer may be required to accept liability for any injury, loss or damage caused to council staff and or vehicles arising from the condition of the site to enable the Council to collect from the agreed collection point(s). This agreement will remain in place until the point at which the Council's Highway team inspects and signs off the new road network.
- 9.4 The developer must offer assistance to residents who are unable to move their rubbish, recycling and/or garden waste to the interim collection points agreed.
- 9.5 If suitable interim collection point(s) prove unfeasible, the developer will be held responsible for the collection of all waste and recycling from occupied properties within the development, until construction work is completed.
- 9.6 Suitable interim collection points will include:
- (i) Concrete base
 - (ii) Pedestrian access points
 - (iii) Appropriate turning space for an RCV

Construction Management Plan

- 9.6 For developments of more than 50 planned properties, information on the delivery of containers and collection of waste and recycling from occupied properties can be required within the construction management plan, which may be secured via a planning condition.
- 9.7 The Construction Management Plan shall include:
- (i) A joint risk assessment with the Council's waste operations team;
 - (ii) Identification of a suitable interim refuse and recycling collection point;
 - (iii) If a suitable interim collection point cannot be identified, details on the alternative arrangements for the private collection of refuse and recycling from occupied properties during construction;
 - (iv) A scheduled occupation plan including a requirement to notify the waste team 2 weeks prior to the first occupation.
 - (v) Delivery point and dates for the distribution of waste and recycling containers

Collection of householder refuse and recycling shall take place in accordance with the approved scheme for the duration of the construction.

Reason: To ensure that safe operation of the highway and in the interests of protecting residential amenity in accordance with policies D6 and ST7 of the Bath and North East Somerset Placemaking Plan.

Delivery of Containers

- 9.9 Newly occupied individual properties are issued, free of charge, with the containers set out in Table 1 – Container Provision. Developers are requested to provide occupation schedules in advance to ensure deliveries can be made efficiently.
- 9.10 On larger developments (more than 50 homes), the developer will be required to take a bulk delivery of the required free of charge containers (e.g. wheeled bins, recycling boxes) from the Council, for onward distribution at their cost to the front edge of soon to be occupied properties.
- 9.11 Where shared communal bin stores are planned, the developer is required to purchase and install the appropriate number of bulk 1100L bins for refuse ahead of occupation. The Council do not provide bulk refuse bins for residential use, but can assist in providing supplier contact details if required.
- 9.12 The Council will deliver and install agreed communal recycling facilities within bin stores. Early notification of this requirement, ahead of occupation is once again required.

10 Communication with the Waste Team

- 10.1 We require a clear communication channel with the developer during the construction phase to address the issues raised in Section 9. Developers should provide the Council's waste team, using the contact details below, with the full contact details of a senior site representative.
- 10.2 It is important we liaise on outline occupation dates, interim collection points and container deliveries whilst the site is under phased construction / occupation.
- 10.3 The Council's experience has shown that residents will often contact the sales office in an attempt to resolve such problems if there is no plan in place. Agreed measures to avoid these issues would therefore benefit all parties.
- 10.4 The waste team also need any codes, fobs or keys to access bin and recycling store area(s) prior to their use by new residents.
- 10.5 The contact details for the Council's Waste team are below:-

Waste Services
Bath and North East Somerset Council
Lewis House
Manvers Street
Bath
BA1 1JG

Email: WastePlanning@bathnes.gov.uk
Telephone: 01225 394204