

**Cheltenham Borough Council**

# **Requirements for refuse and recycling provision at new developments**



## Introduction

The guidance in this document aims to help developers of new properties or existing dwellings, by giving them the information they need to be able to provide refuse and recycling areas which are fit for purpose, considerate to the local environment and which recognise the requirements of good build practices such as those laid out in British Standard BS 5906. The guidance in this document will also help developers deliver against Policy WCS2 (waste reduction) of the Gloucestershire Waste Local Plan.

In order for waste facilities to be successfully incorporated in any development they should be fully considered in the planning stages of that development.

These notes are for guidance only but contain information on good practice which may be used in considering a new development or re-development. Wider information about planning advice and guidance in the borough, including details about local requirements and a sustainability checklist, can be viewed at: [www.cheltenham.gov.uk](http://www.cheltenham.gov.uk).

The advice note given herein also supports the *Gloucestershire Waste Core Strategy* which explains how Gloucestershire County Council and its partners will address the issue of planning for waste management in Gloucestershire (2012-2027). The document, which outlines the county council's vision, objectives, strategies and core policies, was formally adopted by Gloucestershire County Council in November 2012 and is available for download at [www.gloucestershire.gov.uk](http://www.gloucestershire.gov.uk).

It is strongly recommended that developers also refer to *The Manual for Gloucestershire Streets* which similarly may be downloaded from Gloucestershire County Council's own website.

## Strategy and overview

Future population and housing growth means the amount of waste produced in Gloucestershire could increase and we all have a responsibility to plan for this and mitigate this where possible. Collectively the local authorities in Gloucestershire are working towards a 60% target for the recycling and composting for household waste by 2020.

At a local level Cheltenham Borough Council aims to provide high quality services for collecting and recycling waste and to maintain high standards of cleanliness around the borough. Where possible the council also seeks to reduce the amount of refuse requiring collection and to increase reuse and where this is not possible, recycling.

To enable residents to partake fully in the schemes available to them - and those that may become available in the future - it is paramount that developments have both sufficient internal and external space within each dwelling to store refuse and recyclables separately.

Along with five other Gloucestershire local authorities and the county council, Cheltenham Borough Council has signed up to Gloucestershire Waste Partnership's: *Joint Municipal Waste Management Strategy 2007-2020*. This document outlines the strategy for the whole of Gloucestershire a copy of which is available by visiting the council's waste and recycling home page on the internet:

www.cheltenham.gov.uk; alternatively a hard copy is available by emailing enquiries@cheltenham.gov.uk

## **Waste services**

Cheltenham Borough Council provides refuse and recycling collections for domestic properties and this guidance is intended to apply to domestic dwellings only.

Under the Environmental Protection Act (1990) the council has the authority to dictate how household waste is contained and presented for collection. A summary of the kerbside services currently provided to properties within the borough are given here:

### **Refuse**

Refuse is collected fortnightly. Residents are usually required to present their waste in an 180ltr green two-wheeled bin. Larger households (classed as five persons or more) or residents who have mitigating circumstances - such as medical waste - may apply to have a 360ltr bin; this will be provided instead of, not in addition to, the 180ltr bin. In very exceptional circumstances a third bin may be granted, although this is rare.

Households with few occupants may prefer to swop to a smaller 140ltr refuse bin if they wish or if they cannot cope with the standard bin due to their personal circumstances.

#### *Communal properties*

It is the council's preference that where possible individual dwellings are supplied with an 180ltr bin (even for communal properties); however this is not always practicable. In such cases either a 660ltr or 1100ltr bin will be issued. The council will normally provide a 660ltr bin where there are three households and an 1100ltr where there are six households.

#### *Hard-to-access properties*

The more hard to reach areas of the borough can present their own problems when dealing with domestic waste. Existing properties located along unadopted highways and tracks are usually required to bring their waste down to a pre-arranged collection point. Where this is the case, the council advises householders to present their waste in black refuse sacks (please note that the council will only collect a maximum of four refuse sacks per household per fortnightly collection). Nonetheless, such dwellings will still need to be furnished with adequate storage space for appropriate waste and recycling receptacles and many will still wish to contain their sacks in a bin until collection day.

### **Garden waste**

The garden waste service is an opt-in, charged for service. In order to receive collections residents must purchase an annual subscription. Garden waste is collected in a 240ltr brown two-wheeled

bin, fortnightly throughout the year. Residents may have as many 240ltr brown bins as they wish to pay the subscription for.

Over 12,000 households sign up annually to receive this service, equating to nearly a third of all domestic properties in Cheltenham Borough Council's area.

There are currently no large 4-wheeled bins garden waste bins for communal properties wishing to take part in the service. Communal properties wishing to opt in to the service receive a 240ltr brown wheeled bin (or multiple bins if licenced).

*Note: Residents can only use wheeled bins provided by the council. This ensures that the lifting mechanism on the collection vehicles has been precisely adjusted to hold the bin in place during the tipping cycle. Non-standard issue bins may flex at the rim during hoisting which could result in the bin falling and causing injury to operatives.*

## Food waste

Food waste is collected each week and must be presented at the kerbside or the property curtilage in a 23ltr green caddy.

The council does supply large food bins (240ltr) for communal properties although residents wishing to partake in this service may wish to retain their 23ltr caddy and use this to decant their waste into the larger bin in such circumstances.

Caddies (and recycling boxes) are not collected from inside flatted dwellings where the front door of an individual property faces internally on to a landing or entrance way or are enclosed in any way within the internal structure of the building.

## Dry recycling

Households are issued with a 55ltr green kerbside box to enable them to recycle materials such as paper, cans, empty aerosols, glass, card and plastic bottles. To fulfil the council's strategy to enable residents to recycle as much as possible, householders are encouraged to use additional boxes if required. These receptacles are emptied each fortnight. Council-issue recycling boxes have a lip which crews use to rest and support laden boxes against the vehicle body as they sort recycling out into its separate waste streams; given this, the council prefers that residents use boxes provided by the council.

A summary of all waste containers is given overleaf.

***The above information is correct as at July 2014. While every effort is taken to ensure that information supplied is current and correct it is nonetheless recommended that you check that this is up to date before proceeding with any application.***

## Summary of Containers

Containers	Size	Height	Width	Depth	Notes
<b>Two-wheeled bins</b> (for refuse and garden waste)  <i>Refuse is collected in a Green 180ltr bin.</i> <i>Garden waste is collected in a brown 240ltr bin only.</i>	<b>240ltr</b>	1100mm	585mm	740mm	Garden waste and communal food waste.
	<b>180ltr</b>	1100mm	475mm	730mm	Households receive one refuse bin as standard. Large families or those with medical waste may apply for a 360ltr bin instead.
	<b>140ltr</b>	1100mm	505mm	555mm	Provided on request for those needing a smaller refuse bin.
	<b>360ltr</b>	1090mm	700mm	790mm	Provided for those that need extra refuse capacity.
<b>Four-wheeled bins</b> (for communal refuse) 	<b>660ltr</b>	1210mm	1370mm	780mm	Where possible communal properties will be issued with individual 180ltr refuse bins although 660ltr bins (for three dwellings) or 1100ltr bins (six dwellings) will be issued where this is not practicable.
	<b>1100ltr</b>	1355mm	1210mm	1000mm	See above.
<b>Recycling boxes</b> 	<b>55ltr</b>	350mm	560mm	440mm	Households receive one box as standard but may request additional boxes as required.
<b>Food waste caddies</b>  	<b>23ltr</b>	405mm	325mm	500mm	Households receive one larger caddy as standard but may request additional caddies as required.
	<b>7ltr</b>	240mm	260mm	230mm	Households receive one smaller caddy as standard.

## Presentation

Householders are required to present their waste containers at the kerbside in order for them to be emptied by the council's contractor. Where there is no pavement, residents must take their refuse and recycling to the curtilage of their property while ensuring that there is no obstruction to the highway.

The council's contractor will only normally collect waste from roads adopted by Gloucestershire Highways authority. Where a road is waiting to be adopted or is privately owned and maintained, householders will either be required to take their waste to the nearest adopted highway (often to a pre-agreed collection point) or alternatively up to date indemnity cover must be provided to indemnify the council's waste collection contractor from any damage caused to the road surfaces.

### *Bin storage areas*

Developers may wish to consider bin store areas as part of their plans and the council's contractor will collect waste or recycling from designated stores so long as there is adequate access to enable this to be done safely. Where bin stores are not accessible, residents must take their waste to the nearest adopted highway.

Under Building Regulations (2010) developers need to ensure that householders do not have to carry waste containers further than 30m so this should be noted when deciding on the location of such storage areas. With new developments there is also a requirement that containers should be able to be collected without being taken through a building (unless through a garage, car port or similar open covered space).

It should be noted that Cheltenham Borough Council operates a 'no side waste policy.' This means our contractor will only collect refuse presented in either a 140ltr, 180ltr or 360ltr bin or in a 660ltr or 1100ltr communal bin as outlined above. Therefore communal bin stores must provide enough space to house the appropriate number of bins for the number of dwellings it is designed to serve. Where properties are required to use black refuse sacks, instead of a bin, the storage area must be able to accommodate the equivalent of four sacks per household per fortnight.

It is recommended that a distance of 150mm should be allowed between and around containers.

To enable residents to partake fully in the services available to them, waste storage areas must be conveniently located with recycling facilities being given equal prominence as those provided for refuse. Bin storage facilities must be designed to minimise any health and safety related risks to users and accommodate usage by the elderly and disabled.

In addition BS 5906 advises that: 'Facilities should be designed so as to minimize the potential for nuisance to occupants and neighbouring premises. The waste storage area should be maintained to the highest practical standard of hygiene, and be clearly designated as a waste storage area through the use of signage and/or floor markings.'



Containers presented correctly at the curtilage to a property



Containers presented correctly at the kerbside

To avoid bin stores becoming dumping grounds for waste materials it is recommended that additional signage is erected to advise residents how these areas should be used in accordance with the services provided by the council.

Communal bin stores do not need to be fully enclosed but it is recommended that they at least provide screening on three sides to reduce any negative impact on the street scene.

BS5906, the Code of Practice of Waste Management in Buildings, provides useful guidance on bin storage areas, a summary checklist of which is given here:

- Easy and safe access for waste producers, including older persons or persons with disabilities;
- Easy and safe access for collectors and collection vehicles (for example, no steps);
- Location and space (including avoidance of opportunity to cause nuisance or injury);
- Protection against animal scavenging of waste;
- Aesthetics of the development;
- Noise (e.g. glass handling);
- Ease of maintenance, including cleaning;
- Robust construction;
- Safety from fire risk and smoke;
- Lighting;
- Ventilation;
- Sound insulation; and
- Special requirements (e.g. separate storage and collection of healthcare waste and bulky waste).

## **Access**

The Building Regulations (2010) requires not only that adequate provision is made for the storage of solid waste but also adequate access for occupants and collectors alike.

The following list highlights the main areas which present problems in the collection of refuse and recycling:

### *Road surfaces*

If vehicles are expected to cross roads or sections of a road in a development it is important that the types of material used for the surface, foundations and drainage systems, are able to bear the weight of collection vehicles (26 tonnes when fully laden). The council's contractor will not collect from roads where it is not evidenced that the surface reaches this minimum standard.

Particular thought should be given when opting to use pavers or similar as they may become fatigued under the stress of heavy loads or tarmac may crack where vehicles are required to turn regularly.

## Accessibility

Access to service each household must be unrestricted.

The following points from Gloucestershire County Council's planning document *Manual for Gloucestershire Streets* should be noted:

- 7.50 *All developments will need to cater for access by service vehicles of varying types, ranging from refuse collection vehicles to large articulated lorries. The developer should give consideration to the number and type of service vehicles that will be required to enter a development, and to make due provision for such access when designing the road layout. This will largely be dependent on the adoption status of the road under consideration and whether they would pose an unacceptable hazard.*
- 7.52 *If a private access is designed to accommodate service vehicles then the road width will need to be suitable to accommodate the largest vehicle that can reasonably be anticipated. If necessary, this can be checked by using swept path analysis, and account should be taken of any need to pass other vehicles both along the access and at the nearest junction.*
- 7.53 *Whenever a turning area is proposed that may need to accommodate service vehicles, then vehicle swept path analysis should be carried out utilising, as a minimum, the swept path for a 3 axle refuse vehicle. The developer should be able to justify the grounds for using a particular vehicle category when undertaking the swept path analysis.*

Turning areas should be considered where there is no through road and these areas must be kept clear, and not used by residents for additional car parking, to enable the vehicles to manoeuvre safely. It should not be assumed that collection vehicles can reverse out of a development as each road within the borough is allocated a risk level, including what vehicle manoeuvres are considered safe to undertake. Ideally, vehicles servicing properties should be able to drive in and drive out of any development or road in a forward facing direction. Details of turning circles for the current waste fleet are given at the end of this document under *Vehicle Specifications*.

## Hazards and obstructions

Collection crews must be able to carry out their duties in a safe and efficient manner. In respect of operating in a safe working environment, the council has a duty of care not only to its own employees but also those of any contractor it appoints to carry out services on its behalf. Where developments do not meet the following criteria the council's contractor may refuse to make collections on the grounds that it is not safe to do so:

- Overhead cables can present a hazard. This is because the vehicle hoppers may rise and hit the cabling causing disruption to utility services and, in the case of electrical cable strike, electrocution;
- Some vehicles will be side loaded while others rear loaded. In both cases adequate space needs to be allowed for the safe loading of the collection vehicles to allow operatives to stand outside identified risk zones;



- There should be adequate off-road parking for each dwelling as cars parked on narrow streets cause obstruction. If refuse and recycling vehicles are unable to pass along the road, this can result in waste collections not being made;
- To enable collection crews to manoeuvre bins and other waste containers safely back and forth from the collection vehicle and to reduce accidents associated with trips/falls and manual handling, surfaces between the highway and the waste collection point need to be even and free from steps.



Parked cars can cause an obstruction to waste collection vehicles entering roads



Pavers must be able to withstand the weight of collection vehicles; drop kerbs assist the movement of bins

## Checklist

The following checklist should be used prior to the formal submission of a planning application:

- Has adequate space been allocated for refuse and recycling storage outside the dwelling?
- Has space been allocated inside the property for the storage of recycling containers and food waste caddies?
- Have you checked collection points with Cheltenham Borough Council (this is particularly important in cases where waste vehicles are unable to access unadopted roads and where residents will be required to take their waste to a suitable collection area)?
- If collection points are to be used, can bins and receptacles be moved easily and without obstruction by the householder to the collection point? Can the crews easily manoeuvre containers to the adopted highway?
- Can refuse and recycling vehicles move easily throughout the development without obstruction being caused by narrow streets or vehicles parked on the road once properties are occupied?

## Contact us

To discuss any proposed development, please contact the Development Management Team:

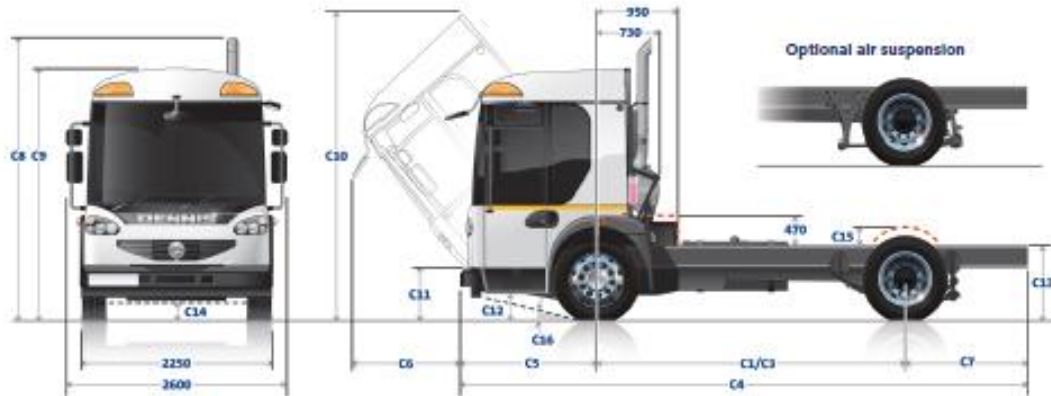
Cheltenham Borough Council  
 Municipal Offices  
 Promenade  
 Cheltenham  
 Gloucestershire  
 GL50 9SA  
 Tel: 01242 264328  
 Email: [builtenvironment@cheltenham.gov.uk](mailto:builtenvironment@cheltenham.gov.uk)

## **Useful documents**

- *British Standard 5906:2005: Waste Management in buildings – Code of Practice*
- *Building Regulations (2010)*
- *Manual for Gloucestershire Streets*
- *Joint Municipal Waste Management Strategy 2007-2020*
- *Gloucestershire Waste Core Strategy 2012-2027*

## Vehicle Specifications

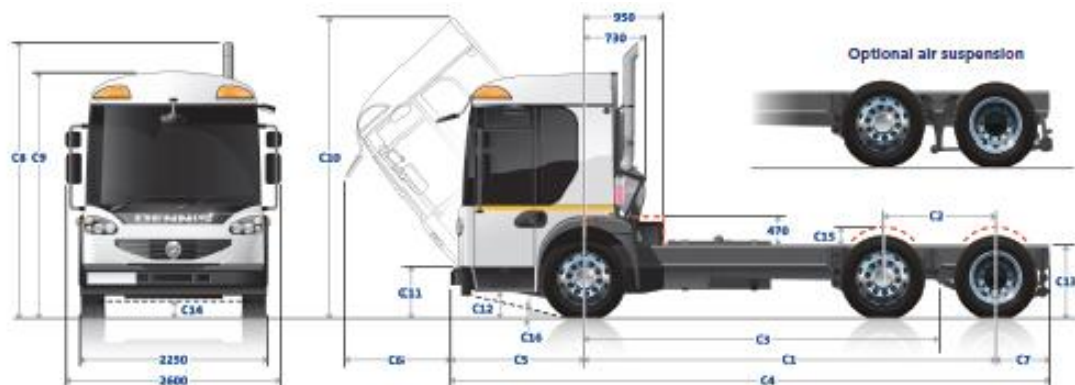
### Dennis Eagle Elite 2 – 4x2 Recycler Chassis (Narrow Track)



C1	Overall wheelbase	<b>5000</b>	<b>5600</b>
C2	Axle 2-3 spread		Not applicable
C3	Theoretical wheelbase	5000	5600
C4	Minimum overall length (650 rear overhang)	8165	8765
Turning Circle – overall (metres)		21.3	23.3
Maximum plated vehicle weight		<b>18000</b>	
Front axle maximum weight		8000 (7100*)	
Rear axle(s) maximum weight		11500	
Unladen vehicle weight		6300	6340
Front axle unladen weight		4260	4280
Rear axle(s) unladen weight		2040	2060
Tyres – axle 1		315/80R22.5*	
Tyres – axle 2		11R22.5	
Tyres – axle 3		"	
Tyres – axle 4		"	
Air 'assist' suspension – front axle		Not available	
Air suspension – drive axle		Optional (add 50kg)	
C5	Front overhang	1665	
C6	Clearance – cab tilted	1800	
C7	Rear overhang	Minimum 650	
C8	Overall height to exhaust tip – normal	3500	
C9	Cab roof height	3040	
C10	Cab roof height –tilted	3600	
C11	Cab floor height	805	
C12	Cab step height	435	
C13	Chassis frame height	960 (940+)	
C14	Ground clearance at lowest part of vehicle	250	
C15	Minimum road wheel clearance	180	
C16	Approach angle	15.5°	

(\*) Optional 295/80R22.5 tyres (+) Optional drive axle air suspension

## Dennis Eagle Elite 2 – 6 x 2ML (Mid Lift) (Narrow Track)



C1	Overall wheelbase	<b>4050</b>	<b>4700</b>	<b>5200</b>
C2	Axle 2-3 spread	1214 (1318+)	1318	
C3	Theoretical wheelbase	3710 (3700+)	4230	4700
C4	Minimum overall length (650 rear overhang)	6365	7015	7515
Turning Circle – overall (metres)		18.2	20.3	22.0
Maximum plated vehicle weight		<b>22000</b>	<b>24000</b>	<b>26000</b>
Front axle maximum weight		6300	8000 (7100*)	8000
Rear axle(s) maximum weight		16000	17800	18600
Unladen vehicle weight		6765	6845	6910
Front axle unladen weight		4140	4210	4240
Rear axle(s) unladen weight		2625	2635	2670
Tyres – axle 1		11R22.5	315/80R22.5*	315/80R22.5
Tyres – axle 2		11R22.5		295/80R22.5
Tyres – axle 3		11R22.5		
Tyres – axle 4		"		
Air 'assist' suspension – front axle		Not available		
Air suspension – drive axle		Optional (add 50kg)		Standard
C5	Front overhang	1665		
C6	Clearance – cab tilted	1800		
C7	Rear overhang	Minimum 650		
C8	Overall height to exhaust tip – normal	3500		
C9	Cab roof height	3040		
C10	Cab roof height –tilted	3600		
C11	Cab floor height	805		
C12	Cab step height	435		
C13	Chassis frame height	960 (950+)		
C14	Ground clearance at lowest part of vehicle	250		
C15	Minimum road wheel clearance	180		
C16	Approach angle	15.5°		

(\*) Optional 295/80R22.5 tyres (+) Optional drive axle air suspension

Note: Unless otherwise stated, all dimensions are nominal, in mm and represent an unladen vehicle fitted with standard tyres; tyre deflection is not included. On vehicles equipped with optional air suspension, heights may differ. All specifications are subject to manufacturers tolerances. An allowance of +/- 2% should be made for all weights. All weights are in kgs and include oil and water, and on diesel fuelled vehicles, AdBlue and 50 litres of fuel. Additional equipment may alter dimensions and weights quoted.

## Additional specification information

The information below relates to all refuse, recycling and organic waste vehicles:

Axles	3
Length	9.150mt (standard) not included the length of the bin lifting mechanism on the refuse and organic vehicles. With bin lifting mechanism 11.510mt.
Width	2.530mt (mirrors included)
Height	3.420mt (with air suspension fully raised)