

South Gloucestershire Council

Waste Collection:

guidance for new developments

Supplementary Planning Document

Adopted January 2015

www.southglos.gov.uk


South Gloucestershire
Council

1. Introduction

The principal objectives of this Supplementary Planning Document are to:

- Enable developers to ensure waste management is considered sensitively in South Gloucestershire to enhance the overall quality of environment and minimize adverse environmental impacts from the handling, storage, processing, transportation and disposal of waste, in accordance with the council's policies on waste.
- Ensure waste management in new developments does not adversely affect the quality of life for residents and other users of the space.
- Embed consideration of and support for waste management at the earliest stage of the planning process.
- To provide guidance to developers to:
 - ensure space for waste management is integral to the designs of buildings
 - ensure vehicle access is suitable for the councils collection fleet

This document describes the methods used to collect waste from residential properties within South Gloucestershire in-line with Environmental Protection Act 1990, sections 46 and 47. The document also gives a general overview of commercial collections and considerations for handling waste generated from the construction of new developments. By bringing the council's planning policy framework with waste planning and industry good practice in this SPD it is intended to ensure a better integrated approach to the planning for and undertaking of waste collections and recycling in new developments across South Gloucestershire. Thereby contributing to the council's commitment to achieving sustainable communities and quality of life for all.

Information about existing, required household waste and recycling facilities can be found in the respective appendix to the South Gloucestershire Infrastructure Delivery Plan at:

www.southglos.gov.uk/environment-and-planning/planning/planning-local-plans/local-development-framework/infrastructure-delivery-plan

Information in respect of waste planning in South Gloucestershire can be found in the Minerals & Waste Local Plan 2002 at:

www.southglos.gov.uk/environment-and-planning/planning/planning-local-plans/minerals-and-waste-local-plan

2. Planning policy

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' (see section 3). 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.

'Unightly 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).'

South Gloucestershire Core Strategy (adopted Dec 2013) policy CS1 – High Quality Design states that:

Development will only be permitted where the highest possible standards of design and site planning are achieved. Information submitted with an application should be proportionate to the scale, significance and impact of the proposal.

Development proposals will be required to demonstrate that [they]:..

10. ensure sufficient space provision is designed in for the sorting and storage of recyclable waste materials in a convenient location, the composting of household waste (where practicable), and the collection of these and other waste materials and, in larger development schemes, for recycling on site;

and supporting text at paragraph 5.13 states:

New development will be required to design-in sufficient space in a convenient location, (e.g. at the front of residential dwellings) for the sorting and storage of recycled materials. This will support objectives to reduce the amount of waste that goes to landfill.

Status of this Supplementary Planning Document (SPD)

The National Planning Policy Framework explains that SPDs are, 'Documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.'

Paragraph 153 of the NPPF goes on to state that, 'Supplementary planning documents should be used where they can help applicants make successful applications or aid infrastructure delivery, and should not be used to add unnecessarily to the financial burdens on development.'

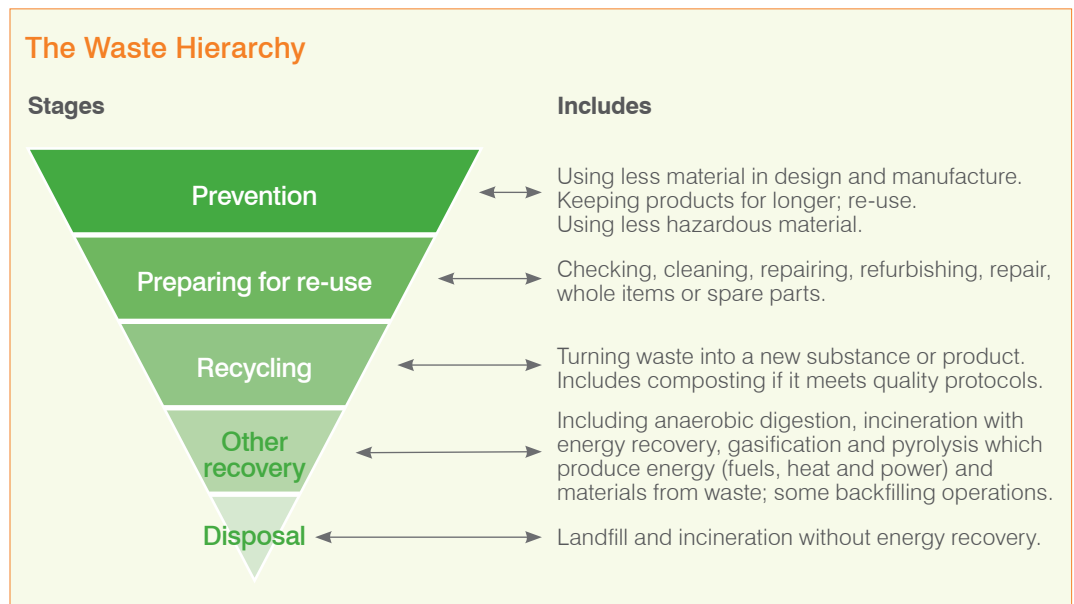
The SPD therefore provides additional explanatory guidance to developers to assist them in making successful planning applications. It supplements and expands on the respective NPPF paragraphs set out above and Core Strategy policy CS1 (10). The guidance within it will form a material consideration of planning applications. Appropriate weight should therefore be given to the advice set out in this SPD which supports the interpretation and delivery of the council's adopted Local Plan policy.



3. European and national context

Waste management in the UK is driven by the EU Waste Framework

The Revised EU Waste Framework Directive (RWFD 2008) provides the framework for the collection, transport, recycling, recovery and disposal of waste requiring all EU member states to take the necessary steps to ensure waste is managed without harm to human health or the environment.



A key element of the framework is the waste hierarchy:

At national level the government has set a framework for recycling, recovery and landfill diversion targets. The following targets were agreed in 2011:

- recycling target of 50% of household waste by 2020
 - recovery target* of 75% of local authority collected waste by 2020
- *recovery target is waste that can be recovered and converted to a useable form of energy.

These are likely to become more challenging after 2020. Current proposals forwarded by the European Commission include:

- recycling target of 70% by 2030
- ban on recyclables going to landfill by 2025
- ban on all recoverable waste going to landfill by 2030.

4. South Gloucestershire Council waste and sustainability strategies

The Sustainable Community Strategy states that we should ensure natural resources are used wisely, reduce carbon emissions, prevent pollution and waste and conserve and enhance the environment for future generations.

www.southglos.gov.uk/council-and-democracy/localism/sustainable-community-strategy

The West of England Joint Core Strategy was adopted March 2011 and sets out the strategic spatial planning policy for the provision of waste management infrastructure across the West of England area.

www.westofengland.org/waste-planning/adopted-joint-waste-core-strategy

The Local Waste Strategy 2013-19 is guided by the waste hierarchy and contains the vision “to encourage the development of a circular waste economy in South Gloucestershire” by

- recognising the importance of preventing waste
- where it cannot be prevented, given material a second life
- only disposing to landfill as a last resort

<http://www.southglos.gov.uk/environment-and-planning/recycling-rubbish-and-waste/keeping-you-informed/>

The strategy encourages a reduction of household waste and increasing recycling and composting with a significant reduction of waste to landfill. It is important to note that these strategic ambitions are reflected and recognised within the council’s Core Strategy at policy CS1 and that the management of waste is a material consideration to which the council attaches significant weight where appropriate in the overall determination of planning applications.

The waste collection service provided in South Gloucestershire is aimed at enabling the authority to reach national targets through reducing waste and increasing recycling. It is essential that new developments are designed to support the collection arrangements and that the same service is offered to all residents regardless of dwelling type. It is vital that new buildings are designed and constructed to enable waste segregation for recycling and composting and to be stored and collected in a practicable way that is sensitive to the development and environment.

The council would also like to see non-residential buildings designed, constructed and managed in a way that facilitates increased recycling of waste and reduction of waste to landfill.

The consequence of not providing a comprehensive waste collection service to all residents will leave the service unable to meet the European Recycling and Recovery targets (see section 3) leading to financial penalties.

5. Households

As set out in local and national planning policy, a key objective is to ensure waste facilities are carefully planned. Developers need to make sufficient space available for the storage of household waste between collections and that the road access is adequate for refuse collection vehicles. This is important, which will help ensure a comprehensive, cost effective waste service is provided to all residents to ensure the council meets European Recycling and Recovery targets. The council will therefore take all possible efforts to ensure best practice standards are fully reflected in new developments in South Gloucestershire. This SPD expands and provides further detail on this as follows:

The council provides the following collection services to households:

- weekly food collection
- fortnightly dry recycling collection – cardboard, plastic, glass, can , textiles etc
- fortnightly residual waste
- fortnightly garden waste (opt-in chargeable service).

External storage points

Storage points for detached and semi-detached houses should be located within the boundary of the property and be on a flat all weather surface at the rear or side of the household and ideally not more than 10 metres from the back door. We recommend that an all weather surface such as pre-cast concrete slabs on a suitable granular base is provided. The minimum recommended space for bin storage is 0.9m wide by 2m long. They should be designed to minimise visual impact and screen containers from public view.



They must not obstruct sight lines for highway users or interfere with access to buildings. Bags and the recycling box are best stored under cover (in a garage, shed or utility room). Mid terrace units should be provided with a storage area to the front of the property, typically screened by a wall to match the property.

The following principles have been identified:

Waste storage bins will ideally	
<ul style="list-style-type: none"> ■ not be stored on the highway or public open space ■ be on a hard standing with a gradient not exceeding 1: 20 ■ be away from windows and ventilators ■ be accessible ■ large enough to accommodate all containers 	<ul style="list-style-type: none"> ■ be low level ■ where possible be in the rear garden provided there is a suitable route to the collection point ■ allow space for a composter for each plot with a garden

Waste storage points can also be collection points as long as they meet the criteria for both a storage and collection point.

External collection points

The council empties waste containers from the boundary of a property where its meets the public highway. It is the resident’s responsibility to move the waste from the storage point to the collection point. Residents should not be required to carry or wheel waste containers from storage points through their properties to collection points. The gradient of the route should not exceed 1 in 20.

The collection point should be at the front of the property and no more than 25 metres from the storage point and be constructed on a flat all weather surface. This should be sensitively designed taking into account landscaping objectives. Collection points must be free from obstructions such as bollards and parked cars and should not result in reduced visibility at junctions.

Bin collection points should avoid being located on public open space. Where situated besides public open space, adequate measures must be taken to ensure waste cannot blow around and litter the area. Developers must ensure that containers can be left out for collection without blocking the footway or presenting a hazard.



A typical household will be provided with the following containers:

	Volume	Height	Width	Depth
Residual black waste wheeled bin	240 litres	110cm	58cm	74cm
Food waste kitchen caddy	7 litres	29cm	23cm	23cm
Food waste bin	23 litres	46cm	41cm	33cm
White bag for plastic bottles	60 litres	55cm	32cm	36cm
Green bag for cardboard	60 litres	55cm	32cm	36cm
Green recycling box	55 litres	59cm	38cm	39cm
Green garden waste wheeled bin (opt-in chargeable services)	240 litres	110cm	58cm	74cm

A home composter is provided on request which is 90cm high, 74cm diameter.

Internal storage

To encourage recycling, convenient internal storage areas should be designed into each unit on a new development and ideally integrated into the kitchen design.

6. Flats

The developer must ensure sufficient space is available for the storage of household waste between collections and that the road access is adequate for refuse collection vehicles.

The council provides the following service to residents living in flats:

- The standard household service is offered where the number of flats within a block is five or fewer. (see section 5)
- Where the number of flats within a block is five or higher a communal storage and collection point is required and the following service shared between flats;
 - residual waste 240 litre wheeled bin between two flats
 - cans and plastic 240 litre wheeled bin between two flats
 - card and paper 240 litre wheeled bin between two flats
 - glass 240 litre bin wheeled bin between four flats

External storage and collection points (bin stores)

A communal surface level storage and collection point provides the best solution, known as bin stores. Bin stores should be of a high quality and robust design and not detract from the quality of the area. They should be located in an overlooked area to deter anti-social behaviour and must be safe for residents to use.



The following principles have been identified:

External storage and collection points

- | | |
|---|---|
| <ul style="list-style-type: none"> ■ provide sufficient space for each dwelling to be allocated 1 x 240 litre for recycling bin and 0.5 of x 240 litre bin for residual waste as a minimum ■ provide sufficient space to allow both residents and collection crews to access and use containers without moving any other containers ■ meet accessibility guidelines ■ have adequate lighting available 24 hours a day ■ be permanently ventilated (if integrated into buildings adequate ventilation must be provided) ■ be a minimum of 2.5 metres wide ■ the floor must be flat, solid and all weather without steps or kerbs ■ be able to be easily cleaned ■ have a minimum distance between the bins store and collection vehicle of 2 metres. If a change of level is required the maximum kerb height of 60mm should be constructed and must not exceed a gradient of 1:12 with no steps. | <ul style="list-style-type: none"> ■ be screened ■ located in overlooked areas ■ in an enclosed and covered compound ■ provide all weather usage ■ be fitted with restrictive openers ■ have a means of keeping the doors open during collections ■ have secure doors with controlled access (ideally key pad not key) ■ consider noise so as not to be a nuisance ■ have appropriate signage and clearly labelled ■ walls should have bumpers strips placed at bin height to prevent damage. |
|---|---|

Management companies / arrangements

If bin store areas are abused with excessive waste, waste in incorrect containers or the collections crews are unable to gain access, then the waste will be left uncollected. It will be the responsibility of the management company to return the bin store to an acceptable condition before collections will re-commence. Where bin stores require cleaning the management company will be responsible. It is recommended that tenancy agreements include terms and conditions identifying the course of action that will be taken when tenants abuse facilities.

Internal storage

To encourage recycling internal storage areas should be designed into each unit on a new development and ideally integrated into the kitchen design.

7. Highway design and collection vehicle access

Highway design

Highway design must be in accordance with existing highway design policy.

<http://www.southglos.gov.uk/transport-and-streets/roads-highways-and-pavements/roads-adoption-agreements/>

Consideration must be given to ensure that road design can allow for adequate collection vehicle access especially in cul-de-sacs and where parking is likely.

Collection vehicles

The collection vehicle should be able to approach within 10m of a collection point. Consideration must be given to parked cars and the impact that they have on access and obstruction to collection points.

The largest collection vehicle is a 3 axle 6x4 Dennis Eagle Elite 2 which has a gross weight of 26 tonnes, a height of 3.4m, width of 2.5m, length of 11.3m and a kerb to kerb turning circle of 20.3m. Reversing is to be avoided and must not be over a distance greater than 12m. All reversing will be reviewed to ensure it can be undertaken safely and in a controlled manner.

The submitted plans for the development should show the location of waste storage and waste collection points, plus a swept path analysis for the refuse collection vehicle. Due to the implications for highway design, the council will consult widely, including highways and planning departments in the event that the council and / or its contractors wish to use a larger vehicle.

8. Construction phases including un-adopted roads

Construction waste

When new developments are under construction developer's need to give consideration to how waste from the construction operations will be managed. Developers have a responsibility to re-use and recover as much material as possible on-site and minimise off-site disposal.

Occupied properties before construction completed

When new developments are occupied before final completion careful consideration needs to be given to ensure the following:

- vehicle access for waste vehicles
- waste collection points have hard standings and are of an adoptable standard
- the site is safe

The council will require residents to ensure that containers are presented at a suitable point during the interim construction phases. It is important that this is planned as part of the build sequence. Collection crews will only move containers up to 10 metres.

A notice period of four weeks is required before occupancy.

Un-adopted roads

The council does not have to collect from un-adopted roads and will only agree where the council and its contractors are indemnified against damage to property and where the council assess that the surface is suitable for the collection vehicles to manoeuvre safely and for manual handling.

9. Commercial developments

The council does not currently offer a commercial waste collection service.

The following good practice should be considered as most commercial contractors will operate in a similar way:

- Due to the different waste generated by different business types and depending on the volumes and nature of the material there could be a wide range of vehicles wanting to access waste storage and collection points at different times.
- There is a duty placed on businesses to pre-treat material often achieved by source segregation of material for onward processing and recycling. As a consequence businesses often require additional waste storage.
- All commercial waste must be stored off the public highway.
- There will be an increasing drive to recycle commercial material.
- Commercial material cannot be accepted at any household recycling centres or through household kerbside collections.
- Waste containers are collected from the boundary with the kerbside of the public highway.
- Collection points should be on a hard standing and gradients should not exceed 1:12.
- Where the storage point is not the collection point then the business will be responsible for moving containers to the collection point. A maximum distance of 25 metres would be recommended.

Typical waste capacity required by commercial premises

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

(Source ADEPT)

Indicative dimension for commercial bin sizes

Container size (litres)	Height (mm)	Width (mm)	Depth (mm)
140	1,100	505	755
240	1,100	590	800
660	1,330	1,375	785
1,100	1,375	1,375	1,120

The construction of external storage facilities should meet the same standards outlined for bin stores in section 6.

10. Planning applications

Information submitted with planning applications should comply with National & Local validation requirements. These can be found at:

www.southglos.gov.uk/environment-and-planning/planning/planning-applications-planning/documents-to-submit-with-your-planning-application/

In order to consider if a proposed development has suitable access, storage space and collections points the following information is required. Note this information may be subject to review and applicants should check requirements at the time an application is being submitted. As a guide and to support good practice in planning for waste the council would advise the following:

All developments as appropriate (see National & Local Validation requirements)
Layout and elevation details of existing / proposed bin stores as appropriate
Transport assessment to demonstrate accessibility / swept-path analysis to show that access and turning room for a RCV is acceptable
It is otherwise helpful if the following information is provided at validation stage:
Individual residential properties and flats grouped in blocks of five or fewer
Indication of the external waste storage area per property
Indication of the internal storage space with an indication of the types and size of containers used
Identification of the collection point per property
Identification of the route from the storage area to the collection point, including an indication of the distance (may be tabulated separately for ease of reference)
Residential flats which are grouped in blocks of six or more
Plan of the bin storage area with containers drawn in situ, to show that sufficient room has been allowed (including sufficient space to manoeuvre each container without the need to move other containers to facilitate such a manoeuvre), and an indication of the distance of the bin store from the kerbside
Collection point (if the bin store is not also the collection point)
Route to collection point and indication of the distance between storage area and collection point (only applicable where the bin store is not also the collection point)
Indication of lighting, drainage and ventilation provisions (where required) on plans for bin storage areas
Commercial developments
Indication of the waste storage area per premises
Identification of the collection point per property
Mixed-use developments
All of the information required for the sections above on residential and commercial developments; identification of items for residential and commercial developments should be differentiated by colour coding

11 Contact details

Mark Garrett 01454 863678
mark.garrett@southglos.gov.uk

Waste management 01454 868000
waste.mgt@southglos.gov.uk

If you need this information in another format or language please contact 01454 868009

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