

GUILDFORD BOROUGH COUNCIL

Guidance on the storage and collection of household waste for new developments

Guildford Borough Council

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G U I L D F O R D
B O R O U G H

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Foreward

This document provides guidelines for the architects and developers of residential units in Guildford Borough to ensure that the arrangements for storing, collecting and managing waste are appropriate. This document should be used for new build residential units and for existing sites being re-developed into residential units.

The requirements for managing waste are different according to the type and size of each development, so care should be taken to ensure the right sections of these guidelines are used.

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Overview

To ensure waste is collected cleanly, safely and efficiently the Council has specified it will collect waste from wheeled bins unless properties are unsuitable for bins or it is impractical to use bins. It can make this legal requirement under Section 46 of the Environmental Protection Act 1990.

Standard Collections

The council's standard service is a fortnightly alternate weekly collection of refuse and mixed recycling from 240 litre wheeled bins, alongside a weekly collection of food waste from a 23 litre external food waste container. We also provide a smaller 7ltr internal caddy to assist residents in managing their food waste. A number of other separate materials are collected in carrier bags from the side of bins when presented. Currently textiles, batteries and small Waste Electrical and Electronic Equipment (WEEE) are collected.

In addition we offer a subscriber only garden waste service also collected via 240ltr wheeled bins.

Bin Specifications and purchasing

Where new or redeveloped homes are being built and require wheeled bins the Council will require the developer to purchase these wheeled bins. The Council requires a suitable notice period from the developer to ensure that the required bins are in stock and to arrange their delivery. The ordering of bins is further discussed in a later section.

The developer can purchase their own wheeled bins, but these must meet the councils current specifications and be suitable for the councils bin lifting equipment. If the developer wishes to purchase their own bins, then we would strongly advise them to contact the Recycling and Waste team for advice and a detailed specification. If the bins are not to our specification or are not compatible with our bin lifting equipment, they will not be emptied and the developer will be liable for ensuring suitable bins are put in place.

The following information is therefore provided to assist developers and should be read in conjunction with Part H of the Building Regulations 2002. Applications for Planning Permission should include appropriate provision for the storage and collection of household waste.

Vehicle Access

In order to ensure that all refuse and recycling collections can take place unimpeded and without the risk of any damage to the vehicles, paving or other fabric of the sites, developers must ensure that **access roads and driveways** meet the following requirements.

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- ✓ Have suitable foundations and surfaces to withstand the maximum weight of the vehicle (generally 26t GVW, 11.5t axle loading)
- ✓ Have heavy-duty manhole covers, gully gratings etc.
- ✓ Be designed to ensure reasonable convenience for the collection vehicle.
- ✓ Be a minimum of 5 metres wide.
- ✓ Be arranged for the collection vehicle to continue in a forward direction.
- ✓ Offer adequate space for turning.
- ✓ Allow a minimum of 5 metres clearance under any obstruction such as an arch.
- ✓ Road hatchings at the entrance, to prevent parking at all times

If more than four containers are to be emptied, then the collection vehicle should be able to enter the development to avoid the risk of obstructing traffic.

Appropriate measures must be incorporated into road layouts to control unauthorised parking of vehicles that would prevent access by the waste collection vehicles and staff

The need for reversing should be eliminated if at all practicable but where it is required this should be minimized and certainly no longer in distance than 12 metres to a point within 5 metres of the storage area. In all such instances the road crossing the footway shall be designed so that the reversing vehicle does not encroach on the footway. The footway should be appropriately radiused to assist the vehicle reversing. Collection vehicles should not generally be expected to reverse into a development from a busy main road.

For tracking purposes, the dimensions of the vehicles currently used in Guildford are 10.435m long and 2.49m wide. The minimum turning circles are 16.1m (kerb to kerb) and 16.9m (between walls).

Access pathways from the storage area to the collection point (where the vehicle stops) need to:

- ✓ Be level, unless the gradient falls away from the storage area in which case the gradient should not be steeper than 1:12.
- ✓ Be at least 1.5 metres wide.
- ✓ Be free from kerbs and steps.
- ✓ Have solid foundations and a smooth continuous impervious surface.
- ✓ Have shallow ramps where they meet roadways.
- ✓ Be no more than 5 metres from the point where the collection vehicle will stop.

Houses & Bungalows

Standard Bin Provision

We will supply every suitable property with a 240 ltr wheeled bin for refuse and a 240 ltr wheeled bin for mixed dry recycling as standard.

For properties with low occupancy (2 people or less) a 140 ltr wheeled bin for refuse and a 140 ltr wheeled bin for mixed dry recycling will be supplied.

Each property will also receive a 23ltr container for the presentation of food waste for recycling. Space should be provided for these at each property.

Garden Waste Subscription Service

The garden waste service is optional and delivered from a 240 ltr wheeled bin. We would not require space being provided for this bin, but would advise the provision of access to areas where an optional third bin could be sited, such as access to a rear garden, without the need to pull a bin through an inhabited room.

Additional Recycling Bins

We frequently find that properties with 3+ bedrooms request additional recycling bins. The requests commonly occur a few weeks after residents have moved in and once they have had a sufficient length of time to understand the quantity of recycling they are producing. We will provide additional recycling containers free of charge if the existing containers are being utilized correctly. We would not require space to be provided for an additional recycling container however, a consideration of where this could be stored should be acknowledged.

Dimensions for wheeled bins are as follows:

The standard issue bin has a capacity of **240 litres** and measures;

- Width 585cm
- Depth 740cm
- Height 1100cm

The optional smaller bin has a capacity of **140 litres** and measures;

- Width 505cm
- Depth 555cm
- Height 1100cm

Bin storage

In general the containers should be stored on a hard, impervious, free-draining surface, in a position with convenient access to the kitchen door but also where they can be easily moved by the residents to the kerbside at the front of the property for collection.

Where it is intended for the containers to be permanently stored at the front of the property, a suitable enclosure should be constructed in an accessible, but inconspicuous position.

Flats & Communal Properties

Bin Provision

Wherever possible and practical, flats and communal properties should receive the same service as other properties.

In those developments where standard services are not possible or practical, communal wheeled bins may need to be provided for both refuse and dry mixed recycling. These would be emptied fortnightly and therefore sufficient capacity for two weeks of refuse and recycling should be allowed for.

In addition, we would site 140 ltr wheeled bins for food waste at these properties. This bin would be emptied weekly. As a guideline a single 140 ltr wheeled bin for food waste will be allocated between up to 8 flats (Dimensions of 140 ltr bin available on previous page). Where food waste services cannot be provided a weekly collection service will be provided.

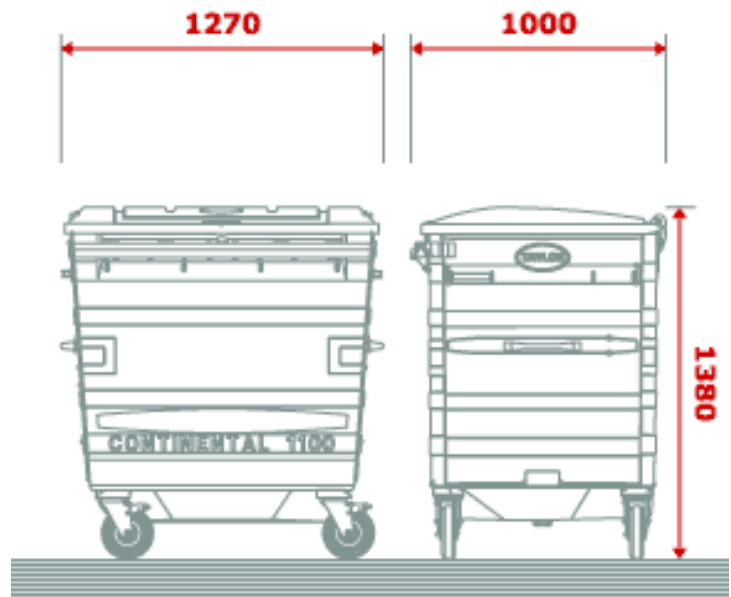
Bin stores should be no more than 5m from the highway unless suitable access is available for the vehicle. The collectors will collect, empty and return the communal wheeled bins to the storage area.

Communal wheeled bins for refuse and dry, mixed recycling have four wheels and are available in 770 ltr and 1100 ltr sizes.

Dimensions of communal wheeled bins are as follows.

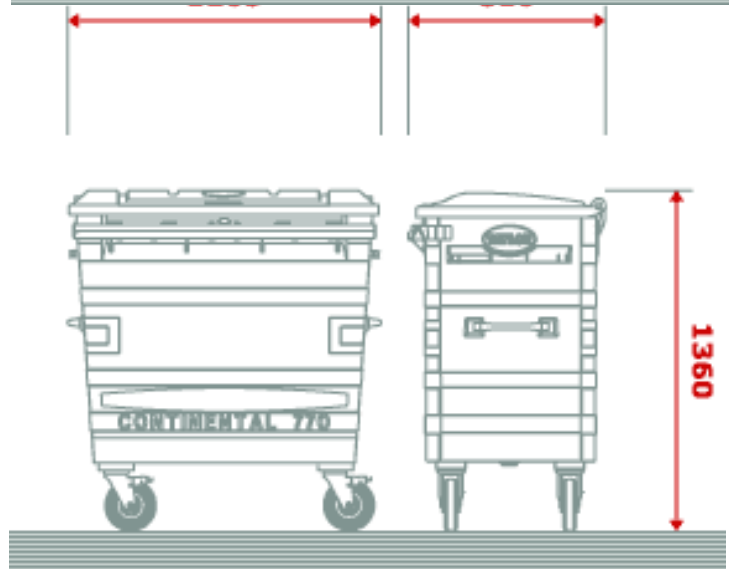
Dimensions

1100 litres



Dimensions

770 litres



To encourage residents to recycle waste, internal storage areas should be designed into each unit of a new development. This will enable occupants to segregate their waste into refuse, mixed dry recycling and food waste, and store it temporarily, until it can be transferred to external bins.

Communal bin storage areas

The storage areas for communal wheeled bins need to:

- ✓ Be at ground level
- ✓ Within 5 metres of the public highway
- ✓ Allow for both refuse and recycling bins

- ✓ Have a suitable level hard surface
- ✓ Access pathway
- ✓ Dropped kerb
- ✓ Hatchings adjacent to the dropped kerb prohibiting parking

Appropriate measures must be incorporated into any scheme to control unauthorized parking of vehicles that would prevent access by the waste collection vehicle.

Written Waste Strategy

We expect the developer of any new build or re-development to produce a written waste strategy for submission to Guildford Borough Council's planning department. This will be passed onto operational services for assessment and subsequently feedback will be provided to the developer. Your waste strategy should demonstrate that careful consideration has been given to facilitate the collection of waste from the site in line with this guidance document.

Your waste strategy is likely to include the following information:

- The proposed bin provision for each property
- The proposed bin storage location for each property
- The proposed bin presentation location for each property
- An explanation or diagram outlining where the refuse vehicle is expected to stop to facilitate the emptying of bins
- A swept path analysis (vehicle tracking) of the refuse vehicle to provide evidence that the planned maneuvers can be successfully completed.
- Any other information that will be beneficial to your waste strategy

Purchasing bins

Where new or re-developed homes are being built and require wheeled bins the Council will require the developer to purchase these wheeled bins. Please contact the council for up to date bin prices.

The Council requires a suitable notice period from the developer to ensure that the required bins are in stock and to arrange their delivery.

- For large-scale developments (6+ communal bins or 20+ 240ltr bins), 4-6 weeks' notice is requested.
- For smaller scale developments, we would expect 3-4 weeks' notice.

Payment for bins can be accepted over the phone via credit / debit card or we will accept a payment via purchase order number. Please contact Guildford Borough Council's customer service centre to arrange payment and confirm delivery. If you would like to clarify, the bin quantities required at your development please contact the Recycling and Waste team prior to placing any orders.

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Guildford Borough Council will provide signage for communal bins to indicate the waste that can be placed in each bin type. Signage will be applied to the bins upon delivery.

Further guidance

Should you require any further guidance on the storage and collection of household waste in Guildford please get in touch via our customer service centre.