



# Planning Guidance on Waste Collection Requirements



## Document control

- Responsible Department: Waste Management
- Version: August 2024
- Review date: annually or with legislative change



## 1. Introduction

- 1.1. This document has been produced to provide planning officers and developers with guidance on the requirements for the Council's waste collection service.
- 1.2. Gravesham Borough Council operates a fortnightly collection of refuse and recycling and a weekly collection of food waste.
- 1.3. It is the responsibility of the developer to ensure that all the relevant bins and sufficient storage space is provided for each property.

## 2. Service Provision - Houses

- 2.1. All collections are made from the front boundary of the property. Sufficient space should be allocated to allow space for storage and presentation for:
  - **Refuse** - 1 x 180ltr bin grey body and lid
  - **Recycling** - 1 x 240ltr bin grey body and green lid
  - **Food Waste** - 1 x 23ltr bin black body and orange lid with an individual 5ltr caddy per property
- 2.2. The Council offers an 'opt-in' garden waste service collected via a 240ltr, 140ltr bin or paper sack. The take up of the service is extremely high therefore space should also be allocated to accommodate an additional bin.
- 2.3. The boundary (point of presentation) should be as close as possible to where the vehicle passes. Collections are from the point of the property nearest to the adopted highway. Collection crews and vehicles do not go on to private driveways, this includes shared driveways.
- 2.4. Reversing a waste collection vehicle is one of the most dangerous activities carried out by the collection crews. Accidents involving waste vehicles are invariably severe or fatal; therefore the development must wherever possible be designed to allow the waste collection vehicle to operate in a forward gear only. Adequate turning facilities large enough to accommodate the collection vehicle will be required where the collection vehicle is unable to drive in a circuitous route.
- 2.5. All houses are required to have an individual collection and must not be provided with communal collection arrangements.

## 3. Service Provision - Flats

- 3.1. Flats are generally serviced by communal bin stores. Bin stores should be large enough to accommodate and manoeuvre sufficient 1,100 litre refuse and recycling Eurobins for the number of dwellings in each block.
- 3.2. The following provision is required:

- **Refuse** - 1 x 1100ltr bin per 6 flats
- **Recycling** - 1 x 1100ltr bin per 6 flats with specialised recycling lid
- **Food Waste** - 1 x 140ltr bin per 10 flats with an individual 5ltr caddy per flat

- 3.3. The immediate area outside the bin store should be level with the road, should not include an incline and the installation of a drop kerb where necessary is mandatory. Car parking spaces should not be allocated immediately in front of the access to the bin store.
- 3.4. Collection crew members are not expected to move wheeled bins a distance greater than 15m nor over surfaces which hinder their smooth passage, for example, steps, slopes greater than 1 in 12 and uneven surfaces. The collection point should be accessible to the size of collection vehicle that is used by Gravesham Borough Council.
- 3.5. It is recommended that bin stores are fitted with a lock which is accessed via a key or a key code pad.
- 3.6. Where there is a building of mixed use (i.e., flat above shop), then separate waste provision must be made for the domestic and commercial premises.
- 3.7. There are several factors to consider when planning waste storage for flatted developments. A 'best practice' guide is provided in **Appendix 1**.

## 4. Cost of Bins

- 4.1. Developers are required to pay for the provision of all bins required for a development. Estimated costs are as follows (these costs are subject to change)
- Set of bins for houses including £110 + VAT
    - 180ltr bin grey body and lid
    - 240ltr bin grey body and green lid
    - 23ltr bin black body and orange lid
    - 5ltr bin kitchen caddy
  - 1100ltr Euro bin including delivery £450 + VAT
  - 140ltr Euro food bin includes delivery £75 + VAT
  - 5ltr kitchen caddy includes delivery £6 + VAT
- 4.2. Delivery is 4-8 weeks once payment has been made.
- 4.3. Developers are welcome to purchase their own 1,100 litre bins however the bins must be metal and comply with European Standard EN840. ***The Council will not be responsible for any damage to bins purchased from other suppliers that do not meet the specified standard.***
- 4.4. Collections from sites will not occur until containers are in place.

4.5. It is the responsibility of the developer to collect and remove any waste at their cost until the Council is satisfied that all waste requirements have been met. ***All complaints regarding non-collection due to the fault of the developer will be passed onto to the developer for response.***

4.6. The Council should be informed at least two weeks prior to the waste collections by the council commencing so that collections can be scheduled.

## 5. Specification of containers and collection vehicles

### 5.1. Wheelie bins

Capacity	180ltr Refuse Bin	240ltr Recycling Bin	23ltr Food Caddy
Length	540mm	585mm	380mm
Width	650mm	740mm	290mm
Height	1,060mm	1,100mm	405mm

### 5.2. Euro bins

Capacity	1,100ltr bin
Length	1,250cm
Width	980cm
Height	1,370cm

### 5.3. Vehicle Dimensions

The Council uses three-axle, rear steer 26 tonne collection vehicles:

- Width - 2.5m
- Overall length - 10.5m
- Height - 3.8m
- Kerb Turning Circle - 18m
- Wall to Wall Turing Circle - 19m

For advice about how to order bins, please contact the Council's Waste Management Team at [waste.management@gravesham.gov.uk](mailto:waste.management@gravesham.gov.uk).

## 6. Commercial Premises

6.1. Waste collection from commercial premises is not covered under the payment of business rates, it is the legal duty of the business to provide sufficient waste storage which does not affect the street scene and to arrange for the collection of its waste by a licenced waste carrier.

6.2. Gravesham Borough Council offers a commercial waste collection service to businesses across the borough. Advice and costs for commercial waste collections can be obtained by emailing [trade.waste@gravesham.gov.uk](mailto:trade.waste@gravesham.gov.uk).

## Appendix 1: Flats Waste Storage Best Practice Guide

### Introduction

There are several factors to consider when planning waste storage for flatted developments.

These factors include:

- Clean and well-maintained bins and bin areas
- Adequate collections to prevent overflows and appropriate recycling capacity
- Appropriate apertures on recycling bins to prevent black sacks being deposited
- Clear and visible signage on and / or above the bins
- Convenient location of refuse & recycling bins for residents
- A Service Guide and / or recycling leaflet sent to provide to new residents
- Posters highlighting recycling messages displayed in communal areas
- Residents informed of what they should do with bulky waste items

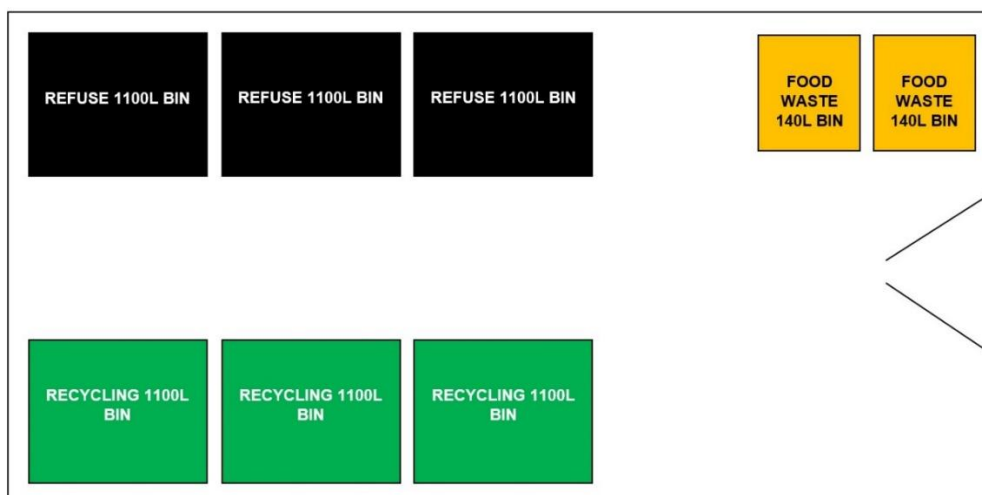
In this section we have put together some advice for how best to site the bins within the bin store; how best to communicate with residents, and the resources available from GBC to help residents to use the bin stores correctly.

### Bin Store Layout

We recommend that refuse bins and recycling bins are located within distinct & separate areas within the bin stores. This is so that residents can clearly differentiate between the refuse bins and the recycling bins by them being physically separated.

We also recommend that communal 140L food waste bins are located near to the bin room entrance if possible as this will make it easier for residents to access the food waste bins and it will also mean that the collection crew can easily access them when on site.

We have provided a model layout in **figure 1** to illustrate this.



**Figure 1:** illustrative bin store layout. NOTE: Not to scale.



**Figure 2:** Photograph of recycling area of a bin store.

### Bin Labelling & Stickering:

It is recommended that bins are stickered or labelled to show what they are intended to be used for (i.e., rubbish, recycling, and food waste).

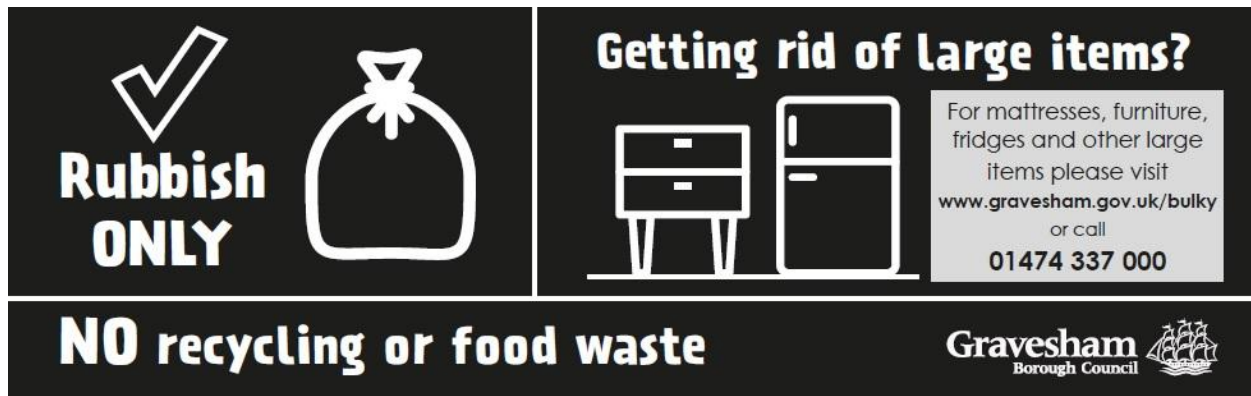
Bins purchased from GBC will be delivered with the stickering already done. A Service Guide will also be delivered, placed inside the stack of 5 litre food waste bins, for distribution to all properties.

Bin stickers can be procured by emailing [waste.management@gravesham.gov.uk](mailto:waste.management@gravesham.gov.uk).



**Figure 3:** Recycling bin sticker for 660L and 1100L bins.





**Figure 4:** Refuse bin sticker for 660L and 1100L bins.



**Figure 5:** 'No Black Sacks' bin sticker for recycling bins.



**Figure 6:** Food waste sticker for 140L food waste bin.

## Bin Store Signage

We are also able to supply the designs for the below bin store signs which you can have produced in your bin stores.

Please email [waste.management@gravesham.gov.uk](mailto:waste.management@gravesham.gov.uk) for more information.



**Figure 7:** Bulky waste wall sign design.



**Figure 8:** Recycling wall sign design.