

Forest Heath • St Edmundsbury



# **Waste and Street Scene Services**

## **Waste Planning Guidance**

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# Terms and definitions

## **Dry recyclable material**

Material that is processed through either a materials recycling facility, mill or some other form of processor such as plastic, cardboard, paper, newspapers, tin/aluminium cans. For the purposes of this document this term also refers to compostable material.

## **Waste compactor**

Permanent or semi-permanent installation comprising of a compactor with receiving chamber and a facility for attaching a removable compacted waste container.

## **Baler**

Device that compresses waste into a chamber to form bales, which are then retained in compression by a tying material prior to ejection.

## **Residual waste**

Waste that is collected and is unable to be recycled or processed under current arrangements.

# 1. Introduction

- 1.1 As part of the council's aim to improve the quality of life for both residents and workers within the borough, the council is actively pursuing measures to minimise the volume of waste that goes to landfill and its impact on the environment. The council is also seeking to reduce the visual impact of waste that is placed on pavements for collection. To achieve this objective, all premises must have adequate storage space to contain waste, including separate storage for dry recyclable material.
- 1.2 When a new development, extension or change of use is submitted for approval, the scheme will be assessed to ensure that adequate storage facilities are provided for waste and recyclable material. This requirement should therefore be considered at the earliest stages of the design process and details included on drawings submitted to the council when applying for planning permission.
- 1.3 Storage space and waste management facilities within commercial and residential developments are determined by the number of residential occupancies and the type of business being conducted. This provision must also take into account occasional and seasonal peaks in waste output. The use of a waste compactor and/or cardboard baler may be more suitable in certain types of commercial developments.
- 1.4 This policy, **which apply to both St Edmundsbury Brough Council and Forest Heath District Council was approved by the West Suffolk Waste & Street Scene Joint Waste Committee on the 18 October 2013 report No E142**, are intended as a guide for architects when planning any new development, modernisation or change of use. They indicate methods of waste storage and the criteria by which the Waste Management Services estimates waste production. **They should not be considered an alternative to consultation.**

Discussion with the Operations Manager or their representative is essential.

Note: In St Edmundsbury Borough Council and Forest Heath District Council all residential dwellings receive the "3 bin" Alternate Weekly Collection of residual, dry recycle and compostable waste. Other Waste Collection Authorities may not offer this frequency of collection and architects considering development work in other boroughs should therefore seek information and advice from the local authority dealing with the application.

**For consultation and advice on any scheme, please contact Waste and Street Scene Services:**

Western Way  
Bury St Edmunds  
Suffolk  
IP33 3YU  
Phone: 01284 757320  
Fax: 01284 757462  
Email: [waste.management@stedsbcc.gov.uk](mailto:waste.management@stedsbcc.gov.uk)  
Web: [www.stedmundsbury.gov.uk/waste](http://www.stedmundsbury.gov.uk/waste)

A copy of this booklet is available on the web at the following site:  
[www.stedmundsbury.gov.uk/waste](http://www.stedmundsbury.gov.uk/waste)

## 2. Summary

This summary is designed as a quick reference of our requirements for architects and planners.

- The details of storage accommodation for waste and recyclables needs to be specified;
- St Edmundsbury Borough Council and Forest Heath District Council operate a "3 bin" Alternative Weekly Collection of waste for domestic properties;
- Each individual domestic household is entitled to 240 litre capacity per bin however to suit requirements of the household smaller bins may be provided which are considered by Waste Management to provide sufficient capacity;
- Multi occupancy dwellings are recommended however to house the equivalent of 180 litres of capacity per bin (10 flats would have the need for 1,800 litres capacity of each bin);
- **Developers are expected to purchase new bins for waste and litter against the council's waste collection specification.**
- There must be sufficient residential storage space for waste and recyclable material for up to fifteen days output (fortnightly collection plus one day for the roll back of collection days following Bank Holidays);
- Where there is mixed residential and commercial units, storage should be set to the above;
- In major residential or commercial developments the council may require a waste management plan to be submitted;
- Major sites should indicate;
  1. Estimated volumes and types of waste produced by the development;
  2. The size and location of waste and recycling stores and how recyclable materials and other waste is delivered to these stores;
  3. The equipment specified for compacting and/or containing the waste;
  4. The proposed collection point and the method for transferring waste to this location; and
  5. Access and manoeuvrability plans for the refuse freighters and distance from bin stores to refuse freighter. These should within a tolerable requirement or upon collection day bins should be presented by the management company or housing association.
- Consideration effort must be given to commercial outlets for the recycling of as many materials as possible;
- The use of micro-recycling sites should also be used in major developments;
- No bins are to be stored on the street or in the front of the properties on days other than collection days; and
- No bins are to be presented onto a road on the morning of collection.

### **3. Submitting planning applications – Waste Management issues**

- 3.1** When a planning application is submitted, the council(s) will expect details of the proposed storage accommodation for waste and recyclable materials to be specified and agreed. The Planning Development Control Section consults the Waste & Street Scene Services (W&SSS) section on the following types of application:
- new developments;
  - residential conversions;
  - major extensions to existing buildings;
  - redevelopments; and
  - most changes of use, especially those providing hospitality services.
- 3.2** In determining planning applications, such as those listed above, the Development Control Section will take into account the views of the W&SSS. Permission will not normally be granted in advance of submission of details indicating satisfactory storage arrangements for waste and recyclable materials. However, in exceptional circumstances it may be considered appropriate to reserve details of the waste storage accommodation, for approval prior to commencement of construction work.
- 3.3** The Waste Management Section requires the provision of sufficient residential storage space for waste and recyclable material, for up to fifteen (15) days output. This provision must be clearly marked on the relevant plans submitted with the planning application. Where large amounts of commercial waste are likely to be generated a waste compactor and/or baler could be considered.
- 3.4** In areas where there are mixed residential and commercial units, residential dwellings will be required to have fifteen days (15) storage, irrespective of the commercial collection frequency.
- 3.5** In all applications where healthcare waste is likely to be generated, (medical, dental and veterinary establishments, and so on), separate storage and collection arrangements are required.
- 3.6** In major residential or commercial developments the council may require a waste management plan to be submitted. This should indicate estimated volumes and types of waste produced, the size and location of waste and recycling stores and the equipment specified for compacting and/or containing the waste. The proposed collection point and the method for transferring waste to this location. The plan should also take into consideration access and manoeuvrability for the refuse freighters and distance from bin stores to refuse freighter.
- 3.7** Negotiations concerning the provision of waste storage accommodation should take place directly with the Waste Management Section. These guidance notes seek only to provide basic advice on the storage requirements for waste and recyclable material.

## **4. Calculation of storage capacity required for waste and recyclable material**

### **4.1 Requirements**

When considering the amount of storage space needed for any particular development the following requirements will help to calculate the volume of waste generated. They should only be taken as a guide, since individual developments may need specific storage requirements.

#### **4.1.1 Residential**

For domestic developments space should be provided for storage of containers for separated waste (that is waste which can be recycled or composted separately from waste which cannot) with a combined capacity of 1.50m<sup>2</sup> per dwelling or such capacity as may be agreed by the Council(s).

Residential dwellings must have adequate storage capacity for (to allow for alternate weekly collections of waste):

- 1 x black 240 litre wheeled bin
- 1 x blue 240 litre wheeled bin
- 1 x brown 240 litre wheeled bin

For developments of multi-occupancy households, communal waste bins (360l, 660l, 1100l, 1280l in size) can be used however, bin capacity is recommended equivalent for each resident having 180 litres capacity per bin, which is 10 properties would have 1,800 litres of storage space for each of the three bin colours.

For extensions to residential properties, sufficient accessibility must be planned for the adequate storage and presentation of bin(s) or sacks.

#### **4.1.2 Offices**

2.6m<sup>3</sup> waste storage for every 1,000m<sup>2</sup> gross floor space.

Note: one third of this capacity must be retained for the storage of separated waste for recycling.

#### **4.1.3 Retail**

5m<sup>3</sup> waste storage for every 1,000m<sup>2</sup> gross floor space. Note: one third of this capacity must be retained for the storage of separated waste for recycling. This is not a generally applicable minimum requirement. The amount of storage space required for waste varies widely due to the difference in waste output of retail units, which is dependent on factors such as location, market niche, products sold, and so on. The Waste Management Section will assess each proposal individually.

#### **4.1.4 Restaurants/fast food outlets**

1.5m<sup>3</sup> per 20 dining spaces. Note: one third of this capacity must be retained for the storage of separated waste for recycling. This is not a generally applicable minimum

requirement. Certain food outlets, especially those of the fast food type, would generate substantially greater amounts of waste. The Waste Management Section will assess each proposal individually.

#### **4.1.5 Hotels**

Minimum 1.5m<sup>3</sup> per 20 dining spaces. Note: one third of this capacity must be retained for the storage of separated waste for recycling. The volume of waste produced depends to a large extent on the type of hotel, these range from short stay bed and breakfast to luxury with full banqueting facilities. The waste Management Section should be contacted at an early stage in the design process to advise on storage space and equipment requirements.



## **5. Waste and recycling storage systems and requirements**

### **5.1 General requirements**

**5.1.1** As a general rule every development should be provided with the minimum number of separate containers in which to store waste and recyclable material. The provision of a compactor, and cardboard baler if necessary for commercial waste, should be considered in order to reduce the volume of waste to be stored and collected (refer to Appendix 1 and 2). In all planning applications space should be allocated for the storage of dry recyclable and compostable material. This not only encourages recycling, but can also significantly reduce overall collection charges for commercial tenants. In residential developments space provision for recyclable material must be at least two thirds of the estimated total volume of waste output (see 4.1.1).

**5.1.2** Some of the larger waste storage systems (such as skips and skip compactors) require access for heavy vehicles, which may not always be acceptable in environmentally sensitive locations such as conservation areas or in the vicinity of listed buildings. Design constraints mean that provision of access and accommodation for such vehicles is only likely to be possible in new developments, which could be designed to accommodate off-street servicing. In all instances consideration must be given to the sensitivity of location, the requirements for a vehicular crossover and the likely constraints of headroom and turning space.

**5.1.3** It is advisable that waste storage areas accessible from the street are provided with a lockable door fitted with a combination lock (securely mounted to the door to avoid loss). The door must not open over a public footway or road.

**5.1.4** Waste storage areas must be large enough to allow access to all containers.

**5.1.5** If it is proposed to locate bulk waste storage containers in a basement area inaccessible to a standard waste collection vehicle (Appendix 3), a suitable ground floor collection area must be indicated on drawings submitted for approval. In addition, a written statement must be attached describing the proposed method for transporting the containers to ground level, including parking arrangements for a tractor unit and trailer, if these are required. Metal bins must be used in these locations.

**5.1.6** If waste containers are to be transported to ground level by a goods lift, it must be large enough to accommodate a waste container as well as the porter. In addition, the total weight must not exceed that of the carrying capacity of the lift. In large schemes more than one waste container will need to be accommodated. The lift doors and adjacent lobby or corridor must be sized so that waste containers can be easily manoeuvred.

**5.1.7** Storage areas for waste and recyclable material should be clearly designated for this use only, by a suitable door or wall sign and, where appropriate, with floor markings. WRAP signage should be used and literature circulated throughout the development. To access these items please contact the W&SSS.

**5.1.8** Medium to large restaurants and hotels must include suitable separate storage provision for waste cooking oil.

**5.1.9** The floor and walls of waste stores must be constructed and finished in materials that are impervious and easily kept clean. The following are also required within communal bin stores;

- Reinforced drain covers;
- Buffer plates on walls
- Fire alarms which are mounted higher than the bins
- Door protection;
- Scuffer boards;
- Guarding around water taps;
- No conduit wiring;
- Access to key codes and coded keys

Where appropriate, a trapped gully and water supply should be provided. Suitable lighting and ventilation should also be provided. The internal door lock needs to be different to the lock for the lock to external bin store to prevent access to the main building

## **5.2 Limitations and requirements**

The following limitations and requirements should be noted in relation to the storage and collection of waste and recyclable material.

**5.2.1** The recommended maximum storage provision for waste and recyclable material is:

- a. no more than 30 1 axle wheeled bins;
- b. no more than 8 Euro bins (660 and 1100 litres) or wheeled bins of any type (for all definitions see appendix I); and
- c. no more than 1 skip container.

If any of these limitations are exceeded, a waste storage system utilising larger waste containers should be used or, as an alternative, it may be necessary to use a suitable waste compactor.

**5.2.2** Waste collection operatives should not be required to:

- move wheeled bins (up to 360 litres) more than 15 metres in total;
- carry waste sacks more than 10 metres in total;
- transport a Euro bin (660 and 1100 litres), or similar wheeled waste container, more than 10 metres in total; and
- transport compacted waste or recyclable material along a gradient whether rising or falling.

**5.2.3** In the case of a Euro bin, or similar wheeled waste container, the path between the container housing and chamber and the nearest vehicular access should:

- be free of steps or kerbs (a dropped kerb may be required);
- have a solid foundation;
- be rendered with a smooth continuous finish (a cobbled surface is unsuitable for any type of wheeled container);
- be level, unless the gradient falls away from the housing or chamber, in which case it should not exceed 1:14; and
- have a minimum width of 2 metres.

**5.2.4** In residential developments where a chute system is proposed, each floor must be provided with additional space for at least three containers to store separated dry recyclable material.

**5.2.5** In large residential developments where it is proposed not to use chutes, but for the management to provide an internal waste collection service for residents, a waste storage area is required on each floor. In addition to a suitable waste container, this store should have sufficient space to accommodate at least three containers for the storage of separated dry recyclable material.

**5.2.6** Storage areas for residential dwellings should be sited so that the occupiers are not required to carry waste more than 30m.

### **5.3 Additional considerations for mixed use developments**

**5.3.1** Each separate use should have its own independent store for waste and recyclable material.

### **5.4 Skips**

**5.4.1** A metal floor plate is recommended, particularly where waste is being compacted, to protect the floor surface and minimise damage.

**5.4.2** For static compactors, floor mounted guide rails are required so that the container lines-up with the compactor when it is being returned to the site.

**5.4.3** An appropriate heavy-duty stop barrier is required at the rear of the allocated location for a skip or portable compactor.

## **6. Developments where a compactor is to be utilised**

**6.1** Compactors may be required for the following types of development. Where compactors are provided, separate provision must also be made for the storage and collection of dry recyclable material.

### **6.1.1 Offices**

Compactors are recommended for all office developments larger than 2,500m<sup>2</sup>. For offices over 10,000m<sup>2</sup> a portable skip compactor is recommended.

### **6.1.2 Light industrial**

For units of 1,500m<sup>2</sup> or more, or for small units where the gross combined floor space exceeds 1,500m<sup>2</sup> a small sack compactor is recommended.

### **6.1.3 Retail**

The most appropriate type of compactor for units of 1,500m<sup>2</sup> or more is the small sack compactor. This type of compactor may also be used for small units where the gross combined floor space exceeds 1,500m<sup>2</sup>. For major retail developments of over 5,000m<sup>2</sup> a portable skip compactor or a larger static compactor.

### **6.1.4 Restaurants/fast food outlets**

Compactors are recommended for fast food outlets with an eat-in facility.

### **6.1.5 Hotels**

For hotels of up to 250 bedrooms the most appropriate type of compactor is the small bag compactor, or the type that compacts waste into wheeled containers. For larger hotels a rotary compactor, portable skip compactor or a static compactor is recommended, particularly for those with banqueting facilities.

## **7. Recycling**

**7.1** In 2010/2011 the council recycled and composted 51.9% of all domestic waste. All planning applications for residential properties will be required to take account of this recycling success and incorporate additional space for the storage of waste for recycling. The Government is by other means promoting recycling from businesses and account will be taken of these objectives when determining planning applications.

**7.2** The council endorses the objectives of BREEAM (Building Research Establishment Environmental Assessment Method) and in particular its aim to persuade developers, property owners and architects to provide separate storage facilities for recyclable material.

### **7.3 Residential developments**

**7.3.1** All residential premises must have adequate provision to store a minimum of three materials for recycling. The storage capacity must per property in order to accommodate the three waste streams is identified in 4.1.1. For mansion blocks, Euro bin containers of 660 or 1100 litre capacity, as shown in Appendix 1 are recommended.

### **7.4 Commercial developments**

**7.4.1** The provision of space for recyclable material in commercial developments is likely to result in lower commercial waste collection charges, as well as providing a practical demonstration of the occupant's concern for environmental issues.

**7.4.2** Glass bottles and jars can be collected for recycling by the councils Trade waste service. Suitable containers are detailed in Appendix 1.

**7.4.3** Paper and cardboard can also be collected for recycling by the councils Trade waste service in a variety of different sized containers (refer to Appendix 1).

**7.4.4** For premises that may generate a significant quantity of cardboard, for example large office buildings, retail units, hotels or restaurants, space should be provided for a suitable baler (refer to Appendix 2). Balers enable cardboard to be stored in an efficient and safe manner and will encourage staff to withdraw cardboard from the general waste stream. Baled cardboard, of appropriate size and weight, is readily accepted for collection by the council's trade recycling service.

**7.5** The council maintains a database of private collection contractors for other recyclable material and difficult wastes (for example cooking oil). For information on this or any other aspect of recycling please see the contact details at the end of this document.

## **8. Public recycling sites**

- 8.1** Where appropriate, in major new developments, the council will require the provision of a public micro-recycling site, to provide additional facilities for the local community. This will need to have a hard standing area for a glass container and textiles container as a minimum.
- 8.2** The recommended minimum storage provision for recyclable material is a concrete pad 2500mm x 3000mm with a fence surround. Access should be towards the road and the road must incorporate a drop kerb. It is preferred that the fencing be made of recyclable material and appropriate signage be placed on site (please contact the Waste Management Section for the approved signage). It is also imperative that there is no height restriction or overarching power cables / lines. It is also recommended that the site be covered by CCTV and has adequate lighting.
- 8.3** In retail parks and super market car parks a micro-recycling site would also be required.

## **9. Off street collection**

- 9.1** In order to further reduce the environmental impact of waste being placed on the pavement for collection, buildings will be expected to have an off-street collection area at ground floor level.
- 9.2** Exceptions will be made to these requirements only if the provision would require structural and visual changes that are unacceptable to the council. This particularly would apply to listed buildings or buildings in a conservation area.

# 10. Provisions of the environmental protection act 1990

## 10.1 Litter - Powers and Litter Bins

The provisions of the Environmental Protection Act have conferred powers on the council as a 'Principal Litter Authority' to serve notices on the occupiers of the following types of premises:

1. premises used wholly or partly for the sale of food or drink for consumption off the premises;
2. premises used wholly or partly for the sale of food or drink for consumption on a part of the premises forming open land adjacent to the street;
3. service stations and other premises on which fuel for motor vehicles is sold to the public;
4. premises used wholly or partly as a cinema, theatre, concert hall, bingo hall, casino, dance hall, swimming baths, skating rink, gymnasium or area for other indoor or outdoor sports or recreations, or as an amusement arcade or centre; or
5. banks, building society offices or other premises with automated teller machines located on an outside wall of the premises.

The council must first be satisfied that the premises have a frontage on a street. It must then be satisfied that:

1. there is recurrent defacement by litter or waste of any land, being part of the street or open land adjacent to the street, which is in the vicinity of the premises; or
2. the condition of any part of the premises which is open land in the vicinity of the frontage is, and if no notice is served is likely to continue to be, detrimental to the amenities of the locality by reason of the presence of litter or waste; or
3. there is produced, as a result of the activities carried out on the premises, quantities of litter or waste of such nature and in such amounts as are likely to cause the defacement of any part of the street, or of open land adjacent to the street, which is in the vicinity of the premises.

The notice will detail the council's requirements with respect to the provision of litter bins and sweeping. In respect of those listed in (5) it concerns land within 10 metres and for the remainder it is up to 100 metres. The requirements will relate to the clearing of litter or waste from a specified area and, in relation to so much of the specified area as is not part of the premises, the council will take account, in determining what requirements to impose, their own duties and of any similar duties of any other local authority in relation to the land.

The council therefore insist the provision of both on and off street litter bins in respect of developments involving any of the above. Details covering the provision and type of litter bins must be sought from Waste Management.

Litter bins must also be funded by the developer.

The act imposes a **Duty of Care** on persons concerned with controlled waste. The duty applies to any person who produces, imports, carries, keeps, treats or disposes of



controlled waste. Breach of the Duty of Care is an offence, with a penalty of an unlimited fine if convicted on indictment. The purpose of this code is to set out practical guidance for waste holders subject to the Duty of Care. It recommends a series of steps which would normally be enough to meet the duty. The code cannot cover every contingency; the legal obligation is to comply with the Duty of Care itself rather than with the code. Anyone subject to the Duty of Care who has some 'controlled waste' should establish what the waste is. Waste left for collection outside premises, whether on the public highway or private land, should be in containers that are strong and secure enough to resist not only wind and rain but also animal disturbance, especially food waste. All containers left outside for collection will therefore need to be secured or sealed (for example drums with lids, bags tied up, skips covered). To minimise the risks, waste should not be left outside for collection longer than necessary. Anyone subject to the Duty of Care (which includes householders) must ensure that, if waste is transferred, it is transferred only to a registered waste carrier. Further information regarding the Duty of Care can be obtained from the HMSO, quoting ISBN 0-11-752557-X.

## **10.2 Receptacles for household waste**

Section 46-(1) Where a Waste Collection Authority has a duty to arrange for a collection of household waste from any premises, the authority may, by notice served, require the occupier to place the waste for collection in receptacles of a kind and number specified.

46-(2) The kind and number of the receptacles required under subsection (1) above to be used shall be such only as are reasonable but, subject to that, separate receptacles or compartments of receptacles may be required to be used for waste which is to be recycled and waste which is not.

46-(3) In making requirements under subsection 46-(1) above, the authority may, as respects the provision of the receptacles:

1. determine that they be provided by the authority free of charge;
2. propose that they be provided, if the occupier agrees, by the authority on payment of such a single payment or such periodical payments as he agrees with the authority;
3. require the occupier to provide them if they do not enter into an agreement under 2 above within a specified period; or
4. require the occupier to provide them.

46-(4) In making requirements as respects receptacles under subsection (1) above, the authority may, by the notice under that subsection, make provision with respect to:

- a. the size, construction and maintenance of the receptacles;
- b. the placing of the receptacles or facilitation the emptying of them, and access to the receptacles for that purpose;
- c. the placing of the receptacles for that purpose on highways or, in Scotland, roads;
- d. the substances or articles which may or may not be put into the receptacles or compartments of receptacles of any description and the precautions to be taken where particular substances or articles are put into them; and
- e. the steps to be taken by occupiers of premises to facilitate the collection of waste from the receptacles.

46-(5) No requirement should be made under subsection (1) above for receptacles to be placed on a highway or, as the case may be, road, unless:

- a. the relevant highway authority or roads authority have given their consent to their being so placed; and
- b. arrangements have been made as to the liability for any damage arising out of their being so placed.

46-(6) A person who fails, without reasonable excuse, to comply with any requirements imposed under subsection (1), (3)(c) or (d) or (4) above shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale.

46-(7) Where an occupier is required under subsection (1) above to provide any receptacles, they may, within the period allowed by subsection (8) below, appeal to a magistrates' court or; in Scotland, to the sheriff by way of summary application against any requirement imposed under subsection (1), subsection (3) (c) or (d), or (4) above on the ground that:

- a. the requirement is unreasonable; or
- b. the receptacles in which household waste is placed for collection from the premises are adequate.

46-(8) The period is allowed to the occupier of premises for appealing against such a requirement is the period of 21 days beginning:

- a. In a case where a period was specified under subsection (3) (c) above, with the end of that period; and
- b. Where no period was specified, with the day on which the notice making the requirement was served on them.

46-(9) Where an appeals against a requirement is brought under subsection (7) above:

- a. the requirement shall be of no effect pending the determination on the appeal;
- b. the court shall either quash or modify the requirement or dismiss the appeal; and
- c. no question as to whether the requirement is, in any respect, unreasonable shall be entertained in any proceedings for an offence under subsection (6) above.

46-(10) In this section:

- 'receptacle' includes a holder for receptacles; and
- 'specified' means specified in a notice under subsection (1) above.

### **10.3 Receptacles for commercial or industrial waste**

Section 47-(1) A waste collection authority may, at the request of any person, supply them with receptacles for commercial or industrial waste which they have requested the authority to arrange to collect and shall make a reasonable charge for any receptacle supplied unless in the case of a receptacle for commercial waste the authority considers it appropriate not to make a charge.

47-(2) If it appears to a waste collection authority that there is likely to be situated, on any premises in its area, commercial waste or industrial waste of a kind which, if the waste is not stored in receptacles of a particular kind, is likely to cause a nuisance or to be detrimental to the amenities of the locality, authority may, by notice served on them, require the occupier of the premises to provide at the premises receptacles for the storage of such waste of a kind and number specified.

47-(3) The kind and number of the receptacles required under subsection (2) above to be used shall be such only as are reasonable.

47-(4) On making requirements as respects receptacles under subsection (2) above, the authority may, by the notice under that subsection, make provision with respect to:

- a. the size, construction and maintenance of the receptacles;
- b. the placing of the receptacles for the purpose of facilitating the emptying of them, and access to the receptacles for that purpose;
- c. the placing of the receptacles for that purpose on highways or, in Scotland, roads;
- d. the substances or articles which may or may not be put into the receptacles and the precautions to be taken where particular substances or articles are put into them; and
- e. the steps to be taken by occupiers of premises to facilitate the collection of waste from the receptacles.

47-(5) No requirement shall be made under subsection (2) above for receptacles to be placed on a highway or, as the case may be, road unless-

- a. the relevant highway authority or roads authority has given their consent to their being so placed; and
- b. arrangements have been made as to the liability for any damage arising out of their being so placed.

47-(6) A person who fails, without reasonable excuse, to comply with any requirements imposed under subsection (2) or (4) above shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale.

47-(7) Where an occupier is required under subsection (2) above to provide any receptacles he may, within the period allowed by subsection (8) below, appeal to a magistrates' court or, in Scotland, to the sheriff by way of summary application against any requirement imposed under subsection (2) or (4) above on the ground that:

- a. the requirement is unreasonable; or
- b. the waste is not likely to cause a nuisance or be detrimental to the amenities of the locality.

47-(8) The period allowed to the occupier of premises for appealing against such a requirement is the period of 21 days beginning with the day on which the notice making the requirement was served on them.

47-(9) Where an appeal against a requirement is brought under subsection (7) above:

- a. the requirement shall be of no effect pending the determination of the appeal;

- b. the court shall either quash or modify the requirement or dismiss the appeal;  
and
- c. no question as to whether the requirement is, in any respect, unreasonable shall be entertained in any proceedings for an offence under subsection (6) above.

47-(10) In this section:

- 'receptacle' includes a holder for receptacles; and
- 'specified' means specified in a notice under subsection (2) above.

# Appendix 1 – Storage equipment for waste and recyclable material

## 1.1 Wheeled bins for single/multiple household recyclable material

Wheeled bins suitable to store residual (black), recyclable material (blue) and compostable waste (brown, 240l only) from single/multiple households will be supplied by the Developer.

The space required for wheeled bins for use in individual households, communal locations and commercial properties (mm) are identified below;

Container size	Height	Width	Breadth
140	1100	580	562
240	1100	580	740
360	1100	580	880
660	1320	1265	740
770	1356	1373	776
1100	1380	1270	1000
1280	1445	1280	1000

## 1.2 Container specification

The following information should be used when procuring new bins for domestic developments.

### 1.2.1 Domestic

Bin colour	Bin colour code
Black Anthracite	RAL 7016

The lid should have the following stamped on it in white lettering:

**FHDC/SEBC NO HOT ASHES**

### 1.2.2 Compost waste

Bin colour	Bin colour code
Brown	RAL 8002

The lid should have the following stamped on it in white lettering:

**FHDC/SEBC**

The body the following should be heat embossed on it in white lettering:

**COMPOSTABLE WASTE**

### 1.2.3 Dry recycling

Bin colour	Bin colour code
Blue	RAL 5002

The lid should have the following stamped on it in white lettering:

**FHDC/SEBC LOOSE MATERIAL ONLY NO BAGS**

The body should have the following heat embossed on it in white lettering;

**DRY RECYCLABLES ONLY**

### **1.3 Container build specification**

#### **Steel bins**

- 1100 and 660 litre, double tank method as dictated by European Standard BS EN 840 to be used to confirm this capacity;
- all manufacturing to be carried out using Independent Quality Control Certification to BS EN ISO 9001;
- container to comply in full with European Standard BS EN 840;
- container complies in full with 'The Noise and Emission in the Environment by Equipment for use Outdoors Regulation 2001'. BSENISO3744:1985 and labelled to confirm this;
- container body steel, all joints fully welded with all internal body seams continuously welded. All steel parts galvanised after manufacture BS 729;
- because of the need for identification chips must be fitted to the container, the lifting bar must have the facility to accept all chips in common use in the UK without any further mechanical work;
- the lid should be double Skinned Plastic – minimum weight 6.5 kilos for 1100 litre and 5 kilos for 660 litre – colour black fitted complete with positive open / close lid lock and key;
- four off castors to have steel centres with two off front castors fitted with foot operated brakes which are to be accessible when the container is pushed onto its stationary position;

#### **Plastic bins**

- Manufactured in accordance with BS EN ISO 9002 Quality Standard;
- certification to BS EN 840 European standards for waste containers;
- built under certification to the highest manufacturing, quality and environmental standards.
- injection moulded from high-density polyethylene (HDPE), resistant to UV rays, heat and low temperatures.

Every bin will be embossed with a unique serial number.

The 660, 1100 and 1280 litre bins must have two lockable wheels and a lockable lid.

### **1.4 Containers for glass**

These should conform to the specification in 1.1.1 above but be restricted to a maximum capacity of 660 litres. The lid should be lockable and have two apertures with brushes or rubber flaps.

## 1.5 Plastic sacks

These should conform to British Standard BS 6642: 1985. In order to minimise the problem of sacks splitting, leading to spillage, the following types of plastic sack are supplied as a **minimum** standard:

- **General Office Use** 120 gauge (30 micron), medium density, maximum 80% recycled.
- **Catering (hotels, restaurants etc)** 160 gauge (40 micron), low density, maximum 80% recycled. All plastic sacks used for waste storage should be of maximum dimensions 950mm long by 700mm overall width (gussets extended).

## 1.6 Bulk waste storage containers

These waste storage containers should conform to British Standard BS EN 840: 1997, and are available with nominal capacities of 660, 1100 and 1280 litres. They have a fixed lid, which can be supplied with a lock if required, and are suitable for residential and mixed developments and also offices of up to 2,500m<sup>2</sup> in size. Several manufacturers supply bins, some of which they all will be compatible with the council's waste collection vehicles. The Waste Management Section can advise which type of bin would be acceptable.

Refer to Capacity (litres)	660	1100
Width (lid open)	820	1260
Length	1250	1370
Height	1080	1205

## 1.7 Skips

These bulk storage containers may be used with or without a compactor and are available in the following sizes:

1. 6 Cubic yards open or enclosed
2. 8 Cubic yards open or enclosed
3. 10 Cubic yards open or enclosed
4. 14 Cubic yards open or enclosed

Dimensions (m)				
Width	1.80	4.5	2.5	5.0
Length	3.7	5.8	6.2	8.2
Height	2.34	4.9	2.8	6.0

Minimum width of entrance to service bay 4.0

In developments where the service bay opens directly on to the street, the distance from the entrance to the rear of the service bay should be a minimum of:

1. 12.0m for a 10.5 cu m skip \*
2. 18.5m for a 27 cu m skip \*

This is to prevent the vehicle encroaching on to the footway when loading or unloading the skip.

\* Refer to 8 e. if used in conjunction with a static compactor.

## 1.8 Compactors

These utilise accommodation provided for waste storage to its best advantage by minimising the space required. The five main types of compactor are:

### 1.8.1 Small bag compactors

These are small compactors using plastic waste sacks of 300 gauge. Such compactors are either of a cylindrical or cabinet type occupying a floor area of 1 square metre and require minimum headroom of 2.5 metres. They significantly reduce the volume of waste and can achieve a compaction ratio of up to 4:1. A bag of compacted waste may weigh up to 30kg and it is therefore advisable to site the compactor at ground floor level near a street access. Collection of compacted waste in sacks is made only at street level. Small compactors are not suitable for mixed developments.

<b>Dimensions (m)</b>	
Width	0.78
Length	0.98
Raised Height (standard model)	2.68
Raised Height (short model)	2.38

Power Supply 240 volts 15 amp earthed socket.

### 1.8.2 Wheeled bin compactors

These compactors are of two main types, a small compactor using 360 litre wheeled bins and a larger compactor using 660 or 1100 litre bins. Adequate floor space is required (given in the table below) to allow for working space for the container. These compactors can achieve volume reductions of around 3:1 (a higher compaction ratio would result in damage to the 360 litre plastic bin and caster damage to the 660 and 1100 litre bin). It is advisable to site the compactor at ground floor level near a street access, as collection of wheeled bins containing compacted waste is only made at street level. These compactors are not suitable for mixed developments unless fully managed.

<b>Dimensions (m)</b>		
Bin capacity (litres)	660	1100
Width	0.90	1.5
Length	1.60	1.9
Working length	2.90	4.0
Height	2.00	2.5
Floor area required (m <sup>2</sup> )	2.60	7.2

Power Supply 240 volts 15 amp earthed socket.

Note: to allow for servicing requirements for the Eurobin compactor (660 and 1100 litres), a minimum space of 1m is required at one side of the compactor and 150mm at the opposite side.

### 1.8.3 Portable skip compactor

These have a capacity of 9.5 cubic metres and can achieve volume reductions of up to 4:1. They require direct access by a skip vehicle. Additional length is required to that



given below for the service bay to accommodate the collection vehicle. These compactors are suitable for use in premises where a significant volume of waste is likely to be produced, such as large offices, retail units and hotels as well as mixed developments.

<b>Dimensions (m)</b>	9.5 m <sup>3</sup> skip compactor	Service bay requirements	27 m <sup>3</sup> skip compactor	Service bay requirements
Width	1.75	2.50	4.5	5.0
Length	4.28	6.63	5.8	8.63
Height	2.34	2.75	4.9	6.0

Minimum width of entrance to service bay 4.0m.

Power Supply 415 volts 32-45 amps (depending on model) three phase neutral and earth. The power supply should terminate with an RCD box located within two metres of the compactor.

**Note:** In developments where the service bay opens directly on to the street, the distance from the entrance to the rear of the service bay should be a minimum of:

1. 12.0m for a 9.5 cu m skip compactor.
2. 19m for a 27 cu m skip compactor.

This is to prevent the vehicle encroaching on to the footway when loading or unloading the skip.

#### **1.8.4 Static compactor**

These units are fixed and used in conjunction with a removable fully enclosed skip. They can achieve volume reductions of up to 5:1. Skips are available in a range of sizes from 10.5 to 27 cubic metres. Additional length is required to that given below for the service bay to accommodate the collection vehicle. Static compactors are ideal for developments where a considerable volume of waste is likely to be produced, including large retail, hotel and commercial developments. Static compactors may be used in conjunction with Eurobin wheeled containers.

Dimensions (m)	10.5 m <sup>3</sup> skip	Combined unit service bay	27 m <sup>3</sup> skip	Combined unit service bay
Width	1.8	2.5	4.5	5.0
Length	6.6	10.2	8.0	12.2
Height	2.4	2.8	4.9	6.0

Power Supply 415 volts 32-45 amps (depending on model).

Three phase neutral and earth.

Minimum width of entrance to service bay 4.0.

**Note:** In developments where the service bay opens directly on to the street, the distance from the entrance to the rear of the service bay should be a minimum of:

1. 14.5 m for a 10.5 cu m skip
2. 22.0 m for a 27 cu m skip

This is to prevent the skip vehicle encroaching on to the footway when loading or unloading the skip.

## Appendix 2 – Cardboard balers

The use of a baler enables cardboard to be stored in an efficient and safe manner. Four types of baler, recommended for use in Westminster, are outlined below.

### 2.1 Top loading mini baler

These are small top loading balers which would be used where space is limited and cardboard output is not likely to be excessive. They require a floor area of 1 square metre and minimum headroom of 2.2 metres.

### 2.2 Top loading baler

These are versatile top loading balers, which are suitable for use in most restaurants and retail units. They require headroom of 2.7 metres.

### 2.3 Top loading twin chamber baling press

These are efficient top loading balers, which are ideal for use where a reasonable output of cardboard is possible, for example hotels, mixed retail developments and large restaurants. One advantage of this unit is that the second chamber can be loaded while the first is compacting. They require minimum headroom of 2.2 metres.

### 2.4 Front loading baling press

These are efficient front loading balers, which are ideal for use where a reasonable output of cardboard is possible, for example hotels and mixed retail developments. They require minimum headroom of 2.2 metres. It is advisable to site the baler at ground floor level near a street access, as collection of baled cardboard is only made at street level. Adequate space must be provided to allow for servicing the baler. Balers are not suitable for mixed developments unless fully managed.

<b>Dimensions (m)</b>	a	b	c	d
Width (m)	0.71	0.78	1.74	1.00
Length (m)	1.10	1.20	0.88	0.83
Working length (m)	1.60	1.70	1.80	1.80
Height (m)	2.20	2.70	2.20	2.20
Size of bale (mm)	700 x 500	700 x 700	700 x 700	800 x 700
Weight of bale (min kg)	20	30	40	60
Weight of bale (max kg)	40	60	60	80

Power Supply a. to c. 240 volts 15 amp earthed socket 415 volts 20 amp. Three phase neutral and earth.

## Appendix 3 – Vehicle dimensions

### 3.1 Skip vehicle (two axle 18.00 tonnes GVW)

Dimensions (m)	
Width	2.5
Overall length – vehicle	7.1
Working length – vehicle and skip	11.0
Height – travelling (with skip)	3.7 (min height required 4.5)
Height – working	4.45 (min height required 4.9)
Kerb turning circle	14.4 diameter
Swept circle	17.0 diameter
Axle weights –front	7.0 tonne
Axle weights - rear	11.0 tonne

Note: any part of a building through which a skip vehicle passes must have a minimum clear height of 4.5m, to allow for overhead fixtures and fittings. This must increase to 4.9m in the service area containing the skip. It is recommended that the proposed service bay (refer to appendix 1 (7) and (8) d and e) be excluded from having ceiling mounted services such as ductwork, sprinklers, pipes and so on.

### 3.2 Waste collection vehicle (three axle 26.00 tonnes GVW)

Dimensions (m)	
Width	3.0
Overall length	11.3
Height	3.8
Kerb turning circle	18.7 diameter
Swept circle	20.0 diameter
Axle weights – 1st	7.1 tonne
Axle weights – 2 <sup>nd</sup> and 3rd	9.5 tonne each

Note: any part of a building through which a waste collection vehicle passes must have a minimum clear height of 4.5m, to allow for overhead fixtures and fittings.

### 3.3 Rolonof vehicle (four axle 30 tonne GVW)

Dimensions (m)	
Width	3.0
Overall length - vehicle	11.0
Working length vehicle and skip	16.5
Height - travelling	4.3
Height - working	5.5
Kerb turning circle	21.4 diameter
Swept circle	22.8 diameter

Note: any part of a building through which a Rolonof skip collection vehicle passes must have a minimum clear height of 5.0m, to allow for overhead fixtures and fittings. This must increase to 6.0m in the service area containing the skip.

## Appendix 4 – Useful information

### 4.1 Web addresses

[www.bre.co.uk](http://www.bre.co.uk) (Building Research Establishment)  
[www.bsi-global.com](http://www.bsi-global.com) (British Standards Institution)  
[www.defra.gov.uk/environment](http://www.defra.gov.uk/environment) (Department for Environment, Food and Rural Affairs)  
[www.environment-agency.gov.uk](http://www.environment-agency.gov.uk) (Environment Agency)  
[www.ciwim.co.uk](http://www.ciwim.co.uk) (Chartered Institution of Wastes Management)  
[www.recycle.mcmill.com](http://www.recycle.mcmill.com) (the 'Wastebook' - a compendium of information sources relating to the sustainable management of waste)  
[www.wastewatch.org.uk](http://www.wastewatch.org.uk) (Waste Watch – general guidance on waste and recycling)  
[www.stedmundsbury.gov.uk](http://www.stedmundsbury.gov.uk) (St Edmundsbury Borough Council)

## Appendix 5 – Reference documents

- Building Regulations 2000 (as amended by SI 2001/3335), requirement H6, Solid waste storage;
- Building Regulations 2000, requirement K1, Stairs, ladders and ramps;
- Environmental Protection Act 1990;
- British Standards Institution Codes and Standards;
  - BS 1703: 1977 Specification for Refuse Chutes and Hoppers;
  - BS 4998: 1985 Moulded Plastic Dustbins;
  - BS 5906: 1980 Code of Practice for Storage and On-Site Treatment of Solid Waste from Buildings;
  - BS 6642: 1985 Disposable Plastic Refuse Sacks Made From Polyethylene
  - BS 5395-1: 2000 Stairs, ladders and walkways;
  - BS EN 840: 2004 Mobile waste containers;
- Chartered Institution of Wastes Management. Publication No.3 Advice on Storage and On-Site Treatment of Household, Commercial and Industrial Wastes;
- BREEAM (Building Research Establishment Environmental Assessment Method):
  - An Environmental Assessment For New Offices;
  - An Environmental Assessment For New Homes;
  - Household waste: storage provision and recycling;
- Designing for Deliveries, Freight Transport Association;
- Department of Transport Design Bulletin 32, Residential Roads and Footpaths;
- Waste Strategy 2000;
- The Suffolk Municipal Waste Management Strategy; and
- [www.environment-agency.gov.uk/business/444304](http://www.environment-agency.gov.uk/business/444304)

## Contact details

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Email: [waste.management@stedsbc.gov.uk](mailto:waste.management@stedsbc.gov.uk)

Web: [www.stedmundsbury.gov.uk/waste](http://www.stedmundsbury.gov.uk/waste)

Web: [www.forest-heath.gov.uk/info/10075/household\\_waste-information\\_and\\_advice](http://www.forest-heath.gov.uk/info/10075/household_waste-information_and_advice)