



Recycling and Waste: Advice note for developers 2015

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1.0 Recycling and waste planning guidance background

This advice note has been prepared to assist developers and planning applicants by highlighting Aylesbury Vale District Council's current management of refuse and recycling collections and what provisions will be expected when proposals for new dwellings and commercial premises come forward in the future.

1.1 Introduction

Aylesbury Vale District Council is committed to reducing the amount of waste sent to landfill and maximise reuse and recycling; to this end we offer a domestic and commercial recycling and waste service to all households and businesses within the district, with a wide range of recyclable materials collected. To ensure that we meet the objectives outlined above it is vital that new buildings are designed to provide facilities that ensure waste can be managed efficiently and effectively, for segregation of recycling, and to be stored and collected in such a way that is suitable to all parties involved.

This guidance has been developed by the Council's Recycling and Waste Services in consultation with Planning Services and other relevant departments to assist developers in relation to:

- Single houses or developments of 2 or more houses; or
- Industrial and/or commercial sites of 100m² or more floorspace; or
- Sports, recreation or similar facilities; or
- Facilities within individual or groups of properties or premises for the separation and storage of waste for collection and for composting

The council's recycling and waste service is reviewed on a regular basis and applicants/agents are advised to contact AVDC to ascertain that the details outlined within this document are still applicable at the time.

2.0 Planning and design

This guidance should be referred to from the earliest stages of building design. The provision of an effective and efficient refuse/recycling service is a key council operation, and it is essential that the needs of this service are considered at the earliest design stage for new residential, commercial, leisure, and householder developments. All new developments shall be designed so that recycling and waste issues are fully taken into account of as part of the pre-planning application process. Adequate storage areas for waste management facilities and good access for collection crews and vehicles can be difficult to retrofit at later stages in the design process.

Applications for new developments are recommended to be accompanied by a concise waste management report that addresses relevant aspects of this guidance. A report of this nature will enable this element of the development to be dealt with in a comprehensive and efficient way, and it need not be particularly lengthy or expensive to prepare. The report should clearly set out the measures proposed to be taken to ensure waste reduction and recycling provision within the new development. Relevant officers will be happy to discuss the contents and format of the report at the pre-application stage.

2.1 Good practice

There are a number of factors which need to be taken into consideration when designing refuse and recycling storage facilities for flats/apartments, commercial and housing developments to ensure efficient collection by the collection vehicles/operatives and as a means of encouraging use by residents.

Adhering to methods of good practice and following guidelines laid out in this document will help to achieve both of these aims.

Forward planning with regard to refuse and recycling storage and collection will provide benefits to developers, residents and the council. Developers able to disguise and screen bin areas make developments more attractive to potential buyers. Residents are provided with a secure bin areas for communal/individual use which decreases the risk of contamination and vandalism allowing a more effective collection operation. In all situations refuse and recycling materials collection facilities shall be protected from the weather and be designed as an integral part of the built form of development proposals.

2.2 Internal storage facilities for waste prior to collection

To encourage occupants to recycle waste, internal storage areas should be designed into each property/unit to segregate their waste into refuse and recycling. Space utilised inside the property for storage of waste and recycling could be in the form of inbuilt storage within the kitchen or utility room. This will allow temporary storage of waste and recycling until it can be transferred to external containers.

2.3 External storage/collection methods

AVDC is keen for developers to explore innovative ways of waste collection infrastructure and where appropriate develop alternative methods of collection that allow for high recycling and that encourages residents to reduce general refuse.

3.0 AVDC Recycling and waste service specification

3.1 Waste container charges

The council seeks a one off payment from developers to pay for the provision of the appropriate type and number of waste containers for each built dwelling, including any costs associated with such provision e.g. administration and delivery.

The waste containers will remain the property of AVDC and if residents move out of their property the waste containers must remain in situ for the next resident to use. Waste containers must not be moved between properties by residents.

Depending on the development size and the types of bins required (eg communal containers) the cost of providing the bins will need to be discussed with AVDC Recycling and Waste department.

For further information about waste container charges and specification, see appendix A. To arrange payment please contact us on 01296 585974.

Generally, we would not expect to deliver bins until the resident moves in and starts paying council tax. If you are ordering more than 100 bins, please give us sufficient time to arrange this.

Where a developer does not enter into an agreement described above then the charge is levied on the new occupiers of the development in question.

The developer may choose to provide bins through their own supplier. This is allowed as long as the bins are to the required standard. Bins must comply with the BS EN 840 standard and with the council's specifications, dimensions, colouring and markings. If your bins do not meet these criteria, then they will not be emptied by the council in accordance with Environmental Protection Act 1990 Section 46.

3.2 Domestic waste and recycling collections

Please note that all waste collections are carried out on the same day of the week but by different vehicles. To find out the collection day for a property or street, go to our website homepage.

Aylesbury Vale District Council's current household collection scheme is based on the provision of wheeled bins for residual waste, recycling and garden waste, all of which are carried out on a fortnightly basis; a small 23 ltr bin is supplied for a weekly collection of food waste.

Collection normally occurs from the edge of the property or such other collection point as has been agreed with the council, developer and resident. In the case of shared units with communal wheeled bins the collection occurs from the designated bin store or storage area.

Residual collection – the standard container is a 140ltr wheeled bin (green body / green lid) or 240ltrs (where there are 5 or more people living in the house).

Recycling collection – the standard recycling container is 240ltr wheeled bin (green body/ blue lid). This is for the mixed collection of paper, cardboard, plastic bottles / tubs / trays / punnets, food and drink cans, food and drink wax cartons, glass bottles and jars and aluminium foil.

Food collection – The standard food recycling container is a 23ltr (green) kerbside caddy and is for the collection of all food waste, including raw and cooked food.

Garden waste collection – AVDC operate an opt in 'pay for' garden waste collection in 240ltr wheeled bins (brown body/ brown lid)

Communal recycling and waste containers - Where developers opt for traditional bin stores waste collection is usually from 1100ltr containers. Please refer to the specific guidance in section 3.3 and 3.6 regarding communal collections

Capacity and storage requirements

The council requires that all residential developments incorporate a minimum of the capacities for external storage for recycling and waste.

Storage must also be sufficient to allow for the storage of additional recycling materials that AVDC may collect in the future. Provision for compost bins in gardens should also be considered.

Any storage areas should be sensitively located and designed to fit in with the local environment, new and existing developments should take into account the visual impact of the bins and their enclosures.

3.3 Capacity requirements for households

Number of properties	Number of containers required for refuse	Number of containers required for recycling
Individual houses	1 x 140 litre bin (where 5 or more people are resident 1 x 240 litre wheeled bin is supplied by application only)	1 x 240 (mixed recycling) 1x 23 litre food caddy 1 x 240 litre wheeled bin (garden waste)
0-7	1 x 1100 litre bins	1 x 1100 litre bin
7-14	2 x 1100 litre bins	2 x 1100 litre bins
15-20	3 x 1100 litre bins	3 x 1100 litre bins
21+	4 x 1100 litre bins per 21	4 x 1100 litre bins per 21 properties

3.4 Container dimensions

Container	Dimensions (mm)	Min floor space required(mm)
25 litre food waste bin	Width – 320 Depth – 400 Height – 405	330 x 420
140 litre wheeled bin	Width – 560 Depth – 558 Height – 1054	570 x 570
240 litre wheeled bin	Width – 720 Depth – 734 Height – 1063	730 x 750
360 litre wheeled bin (commercial waste only)	Width 760 Depth 880 Height 1100	770 x 900
660 litre wheeled bin (commercial waste only)	Width 1000 Depth 800 Height 1000	1200 x 1200
1100 litre wheeled bin	Width – 1375 Depth – 1000 Height – 1470 Height with lid open - 2470	1575 x 1300

Container	Dimensions (mm)	Min floor space required(mm)
1280 litre	Width – 1500 Depth – 1000 Height – 1470 Height with lid open - 2470	1700 x 1200

3.5 Houses

The containers required must all be stored within the boundary of the property and the storage space must bear relation to the size of the property.

Householders are expected to present their recycling and waste at the kerbside for collection on the scheduled day and any containers returned to the storage area as soon as possible following collection. Containers should therefore be stored in a position that is convenient for the householder to present them at the kerbside for collection and located away from windows and ventilators to avoid any nuisance odours entering the premises. To minimise noise disturbance and visual intrusion containers **should be located 6 metres** from buildings/windows

Storage areas should also be accessible to the crews in order to accommodate any assistance required in presenting the waste which may be required by the future owners.

For homes with front gardens where no rear access is proposed, well designed refuse and recycling storage facilities should be provided in covered areas capable of accommodating the bin requirement at time of construction, with the facility to completely lift the bin lid in situ and permitting the separate collection of recyclable materials

3.6 Flats and apartments

Containers should be stored in a designated external storage area which has been sensitively located and designed to provide easily accessible and mutually convenient waste storage for the occupants and the collection crew (see section 4.0)

Doorways should provide at least 1.3m clearance (including thickness of doors). A walkway of at least 1.3m should also be provided within the store to allow access to individual containers, enabling each to be removed from the store without the need to move any other container.

It is the responsibility of the caretaker/management company (or similar) to allow the collection crews access to the container stores/collection point on collection day and to ensure that access is not restricted, for example by parked cars. If bin store is fitted with locks then four sets of keys or fobs (and replacement sets as required) must be supplied to the Waste Management section at no cost.

Within storage facilities, a minimum clearance of 150mm is required around all sides of the bins, and these should be placed side by side so residents are not inconvenienced accessing other bins. The entrance doors should have a minimum height of 1.8m to allow ease of access for both residents and operatives. And a minimum of 2.5 metres from floor to ceiling to ensure the lids on all containers can be opened fully.

The location of bin storage should take account of risk from fire and the impact of smells in relation to adjoining residential properties. To minimise noise disturbance and visual intrusion containers should be located 6 metres from buildings/windows

Where communal bins are proposed it is essential that any bin store is located immediately adjoining the road the RCV will have access to, and not within communal parking areas (unless these are adopted and can provide the necessary turning circle). Where flats are proposed, a communal recycling facility should be provided at a convenient location for both residents and collection operatives.

Collection points should be sited clear of any road and pavement/cycleway, and should be hard surfaced in a material that compliments the surrounding built environment. They should be of a size that will be capable of accommodating the required number of bins/recycling baskets so there is no overflow onto the public right of way. For dwellings adjoining the RCV route, collection points should be sited at the edge of the residential curtilage.

3.7 Commercial properties

The volume of waste generated and thus the number and type of containers that a commercial development requires is ultimately dependant on the activity of the occupant. Containers should be provided to maximise the amount of recyclable material that is segregated and sent for recycling. The number of containers should be maximised in order to reduce the number of collections and therefore collection vehicle traffic. Provision of purpose built storage areas for waste and recycling containers should be designed to ensure security. Storage areas should be within the confines of the development. Where appropriate, groups of premises may consider jointly shared and serviced waste and recycling containers. Provision of deposit points within premises (internal and external) for employees, and visitors if appropriate, to deposit waste and recycling.

Major retail, commercial, and leisure facilities will be required to provide public facilities for the collection of a range of recycling materials, including plastics, cans, glass, paper and textiles. Where commercial premises are proposed, consideration must be given to the storage of waste on the site, and care should be taken to ensure that adequate space is provided within the curtilage of the development. Under no circumstances will the storage of any waste be permitted on the public highway or footway.

Provision must be made for the storage of food waste, dry recycling and waste. The waste stores must be managed properly and be designed and constructed to enable them to be kept clean and free of pests. Waste must be stored in such a manner so as to protect against contamination of food, and to protect drinking water, equipment and premises.

Offices

2.6 cubic metres waste storage for every 1,000m² gross floor space.

Note: 50% of this capacity must be retained for the storage of separated waste for recycling.

Compactors are recommended for all office developments larger than 2,500m². For offices over 10,000m² a portable skip compactor is recommended.

Retail

5 cubic metres waste storage for every 1,000m² gross floor space.

Note: 50% of this capacity must be retained for the storage of separated waste for recycling. 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. Our Waste Management Section will assess each proposal individually.

Restaurants/fast food outlets

1.5 cubic metres per 20 dining spaces.

Note: 50% 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. Our Waste Management Section will assess each proposal individually.

Hotels

Minimum 1.5 cubic metres per 20 dining spaces.

Note: 50% 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, since these range from short stay bed and breakfast to luxury with full banqueting facilities. Our Waste Management Section should be contacted at an early stage in the design process to advise on storage space and equipment requirements.

Developments where a compactor is to be utilised

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.

Light industrial

For units of 1,500m² or more, or for small units where the gross combined floor space exceeds 1,500m² a small sack compactor is recommended.

Retail

The most appropriate type of compactor for units of 1,500m² 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 1,500m². For major retail developments of over 5,000m² a portable skip compactor or a larger static compactor.

Restaurants/fast food outlets

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

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.

3.8 Mixed use developments

Mixed use developments should have separate stores for refuse and recycling containers for the commercial aspects and residential aspects of a development respectively. No mixing of commercial waste and residential waste is permitted.

3.9 Bulky waste services

The council provides a chargeable bulky waste service (e.g. fridges, furniture etc) from residential properties. An area outside must be provided for residents to place items of bulky refuse, on an appointment day booked with the Council.

The area must cover approximately 10m². The area does not have to be designated solely for the use of bulky waste collection (e.g. area within a car park) but must be made clear on collection day.

3.10 Other

Consideration should be given to composting facilities within new developments (including the communal gardens space in multi-occupation premises) as treatment of waste at source is recognised as the most sustainable method of treatment. Gardens should, where possible, be laid out so that sufficient space is allowed for home composting.

The collection of recyclable and compostable materials is an evolving service and developers should contact the council's Operations and Waste Management Section for specific advice on current recycling collection arrangements.

4.0 Collection requirements

4.1 Summary:

- Residents should not have to pull/push bins or carry waste for **no more than 25 metres**
- Collection crews should not have to push/pull 2 wheeled containers or carry individual waste containers for **no more than 15 metres**
- Collection crews should not have to push/pull 4 wheeled containers for **no more than 10 metres**
- A safe stopping bay or equivalent should be provided with sufficient turning area and manoeuvring space for the collection vehicle. (This will be as standard in general planning guidance for our vehicles)
- Recycling bins should be co- located with waste bins.
- Collection vehicles cannot collect containers that are on a slope. The gradient of a slope that containers need to be moved over must not exceed 1:12.
- Surfaces that containers need to move over shall be of a smooth continuous finish and free from steps or other obstacles. Any steps shall incorporate a drop-kerb.

- Space allocated for bin storage should not have bins stored more than one deep and should provide ample room for rotating the bins.
- Overhead service cables, pipes, archways and other potential obstacles must be at least 7m from ground level.
- Collection vehicles should not reverse into developments from a major road, or reverse onto a major road when exiting the development.

The developer should take all appropriate steps to design out manual handling and the requirement for vehicle reversing when designing the new development. The British Standard guidance document BS5905:2005 states that the distance collectors should have to cover in respect of transporting waste containers to and from the collection vehicle should be minimized to achieve an economical service. The collector should not be required to carry individual waste containers or move two wheeled containers for a distance of more than 15 metres, nor to manoeuvre four wheeled waste storage containers from the storage points to the collection vehicle for a distance of more than 10 metres.

Where bulk containers are used, direct vehicular access to the containers is necessary. The collectors should not be required to move wheeled waste storage containers over surfaces that may hinder the smooth passage of the container. An adjacent storage area designed to not block the pavement should be provided where a large number of households use the same collection point.

These health and safety requirements must be incorporated into the scheme from the earliest design stage.

4.2 Vehicle specifications

The proposed layouts of developments should include a vehicle tracking plan indicating satisfactory vehicle maneuverability within the site to be developed, and demonstrate that it has been designed to include an efficient recycling and waste collection 'round', based upon the operating standards and vehicle dimensions.

The vehicles used are:

- Dennis Eagle Phoenix Duo - Kitchen & Food Waste Recycler
- Dennis Eagle Phoenix - 6x2 ML - Smooth Body RCV

Specifications attached.

The tracking plan will need to be agreed with the Buckinghamshire County Council as highway authority and AVDC's Recycling and Waste Service as collection authority.

Reversing a waste collection vehicle is one of the most dangerous activities carried out by the collection crews. Therefore the development must be designed to allow the waste collection (RCV) vehicle to operate in a forward gear only wherever possible; adequate turning facilities, large enough to accommodate the refuse collection vehicle, will be required where the RCV is unable to drive a circuitous route. Where the RCV will not be expected to have direct access, provision of collection points must be shown; designated collection points must be agreed with the council's Recycling and Waste Service and Environmental Health and Licensing Services as part of the scheme design before an application is submitted.

To allow safe access, all roads, and other areas, that are to be used by the RCV must be designed to withstand the full weight of the vehicle, which is 26 tonnes. Should there be a need to access courtyard areas then a vertical clearance of 4.50 metres will be required. Consideration must be made with regard to tree overhang, cables, balconies, barriers, and archways etc.

The width of any road where the RCV is expected to access will need to be a minimum of 6 metres, this will allow **single side** parking and the RCV to pass without hindrance. Consideration must be given at the initial design stage for the provision of adequate off street parking in safe and convenient locations for residents to minimise parking within the street. Where developments are designed to have on street parking on both sides of a road, the minimum road width would need to be 8 metres.

IMPORTANT

The council's RCVs will only travel along roads that have been constructed to Bucks County Council adoptable standard and the road has been adopted. AVDC vehicles will not drive on private roads.

5.0 Contacts

Operations and Waste Management – for information on collections and vehicle data, purchasing bins telephone 01296 585974

Planning Services – for developer enquiries and pre-application advice, telephone 01296 585403

6.0 Tips on presenting the information we need to assess your application

- Provide a vehicle tracking plan that demonstrates vehicle accessibility to every roadway on the plan.
- Show the storage location of the appropriate number of bins on the residential property (Red Dot)
- Show the expected collection/emptying location for the bins (Blue Dot)
- Demonstrate that each property has an outside route (not through the property) to move the bins from the storage location to the collection location.
- Clearly demark roads that are private or not being adopted by the County Council
- Confirm the pull distances for crews and residents
- Where communal waste facilities are being built:
 - clearly show the location of the bin store
 - suitable capacity (no's of containers) for the number of properties
 - the collection point for crews
 - the distances from the storage compound to the furthest residential property.

Appendix A
Waste Container specification

Waste Containers				
Bin type	Size	Body Colour	Lid Colour	Markings
140 litre capacity	Height (mm): 1054 Width (mm): 560 Weight (kg): 6.5 Wheel Diameter: 200	Green	Green	Embossed white AVDC logo on body
240 Litre capacity	Height (mm): 1063 Width (mm): 720 Weight (kg): 9 Wheel Diameter: 200	Green	Green	Embossed white AVDC logo on body
360 litre capacity	Height (mm): 1095 Width (mm): 850 Weight (kg): 22.5 Wheel Diameter: 200	Green	Green	Embossed white AVDC logo on body
Recycling Containers				
140 litre capacity	Height (mm): 1054 Width (mm): 560 Weight (kg): 6.5 Wheel Diameter: 200	Green	Bright blue	Embossed in white AVDC logo and text on body Text on lid
240 Litre capacity	Height (mm): 1063 Width (mm): 720 Weight (kg): 9 Wheel Diameter: 200	Green	Bright blue	Embossed in white AVDC logo and text on body Text on lid
360 litre capacity	Height (mm): 1095 Width (mm): 850 Weight (kg): 22.5 Wheel Diameter: 200	Green	Bright blue	Embossed in white AVDC logo and text on body Text on lid
25 ltr Food Caddy	Height (mm): 455 Width (mm): 308 Weight (kg): 22.5 Wheel Diameter: 200	Green + black handle	Green	Embossed in white AVDC logo and text on body Text on lid

Communal Bins for Flats etc – Specification and quantity will be supplied on request.

Waste Container Charges

New build house requirements	Size	Per property (including delivery)
Waste + Recycling + Food Caddy + Kitchen caddy	140 / 240 / 360 litre 23 and 7 litre	£80
Communal property requirements	Size	Per waste container (including delivery)
Waste + Recycling	1100	£300