

**BRACKNELL FOREST BOROUGH COUNCIL
ENVIRONMENTAL SERVICES DEPARTMENT**

WASTE AND RECYCLING

Requirements for Waste and Recycling provision at New Developments

This document sets out the operational requirements of the Council's waste and recycling team relative to the overall responsibility of the council in respect of the collection of household waste.

It provides guidance on the expectations of developers when it comes to ensuring that buildings have the right designed and built facilities so as to enable residents to sort and store their waste prior to collection.

The Council is responsible for ensuring the collection of household waste but only where it is presented correctly. Where officers feel that a proposed development is unlikely to meet the need then the officers will object to a planning application where the advice given is not followed. Where a development is built that does not meet the requirements then the council and its contractor will exercise their right not to collect the waste.

1. Waste Policy Regarding New Housing Developments

All new residential developments in Bracknell Forest must be provided to the satisfaction of the Council with adequate provision for the storage, collection and management of its waste and recycling needs.

2. Bracknell Forest Council's Waste and Recycling Service

Bracknell Forest Council operates a weekly food waste collection service for households only from caddies, an alternate weekly collection service for recycling and garden waste and a three weekly collection service for general waste from wheeled bins. The standard method of waste collection from individual houses is from wheeled bins and caddies that are presented for collection at the kerbside of the adopted highway (see para 4). The standard method of waste collection from flats/apartments provided it meets the requirements (see para 5) is from wheeled bins stored in a communal bin store.

3. Access for Waste Collection Vehicles

Full account must be taken of the access needs for waste collection vehicles especially in terms of pinch points and turning circles. The dimensions of the collection vehicles can be found in Appendix A.

Where a through road does not exist, a suitable turning area must be available to allow the vehicle to turn round. The turning area should be sufficient to allow the waste collection vehicle to turn with no more than three manoeuvres. The road needs to be designed in such a way that the turning area will not be obstructed by parked cars.

For access purposes the minimum road width should be not less than 3.2 metres and the minimum height clearance should not be less than 4 metres across the whole width of the road and 1m either side. There must be no obstruction from overhanging branches, cables etc. likely to cause damage to the vehicle.

The maximum distance that bins should be wheeled by residents to the point of collection should not exceed 30 metres. The distance that waste collection crews are permitted to wheel bins to the collection vehicle is 25 metres (Specified in Building Regulations section H6). If a number of bins and caddies are going to be placed at a collection point by

residents a suitable place to present them for collection needs to be provided that does not obstruct the highway.

Un-adopted/Private roads/drives

Where a road is not adopted the Council's waste collection contractor may enter such roads at their discretion and if so will accept no liability for any damage. For the contractor to consider doing so the road or drive must be constructed and thereafter maintained to an adoptable standard to allow for the operational needs as outlined in this note of a 26 tonne waste collection vehicle.

The design should still allow for all bins and caddies to be placed at the property kerbside within the road.

Residents will need to be made fully aware when they purchase their property in a private road or drive that unless they comply with the contractors requirements they will be required to bring their bins and caddies to an agreed collection point within 25 metres of the adopted highway for collection and then to return them to their property after collection.

4. Requirements for Houses (i.e. not flats)

All new houses must be able to accommodate up to 3 wheeled bins and 1 food waste caddy:

- Each property is provided with a 240 litre green wheeled bin for general waste, a 240 litre blue wheeled bin for dry recyclables, a 5 litre internal caddy and 23 litre external caddy for food waste.
- A 240 litre brown bin for garden waste can be purchased from the Council or residents can purchase our approved bio-degradable sacks.

Waste and recycling bins and caddies must be kept within the householder's property boundary ideally at the rear or side of the house. Bins and external caddies need to be taken to an agreed collection point (usually front of property) within 25 metres of the **nearest adopted highway** on collection day without the need to go up or down steps or steep slopes.

Some housing developments include a shared parking area at the rear of properties. Communal collection points may be necessary to allow collection from a central point.

The Council reserves the right to change the location of any collection points for operational reasons.

5. Flats/Apartments and Communal Properties

Where planning permission is required, detailed plans of communal bin storage areas must be submitted as part of the application; these will normally be sent to the Council's Waste and Recycling Manager for approval as part of the consultation process.

Where planning permission is not required these guidelines still apply as satisfactory provision for waste storage and collection is required by Building Regulations Section H6 (revised in 2015).

The Council requires not less than 4 weeks' notice to begin waste collections for completed properties. Where bins are to be collected from communal facilities, a site visit will be carried out to confirm the acceptability of the bin storage area and access for the collection vehicle before collections commence.

It is the responsibility of the developer to purchase the necessary bins, and ensure that these are in place before residents move in.

Bracknell Forest Council will only service bins to the approved design, size and colours. To help avoid confusion and avoid compatibility issues with the vehicles the Council can supply the bins at competitive prices. Quotes will be provided on request. If the developer wishes to purchase their own bins from another source, we insist that the colours green for general waste and blue for recycling are adhered to and the size and number of bins used are agreed with the Council's waste and recycling officers.

The Council reserves the right to refuse to empty bins that do not meet the required standards.

So as to try to help ensure the bins are used for the right purposes the developer is required to supply and install appropriate information signs and design the layout the facility so as to help ensure effective management of the facilities.

The Council will make the final decision on the size and number of bins required and will only arrange for the collection of that assessed quantum.

Bin Provision

- Bin capacity for flats is calculated on the basis of:
 - 100 litres of general waste per household per week
 - 50 litres of recycling per household per week
- Waste and recycling are collected fortnightly unless other arrangements are made to the satisfaction of the Council.
- For mixed recycling in flats 240, 360 or 660 litre wheeled bins need to be allowed for, 660 litre is the largest size recycling bin the Council's contractor can empty.
- For small developments of flats individual 240 litre general waste bins for each property may be acceptable and these can be kept in bin storage areas or alternatively for larger blocks of flats bulk bins (660 or 1000 litre) can be used for residents to share. The dimensions of bins are shown in Appendix A.

Mixed Commercial and Residential Use

Business and residential properties in the same building e.g. flats above shops or offices must have separate lockable bin areas.

Domestic properties have the standard household waste collection service and the Council's bins are provided for residents for domestic use only and must not be used to dispose of any business waste.

Serviced Apartments

The Council does not collect waste from serviced apartments. Separate arrangements need to be put in place with a commercial contractor and the Council can assist with arranging this. If there are a small number of serviced properties within a block of primarily domestic properties we can collect their waste however an apportioned charge will be made to the managing agent for waste collection and disposal.

Retirement flats

Special consideration should be made for ageing residents or where there is a higher occurrence of those with limited mobility and medical related problems due to age such as problems opening doors or sight issues.

Where bulk bins may be the normal expectation as set out above, it might be appropriate to make provision for smaller bins to help overcome the problem of lifting heavy bin lids.

Design of Communal Bin Stores

Each development must make suitable provision for the storage of bins. The stores must be designed and built so as to enable easy use, cleansing and maintenance. Advice on the location of such stores can be found in the Council's supplementary planning documents (SPDs), namely the Street scene SPD and emerging Design SPD.

Where the council's contractor is requested to collect bins from a store it will only do so where the facilities enable access and the facilities are properly managed post occupation. Bin stores are not the responsibility of the Council and the Council will accept no responsibility for any damage caused as a result of normal servicing activity.

Experience has shown that bin stores combined with bike stores can work to good effect where the layout and design reflect in particular the special needs of both uses.

In order to ensure that the service needs can be met the council would expect the design and build to meet with not less than the following criteria:

- The stores must be suitable and available for use by nominated residents only, at all times. Where there are multiple bin stores on site it is essential that each block has their own arrangements otherwise there will be bin capacity issues.
- The facilities should be designed and built so as to avoid problems with pest infestations
- Where the facilities are enclosed effective means of ventilation is required so as to help with odour control.
- The internal and external approaches need to be well lit.
- All surfaces must be non permeable and easy to clean. The floor needs to be self draining to a suitable drainage point and there must be a locally available tap.
- The size of the store must be suitable to accommodate the appropriate number of bins and be large enough to manoeuvre them.
- The doors to the bin store must be wide enough to allow bins to be removed for emptying.
- Bin store doors must have a suitable locking arrangement to ensure it can only be accessed by authorised people. The council will need to agree the arrangements for collection from such stores.
- Doors should not be fitted with self-closers and must be able to be secured in the open position to allow safe movement of the bins.
- Access routes from the bin store to the collection vehicle must be solid, non-slip and as far as possible level. Where a small slope is required the gradient should be no steeper than 1:12
- There must be no steps or kerbs between the bin store and the highway. The width of the access route from the bin store to the adopted highway must comfortably accommodate the size of the bins

6. Storage of Recyclables within new homes

Developers are asked to consider providing space in flats, usually the kitchen, for the temporary storage of recyclables. This could be a bin which is separated into compartments or another means of separation.

7. Other Communal Recycling Facilities (including underground glass banks)

With larger housing developments the developer may be required to provide communal recycling facilities. These may be in the form of underground recycling banks or surface facilities depending on the nature of the development. Decisions will be largely dependent on the size of the development – see Planning Obligations SPD (<http://www.bracknell-forest.gov.uk/planning-obligations-supplementary-planning-document.pdf>).

As a general guide suitable facilities will be required for up to 3 containers for glass and 1 for textiles in larger developments of flats, i.e. over 100 properties, or if adding to an existing development where there is no existing recycling provision.

Further information can be obtained by contacting the Waste and Recycling Manager;
ES.Admin@bracknell-forest.gov.uk

Appendix A:

- i) Bin and caddy dimensions – including wheels/handles to allow for manoeuvring

Individual Bins		
5-litre internal caddy	H	313
	W	270
	D	205
23-litre external caddy	H	630
	W	320
	D	400
240-litre bin	H	1075
	W	580
	D	715
360-litre - communal bin	H	1100
	W	600
	D	870
660-litre- communal bin	H	1300
	W	1370
	D	770
1100-litre – communal bin	H	1300
	W	1370
	D	1050

- ii) Kerbside waste collection vehicle dimensions:

Width: 2.5m

Length: 10m

Height: 3.5m

Weight: 26 tonnes

This vehicle is rear steer and has 3 axles.

- iii) Glass bank collection vehicle dimensions:

Width: 2.45m

Length: 10.23m

Height: 3.8m

Weight: 26 tonnes

This vehicle is rear steer and has 3 axles.