

WOKINGHAM BOROUGH COUNCIL
WASTE MANAGEMENT FACILITIES IN NEW DEVELOPMENTS
GUIDANCE NOTES FOR DEVELOPERS



WOKINGHAM
BOROUGH COUNCIL

Contents

1.0	Introduction	3
2.0	Planning Condition	3
3.0	Waste Management in Wokingham Borough	3
4.0	Waste management in self-contained houses (Single dwellings)	4
5.0	Waste Management in communal properties (flats)	4
6.0	Mix development (commercial and residential properties)	5
7.0	Bin storage areas	6
8.0	Design specifications for bin stores	6
9.0	Signage	6
10.0	Accessibility for collection	6
11.0	Specifications of collection vehicle	7
12.0	Specifications of receptacles	7
13.0	Bottle banks in the borough	7
14.0	Dimensions of glass collection vehicle	8
15.0	Useful documents	8
16.0	Veolia lorry features	9
17.0	Dimensions of over ground bottle banks	10

1.0 Introduction

This document outlines guidance on waste management in consultation with the “code of practice” for waste management in buildings which developers and architects must take into account when designing for new developments. Information laid out in this document also applies to refurbishments and conversion to residential properties but excludes commercial and business premises.

The Council has achieved statutory 50% recycling target in 2019/20 by introducing kerbside food waste collection service. The Council adopted Climate Emergency in July 2019 and has an ambition to achieve 70% recycling target by 2030 and go landfill free with 100% recycling by 2050. In its efforts to achieve these targets the Council is continuously striving to bring its practices in line with this agenda which also include waste management facilities in new developments.

2.0 Planning Condition

- 2.1 No development shall take place until details of the proposed waste and recycling management arrangements for the development have been submitted to and approved in writing by the Local Planning Authority.
- 2.2 Such details as may be agreed shall then be implemented prior to first occupation and retained thereafter.
- 2.3 The proposed management arrangement should detail:
 - The space on site to be secured for the appropriate number of waste and recyclable receptacles and erection of suitable signage to promote recycling in communal properties.
 - How the collection will work in practice.
 - How the developer will contribute all the costs of waste and recycling infrastructure where the need for those facilities arises directly from the development. This includes the cost of providing all:
 - Waste and recycling receptacles
 - Signage to promote recycling
 - Systems to minimise contamination of recyclables
 - Receptacles and appropriate signage to promote the items which can be recycled are required to be in situ prior to the first occupation of the development and retained thereafter.

3.0 Waste Management in Wokingham Borough

- 3.1 The Council provides a weekly collection service for general waste, recycling and food waste.
- 3.2 A weekly allowance of 120-litre per property for general waste is in place which is strictly practised across the borough. There is no restriction on capacity for dry recycling and food waste recycling.
- 3.3 Provision of waste and recycling facilities to single dwellings is the responsibility of the Council whereas the responsibility to provide these facilities to flats rests with developers.
- 3.4 The chargeable garden waste collection service runs fortnightly at a cost of £65 per annum. 75-litre compostable garden waste sacks are also available for £1 each should residents choose to use alternative to annual subscription.
- 3.5 The Council provides a regular supply of letters including leaflets which developers are expected to include in the induction packs for new residents.
- 3.6 It is the developers’ responsibility to inform the Council to add newly occupied properties to the collection list.

4.0 Waste management in self-contained houses (Single dwellings)

- 4.1 The Council provides the Council branded 80 blue bags x 90-litre (2 x rolls of 40 bags) to single houses for the disposal of general waste.
- 4.2 This allowance reduces as we progress through the year.
- April – June 80 blue bags
 - July – September 60 blue bags
 - October – December 40 blue bags
 - January – February 20 blue bags
- 4.3 Waste presented in any bags other than the Council branded bags will not be collected.
- 4.4 The Council provides a minimum of 2 x 60-litre waterproof recycling bags for recycling.
- 4.5 Every household is provided with a 5-litre indoor kitchen top caddy (grey coloured), 23-litre lockable outdoor container (black coloured) and a roll of 100 liners for food waste recycling that should last a year.
- 4.6 The Council’s borough wide delivery usually takes place in February / March every year. As new properties come on board at various points through the year therefore, in order to make the process of acquiring waste receptacle (blue bags, recycling bags and food waste caddies / liners) more efficient WBC requests sales and site offices of the new developments to store these in bulk and provide them to new occupants as soon as the property is handed over to them.
- 4.7 Developers will have to provide enough capacity within the houses to allow storage of receptacles within their houses on a non-collection day.
- 4.8 Once properties are occupied, all residents are expected to present their waste and recycling at the edge of their properties but collection point may vary depending on the layout of the estate.
- 4.9 In case collection is not possible from the property boundary, in such cases collection points must be within 25 meters from adopted highway or from our parked collection vehicle. The road surfaces should be smooth for easy handling of waste / recycling.
- 4.10 Temporary collection points during construction phase will be agreed in consultation with WBC and its waste collection contractor, Veolia due to practicability and convenience to manoeuvre collection vehicles around construction vehicles onsite.
- 4.11 Developers are advised not to allocate purpose-built collection points for new developments. Experience shows such collection points pose problems in the future once construction completes and properties are occupied.

5.0 Waste Management in communal properties (flats)

- 5.1 Bin stores should strictly service apartments ONLY. All single dwellings should be excluded from being treated as apartment.
- 5.2 Provision of bins for general waste and recycling is the responsibility of developers.

Table 1: Weekly allowance for general waste as per the size of a block

Weekly Allowance for General Waste	Number of Flats	Allowed Capacity (Litre)	No. of Bins Required
120 litre	4	480	2 x 240 litre
120 litre	5	600	1 x 240 litre + 1 x 360 litre
120 litre	6	720	2 x 360 litre bins
120 litre	9	1080	3 x 360 litre bins
120 litre	10	1200	2 x 360 litre + 2 x 240 litre

120 litre	11	1320	3 x 360 litre + 1 x 240 litre
120 litre	12	1440	4 x 360 litre

- 5.3 Due to operational limitations the Council is unable to empty 1100-litre (Grundon style) bins on majority of sites. Size of the bins shouldn't exceed 360-litre in such cases. Developers are to confirm with the Council to ascertain if 1100l bin for general waste can be emptied before purchasing bins.
- 5.4 Bins for general waste must be **grey** in colour and must be in line with our weekly allowance of 120-litre per property.
- 5.5 Capacities can be calculated by multiplying our weekly allowance of 120l with number of flats and divided by the literage of bin. Table 1 includes information on required number of bins for convenience.
- 5.6 Bins for recycling must be **blue** in colour and based on 160-litre per property as a minimum. Please refer to the table 2 below for guidance.

Table 2: Minimum capacity for weekly recycling as per the size of a block

Minimum Allowance for Recycling	Number of Flats	Required Capacity (litre)	No. of Bins Required
160 litre	4	640	3 x 240
160 litre	5	600	3 x 240
160 litre	6	720	4 x 240
160 litre	9	1080	6 x 240
160 litre	10	1200	7 x 240
160 litre	11	1320	7 x 240
160 litre	12	1440	8 x 240

- 5.7 Bins can be purchased from anywhere as long as they are up to the Council's specifications outlined in section 12.0.
- 5.8 Sulo <https://www.sulo.com/en/> is the preferred supplier used the Council's contractor, Veolia. They can be contacted directly via customerservices@sulo.com or 01215214472 to purchase bin if developers wish.
- 5.9 After installation of bins in the bin store developers must inform us to undertake assessment to satisfy the requirements of sufficient storage capacity in the bin store and the number of bins required, in line with our advice, before these properties are occupied.
- 5.10 Food waste caddies and liners are provided by the Council. It includes a 5-litre indoor kitchen top caddy and a roll of liner for every flat. An outdoor 240-litre **red** bin for collection is also provided by the Council. This services up to 10 apartments for communal use and is stored in the bin store.
- 6.0 Mix development (commercial and residential properties)**
- 6.1 In a mixed development the Council is responsible for provision of waste collection service in domestic properties only.
- 6.2 Provision of bins in such properties is still a responsibility of developers.
- 6.3 Bins must be provided in line with information in section 5.0.
- 6.4 Bin stores must be fully covered from all sides and a locking system in place to allow use by authorised residents only.

7.0 Bin storage areas

- 7.1 Bin store must be in a clear location for easy accessibility by residents to encourage appropriate recycling.
- 7.2 Bin store must be spacious enough to store the required number of bins (for general waste, recycling and food waste) safely and allow convenient use by residents.
- 7.3 Bin store should be clearly marked for easy identification.
- 7.4 Number of flats should be displayed on the bin store to ascertain authorised access.
- 7.5 Proper lighting is required to ensure health & safety obligation to aid collection crew during early hours of winter.
- 7.6 Ventilation should be considered for circulation of air and odour management. Ventilation should be away from residential dwellings.
- 7.7 A tap should be provided for a regular cleanliness. Drainage should be by means of trapped gully connected to found sewer.
- 7.8 Residents and management companies are responsible for the upkeep and cleanliness of their bins and bin areas.
- 7.9 Appropriate arrangements must be in place for infirm and elderly residents.
- 7.10 A combination lock should be provided to keep the bin store secure and allow authorised access only.
- 7.11 Developers will have to provide with codes for locks and keys where applicable.

8.0 Design specifications for bin stores

- 8.1 Minimum height of the bin store should be 2meters.
- 8.2 The recommended width of the bin store is 1 meter for 2-wheeled bin and 2 meter for 4-wheeled bin.
- 8.3 A minimum 150mm between individual containers and wall and containers should be considered for safe handling.
- 8.4 The wall of bin store should be formed of non-combustible, secure and impervious and have fire resistance of one hour. The doors of the bin store should be of steel or fire resistant for 30 min.

9.0 Signage

- 9.1 A mechanism must be in place to ensure notices about waste and recycling displayed conveniently and updated accordingly to reflect any changes in our waste and recycling structure.
- 9.2 Developers will be responsible to make arrangements to display information in the bin store and on bins. The Council will provide these posters and stickers.

10.0 Accessibility for collection

- 10.1 Roads providing access to the storage facilities should have foundation and a hardstanding surface.
- 10.2 Minimum width of road should be 5m and should be designed so that allow forward direction. If reversing is unavoidable then distance should not exceed 12m. Adequate clearance should be provided above the vehicle.
- 10.3 A direct vehicular access to the bin store is necessary. Where this is not achievable then the distance to bin store should not exceed more than 10 meter of the parked collection vehicle or adopted highway.
- 10.4 Bin stores must be accessible to the collection crew outside of the building without passing through any part of the buildings.

- 10.5 Access to bin stores should be clearly marked without any temporary or permanent feature so as to avoid any obstruction to the collection vehicle.
- 10.6 A drop kerb must be in place with no more than 1:12 gradient to allow emptying of bins without causing any health & safety issue. It must be non-slip and a minimum of 2m wide with foundations to endure the weight of the container with waste in situ.
- 10.7 A mechanism to hold the bin store doors must be in place for safe handling of bins.
- 10.8 Enough space should be provided in order for moving a bin for collection without having to move / handle other bins. Door width should allow easy manoeuvring of bin in and out of the bin store, ideally 2m.
- 10.9 A skip should be provided to deal with excess cardboard from residents until it settles down

11.0 Specifications of collection vehicle

- 11.1 The Council’s collection vehicle is a standard 26 tonnes truck with a split back for general waste and recycling and a pod fitted at the passenger side for food waste collection.
- 11.2 All the three waste streams are collected at the same time in the same vehicle.
- 11.3 Roads providing access to the storage facilities should have foundation and a hardstanding surface. The maximum gross weight of our collection vehicle is 26 tonnes.
- 11.4 Please find the technical details of our collection vehicle in section 16.0 of this document.

12.0 Specifications of receptacles

Table 3: Dimensions of receptacles to determine the size of bin store

Bin Sizes	Height	Width	Depth	Supplier	Specs taken from*
5 litre kitchen top food waste caddy	205mm	250mm	205mm	WBC	Straight Ltd.
23 litre outdoor food waste caddy	405mm	320mm	400mm	WBC	Straight Ltd.
240 litre bin – Citybac Classic	1075mm	582mm	728mm	Developer	Sulo
360 litre bin – Citybac Classic. 2-wheel	1,090mm	620mm	890mm	Developer	Sulo
660 litre bin – Citybac Classic, 4-wheel	1230mm	1,370mm	775mm	Developer	Sulo
1100 litre (flat lid) – Citybac Classic, 4-wheel	1,330mm	1,370mm	1,075mm	Developer	Sulo

* Bins can be purchased from anywhere as long as they are of the specs mentioned in this table. Our recommended supplier is Sulo <http://www.sulo.com/en/> who can be contacted directly via customerservices@sulo.com or 01215214472.

13.0 Bottle banks in the borough

- 13.1 Glass collection in Wokingham takes place through bottle banks (bring banks) which are located in car parks and supermarkets.
- 13.2 All the strategic developments with more than 250 properties must incorporate the provision of underground bottle bank facilities in their designs.
- 13.3 Enough space should be made available for a minimum of three bottle banks to collect glass, sorted at source into clear, green and brown.

- 13.4 The Council's preferred underground bins are Iceberg Optima (model - zoetermeer) with two hook system and 3 cubic meter capacity that collects no more than 1.2 tonnes of glass.
http://swm.co.th/images/products/pdf/Iceberg_OPTIMA_e.pdf

13.5 Please refer to dimensions of over ground bottle banks in section 17.0 of this document.

14.0 Dimensions of glass collection vehicle

- 14.1 The Council's glass collection vehicle is custom built. Gross weight of the vehicle is 26 tonnes and it is a rigid 3 axle tipper.
- 14.2 The vehicle is 8m long (body minus cab is 7.2m), 3.76m total height with crane stowed, 2.51m total width.
- 14.3 The vehicle carries built-in crane which is used to lift bottle banks during emptying. See below for the specs of the crane.
- 14.4 To lift banks with the crane, the lorry needs to pull up on with banks facing the passenger side. They cannot lift over the blind side of the lorry or over any other object, such as cars.
- 14.5 The crane can only be used on the passenger side and can only swing up to the wing mirror.
- 14.6 The vehicle cannot reverse out onto the road. There must be enough room for it to turn around or reverse into the road.
- 14.7 Bottle banks need to be placed a few meters away from buildings and structures to avoid damage if they swing.
- 14.8 7.5m is the absolute maximum distance for the crane to reach a bottle bank, with 6m preferable to avoid any issues if bottle banks are full. The further extended the crane is the less it can lift.
- 14.9 The vehicle has got a stabiliser leg which requires a space of 2.1m. Therefore bottle banks shouldn't be closer than 2.1m to the body of the vehicle.
- 14.10 There should be no overhead cables or vegetation above where the banks are. Electricity from power cables can jump if the vehicle / crane gets closer to the source of electricity.
- 14.11 During operation the height of the lorry extends due to stabiliser, bottle banks are pulled further up for emptying, the crane rises to 2m as it arches in the middle.
- 14.12 If possible a final assessment be left to the Council's disposal contractor to avoid any potential issues in the future.
- 14.13 For any further discussion contact us via customerservice@wokingham.gov.uk

15.0 Useful documents

- 15.1 [Borough Design Guide for Wokingham Borough Council](#)
- 15.2 [Waste Management in Buildings - Code of Practice](#)

16.0 Veolia lorry features

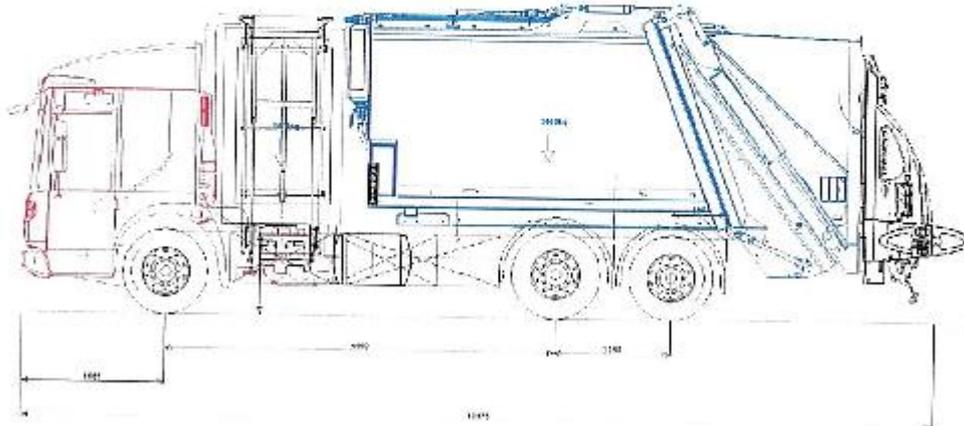
Ref: Vehicle Spec 26T Narrow 6x2 RS Muni Duo Compact Pod Issue: 1
 Created: 03-09-18
 Prepared by: Andrew Hope



Vehicle Specification Document

Chassis: Dennis Elite6 Rear Steer
 Body: Dennis Olympus OLTP16
 Pod: Terberg TD4 Compact Standard Width TL360 Lift
 Bin Lift: Terberg OmniDEL Triple Electric

Prepared for:
 Document Revision: 1 (date)



Municipal Specification. Food Collection in Pod.
Potential Payload: 7000kg.

Vehicle Details

GVW	26,000kg
Wheelbase	5900mm
Turning Circle	19.8m (Wall to Wall)
Engine	Volvo D8K 280bhp
Gearbox	Allison MD300U 6 Speed Automatic
Fuel Tank	280 litre
Body Effective Volume	65/35 Split: Body: 5.7 + 10.6m ³
Hopper Volume	65/35 Split: Tailgate: 0.62m ³ + 1.24m ³ Sweep Volumes
Pod Volume	3.3m ³
Front Axle Plated Weight	8000kg
Rear Bogie Plated Weight	19000kg

Dimensions

Overall Length	10675mm (Including Binlift)
Overall Width	2550mm
Overall Height	3650mm (6100 with Tailgate raised)
Front Overhang	1665mm
Rear Overhang	3167mm (Including Binlift)
Pod Tipping Height	1800mm recycling pod discharge height. 4575 max height when tipping pod

Suspension

Suspension		Tyres	
Front Axle	Full Air	Front Axle	315/80R22.5
Axle 2	Full Air	Axle 2	295/80R22.5
Axle 3	Full Air	Axle 3	315/80R22.5
		Manufacturer	Continental

HSC1 Tread Pattern

17.0 Dimensions of over ground bottle banks

