

Waste and recycling provision at domestic dwellings



Guidance for developers

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1. Introduction

- 1.1 Lancaster City Council has recently adopted and published the Development Management Development Plan Document (DM DPD) which sets out a series of generic planning policies which will be used by the Council to determine planning applications. The policies contained within the DM DPD are applicable to all types of development across the District.
- 1.2 As part of the DM DPD consideration is given to key design principles which is set out within Policy DM35 of the document. In particular criterion (xv) expects that new development (including new build, conversions, alterations or extensions) to incorporate appropriate waste and recycling facilities.
- 1.3 This document seeks to provide advice and guidance to developers in order to fulfill the requirements of this policy. In particular it provides operation guidance to proposals in relation to residential development, it does not include guidance for commercial proposals – this advice should be sought separately from the Council.
- 1.4 Lancaster City Council is committed to maximising the recycling of household waste by encouraging the diversion of waste from landfill to meet recycling targets and its corporate priority objectives of clean, green and safe places. In particular focus being placed on promoting recycling and composting more food and garden waste.
- 1.5 The Council feels it is important to consider the necessary provision for waste and recycling early in the planning process in order to safeguard suitable storage and collection arrangements in accordance with Policy DM35 of the Development Management DPD.

2. Key principles

- 2.1 In brief, there are a number of key issues to be addressed in connection with the need to separate waste for the purposes of recycling that apply to all development types, in particular consideration should be given to:
- 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 and sound insulation (e.g. glass handling);
 - Ease of maintenance, including cleaning;
 - Robust construction;
 - Safety from fire risk and smoke;
 - Lighting;
 - Ventilation; and
 - Special requirements (e.g. separate storage and collection of medical / clinical waste and bulky household waste).
- 2.2 Consideration should be given to composting facilities within new developments. Private communal gardens should be where possible laid out so sufficient space is allowed for home composting.
- 2.3 Waste management provision will vary depending on the development but all require consideration to storage capacity, location and collection arrangements. In rural locations road end collections are utilised.

2.4 Where proposals involve the construction of waste storage compound(s) and/or installation of Bring Site Infrastructure and/or alternative schemes for waste management (alternative to wheeled bins and recycling boxes), there is a requirement that you consult with the Waste and Recycling Department recycling@lancaster.gov.uk to ensure fit for purpose facilities are provided.

3. The Use of Containers

3.1 This section explains the types of containers used by Lancaster City Council and how the waste is separated. Experience shows that residents who are responsible for their own individual waste containers do more recycling and cause less contamination. Wherever possible, individual containers for each dwelling are preferred.

3.2 Lancaster City Council provides (though note costs in Section 4 below) receptacles, (wheeled bins and recycling boxes) for the separation of waste and operates a three-stream collection system. Collections of these streams are fortnightly. The 3 stream collection service is operated at the majority of dwellings (including student accommodation, flats and sheltered accommodation) and includes:

- A dry recycling collection for paper, cardboard, glass, tins, plastic bottles and textiles;
- An organic waste collection for garden and food waste; and
- A residual waste collection.

3.3 The containers should be accommodated within the boundary of the property and sensitively designed and located. The storage areas should be large enough to accommodate the number specified and convenient for the householder to use and wheel them to the kerbside.

3.4 Each residential property will require a range of containers in order to collect waste and recycling items. These should be provided as part of any new development.

Container	Waste
55 litre green recycling box	Paper and cardboard
55 litre green recycling box	Glass, Cans and Plastic bottles, yoghurt pots food trays, tubs and punnets
Carrier bags	Textiles
240 litre green wheeled bin (for houses with gardens)	Garden Waste By Subscription
240 litre grey wheeled bin	Residual (non-recyclable) waste

Table 1: Individual Dwelling Requirements for Waste and Recycling Containers

3.5 Outlined below are the key considerations that should be taken into account within development proposals in relation to this matter.

- Waste collection is a kerbside service. Residents must therefore be able to take their containers to the kerbside for emptying and disposal. Containers must be accessible to crews directly from the nearest available kerbside on a public highway.
- All waste containers should be stored within the boundary of the property until presented for collection. They must not be stored on a public highway.
- Each property must have adequate storage capacity for individual containers including 2 x 240L wheeled bins and 3 x 55L kerbside boxes.
- Containers should be in places easily accessible to the occupants.
- Containers should not have to be moved through a building to the collection point.
- Containers should be located in well ventilated and shaded areas away from windows.

- The surface to the collection point should be uninterrupted, level with no gravel or similar covering and have a width to enable easy passage of wheeled bins. For two-wheeled bins this should be a 1 metre (including doorways) with a maximum gradient of 1:12.

3.6 Where communal bins are required (for instance flats), other larger sizes of bins can be provided depending on the number of residential units, and the available space to house the wheeled bins. Further key considerations where communal storage points are proposed include:

- In the event of mixed use developments, separate stores for refuse and recycling should be provided for the commercial aspects of the development and the residential aspects. The mixing of commercial and residential waste is forbidden. It is a criminal offence to dispose of any business waste in a domestic waste bin.
- All containers should be housed within a designated area or structure as appropriate.
- Doors to bin stores should be sufficient in width to allow the movement of bins at their widest point and prevent entrapment of limbs. This is likely to be a minimum of 20cm in addition to the widest bin contained in the bin store.
- Storage areas should be conveniently located with easy access for occupants. As a guideline occupants should not have to take their waste and recycling more than 30 metres to a bin storage area and take their waste receptacles more than 25 metres to a collection point (usually a kerbside) in accordance with Building Regulations.
- For communal bins, storage areas must be within 10 metres of an access point for collection vehicles in accordance with BS5906:2005. The surface to the collection point should be uninterrupted, level with no gravel or similar covering, and have a width to enable the easy passage of wheeled bins. For two-wheeled bins this should be 1 metre for four-wheeled bins this should be 1.5 metres wide (including doorways) with a maximum gradient of 1:12.
- Drop kerbs should be provided for all developments using 4-wheeled bins, so that bins can be easily wheeled to the vehicle on the public highway.
- Each property must have adequate storage space for allocated receptacles.
- Collection crews should not have to carry individual waste containers or move wheeled bins in order to facilitate the collection (unless there is a provision for assistance).
- Passage of a wheeled container should avoid steps.
- Gradients should not exceed 1:12.
- Collection points should be identified at the planning application stage.

Bin Dimensions

3.7 To ensure that consideration can be given to the above issues the table provided below identifies the sizes of bins provided to residential properties.

Capacity (litres)	140	240	360	660	770	1100
Weight (Kg)	12	15.5	23	50	114	60 to 110
Height (mm)	1070	1070	1070	1170	1370	1300 to 1360
Width (mm)	480	580	620	1360	1260	1270
Depth (mm)	555	740	860	770	790	1080

Table 2: Bin Dimensions for Residential Properties.

4. Costs

4.1 Upon completion of new residential developments, developers should give consideration to the inclusion of new bins and containers for future residents. Lancaster City Council does not deliver free of charge containers for household waste and recyclable materials to new developments (this includes both new build and the sub-division of existing properties). A delivery charge and administration charge (per property) will be levied.

- 4.2 The charges, which are set out in Table 3 below, are a one-off cost for the administration and delivery of the bins and are subject to VAT. A typical residential property will require 2x240L bins and 3x55L kerbside recycling boxes. The costs for communal bins will vary depending on their size, further information on their requirement and cost can be sought from the Council using the details provided.

Delivery Charges (2019/20)	£ + VAT
240 Litre Grey Wheeled Bin	£20.00
240 Litre Green Wheeled Bin	£20.00
55 Litre Kerbside Recycling Box	£5.35

Table 3: Costs for New Waste and Recycling Materials

- 4.3 The charge covers the costs of the administration, procurement, storage, maintenance (if necessary) and delivery. The bins themselves are free of charge to the occupier of the property for their use but remain in the ownership of the Authority and as such must remain at the property when occupiers move house.
- 4.4 Refusal to pay for the delivery and administration charge will result in the occupier not receiving the Council's waste and recycling collection service and in such cases the Council will invoke the powers under Section 46 (3) of the Environmental Protection Act 1990 by service of notice on the occupier.
- 4.5 All bins and recycling boxes must be ordered and paid for from the Council at least 4 weeks in advance of occupation to ensure they are available for delivery to site prior to residents moving in. The Council would not expect to deliver receptacles until the new occupants move in and begin paying Council Tax. If large number of receptacles are required please allow sufficient time in ordering these from the Council.
- 4.6 For further information about what bins are required for your development and to arrange payment, please contact Customer Services on 01524 582491 or via email at recycling@lancaster.gov.uk.

5. Bin Stores

- 5.1 Communal provision is often required and can be more advantageous where space is at a premium. It is vital that adequate space and arrangements for the storage and collection of waste and recycling are considered at the earliest stage. The design must take space requirements and on-going operational arrangements into account. If you anticipate communal waste storage is required please contact us at recycling@lancaster.gov.uk .
- 5.2 Flats/apartments usually require communal provision for residents use. This provision needs to be convenient and accessible both for the resident and for collection staff. In addition the internal kitchen storage arrangements should be considered to allow occupants space and storage for waste segregation. Waste compaction on site is not an option for residential developments.
- 5.3 There are a number of factors which need to be taken into consideration when designing storage areas for waste and recycling. The key considerations are listed below.
- Adequate off-street storage must be provided for. Storage areas must have sufficient space for all mandatory waste and recycling containers.
 - Location and design should be sensitive to the local community.

- The bin store should be sited so the distance the householder is required to carry their waste does not exceed 30m, in line with Building Regulations 202 (Part H) so that householders are not required to carry refuse more than 30 metres.
- That the collection vehicles are able to approach to within a minimum distance of 8 metres of the bin store / agreed collection point.
- Ground surfaces that bins need to be moved over should be of a smooth finish and free from steps / obstacles. Any steps should incorporate a drop-kerb. Doorways should provide at least 1.4 metre clearance (including the thickness of doors).
- Chutes are not encouraged in flats / apartment developments as they can create problems for segregating and storing waste for recycling.
- Where bin cupboards are used these should have protection strips in doorways and on walls to prevent damage, with a mechanism for holding doors open.
- Bin stores should be secured, enclosed and have a covered roof. They should be secured with a lock on the door which is operated by either key or code.
- A clear space of at least 150mm should be left between and around each bin and be a minimum of 2 metres high. The storage area should be permanently ventilated and should have a paved impervious floor.

6. Vehicular Access

- 6.1 Bin storage areas need to be accessible by vehicles. If this cannot be achieved then satisfactory arrangements will need to be made by the owners / Management Company for the bins to be moved to an appropriate location where a collection vehicle / crews can easily gain access and meet the pulling distance requirements.
- 6.2 Vehicular access in terms of vehicle weight, turning circles, visibility splays, width etc. needs to be taken into account in the design. Building roads to adoptable standards and submitting them for adoption will ensure suitable access for large refuse collection vehicles. For reference, developers should be aware that the standard refuse vehicle weighs 26 tonnes, has a width of 2.6m (including mirrors), a height of 3.5m (without hazard beacons), has a turning circle of 19.1m and an overall length of 10.3m from front to rear of the bin lift.
- 6.3 Vehicles should be able to enter and exit a site in forward motion and any reversing manoeuvres should be kept to a minimum. It is important that as part of the planning application the Highway Authority is satisfied with the proposed access into and out of a site onto the highway in accordance with Policy DM35 of the Development Management DPD.
- 6.4 All roadways should be constructed to facilitate waste collections prior to occupation. This is particularly important to consider when waste collections occur from the rear of properties or from a different street from the main entrance to the properties.
- Private Roads**
- 6.5 The collection of waste and recycling will only operate from an adopted highway. Road end collections should be established where developments are accessed via an un-adopted highway. Further considerations where road end collections may be required are set out below:
- Where the road surface is in a poor state and / or not asphalted.
 - Where there are health and safety risks to recycling and waste employees and vehicles arising from the road surface (i.e. adverse cambers, poor visibility, flooding etc).
 - Where it is deemed to be operationally optimal to establish a road end collection point.
- 6.6 The collection point should be the nearest point to the adopted highway, taking into consideration vehicular access. It is not acceptable to accumulate bins for collection outside of other properties or on street corners.

7. Collection Points during Development of Sites.

- 7.1 Lancaster City Council requires at least 4 weeks' notice of occupation of any property in order to make the necessary collection arrangements. Where developments are still under construction and not yet adopted but residents move in, a site risk assessment will be carried out by Lancaster City Council Waste Management Team to establish whether it is safe to make collections.
- 7.2 If it is deemed unacceptable to make collections the Council will work with the developer to agree a temporary communal collection point. The developer will be responsible for informing the residents of the temporary arrangement.

8. Legislative Context

- 8.1 The Environmental Protection Act 1990 places various waste management duties on Local Authorities. Section 46 of the Act makes provision for:
- Waste of certain types to be stored separately so they can be recycled;
 - Developers to make a financial contribution towards the provision of containers of a specified type for storage of waste including the provision of containers for the separate storage of recyclable materials.
 - Location where containers should be placed for emptying.

9. What to do next

- 9.1 If you are an applicant or developer of a residential development scheme, the Council recommends that you undertake the following steps:
- Discuss your requirements with the City Council Waste and Recycling Department;
 - Arrange for the payment of waste and recycling containers at least 4 weeks in advance of occupation; and
 - Confirm the delivery of the requested waste and recycling containers.

Useful Contacts

- 9.2 For further information, assistance and advice on these matter, please do not hesitate to contact Lancaster City Council's Waste and Recycling Department on 01524 582491 or Recycling@lancaster.gov.uk.