

Torbay Recycling and Waste Collection Guidance for Developers

Introduction

In line with both national and local waste strategies, Torbay Council and SWISCo are seeking to maximise the amount of waste that is recycled.

Within Torbay new housing development is expanding rapidly and we need to continue to provide the infrastructure to recover more valuable resources through our recycling performance.

We want to make sure that all proposed development in Torbay is suitable for our collection vehicles and that the property design helps recycling to become the easy option for residents.

Torbay Council made the policy decision in 2017 to charge housing developers for the provision of recycling and waste containers to all new developments in order that we can work with developers to establish high levels of environmental performance. Details of this are contained in Appendix 5.

Please note that all designs will be subject to planning approval. SWISCo ask developers to provide information indicating each individual property's storage and collection points in their initial planning application. A layout plan showing the location of collection points is the preferred means of receiving this information.

The Law

Following the guidance in this document will help you to comply with current legislation relating to waste and new developments.

Environmental Protection Act 1990 (Section 46: Receptacles for household waste).

Waste Collection Authorities have legal powers to stipulate the type and number of containers to be used and where the containers should be placed.

The Building Regulations 2010 (Document H6: Solid waste storage)

This sets out standards to ensure waste storage areas are fit for purpose with sufficient space to ensure safe, convenient and efficient collection service. This legislation also gives Torbay Council the power to stipulate to developers what levels of refuse storage must be provided.

Torbay Local Plan 2012-2030

This details the waste requirements necessary to serve developments and to accompany planning applications. This includes planning policies on securing good design and layouts for development.

Neighbourhood Plans

There are three Neighbourhood areas designated across Torbay (100% coverage) and each area has prepared a Neighbourhood Plan. You are advised to check to see whether any have any specific planning policies on designs for recycling stores that may be relevant for your development.

Storage space for Recycling and Refuse containers

SWISCo (a wholly owned company of Torbay Council) operates a weekly recycling and food waste collection alongside a fortnightly refuse collection. Residents can opt into a fortnightly garden waste collection (charged).

Recycling and waste collection services are subject to change due to enhancements to the service and changes in national requirements. The number and/or type of containers issued to households may change. It is advisable to check the Torbay Council website to confirm that the information contained in this guide is still applicable.

Individual properties

Containers required for average household (more can be provided for larger households);

- 5 Litre food caddy (for internal use)
- 23 Litre food caddy (for outside storage)
- 55 Litre recycling box x 2 (more are available for larger households)
- 240 Litre wheeled bin (2 wheels)
- 240 Litre wheeled bin (2 wheels) – opt in, separately charged garden waste collections

There must be clear flat access (i.e. no steps or other obstacles) between the storage and collection points. If a path needs to be constructed, it should be a minimum of 650 mm wide, with a metallised surface.

Containers must be presented for collection at the front of individual dwellings next to the public highway, so that our collection teams can work as efficiently as possible. Adequate space should be provided for collection points to avoid obstructions to passers-by or vehicles. Ideally, an area will be provided by the front gate so householders can place their containers out for collection without restricting access to their property.

Householders are not permitted to store bins permanently on an adopted public highway. If the elevation of the property is such that it requires steps to be built up or down from the highway, then a storage area needs to be provided at highway level for the containers. It should be less than 25m from storage to collection point to encourage residents to return their containers to the storage area between collections, helping to maintain the appearance and amenity of the development.

Properties built in new developments must be provided with a discreet or integral bin store or storage space at the front of the property, large enough to accommodate the containers.

Redevelopments should incorporate the guidance for new developments unless the site restricts this. Historically, a variety of recycling and refuse collections have been used. Sometimes, rear service lanes are used for collections. If you are redeveloping an existing property and are unsure of the current arrangements, please contact SWISCo to confirm, so that the plans can

incorporate the needs of existing collections (e.g. storage provided at the back of a property where collections take place at the back).

Vehicles used for collections

Waste type	Vehicle
Recycling boxes and individual food waste bins	Romaquip
Residual waste (both individual and communal)	RCV
Garden waste	RCV

SWISCo will only collect recycling and waste from roads adopted by Torbay Highways Authority. Where a road is waiting to be adopted or is privately owned and maintained, householders may be required to take their waste to the nearest adopted highway, often to a pre-agreed collection point. Alternatively, up to date indemnity cover must be provided to indemnify SWISCo from any damage caused to the road surfaces. Road surfaces must be built to adoptable standards so they can cope with the weight of our collection vehicles. Developers should make residents aware of indemnity arrangements before sale of property.

Our standard collection vehicles require a minimum of 4 metres vertical clearance and access roads need to be at least 4.8 metres wide.

Small blocks of flats/apartments (up to 9 households)

SWISCo will provide individual containers for small blocks of flats/apartments as described in section 4.

Each dwelling should manage its own set of containers for recycling and waste collections where possible, as this encourages ownership and responsibility for recycling and waste minimisation. It also helps us to identify any households that may need help or guidance to use the recycling service as fully as possible.

If a shared storage point is used shelving or racking for recycling boxes and food waste bins can be incorporated into the design, although consideration must be given to how the shared space will be managed once the development is operational.

If it is not possible for individual containers to be used at a development of this size, communal recycling and waste storage may be considered although additional waste management contributions will be sought due to decreased levels of recycling.

Larger blocks of flats/apartments (E.g. 10+ flats)

Only if individual container provision is not possible, should a communal recycling and waste arrangement be used.

If communal recycling and waste arrangement is proposed an Operational Waste Management Plan may be requested, explaining the reasons why and listing the number and sizes of containers to be used for each material, storage area and its location in relation to the public highway.

A higher level of waste management contributions will also be sought to represent the reduced recycling performance where shared arrangements are used.

If developers engage with SWISCo at the early planning stage to decide on the location, size and layout of the store, this can reduce any problems when the site becomes operational.

Capacity calculations for communal recycling and waste arrangements

For blocks of flats with communal recycling stores you can calculate the recycling and refuse capacity needed for each material using the table below.

Material	Capacity per household – Low occupancy (1-2 residents / household)	Capacity per household – High occupancy (3+ residents / household)	Containers available
Food	14 Litres	23 Litres	240L bin
Cardboard	26 Litres	35 Litres	360L bin
Paper	15 Litres	20 Litres	240L bins
Glass	19 Litres	25 Litres	240L / 360L bins
Plastic & Cans	26 Litres	35 Litres	240L / 360L bins
Refuse	180 Litres	240 Litres	240L / 360L / 660L / 1100L

Capacity allocation = Capacity per household x number of dwellings

It is a case of finding the ‘best fit’ for the capacity required. For bulky materials (cardboard and plastic & cans) it is worth going slightly over-capacity. Once occupied, SWISCo can work with the developer, site manager and residents to refine the capacity to the individual development.

A full list of container dimensions is shown in Appendix 1.

Design requirements for communal bin stores

- Easy and safe access for waste producers, including older persons or persons with disabilities;
- Easy and safe access for collectors and collection vehicles;
- Location and space (including avoidance of opportunity to cause nuisance or injury);
- Built on a hard standing robust enough to withstand a minimum weight of 500Kg.
- 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 – needed for both residents and collectors
- Ventilation;
- Sound insulation
- Vertical clearance must allow the lids of the bins to be opened fully and for a person to be able to stand up inside the store.
- Special requirements (e.g. separate storage and collection of healthcare waste and bulky waste).
- A point of contact provided to SWISCo for operational stage of development (e.g. caretaker / property management company)
- Signage and instructions for residents. SWISCo can provide this.
- Inwards opening doors should be avoided.
- The door must not open over a public footway or road.
- Width of doorways, is it wide enough for the bins?
- Where required, a lock with a coded entry is preferred.

Vehicles used for collections

Waste type	Vehicle	
Residual waste	RCV	
Garden waste	RCV	
Communal recycling	Toploader	

Please see Appendix 4 for vehicle dimensions and turning circles.

SWISCo will only collect recycling and waste from roads adopted by Torbay Highways Authority. Where a road is waiting to be adopted or is privately owned and maintained, householders may be required to take their waste to the nearest adopted highway, often to a pre-agreed collection point. Alternatively, up to date indemnity cover must be provided to indemnify SWISCo from any damage caused to the road surfaces. Road surfaces must be built to adoptable standards so they can cope with the weight of our collection vehicles. Developers should make residents aware of indemnity arrangements before sale of property.

Our standard collection vehicles require a minimum of 4 metres vertical clearance and access roads need to be at least 4.8 metres wide.

Key Points for locating bin stores on site plans

- Tracking software should be used to test layouts for vehicles accessibility
- A minimum street width of 4.8m is recommended
- Cul-de-sacs should provide turning circles
- Vehicles should not have to reverse more than 12m, this is to reduce hazardous vehicle movements and prevent accidents.
- Collection vehicles should not reverse into the development from a major road and should always exit the development onto a major road in a forward gear.
- Specific care should be taken to consider pinch points, parked cars and non-through roads requiring reversing.
- Roads must be built to adoptable standards so they can cope with the weight of our collection vehicles.
- Our collectors will not move bins more than 15m for two-wheeled bins and 10m for four-wheeled containers to aid the efficiency of collection. Recycling boxes and food waste bins must be placed next to the highway so the teams can sort the recycling into different compartments of the vehicle.
- Cambers must be avoided – even moderate cambers can make handling heavy bins dangerous.
- Pathways should be a minimum 1.2m wide, with a metalled surface.
- Gradients should not exceed 1:12 and there must be a flat, metalled surface between the storage area and the access point for the collection vehicles.
- Sufficient clearance from vehicles in car park areas should be factored in to avoid damage to vehicles when moving large bins.
- Adequate height clearance on approach roads must also be provided, especially with regards to barriers, balconies, trees, cables etc.
- Sufficient space should be provided for safe vehicular access and space for the rear loading of recycling and waste and the operation of bin lifting equipment.

Houses of Multiple Occupation (HMOs)

SWISCo will provide one set of recycling and waste containers per council tax account at Houses of Multiple Occupation (HMOs). The landlord should ensure that all residents are provided with the correct information to enable them to recycle. The landlord will also need to make separate arrangements for the collection and disposal of any additional waste and recycling generated within an HMO at a cost to themselves.

Access For Residents

Storage areas for either individual or communal recycling and refuse containers should be easily accessible to the residents.

If the store has brick walls the addition of simple timber battens or boarding can provide a useful substrate for recycling information posters and signage. Developers should make sure that all storage areas are designed in a way that avoids containers being blocked in by other containers or obstacles. This is essential to ensure that residents and collection staff can access the containers in the recycling store. All containers need to be accessible at all times, neither residents nor collection staff should need to move containers to access other containers.

SWISCo asks developers to provide information indicating individual and communal collection points in their initial planning application. A layout plan showing the location of collection points is the preferred means of receiving this information.

Case Studies – Best practice communal recycling stores

Below are some examples of communal recycling stores that have been designed within Torbay. These best practice examples offer design ideas for developers to consider when planning their own recycling stores.



Case Studies – when things go wrong

The examples below demonstrate why SWISCo are keen to engage with developers at an early stage to avoid the nightmare scenario displayed on the 'before' photograph.

Upon construction this recycling store lacked any shelving for recycling containers, meaning that residents quickly became disillusioned with the set up and disposed of everything in black sacks. The lack of recycling facilities led to an increase in general waste and residents were afraid to approach the store due to problems with vermin. This problem was eventually resolved with the retrospective fitting out of timber racking. This kept the recycling containers off the floor and created space for the recycling containers. New signage further helped to organise the recycling store to make it more user friendly.



Inside Storage Space for Residents

All properties will receive a 5 litre indoor food caddy for use in the kitchen to capture food waste day to day. When full, this can be decanted by the resident into their 23L outdoor food caddy or communal food waste bin.

With the ever-increasing emphasis on recycling, the climate emergency and future government policy around resource use, consideration needs to be given to internal space for recycling storage solutions.

Residents in flats may be situated some distance away from external recycling stores which can be a barrier to recycling participation.

Final checklist

- Has space been allocated for refuse stores?
- Have the refuse collection points been checked with Torbay Council and are the bin storage areas therefore correctly located?
- Can the bins be moved/accessed easily by the householder and the refuse collectors?
- Have the number of properties and number of bed spaces been specified?
- Has enough refuse and recycling capacity for the number of planned households been provided?
- If an Operational Waste Management Plan is required, has it been provided?

If the answer to any of these questions is 'no' then your application is likely to be returned for amendment, have conditions placed on it or be refused.

Contact us

SWISCo Recycling Team

Tel: 01803 207680

Email: waste.recycling@torbay.gov.uk

Web: www.torbay.gov.uk

Postal Address: The Recycling Team, SWISCo, Aspen Way, Paignton, TQ4 7QR

Appendices

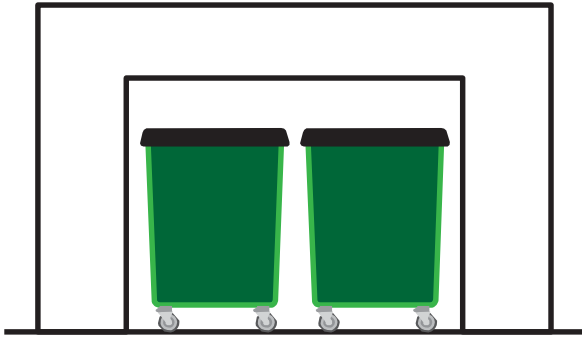
1. Container dimensions
2. Generic recycling store design

Appendix 1 Container Dimensions

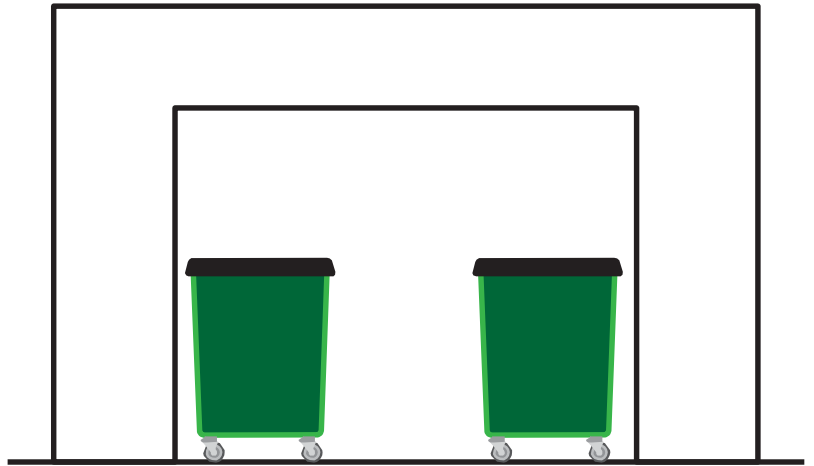
Container	Capacity (litres)	Height (mm)	Height with lid open (mm)	Width (mm)	Depth (mm)

Food waste caddy (internal)	5	250	455	205	205
Kerbside food waste bin	23	410	730	320	320
Recycling box	55	510	n/a	390	400
Wheeled bin	140?	1070	1550	480	550
Wheeled bin	240	1070	1640	575	730
Wheeled bin	360	1070	1700	630	850
Wheeled bin	660	1330	2100	1250	720
Wheeled bin	1100	1400	2500	1300	1100

Appendix 2 - Generic Communal Bin Store Design



Poor design: Householders cannot access the bins easily and bins can only be removed with difficulty.



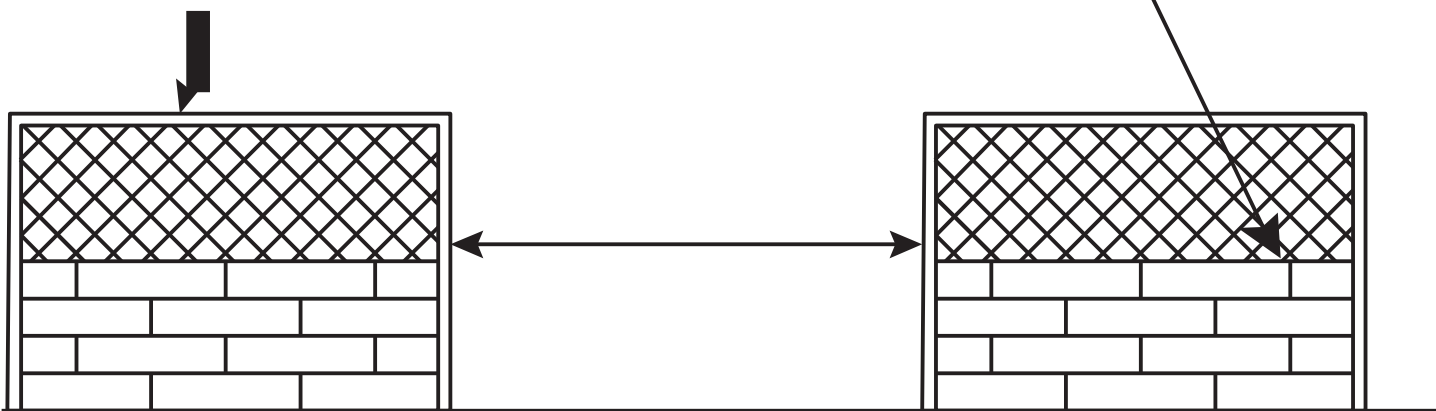
Good Design: Householders can access both bins easily and Either bin can be removed from the store without moving the other

A generic design for a communal refuse store is shown below. Please note that all designs will be subject to planning approval.

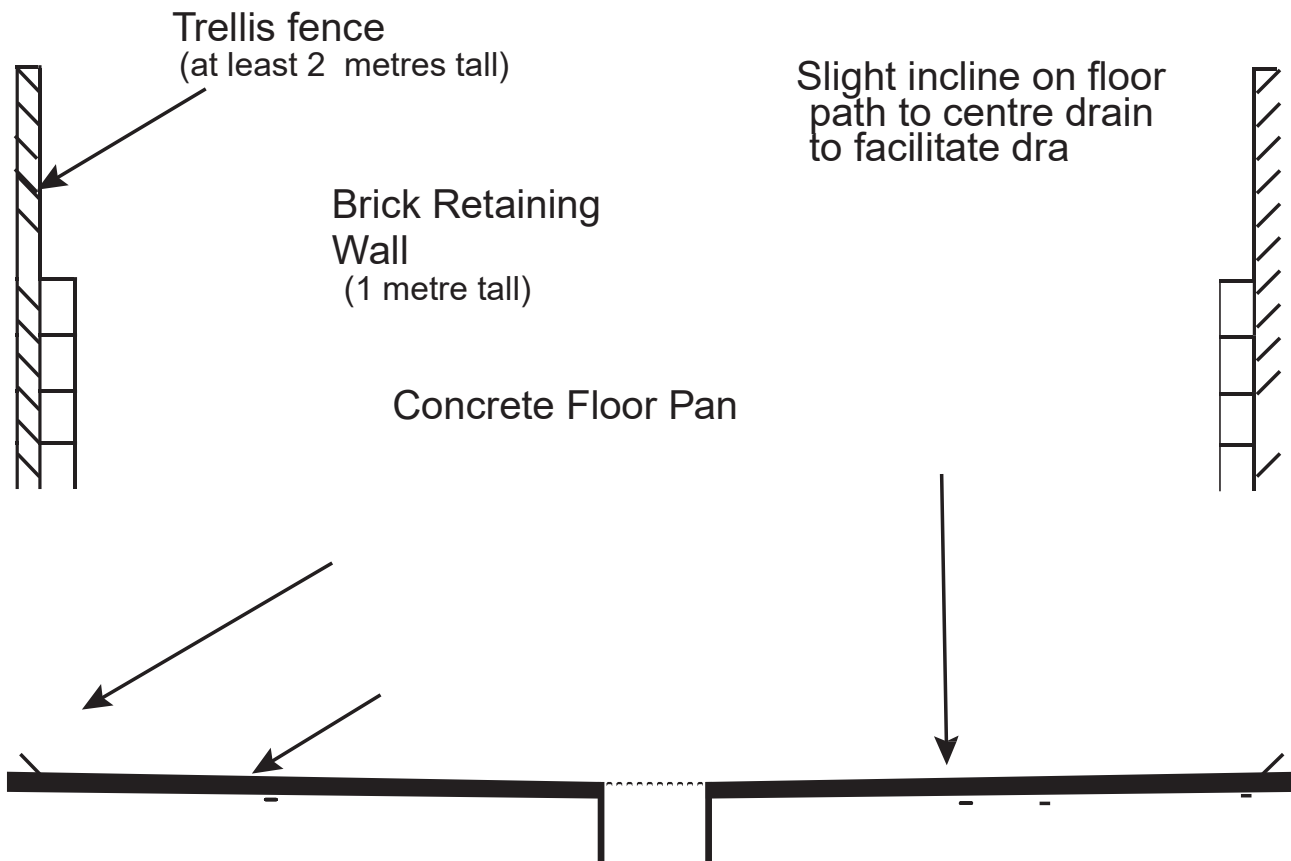
Trellis fence
(at least 2 metres tall)

Brick Retaining Wall
(1 metre tall)

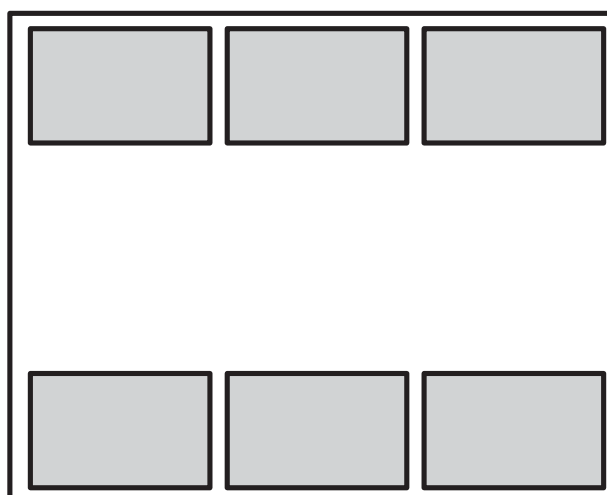
Entrance
2 metres



****Front view of refuse store (not to scale)**



Transverse section of refuse storage



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