



Waste & Recycling Policy for Developers

Waltham Forest

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General Requirements

This section sets out some general requirements for all property types.

Developers must:

- For residential developments, ensure that properties are designed so residents recycle at least 75% of the total waste. Separate storage capacity is to be made available for dry recycling and food recycling;
- For commercial properties, these must be designed so 75% of waste generated can be recycled. and separate storage capacity for recycling and food recycling;
- For major residential developments (over 150 dwellings), developers must have a waste management system focused on recycling over 90% of waste from the properties.
- Have enough storage to allow for one collection of residual / recycling material. each week.

1.1 Hire or purchasing of containers

Bins purchased by developers (and not hired from the Council) must be compliant with Council provided bins. Developers must submit photos of the bins with written evidence to show that the bins are compliant:

- Bulk bins must only be metal and must comply with the European Standard EN840.
- All bins, both wheeled and bulk, must be in the correct colours and have standard council logos (bulk bins must also have the predetermined graphics printed)

Developers shall collect and remove waste at their own cost where the Council has not done so due to deeming the bins not matching the set criteria.

See Appendix A 1.0 for full details

1.2 Internal storage – all development types and sizes

Developers must ensure that the kitchens are designed to maximise recycling and minimise refuse. There should be adequate space for internal storage of bins for separate refuse, food waste and recycling bins, within the kitchen.

1.3 External storage – all development sizes

The following applies to communal bin properties, large residential and mixed-use, commercial, and schools.

1.3.1 Requirements for and specification of bin stores

Developers must ensure:

- There are separate bin stores for waste and recycling and the bin stores are designed to maximise recycling and minimise waste. They should be big enough to be able to accommodate additional recycling containers as may be required in the foreseeable future, including the separate collection of food waste;
- The storage capacity is flexible, to be able to respond to increasing recycling rates / increased range of materials that can be recycled;
- Construct or clad external faces in material that is in keeping with the visual style of the surroundings;
- Design enclosures to deter vermin;
- Ensure bins stores are lockable;
- Floor and walls are in materials that are easy to clean;
- A trapped gully and water supply is provided to make cleaning easier, and the slope of the floor is designed to make it drain properly and completely. The drainage system must be suitable for receiving polluted effluent and gullies must not be in the track of the container wheels;
- There is adequate ventilation;
- Bin stores are tall enough so that the bins can fully open and doors are wide enough for the bins; and
- Bin stores are brightly lit in over-looked positions close to areas of activity.

1.3.2 Access

Developers must ensure:

- There are no steep inclines, door lips or flights of stairs between the location of the external bin store and the collection point;
- The bins stores are located between 6¹ and 30 metres from residents' homes;
- Bulk bins are not placed adjacent to the entrance of building or placed below windows or balconies;
- Recycling and refuse facilities are next to each other; and
- Bin stores are accessible for disabled people, in line with the general requirements of BS 8300:2018.

Developers must ensure collection crews and caretakers do not have to:

- Carry refuse or recycling sacks more than 10 metres;
- Move wheelie bins or carry bins more than 25 metres; or
- Move a Bulk bin or other large, wheeled bin more than 15 metres.

Developers must ensure:

- There are dropped kerbs, at least two kerb lengths in length, outside of each bin store entrance;
- There is a dropped kerb within 10m of the facilities and the pulling area is free from obstructions and has a sound surface; and
- That waste storage areas are accessible from the street via key pad/digital lock or similar.

¹ Can be less than 6 metres if the bins are in a purpose built brick bin store which has a roof and fire doors.

1.3.3 Signage

Developers must:

- Clearly identify bin stores through appropriate signage which should also promote recycling; and
- Consult the Council in the design of the signs.

See Appendix A 3.0 for examples.

1.3.4 Waste and recycling collection methods

No additional requirements.

1.4 Vehicle Access

See Appendix A 4.0 for vehicle dimensions and turning circle.

1.4.1 Access Roads

Developers must ensure:

- They refer to the Manual for Streets (DfT) (2007) during design stage of new developments (access roads and residential streets);
- Access roads have foundations and hard-wearing surfaces, capable of withstanding a fully laden refuse vehicle of 26 tonnes Gross Vehicle Weight, with a maximum axle weight of 11 tonnes;
- Access roads have a minimum width of 5m;
- Any part of a building through which a waste collection vehicle passes has a minimum clear height of 4.5m; and
- Turning circles or separate entrances and exits are used where possible to minimise the need for vehicles to reverse.

1.4.2 Refuse and recycling bulk bin specifications

See Appendix A 1.0 for the required container capacity specifications.

1.5 Servicing

Developers must ensure:

- That servicing of waste and recycling for blocks with over 50 units takes place off the public highway and within the site boundary; and
- That off-street collection/servicing areas and details of turning or manoeuvring are included in the design.

Street-level Properties

The following applies to properties with four or less domestic dwellings with adequate space for the storage and presentation of wheeled bins.

1.6 External storage – capacity

Developers must:

- Ensure there is sufficient and appropriate space within the front garden or yard for the necessary wheelie bins, see A 1.1.4;
- Provide bulk bins as a communal waste storage system for properties that have been converted into five or more dwellings; and
- Not use chutes.

See Appendix A 1.0 for container dimensions.

1.7 External storage – design features

Developers must ensure:

- Front gardens/yards have a shaded area away from windows for the storage of bins;
- Bins are contained within the boundary of the premise, within a front wall, fence or garden hedge, or within a suitably designed dedicated structure;
- Bin storage areas do not cause nuisance to adjoining properties;
- Occupants are able to easily access and completely open their bins, with equal access to both refuse and recycling bins without having to move another bin;
- There is a clearance of 150mm around and between each bin;
- All collections for bins take place at the front of the premises;
- There is sufficient room to set out all containers whilst also maintaining sufficient access to the property for a double-buggy or wheelchair;
- Collection crew access is included in the design of outdoor spaces, involving solid surfaces and a maximum of one step down to the pavement from the bin storage or bin presentation point and no steps up; and
- The distance from the presentation point to where the collection vehicle can safely stop is no more than 25m for bins of up to 240litres, or 15m for bulk containers.

1.8 Residential waste storage capacity – internal

See Section 1.2.

1.9 Bulky waste storage

Developers must ensure bulky waste storage is:

- Provided at a size suitable to the development;
- Easily accessible by residents; and
- Is kept separate from other forms of waste.

1.10 Residual waste and dry recycling

No additional requirements.

1.11 Garden waste

No additional requirements.

Communal Bin Properties

The following applies to residential properties without individual bins and properties with more than four domestic dwellings. It is also applicable for other types of facility including commercial units.

Developers must ensure:

- All flats using communal bulk bins have separate waste and recycling storage at least 75% storage space dedicated to dry recycling bins;
- All flats using communal bulk bins have food waste storage; and
- For developments over 150 properties, an alternative on-site waste treatment and management solution is built into the design to ensure recycling of material is over 90%.

See Appendix A 1.0 for container dimensions.

1.12 External waste storage capacity

Where communal facilities are required, developers must provide the following volumes of refuse and recycling containment:

- Studio/ one bedroom: at least 100 litres for recycling and the remaining for refuse per property of this type within the development (i.e. 200 litres total);
- Two or more bedrooms: at least 120 litres recycling and the remaining for refuse per property of this type within the development (i.e. 240 litres total).

If there are five or more households in a block of flats, developers must provide bulk bins.

1.13 Food Waste

Developers must;

- Provide one communal food waste housing unit per five flats; or
- In large developments with multiple blocks of flats, developers must provide food waste bins in each individual bin store, with its capacity aligned to the number of flats assigned to it.

Table 1 Food Waste Storage Requirements

Number of dwellings using the bin store	5-20	21-50	51+
Number of food waste housing units required per bin store	1 x 240 litre	2 x 240 litre	Contact the Council to agree your required capacity

1.14 Internal storage

See Section 1.2.

1.15 Bulky Waste

For large residential developments, developers must ensure there is additional storage space for redundant bulky household goods and over 90% of bulky items should be recycled.

1.16 Large residential developments > 150 dwellings

Developers must:

- Have a bespoke solution for the collection of waste, dry recycling, food and garden material and this solution should aim to recycle over 90% of waste generated;
- Maximise recycling through the internal recycling and waste collection services;
- Address all relevant health & safety issues for doorstep collections and provide evidence that they have consulted and received approval from the London Fire Brigade in respect of any such proposals;
- Provide a communal wastes storage area, which includes separate containers for refuse, recycling and food waste. The storage area must be well-lit, include appropriate signage, be ventilated, include fire-suppression technology, and be designed to enable easy cleansing;
- Design external waste stores in accordance with Section 1.3;
- Provide a written statement to the Council on the operation and management of the internal waste collection service, and how the waste will be presented for collection;
- Facilitate off-street collection of bins; and

- Ensure there is enough room for vehicles to turn onsite to allow them to exit in forward gear.

For on-street collections, developers must provide evidence to show consideration of the following parameters to enable safe, regular and easy collections to occur:

- The type of road the vehicle will need to empty bins from (e.g. residential street, main road, busy street in regeneration);
- Pedestrian areas;
- Proximity to crossings and transport hubs; and
- Other road layout constrains.

1.16.1 Innovation

Developments of 150 properties or more must indicate an alternative waste storage and collection systems that will deliver over a 90% recycling rate. Developers must engage with LBWF throughout, from the inception stage, to planning and development.

Table 2 Routes of innovation

Method	Requirement
Underground waste storage	Developers must consult the Council at the earliest opportunity in relation to underground waste storage requirements.
Automated vacuum collection (AVAC) systems	Developers must consult the Council at the earliest opportunity in relation to AVAC requirements.
Community composting	Where composting is set up, developers must ensure composting bins are screened, purpose built and clearly signposted with ongoing management and maintenance. All composting schemes must achieve full compliance with the Animal ByProducts Regulations (2005), and if applicable it must be registered with the Environment Agency to have either a waste management licence, an environmental permit, or the appropriate exemptions.
On-site renewable energy	No additional requirements.
On-site combined heat and power (CHP) systems	No additional requirements.
Compactors	Where compactors are required, developers must ensure there is the separate provision for the storage of recyclable material, as dry mixed recyclables must not be compacted.

	<p>Compactors and mandatory for fast food outlets with an eat-in facility.</p> <p>Developers should contact Development Planning for advice if a rotary compactor is considered for use in any development.</p>
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Mixed-use and Commercial Developments

The following applies to developments that include commercial units.

1.17 Commercial waste and recycling

Developers must:

- Ensure there is adequate storage capacity for the estimated quantity of waste and include in their applications for commercial use a waste management scheme for recycling to achieve 75% of commercial waste should be recycled, including adequate provision for food waste;
- Ensure there is separate collections of paper, metal, plastic and glass, as required by The Waste Regulations 2011 and waste storage and collection facilities must be designed to meet these requirements;
- For medium to large hotels and restaurants, ensure there is separate storage provision for waste cooking oil; and
- Ensure all commercial storage units allow commercial bins to be stored off the public highways and are only presented on allocated collection days. In both instances, the bins shall not block any walking or cycle routes on pavements or cycle lanes or roads.

1.18 Mixed-use developments

In addition to the commercial requirements above, for mixed-use developments, developers must:

- Store commercial and domestic waste bins in separate secured areas with access only granted to the relevant persons. Combined storage can be permitted if dealt with through a commercial contract;
- Ensure storage areas are easily identifiable; and
- Make arrangements for segregated storage of bulky household waste items, with areas easily identifiable through clear signage.

1.19 Waste compactors

No additional requirements.

1.20 Calculation of storage capacity required for commercial properties

Developers must follow the guidance to calculate the volume of waste generated to determine a scheme to maximise recycling.

For all commercial property types (offices, retail and hotels) below, developers must ensure that a minimum of 75% waste storage capacity is retained for separated recycling.

Table 3 Storage capacity for commercial properties

Commercial property type	Capacity requirements
Offices	Developers must ensure there is 2.0 cubic metres waste storage for every 1,000 m ² gross floor space.
Retail	Developers must ensure there is 4 cubic metres waste storage for every 1,000 m ² gross floor space.
Restaurants	<p>Developers must:</p> <ul style="list-style-type: none"> • Ensure there is 3.5 cubic metres of waste storage for every 1,000 m²; • For restaurants with a floor space of less than 500 m², provide a minimum storage capacity of 1,500L. Food waste storage capacity can be counted against recycling materials storage capacity; • For larger restaurants, include the equipment proposed to store and manage waste and the allowance for circulation of space with submitted designs and discuss them with the Council; and • Ensure food waste is stored in 140L wheeled bins where these can be presented at street level, or in 23 litre caddies which have a handle for carrying.
Hotels	<p>Developers must:</p> <ul style="list-style-type: none"> • Include in submitted designs the equipment proposed to store and manage waste and the allowance for circulation of space and discuss them with the Council; and • Contact the Council’s planning team at an early stage in the design process to acquire advice on storage space and equipment requirements.

Schools

School developments must consider the following minimum requirements for waste and recycling:

- Over 90% of waste generated should be recycled.
- 1 x 1100 litre bin per 100 pupils for refuse
- 1 x 1100 litre bin per 100 pupils for dry recycling

- 2 x 500 litre food waste bins (minimum) for a school up to 450 pupils, with an extra bin for each additional 100 pupils.

A1.0

Appendix

A 1.0 Container Dimensions

A 1.1 Specification for Containers for Waste & Recyclable Material

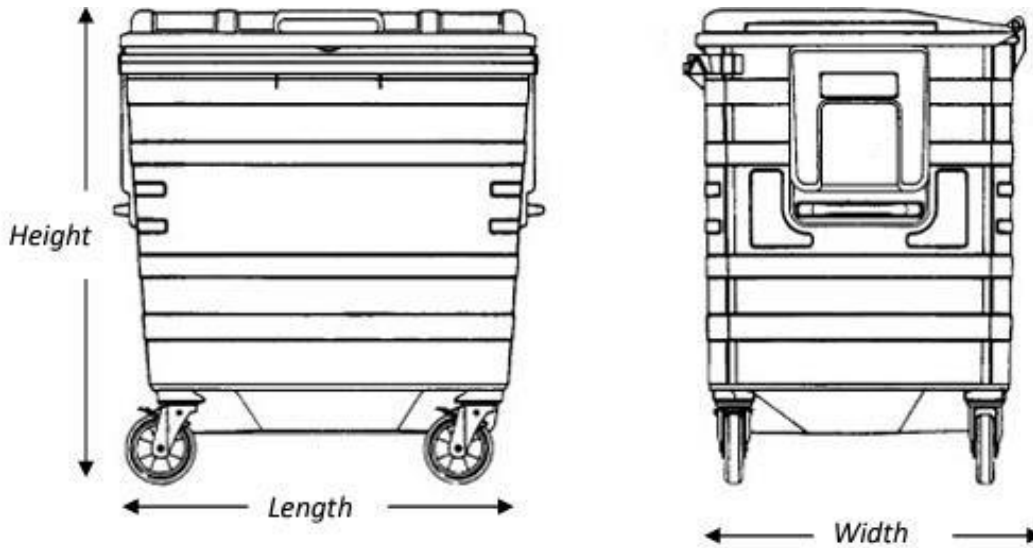
The following sections set out the required specification for containers of different types.

A 1.1.1 Refuse and Recycling Bulk bins capacity

Co-mingled wheeled bins with four wheels, which conform to British Standard BS EN 840: 2012. They have a fixed lid supplied with a push-to-lock, and a smaller flap for insertion of the recyclable materials by residents.

Capacity (litres)	660	1100	1280
Width (mm)	720	980	985
Length (mm)	1250	1250	1260

Height (mm)	1310	1370	470
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Source: City of Westminster¹

Source: City of Westminster²

A 1.1.2 Metal bulk bin dimensions and location of comb/lifting bar

For use of the 1280, 1100 or 660 litre bins you must ensure that the position of the comb bar adheres to the dimensions outlined in the drawing below (all measurements in millimetres). This is to ensure it can be emptied safely by the collection crew.



Please email recyclingteam@walthamforest.gov.uk for any questions regarding the dimensions and location of the comb bar (or lifting bar).

A 1.1.3 Food waste housing dimensions

² City of Westminster (2018) Recycling and Waste Storage Requirements, 2018, <https://www.westminster.gov.uk/waste-storage-planning-advice>

Please note that these are provided by the Council free of charge.

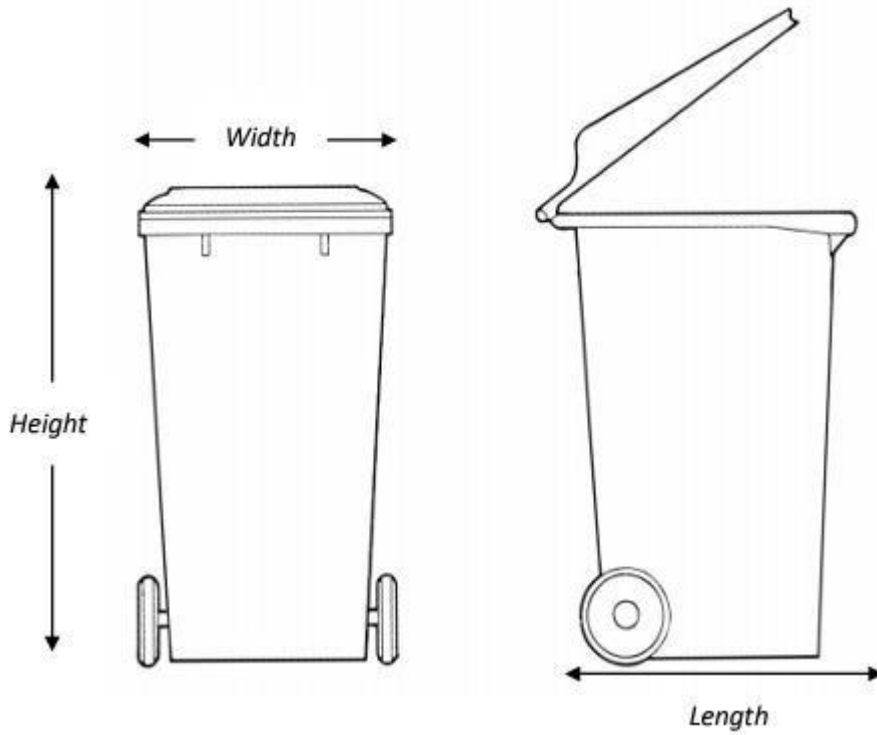


- Height: 1399mm
- Width: 807mm
- Depth: 900mm
- Weight: 50kg

A 1.1.4 Refuse and recycling wheeled bins capacity

Plastic wheeled bins with two wheels which are not purchased from the Council should conform to British Standard BS EN 840:2012 and the below specifications.

Capacity (litres)	140	240
Width (mm)	580	665
Length (mm)	740	880
Height (mm)	1100	1100



Source; City of Westminster³



All wheeled bins must include the artwork highlighted above (inside the red boxes)

³ City of Westminster (2018) Recycling and Waste Storage Requirements, 2018, <https://www.westminster.gov.uk/waste-storage-planning-advice>

A 2.0 Curtilage collection policy

The photographs below depict how two-wheeled plastic bins must be presented for collection at households receiving kerbside collections.

<p>Properties with a small front garden</p>	 <p>BINS NOT MOVED TO BOUNDARY EDGE</p>
	 <p>BINS CORRECTLY PLACED AT BOUNDARY</p>
	 <p>BINS CORRECTLY PLACED AT BOUNDARY</p>

**Properties
with a
driveway**



A 3.0 Examples of Resource London bin and bin storage

In 2018 Resource London (part of the London Waste and Recycling Board) conducted an in-depth project to analyse strategies to increase recycling participation at purpose built flats. An outcome of the project has produced best practice signage for bin stores and bins. To download the resources and guidance of how to adopt these please visit the Recycling in Flats Communications Toolkit page on the Resource London website, examples are below.

A 3.1 Example bin store signage and posters

Bin store door signage



Rubbish bin store signage



Internal recycling posters



No dumping waste signage



Bulky waste posters



A 3.2 Example bin signage and stickers

Refuse bin sticker



Recycling bin stickers



Recycling bin aperture sticker



Smaller recycling bin stickers

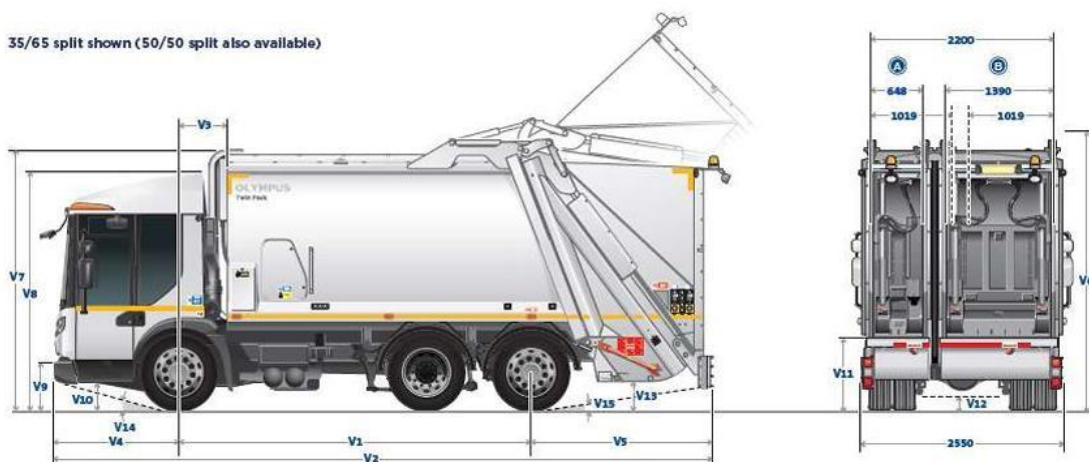


A 4.0 Vehicle Dimension

A 4.1 Waste collection vehicle dimensions and turning circle

Waste Collection Vehicle (Three Axle 21.2-26.00 tonnes).

Vehicle model	OLTP-22 6x2RS
Compaction body type - effective volume(s)	Olympus Twin Pack-22 (21.6 m ³)
Elite chassis type	6x2RS (Rear Steer) Wide Track
GVW (Gross Vehicle Weight)	26000
Front axle plated weight	8000 (7100*)
Rear axle/bogie plated weight	19000
Recycling box type	-
Recycling box type (capacity m ³)	-
V1 Overall wheelbase	5250
Turning circle - overall (metres)	16.9***
Vehicle unladen weight**	16780
V2 Overall length ⁵	9225
Overall length - tailgate raised ⁶	10280
V3 Front axle to front of compaction body	650
V4 Front overhang	1665
Front overhang - cab tilted	3465
V5 Rear overhang	2310
Rear overhang - tailgate raised	3170
V6 Overall height	3690
Overall height - tailgate raised	5190
V7 Height at exhaust tip - nominal	3800
V8 Cab roof height	3130
Cab roof height - cab tilted	3690
V9 Cab floor height	825 Driver side, 885 Passenger side
V10 First cab step height from ground	495
V11 Rave rail height	1070
V12 Ground clearance at lowest part of vehicle	250
V13 Ground clearance - tailgate	435
V14 Approach angle	15.5°
V15 Departure angle	15°



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. In addition to this property thresholds must not be obstructed by vehicles at the point of collection.

A 5.0 Container Price List

If you are interested in hiring bins metal bulk bins from the Council please email recyclingteam@walthamforest.gov.uk for an up to date price list.

A 6.0 Proforma

A 6.1 Planning Application – Waste Management Strategy

Planning Application Number: _____

Date Submitted: _____

Estimated volumes/ m2 required by the development

A 6.1.1 Low Rise Domestic (4 or less domestic properties or units)

Waste Types	Capacity Required (litres)	Number of bins required per household	Confirm what is to be provided
General refuse	140	1 x wheeled bin	
Mixed recycling	140/240	1 x wheeled bin	
Garden waste	140/240	1 x wheeled bin	

A 6.1.2 High Rise Apartment Developments (5 or more domestic units)

Size of household	Number in development	Projected Weekly refuse and recycling per household	Waste produced from all households
Studio / one bedroom	A	200 litres	A x 100 = X litres

Two or more bedrooms	B	240 litres	B x 120 = Y litres
Total Weekly waste arising			X + Y = Z litres

$$\text{Number of bulk bins required} = \frac{[\quad] \text{ Z litres (from table above)}}{[\quad] \text{ volume of bulk bin used}} = [\quad] \text{ bins}$$

If there are 5 or more households in a block of flats bulk bins will be required. The standard Bulk bins the Council adopts have a capacity of 660, 1100 or 1280 litres. The minimum required can be calculated as below:

$$\text{Total number of bulk bins required} = \frac{\text{Z litres (from table above)}}{\text{volume of bulk bin used}}$$

Finally, divide this figure by 2 to calculate the number of individual refuse and recycling bins required for the development.

A 6.1.3 Commercial Developments

Please state the number of bins you propose, showing calculations where appropriate. See section 6.1.7 for the relevant capacity calculations.

<p>General waste:</p> <p>Mixed recycling:</p> <p>Food waste:</p> <p>Industrial waste:</p>
--

<p>Has / will a contract be obtained with a licensed waste carrier? Yes or no?</p>
--

<p>Are the stores for residential and commercial separate from each other? Yes or no?</p>

A 6.1.4 Mixed use Developments

A 6.1.5 Internal Stores (Residential and Commercial)

Please provide details of internal (in the home) stores/segregation of waste & recycling:

A 6.1.6 Storage Areas for Waste Containers (Residential and Commercial)

Please provide details of container stores, attaching plans if appropriate.

Ensure all bins in the store are accessible	[]
Ensure recycling facilities are as easy to access as general refuse	[]

Please confirm details of waste store ventilation and hygiene / cleaning proposals

Ventilation and hygiene / cleaning

Please provide details of who will be responsible for placing the bins at the collection point and returning them to the store / property promptly e.g resident / management company.

Please ensure that you have attached:

Detailed plans of waste stores	[]
Location plans showing stores	[]
Location plans showing the proposed collection point and the route the collection vehicle will take including walking distances from the entrance/ exit of the property to the bin store and the drag distances of bins to the nearest waste vehicle collection point	[]

