

# Guide on the provision of facilities for waste and recycling for new developments and property conversions

The aim of the guide is to provide guidance on the space and access requirements for waste and recycling containers that should be taken into account when building a new development or converting a single property into flats.

The guide also provides information regarding the requirement for developers to liaise with the waste and recycling team in regard to accessing the development, scheduling collections and purchasing the waste and recycling containers for all new developments/conversions.



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## Introduction

The aim of the guide is to provide guidance on the space and access requirements for waste and recycling containers that should be taken into account when building a new development or converting a single property into flats.

The guide also provides information regarding the requirement for developers to liaise with the waste and recycling team in regards to accessing the development, scheduling collections and purchasing the waste and recycling containers for all new developments/conversions.

## Good Practice

A number of factors need to be taken into consideration when designing the waste and recycling storage facilities for housing developments and flats/apartments, to ensure that safe and efficient collections can be carried out.

We encourage developers to engage with us at an early stage to discuss waste and recycling storage and collection requirements.

## How household waste and recycling is collected

The waste and recycling collection service is provided by Veolia who are the councils contract partner. The waste and recycling collection service is a property based collection and the provision of containers is decided on a property specific basis, a summary of the current provision is provided in the following table.

|  | Refuse Collection<br>(weekly)  | Recycling Collection<br>(fortnightly)   | Garden Waste Collection<br>Fortnightly<br>(April to December)   |
|--|--|---|---|
| <b>Single Households</b><br>(Individual Property)  | 140 litre Black Wheeled bin  | 240 litre Brown Wheeled bin<br>55 litre recycling box   | 240 litre Green Wheeled bin   |
| <b>High Occupancy Single Household</b><br>(An individual Property with 6 or more permanent residents)  | 240 litre Black Wheeled bin<br>(By application only)   | 240 litre Brown Wheeled bin<br>55 litre recycling box   | 240 litre Green Wheeled bin   |
| Unsuitable for a Wheeled bin Single Household (Properties with no Frontage or that can only be accessed by Steps or Significant Distance from the Road ) | Purple Sacks (Equivalent to 2.5 sacks per week)  | Clear sacks (Equivalent to 5 sacks per fortnight)<br>55 litre recycling box                                       | Not Applicable<br>(This service is only available through the use of wheeled bins)                      |
| <b>Flats and Apartments</b><br>(Property containing several individual properties within one building)   | Shared Euro style containers (Sizes range from 660 to 1280 litres and should equivalent of 2.5 sacks per property) | Shared use of multiple 240 litre wheeled bins or Euro style containers (Allocation to suit needs of the property) | A shared 240 litre Wheeled bin (Shared use for residents – not for commercial use i.e by paid gardener) |

All developments including conversions are required to provide adequate off-street hard standing storage space for the appropriate number and type of refuse and recycling containers as indicated in the previous table (including the storage of purple and clear sacks).

This provision can be in the form of storage space integral to the design of the property or dedicated space externally or in a communal storage area.

## Specifications for household waste and recycling containers

The requirements regarding the provision of adequate refuse and recycling storage, vehicle access, etc. will need to be demonstrated on planning applications submitted to the Local Planning Authority for approval.

The table below outlines the container types and dimensions.

|                                 | Height | Width  | Depth |
|---------------------------------|--------|--------|-------|
| 140 litre Wheeled bin           | 1070mm | 480mm  | 550mm |
| 240 litre Wheeled bin           | 1070mm | 570mm  | 730mm |
| 660 litre Euro style container  | 1330mm | 1250mm | 720mm |
| 700 litre Euro style container  | 1385mm | 1250mm | 720mm |
| 1100 litre Euro style container | 1370mm | 1375mm | 990mm |

Communal bin specifications are attached as [appendix A](#) communal recycling bin and [appendix B](#) communal refuse bin.

## Design and location of storage areas

The following section highlights the basic requirements for new residential developments. Special consideration may apply in designated conservation areas or where the property is a listed building. In these circumstances the developer should discuss the requirements with the Planning Service prior to a planning application being submitted. The following guidance applies to proposals for all new build dwellings as well as conversions.

### Location

For communal bin stores, consideration needs to be made for the provision of 'Keep Clear' markings in front of the bin stores and at the designated vehicle access/loading point to prevent cars parking and inaccessibility for collections.

### Convenience

Bin storage areas should not be more than 25 metres from a vehicle loading access point.

### Signage

We would recommend that a notice board or space for signage is included in communal bin store areas so that service information could be displayed.

### Accessibility

Clear, flat access without steps and other obstacles should be provided between the communal bin store and the nearest point of access for the refuse vehicle. If a path needs to be constructed, it should be a minimum of 1200mm wide with a solid surface and should not have a gradient greater than 1:12.

Storage areas for communal bins must be large enough to allow access to all containers by residents without needing to rearrange other bins within the space.

There must be enough space to let residents access the long edge of each bin. This is because some recycling bin lids are locked to prevent unsuitable items being placed in them. Access to these recycling bins is provided via an aperture on the long edge of each bin.

Communal container stores must be located in a convenient location for both the residents, the collection operatives and vehicles. A developer should try to avoid locating the stores in a position where some residents have to carry their refuse a much greater distance than others. If a central location is not possible then locating the stores at the main entrance to the development or providing more than one bin store within the site should be considered.

All bin stores should have a solid floor that is inclined slightly towards a drain. This principle is important as refuse bins can sometimes leak liquids, which would otherwise pool on the floor and could cause an odour problem and/or health risk.

Where bin stores are provided with a roof this requires the roof requires enough vertical clearance to allow the lids of the wheeled bins to be opened fully.

### **Safety & Anti-social behaviour**

Please note that poor location and poor design can lead to communal refuse/recycling storage areas attracting anti-social behaviour or being perceived as unsafe.

To avoid anti-social behaviour and fly-tipping, communal waste and recycling bin stores should be in over-looked positions close to areas of activity.

### **Locks**

We recommend access via a key pad and that property managers advise waste and recycling of the codes, so that collections can be carried out.

### **Doors**

To ensure communal bins pass through the doors without damaging them, please ensure that doors are designed so that they remain open while the bins are pulled in and out of the bin store.

### **Fire Safety**

Bin stores should not be positioned adjacent to the entrance of a building, below windows or balconies. Fire safety guidance states that all communal bins should be 6 metres or more from a building, unless the bins are in a purpose built brick bin store which has a roof and fire doors.

We would also recommend using galvanised metals bins, as opposed to plastic communal bins. As in the event of a fire, the plastic bins are more susceptible to burning and melting, as opposed to galvanised metal, where only the contents will burn.

### **Ventilation & Lighting**

Any internal bin stores must have lighting and have good ventilation to reduce complaints of odours.

## Vehicle Access

### Collection vehicle dimension

Standard refuse collection vehicles require a minimum of 4 metres vertical clearance and access roads need to be at least 3 metres wide. Road surfaces need to be sufficient to accommodate heavy goods vehicles which are almost 12 metres in length and have a gross weight of approximately 26 tonnes.

For full vehicle information, please see [Appendix C](#) for recycling vehicle and [Appendix D](#) for refuse vehicle.

### Private and gated developments

In terms of private and gated developments, where access is required over private land a damage waiver will be required indemnifying the council and its collection agent against any potential damage (wear and tear) caused by the collection vehicle to the road surface.

### Turning areas

Due consideration must be given to the provision of turning areas for collection vehicles within a development by the use of hammerheads etc. Generous allowances should be included when considering the width of access roads and gateways. If approaching from an angle, additional allowances will need to be taken into consideration. The impact of parked vehicles should also be assessed and taken into consideration when calculating the space required for collection vehicle manoeuvres.

### Parking obstructions

Appropriate measures need to be considered and incorporated into any scheme to try and control unauthorised parking of vehicles that may prevent access by the collection vehicle.

### Building regulations

Adequate provision for the storage of waste is also required under [Building Regulations](#). This includes access to the storage area for occupants, and from the place of storage to the collection point. The advice in this guide should assist in complying with the Building Regulations.

## Collection requirements for different property types

### Individual Houses

The Councils policy for individual households requires residents to present their waste containers at the edge of the property where it meets the footpath or public land. To avoid a health and safety risk to residents, a clear flat access without steps and other obstacles must be provided between the storage point and the collection point, which is generally at the front of the property. If a path needs to be constructed to comply with this requirement, it should be a minimum of 600mm wide with a solid surface to facilitate wheeling the bin.

Householders are also required to place their bins at the boundary of the property by 7am on the day of collection. Householders are not permitted to store or place bins permanently on an adopted public highway therefore consideration should be given to the provision of an area which would enable householders to place their bins out for collection without restricting access to their property or obstructing the public highway.

### Terraced Properties

Whilst the requirements set out above apply to all new housing including terraced houses within certain types of 'courtyard' style terraced developments, it may be more practical to provide communal refuse and recycling storage similar to the requirements of flats, apartments or multi-occupancy properties. However this is best discussed with the waste and recycling team prior to submission to planning.

### Multi- Occupancy properties –Flats, Apartments, Maisonettes

It is recognised that it will not always be possible to provide individual facilities for waste and recycling at these types of property and it will be necessary to provide communal facilities. In these cases properties should be provided with a communal refuse and recycling store designed to accommodate communal Euro style [containers](#).

### Houses of Multiple Occupation (HMOs)

As flats, it may not always be possible to provide individual facilities for each room/flat/bedsit within the house of multi occupation and therefore it may be necessary to provide communal facilities. In these cases properties should be provided with a communal refuse and recycling store designed to accommodate communal Euro style containers and comply with these guidelines.

Further information regarding Houses in multiple occupation and residential property licensing reform can be found [here](#).

## Collection Scheduling

### Temporary Collection Arrangements

Each new development is assessed on an individual basis. Where the new property is on a site that is still being developed whilst occupied, it can be difficult to gain access to the properties to carry out collections. Where this is the case it will be necessary to put in place temporary collection arrangements until such time that our collection vehicles can gain safe and consistent access. If a temporary collection is required, occupants of the new properties will be provided with a sack collection for their refuse and temporary collection presentation point will be agreed. These arrangements will be reviewed on a regular basis during construction until such a time that the collection vehicle can gain regular unrestricted access to the properties. When unrestricted access is possible the properties will be provided with their agreed permanent collection solution.

To ensure that occupiers of new properties receive a collection service it is important that you contact us at the earliest opportunity to see if temporary collection arrangements will be required.

### Collections from Individual Properties

The delivery and scheduling process requires a minimum of three week lead in period to provide the containers. To start this process we will require an email from you (the developer) with details of the development and also confirming that payment will be made for the bins and boxes required. The confirmation email also needs to contain the following details;

- Billing details
- Contact name
- Company name
- Address
- Telephone number
- Email address

Invoices will be raised at the end of the month for any containers provided.

The three week lead time is required to allow sufficient time for us to make a site assessment for vehicle access, to allocate the properties to a collection round, to schedule collections, and finally to arrange for the delivery of containers and any collection/service information. It should be noted that 3 weeks is a minimum time period.

Any subsequent delivery requests for the same development will generally only need 2 weeks notice, as a site visit may not be needed. However, if the development is comprised of several roads, it may be beneficial to visit the site as each new area becomes occupied so that access can be confirmed and prevent any future collection problems and time allowed for visits.

### **Collections from Flats, Apartments and Multi-occupancy properties**

Where the development is for, or contains communal properties, access arrangements and the number/size of containers can be more complex and therefore you should contact the waste and recycling team at the earliest opportunity as we will be able to offer advice and support to ensure that services are provided without any problems.

### **Provision of Containers – Charging**

Solihull Council requires the developer of a new property to cover off the cost of providing containers for refuse and recycling (including garden waste where applicable) for the new development. This includes existing single properties that have been sub divided and require additional bin/box capacity.

These charges are a one off cost for the initial provision of the containers, which remain the property of Solihull Council. If a resident moves out of a property the containers must remain for the next resident to use. Containers must not be moved between properties by residents and if containers are removed from a previous property (to avoid the charges) they will not be emptied.

Containers may be purchased from the Council or directly from manufacturers although it should be noted that all items must be fully compliant with the Council's specification and carry the council logo.

### **Interaction between developers and the waste and recycling team**

In all cases we would recommend that developers contact the waste and recycling team at the earliest opportunity to discuss site requirements. This may include a site visit made by the waste and recycling team in conjunction with our contract partner Veolia to assess site access, proposed development completion as well as looking at allocating collection schedules and container allocation. The waste and recycling team can be contacted directly by email at [waste@solihull.gov.uk](mailto:waste@solihull.gov.uk) or via the Council's Contact Centre on 0121 704 8000.

### **Contact Details**

For more information please contact the waste and recycling team at:

Email – [waste@solihull.gov.uk](mailto:waste@solihull.gov.uk)

Call – 0121 704 8000

## Appendix A – Communal Recycling Bin



| COMMUNAL RECYCLING BIN |  |
|------------------------|--|
| CONTAINER SIZE         | 1100 L, 700 L, 660L  |
| BASE                   | STANDARD   |
| VARIANT                | RECYCLING  |
| HANDLE TYPE            | STANDARD   |
| LIFTING POINTS         | NO   |
| BODY COLOUR            | DARK BLUE  |
| LID TYPE               | FLAP   |
| LID COLOUR             | DARK GREY  |
| LID LOCK               | STANDARD   |
| CASTORS                | STANDARD 200   |
| LOGO                   | MIXED RECYCLING IN THE CENTRE & SMBC LOGO STAMPED ONTO THE BIN |

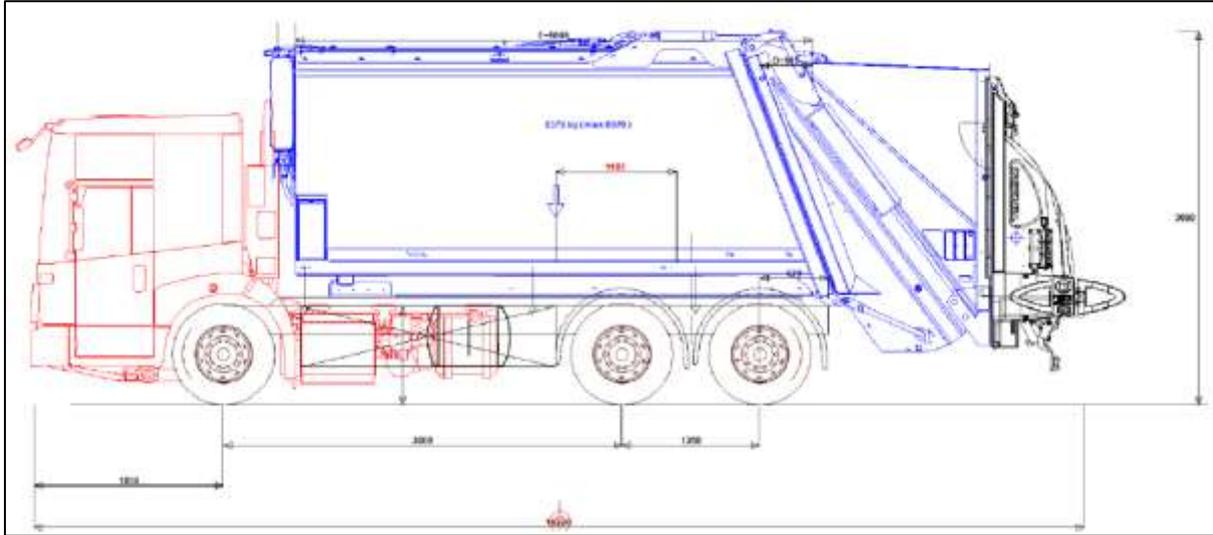
## Appendix B – Communal Refuse Bin



| COMMUNAL REFUSE BIN |                                |
|---------------------|--------------------------------|
| CONTAINER SIZE      | 660 L, 1100 L, 1280 L          |
| BASE                | STANDARD                       |
| VARIANT             | RECYCLING                      |
| HANDLE TYPE         | STANDARD                       |
| LIFTING POINTS      | NO                             |
| BODY COLOUR         | GALVANISED METAL               |
| LID TYPE            | STANDARD                       |
| LID COLOUR          | BLACK                          |
| LID LOCK            | STANDARD                       |
| CASTORS             | STANDARD 200                   |
| LOGO                | SMBC LOGO STAMPED ONTO THE BIN |

## Appendix C – Recycling Vehicle Information Sheet

Please confirm with the waste and recycling team, that these specifications are correct.



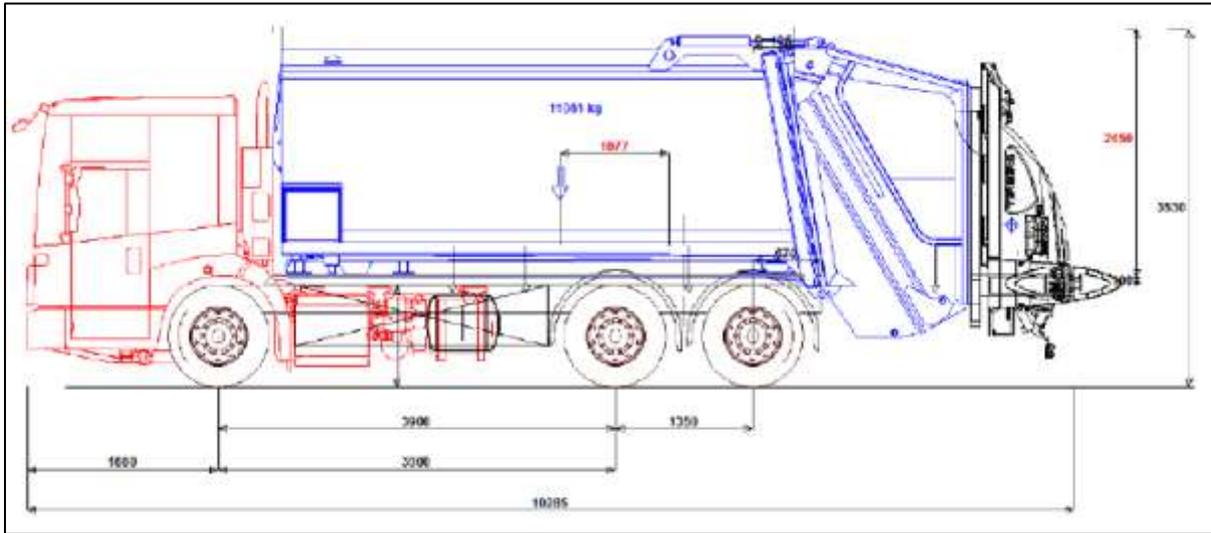
| VEHICLE DETAILS                   |   |
|-----------------------------------|---|
| <b>GVW (Gross Vehicle Weight)</b> | 26,000kg  |
| <b>Wheelbase</b>                  | 5550mm (CL Front Axle to CL Rearmost Axle)                              |
| <b>Turning Circle</b>             | 16.5m (Wall to Wall)  |
| <b>Rear Axle Ratio</b>            | 6.824:1   |
| <b>Body Effective Volume</b>      | 26.6m <sup>3</sup>  |
| <b>Hopper Volume</b>              | 65/35 Split Width Tailgate: A=1.24m <sup>3</sup> B = 0.62m <sup>3</sup> |
| <b>Front Axle Plated Weight</b>   | 8000kg  |
| <b>Rear Bogie Plated Weight</b>   | 19000kg   |

| DIMENSIONS            |                             |
|-----------------------|-----------------------------|
| <b>Overall Length</b> | 10270mm (Including Binlift) |
| <b>Overall Width</b>  | 2530mm                      |
| <b>Overall Height</b> | 3690mm                      |
| <b>Front Overhang</b> | 1850mm                      |
| <b>Rear Overhang</b>  | 3170mm (including Binlift)  |

| SUSPENSION        |          | TYRES               |             |                    |
|-------------------|----------|---------------------|-------------|--------------------|
| <b>Front Axle</b> | Full Air | <b>Front Axle</b>   | 315/80R22.5 | HSC1 Tread Pattern |
| <b>Axle 2</b>     | Full Air | <b>Axle 2</b>       | 315/80R22.5 |                    |
| <b>Axle 3</b>     | Full Air | <b>Axle 3</b>       | 315/80R22.5 |                    |
|                   |          | <b>Manufacturer</b> | Continental |                    |

## Appendix D – Refuse Vehicle Information Sheet

Please confirm with the waste and recycling team, that these specifications are correct.



| VEHICLE DETAILS                   |  |
|-----------------------------------|--|
| <b>GVW (Gross Vehicle Weight)</b> | 26,000kg                                   |
| <b>Wheelbase</b>                  | 5250mm (CL Front Axle to CL Rearmost Axle) |
| <b>Turning Circle</b>             | 16.5m (Wall to Wall)                       |
| <b>Rear Axle Ratio</b>            | 6.824:1                                    |
| <b>Body Effective Volume</b>      | 21.4m <sup>3</sup>                         |
| <b>Hopper Volume</b>              | 2.8m <sup>3</sup> Sweep Volume             |
| <b>Front Axle Plated Weight</b>   | 8000kg                                     |
| <b>Rear Bogie Plated Weight</b>   | 19000kg                                    |

| DIMENSIONS            |                             |
|-----------------------|-----------------------------|
| <b>Overall Length</b> | 10750mm (Including Binlift) |
| <b>Overall Width</b>  | 2530mm                      |
| <b>Overall Height</b> | 3500mm                      |
| <b>Front Overhang</b> | 1850mm                      |
| <b>Rear Overhang</b>  | 3350mm (including Binlift)  |

| SUSPENSION        |          | TYRES               |             |                    |
|-------------------|----------|---------------------|-------------|--------------------|
| <b>Front Axle</b> | Full Air | <b>Front Axle</b>   | 315/80R22.5 | HSC1 Tread Pattern |
| <b>Axle 2</b>     | Full Air | <b>Axle 2</b>       | 315/80R22.5 |                    |
| <b>Axle 3</b>     | Full Air | <b>Axle 3</b>       | 315/80R22.5 |                    |
|                   |          | <b>Manufacturer</b> | Continental |                    |