



**DRAFT WASTE STORAGE AND COLLECTION
SUPPLEMENTARY PLANNING GUIDANCE**

April 2019

Regeneration Investment and Housing

Newport City Council

Civic Centre

Newport

NP20 4UR

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1 Introduction

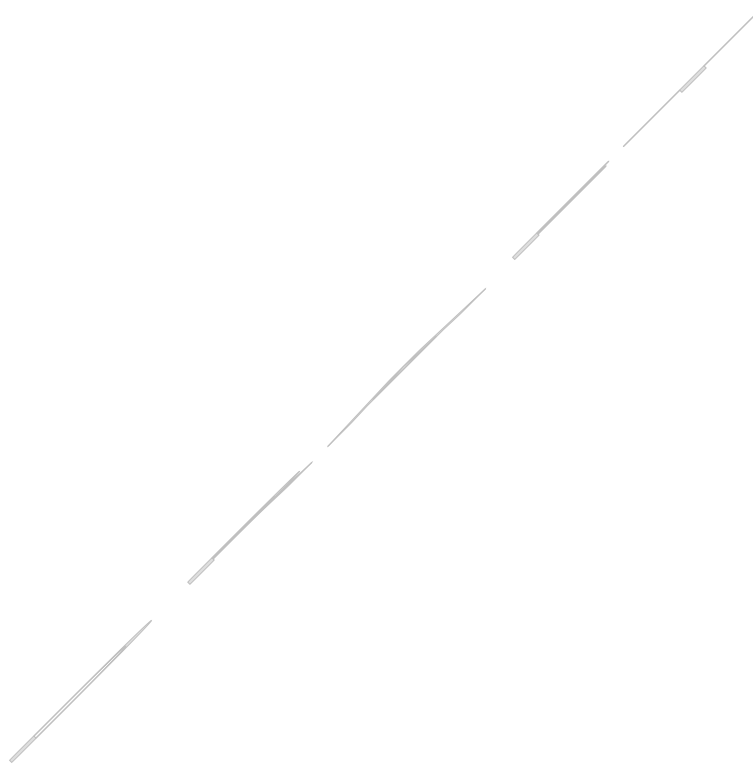
- 1.1 This Supplementary Planning Guidance (SPG) supplements policies in the adopted Newport Local Development Plan relating to the provision of waste management facilities in new development. Before it can be adopted it has to undergo a period of public consultation. Once formally adopted as SPG, the guidance will be a material consideration in the determination of relevant planning applications.
- 1.2 This SPG addresses the issue of waste management in new development and aims to assist developers to integrate waste collection services into the design process. It aims to ensure applicants and developers ensure effective segregation, storage and collection of waste materials following development and provide a basis for the planning authority to assess planning applications to ensure that waste management needs are adequately addressed.
- 1.3 The document aims to offer more detailed guidance on how to achieve the requirements of Policy W3 – Provision for Waste Management Facilities in Development. In this respect, elements of the SPG focus more on waste management practices and requirements as this is how the policy aims will be achieved once a development is complete. Adopting the principles of this guidance at the earliest stage of the design process is strongly encouraged to avoid developments being constructed with inadequate waste storage solutions, unsuitable collections points, insufficient access to vehicles or a combination of the three. Addressing waste requirements as part of the Council’s pre-application process is advised.

Planning Applications

- 1.4 In order to assess the acceptability of the proposed waste management storage arrangements, the following information should be submitted as part of a planning application:

Areas to store and aid collection of waste (including separate storage for recyclable waste)

- 1.5 Development Management will consult and take into account the views of Waste Management on all types of commercial and residential developments. Where necessary planning conditions will be imposed to ensure that satisfactory waste storage and access for collection have been received and agreed as part of the application process.



2 Policy Context

Waste Targets

- 2.1 The European Union's *Directive on Waste* has set many targets for waste and recycling for the member states, which are designed to allow greater sustainability of waste management. These targets include recycling 65% of municipal waste by 2030.
- 2.2 In response to the European Union's *Directive on Waste*, the Welsh Government has developed further recycling targets in the *Towards Zero Waste (2010)* policy document. These targets are an obligation for every local authority in Wales with the long term goal to be a zero waste nation by 2050 and interim targets of 64% by 2020 and 70% by 2025.

Planning Legislation and Policy

- 2.3 **The Planning (Wales) Act (2015)** enables the creation of an efficient planning process that ensures the right development is located in the right place. This is done through adherence with the Well-being of future generations and Environment Acts (see below) to ensure that we plan and manage our resources in an engaged and sustainable way. There is greater emphasis on development engagement at the pre-application stage. This approach will help ensure issues such as waste management are considered at the earliest stage.
- 2.4 **The Well-being of Future Generations (Wales) Act (2015)** is about improving the social, economic and cultural well-being of Wales. The Act ensure that local authorities deliver sustainable development by considering long term effects as well as encouraging a more joined up approach. Both of these principles are key when considering waste management. The Well-being of Future Generations Act put in place seven well-being goals to help ensure that public bodies are all working towards the same vision of a sustainable Wales. Two out of the seven well-being goals are particularly relevant to this document. The need for a globally responsible Wales and the need for a resilient Wales where when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being.
- 2.5 **The Environment (Wales) Act (2016)** sets out the approach for the sustainable management of natural resources in Wales, which will help to mitigate for and adapt to the impacts of climate change. An outcome of the sustainable management of natural resources will mean

that benefits are provided for local communities equally, by encouraging decision makers to consider the economic, social and environmental impacts of decisions on current and future generations. The intention is to create a resilient natural environment.

- 2.6 Planning Policy Wales (PPW) sets out the land use policies of the Welsh Government, with waste prevention noted as one of the overarching sustainable place making outcomes. Planning authorities should ensure that social, economic, environmental and cultural benefits are considered in the decision-making process and assessed in accordance with the Well-being of Future Generations Act and Sustainable Development Principle. Under the heading of Environmental Considerations, PPW states that the assessment process should consider if waste is prevented, there is efficient and most appropriate use of materials, and re-use and recycling is promoted.
- 2.7 Technical Advice Note 21: Waste (TAN 21) - In support of the PPW, TAN 21 further implements the sustainable approach to waste management. Paragraph 2.1 states: “When considering development proposals for all types of waste management facilities, planning authorities should take into account their potential contribution to the objectives, principles and strategic waste assessments set out in Towards Zero Waste and the relevant waste sector plans and the relevant development plan for the area.”
- 2.8 The **Newport Local Development Plan (2011 – 2026) (LDP)** for Newport (2016-2021) (LDP) was adopted in January 2015. The adopted LDP provides the statutory framework for the development and use of land within Newport over the Plan period 2011 – 2026. Overarching objective 10 – Waste, of the LDP seeks to ensure that waste management choices are based on the proximity principle, where appropriate, and a hierarchy of reduce, reuse, recovery and safe disposal, and that there is adequate provision for facilities to enable this to happen. In order to achieve this objective Strategic Policy SP20 – Waste Management, seeks to ensure the sustainable management of waste arisings in Newport. Detailed policy W3 – Provision for Waste Management Facilities in Development, seeks to ensure that in new development provision is sought for the storage, recycling and other management of waste. Full details of the policies can be found in Appendix 1.

Building Regulations

- 2.9 Domestic and commercial building works involving new build development, extensions and alterations to existing buildings are subject to the Building Regulations 2010 (as amended). Regulation H6 and the supporting Approved Document to Part H (Wales) make requirements for the provision of facilities for the storage of solid waste and removal of solid waste, the regulations also refer to BS 5906:1980 Storage and on-site treatment of solid waste from buildings. Chapter 6 of the Regulations provides information in respect of the design and specification for waste enclosures. Designers and developers should give due consideration to the requirements as outlined. Further information can also be obtained from Building Control Services at building.control@newport.gov.uk or from Local Authority Building Control (LABC) www.labc.co.uk

3 Guidance Note 1 – Provision of Sufficient Bin Storage

Guidance Note 1 – Provision of Sufficient Bin Storage

All developments are required to make adequate bin provision for the storage and separation of all dedicated waste streams (recycling, garden, food and residual waste).

Residential

- 3.1 All residential developments are required to provide adequate external storage for all dedicated waste streams; recycling (separate collections of cans/plastics, cardboard/paper and glass), garden waste, food waste and residual waste. Newport operates a source segregated recycling service which means it requires materials to be separated at point of production. As a consequence, consideration is needed for the storage of the relevant bins at the design stage of a development. Provision must be made for the total volume of all waste streams produced over a 14 day period. It is not acceptable for waste to be stored for a long period of time within a dwelling. Adequate external storage space should therefore be provided for the dwelling it serves.
- 3.2 The external storage space required for bins will depend on the type of housing and number of residents, although consideration should be made to the likely occupancy of the units. The table below sets out a summary of the expected bin provision based on the type of housing and the number of residents. Full details of the bin specification for domestic properties are set out in Appendix 2. Sufficient external storage space to accommodate the required number and size of bins specified below should be provided for within residential developments.

Table 1 - Bin Provision Requirements as at April 2019 – readers should review the Council’s website for updates: http://www.newport.gov.uk/en/Waste-Recycling/Waste-Recycling.aspx							
Property type:	HMO ⁽¹⁾		Flats		Houses		
Resident number	Residual	Recycling	Residual	Recycling	Residual	Recycling	Garden
1-5	1 x 120l bin	Kerbside boxes	1 x 120l bin	Kerbside boxes	1 x 120l bin	Kerbside boxes ⁽²⁾	1 x 240l wheelie bin
6-7	Individual 180l bins, communal 660l and/or 1100l. Assessment to made by	Suitable combination of recycling boxes or communal bins – to be assessed by	1 x 120l capacity per flat. Assessment to made by	1 x 360 litre card/paper; 1 x 360 plastic/cans; 1 x 360 glass; 1 x 240 food.	Additional provision should be made for houses with 6+ residents which will be allocated larger or additional bins and recycling boxes. Assessment to made by Waste Department as to bin/box size & numbers.		1 x 240l wheelie bin
8-12	Waste Department as to bin size & numbers ⁽³⁾	the Waste Department	as to bin size & numbers	1 x 660 litre card/paper; 1 x 660 plastic/cans; 1 x 360 glass; 1 x 240 food			1 x 240l wheelie bin
12-17				2 x 660 litre card/paper; 2 x 660 plastic/cans; 2 x 360 glass; 1 x 240 food			1 x 240l wheelie bin
18-24							

(1) Bin provisions for HMOs will be based on how many residents are in each unit but also how many Council Tax bills are being paid per household will be taken into consideration

(2) Standard recycling boxes provision will consist of:

- o 23L kerbside brown caddy for food waste
- o 5L kitchen brown caddy for food waste
- o 2 x 55L kerbside boxes for source segregated recycling
- o 1 x 90L recycling bag for source segregated recycling

(3) Further information can be obtained by contacting The Waste Dept on 01633 656 656

3.3 The use of bins/boxes is currently the only approved method for storing and presenting domestic waste for collection. Only in exceptional circumstances, when it is ascertained there is no other alternative, a bag collection method may be considered, subject to prior approval by the Waste Department. If this is the case, the Council will set the rules applicable to these non-standard collections in terms of allowance, time/frequency of collection, types of bags (provided by the Council) and cost. In these instances, developers must provide a waste storage area for the safe storage of waste bags between collections. It must be capable of storing the maximum number of bags required for the development. The Waste Department should be contacted for more details and applicability.

3.4 To enable and encourage occupants of new residential units to recycle their waste, developers are encouraged to provide adequate internal storage, usually within the kitchen, for the segregation of recyclable materials from other waste.

3.5 For details on collections frequency, refer to the Council's website: www.newport.gov.uk

Commercial Developments

3.6 By law all industrial and commercial premises have a duty of care to ensure their waste is managed and disposed of correctly.

3.7 Owners or developers of industrial and commercial developments/properties who require Newport City Council to collect and dispose of their waste and recycling materials can contact the Trade Waste Team on 01633 656 656.

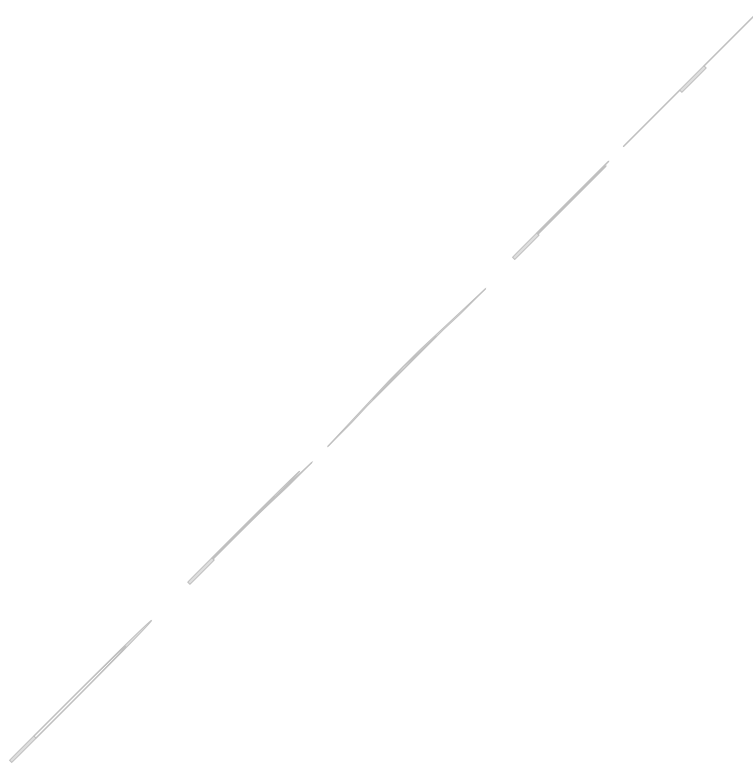
3.8 Commercial contractors will offer a range of collection frequencies with varying waste storage receptacles both for residual and recycling streams. Please contact the preferred commercial contractor to discuss potential arrangements before submitting planning applications.

Mixed Use Developments

- 3.9 In a mixed development, a strict separation of waste is required to ensure that commercial waste does not enter the domestic waste stream. Two refuse storage areas must be identified on site plans detailing this separation.

Hazardous Waste

- 3.10 All hazardous waste should be correctly identified, segregated and stored separately in accordance with guidance from Natural Resources Wales and specialist waste contractors. Hazardous waste must not be mixed with general waste, composting or recycling.



4 Guidance Note 2 – Design and Siting of Bin Storage Areas

Guidance Note 2 – Design and Siting of Bin Storage Areas

The siting and design of the bin storage areas/enclosures will not have a harmful impact on visual and residential amenity. They will be accessible and capable of accommodating the required number of containers.

Location of External Bin Storage Areas

- 4.1 The design and location of external bin storage areas should accommodate the following requirements:

External bin storage areas should:	
Be within 25m of a vehicle collection point/kerbside for bins up to the size of a 360L and a maximum of 30m from the dwelling.	Be away from windows or ventilation and preferably under cover or shade.
Be within 10m of vehicle collection point/kerbside for bins of 660L or bigger and a maximum of 30m from the dwelling.	Be away from windows or ventilation and preferably under cover or shade.
Be at the side or rear of the property. As a last resort it should be placed on the front.	Where possible, screened from external view using planting, fencing, walls and other appropriate structures.
Be located so that any potential nuisance from spillage, odour, noise and visual impact is prevented.	Be sensitively integrated within their surroundings and reflect the building design, materials and architecture.
Have access paths with a suitable width of 1.2m for the use of residents in wheelchairs.	

Table 2 – External Bin Storage Areas – Design & Location Requirements

Bulk/Communal Bin Storage Areas

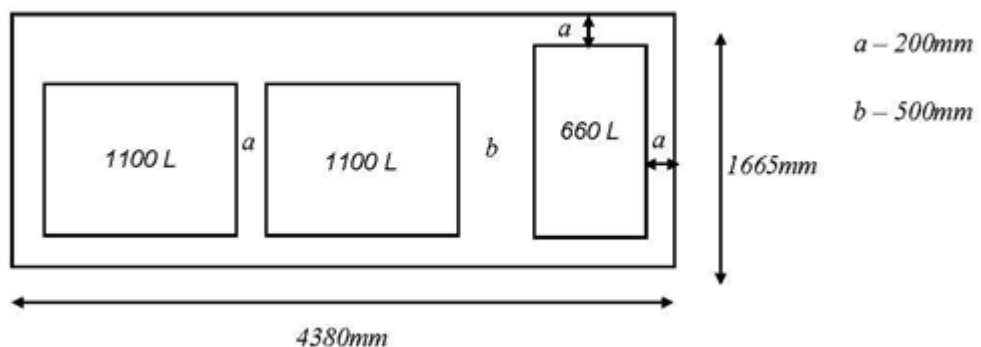
4.2 Where a development includes a bulk/communal bin storage area the following requirements should be reflected in the design:

Bulk/Communal Bin Enclosure Requirements	
Any double doors should open outwards, with a clear opening of at least 1.5m and a facility to hold doors during collection.	Allow the container to be withdrawn without removing another container.
Allow the lid of the bin to be fully opened.	Be screened to a height of 1.8m if a roof is not provided.
Allow a headroom of 2m for pedestrians.	Any roller doors must have a clearance of 2.4m.
Must not obstruct sight lines for pedestrians, drivers or cyclists.	No access doors should open onto/over the public highway.
Surfaces should be smooth and impervious to permit cleaning and drainage.	Artificial lights are required to allow safe handling of bins.

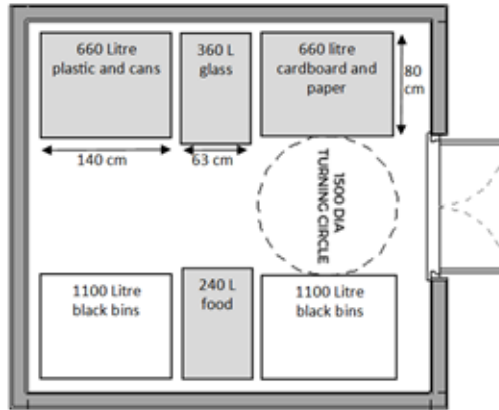
Table 3 –Bulk/Communal Bin Requirements

Size of Enclosures

4.3 The size of the enclosure will depend on the number of bins to be accommodated to cater for the estimated number of residents, but they should be large enough to accommodate the number of bins specified in Table 1 (see page 7). The footprint requirement for each residence or premises, should allow ample space around each bin for adequate manoeuvring. Below is an example footprint for 660L or 1100L (ideally 200mm between and around container or 500mm if residents are required to lift the lid of a container).



4.4 Where bins are to be stored in an enclosed area there should be a minimum clearance of 500mm width through any doorway over and above the bin size. A good example of a good layout is included below:



Communal Storage Examples

4.5 The following pictures illustrate **poor bin area design**:

- ✘ The overall surface area might fit the bins but they cannot be moved.
- ✘ Half the recycling bins cannot be accessed so general rubbish builds up quickly.
- ✘ Bulky items will be left by the storage area.



4.6 The following pictures offer a couple examples of **good bin area design**:



- ✓ Level access and wide access for collections.
- ✓ All bins are accessible with room for manoeuvring.
- ✓ Natural ventilation.

High Rise Developments

4.7 High rise buildings present a number of challenges for the designer in respect of waste management strategies and it may not always be convenient for residents to take waste to a single storage area, or a large enough waste storage area cannot be found. In such cases alternative arrangements will need to be considered and we recommend that the designer/developer takes the opportunity to discuss the proposals at an early stage with the Waste Management Team and Development Management via the pre-application process.

Equality Considerations

4.8 Equality of residents should be considered when designing waste storage and collection facilities on new residential developments. This is especially important in affordable housing, where houses should be designed to be able to function as “life-long homes”.

- 4.9 Residents who are elderly or disabled, and are therefore unable to move waste from a bin store to the collection point (i.e. kerbside), are entitled to the Council's Assisted Lift Service. This is an arrangement for the collection crews to collect waste from a more suitable area. In order to facilitate this service, developments should be designed with suitable space to store waste which is within 25m of the collection point and 10m of the dwelling.
- 4.10 Developments which feature a communal bin store with doors should make special considerations for residents with limited dexterity or strength. Thought should be given to suitable door handles and door weight.

Signage and Labelling

- 4.11 Storage areas for waste and recycling must be clearly designated for this use only and be clearly labelled, on walls, doors and floors as appropriate and also the relevant container itself. If a shared facility, signage should also indicate which properties are entitled to use the facility.
- 4.12 If bins and containers are to be collected by the Council, they must be individually identified with bar codes and other appropriate labels where specified by the Council.

5 Guidance Note 3 – Refuse Vehicles and Access Arrangements

Guidance Note 3 – Refuse Vehicles Access Arrangements

Developments will be designed to facilitate the access requirements of the refuse collection operators and vehicles.

Collection Access

- 5.1 The construction of all access roads for refuse collection vehicles should be in accordance with the Manual for Streets. Roads and associated infrastructure should be designed to an adoptable standard irrespective of waste collection arrangements, to facilitate the safe movement of refuse vehicles. It may be necessary to submit refuse vehicle tracking plans with a planning application to demonstrate safe manoeuvring.
- 5.2 Collection crews encounter unadopted roads either on newly constructed developments before adoption has taken place or where roads or access routes are never formally adopted. In such circumstances a site visit may be undertaken by the Waste Management Team and the developer will be required to sign an indemnity form provided by the Team. The Council will only collect from unadopted roads where the Council and its contractors have been indemnified against damage to property, and where the Council has assessed that collection operations can be safely carried out (examples of safety considerations include whether the surface is suitable for refuse collection vehicles to manoeuvre safely and/or for manual handling).
- 5.3 Roads and parking areas should be laid out to ensure reasonable convenience for the collection vehicles. Refuse vehicles should be able to navigate the site without conflict with parked vehicles and without the need to reverse. Details of the collection vehicle dimensions are set out in Appendix 3. The following requirements should be incorporated into the design of developments to facilitate the safe collection of waste:

Table 4 - Access requirements for collection vehicles	
Vertical clearance of 4.5m	Should not need to reverse into or from highway for collection.
Minimum working area of 3.5m; 4m where emptying containers is to take place.	Ideally the vehicle should pull into a dedicated off road bay, without the necessity of reversing into or out of the bay.
The emptying location the vehicle operates from should be relatively flat for the entire length of vehicle and container. Any slopes or gradients (other than those necessary for surface water drainage) should be avoided.	Suitable foundations and surfaces which can withstand the maximum load of the vehicle (30 tonnes). Also includes gully gratings, manholes, etc.
Sufficient turning circles or hammerheads on site if manoeuvring on site is required.	If inaccessible by vehicle, alternative presentation points can be arranged with Waste Management.

Table 5 - Access Requirements for Collection Crews	
Access paths for transferring refuse should be relatively level. Incline should be no greater than 1:12.	Where communal bins are used, for health and safety reasons, dropped kerbs must be in place and resulting gradients should be minimal.
Waste is not collected from private drives so the waste containers will have to be presented at the nearest collection point as agreed with Waste Management.	Access paths need to have smooth, non-slip surface.
All waste must be presented at kerbside (unless discussed with Waste Management).	Collection operatives must not be required to move a bulk container (660L or 1100L) more than 10m, or 25m for up to a 360L. In the case of recycling boxes, these need to be placed within 5m of the collection point.
Access paths must be at least 1.5m wide and free from kerbs and steps.	Any paths should be free from obstructions.
In some cases, illumination of access paths may be required.	

- 5.4 Any gradients that pose manual handling issues will require the use of a tow truck to move bins. Newport City Council does not supply bins that are suitable for towing. An alternative collection contractor will need to be arranged in this instance.

6 Obtaining Bins for New Residential Developments

- 6.1 As of 1st April 2018, the developers or owners of all new residential units are required to purchase the bin provision required for each unit. Domestic bins have to meet the Council's specification and can be purchased directly by contacting the Waste Management Department on 01633 656656. For commercial developments please contact the Trade Waste Team also on 01633 656656.
- 6.2 120L, 180L, 240L and 360L wheeled bins **must** be purchased/obtained from Newport City Council. 660L and 1100L bins can be purchased elsewhere but it is strongly recommended to speak to Waste Management beforehand to ensure the bins fit the Refuse Department collection vehicles safely. Failure to purchase correct bin(s) will result in collections being suspended with the Council reserving the right to refuse collection until suitable bin specifications are met.
- 6.3 If the waste receptacles are to be purchased from an organisation other than the Council, details will need to be submitted to Waste Management. Details of the bin dimensions, material, colour and supplier will be required. The bin specification will have to match those shown in Appendix 2, in order to ensure bins are compatible with collection vehicles and health and safety standards are met. If details are not provided and as a result the waste receptacles are not safe to collect, the Council reserves the right to refuse collection until suitable bin specifications are met.
- 6.4 If the use of 1100L or 660L bins has been approved on a residential development, a risk assessment will need to be completed by Waste Management before bin delivery or waste collections can commence. If this applies to your development, please contact Waste Management once construction have been completed.

7 Appendix 1 – Policy W3 – Provision for Waste Management Facilities in Development

W3 Provision for Waste Management Facilities in Development

WHERE APPROPRIATE, PROVISION WILL BE SOUGHT IN ALL NEW DEVELOPMENT FOR FACILITIES FOR THE STORAGE, RECYCLING AND OTHER MANAGEMENT OF WASTE.

11.17 In order for the Council to continue to meet the challenging waste recycling targets set by Welsh Government, it is important that new developments facilitate sustainable waste management options. This Policy aims to encourage the recycling of waste materials by the provision of adequate facilities for storage and collection of waste and separation at source. Waste related considerations should be taken into account in the design of the development so that they are properly integrated into it, and fully accessible to collection vehicles.

11.18 Further detailed guidance on matters such as types of facilities required and their design will be set out in Supplementary Planning Guidance.

8 Appendix 2 – Bin Specification

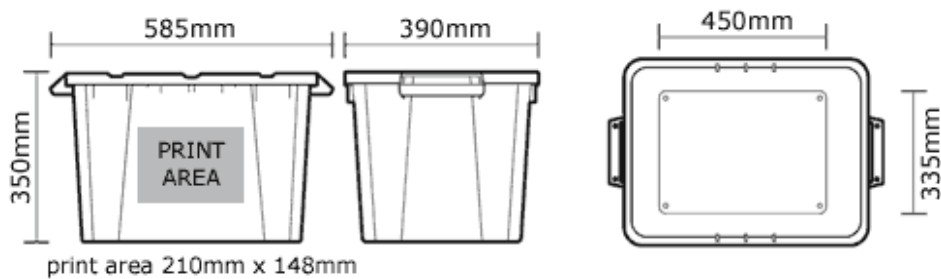
The following information describes the dimensions of the various waste containers and wheeled bins specified by Newport City Council for domestic properties.

Bin Type	Size (mm)			Wheel	Material
	Height	Width	Depth		
120 Litres	940	491	555	2	Plastic
180 Litres	1100	500	755	2	Plastic
240 Litres	1100	580	740	2	Plastic
360 Litres	1100	815	605	2	Plastic
660 Litres	1330	1250	720	4	Steel
1100 Litres	1250	1250	980	4	Steel

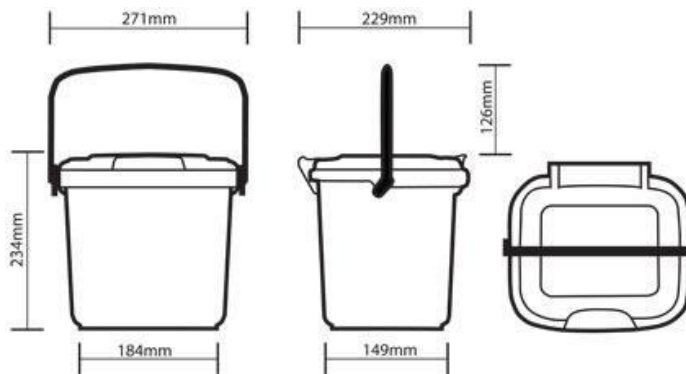
Bulk bins must meet the British Standard as follows:

- Handles – BS EN 840
- Comb Lifting Bar – BS EN 840-2

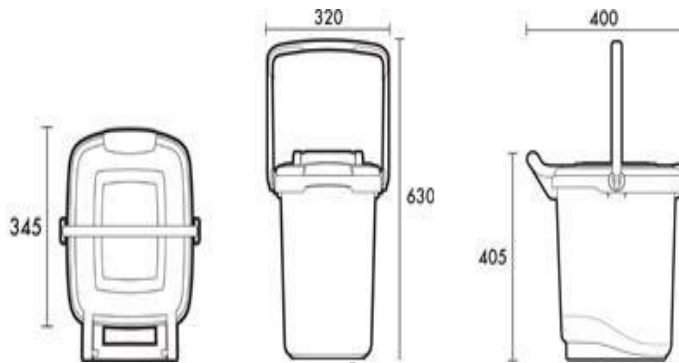
55 Litre Box



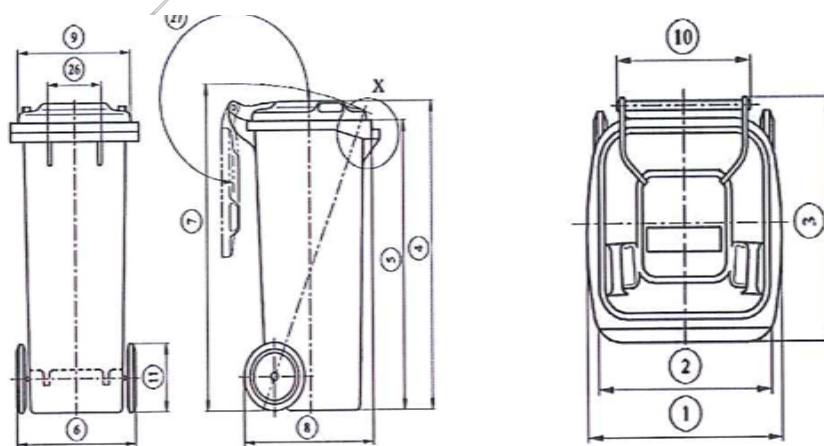
5 Litre Kitchen Caddy (internal storage): Food Waste: Brown



25 Litre Kerbside Caddy (External Storage): Food Waste: Brown



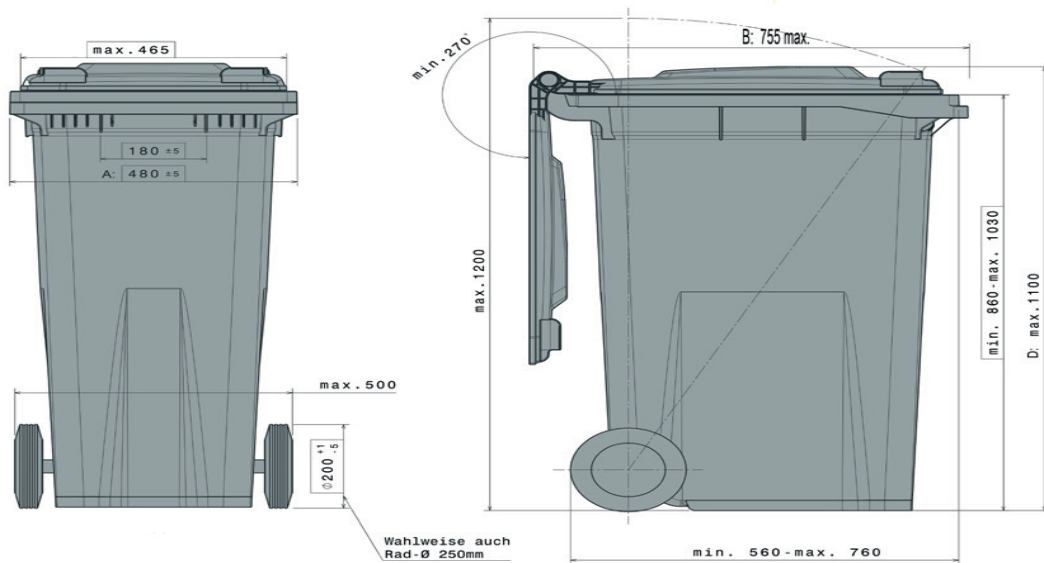
120 Litre Wheeled Bin (mm) Residual waste: Black,



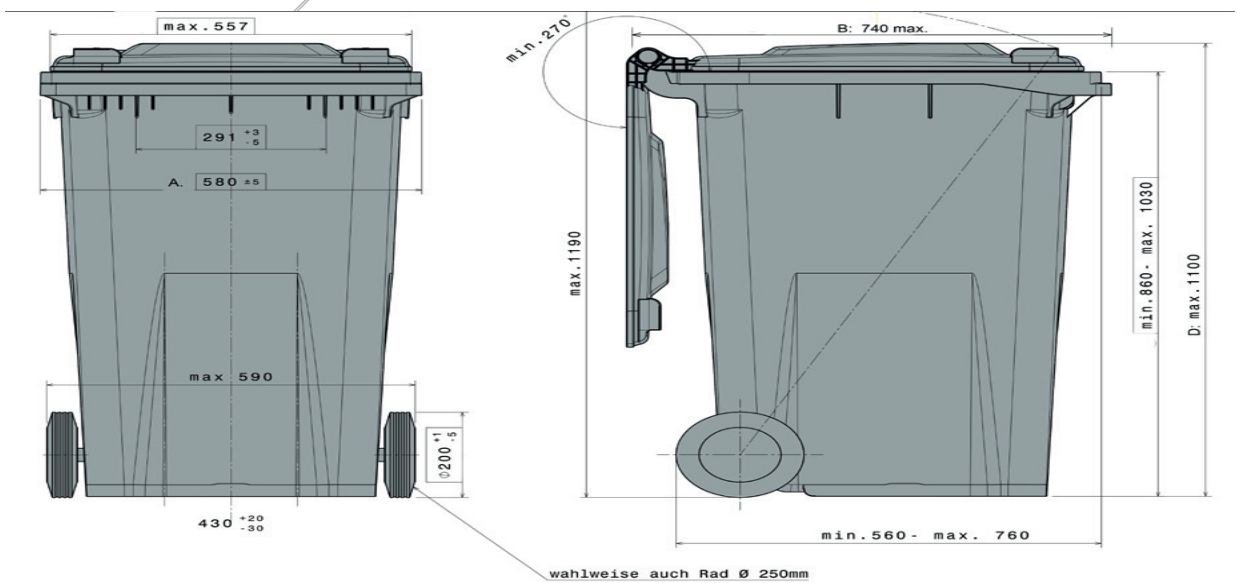
Dimensions

1	2	3	4	5	6	7	8	9	10	11
482	482	555	940	875	491	984	438	439	379	200

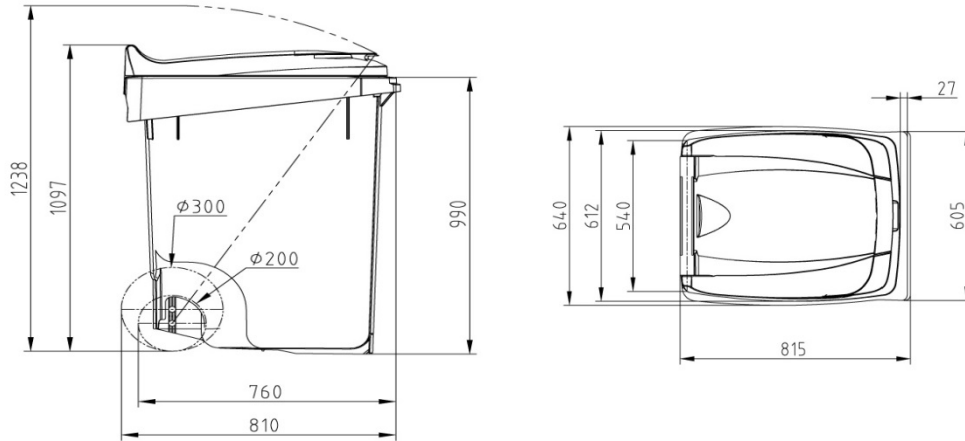
180L Wheeled Bin (mm) Residual Waste: Black or Green



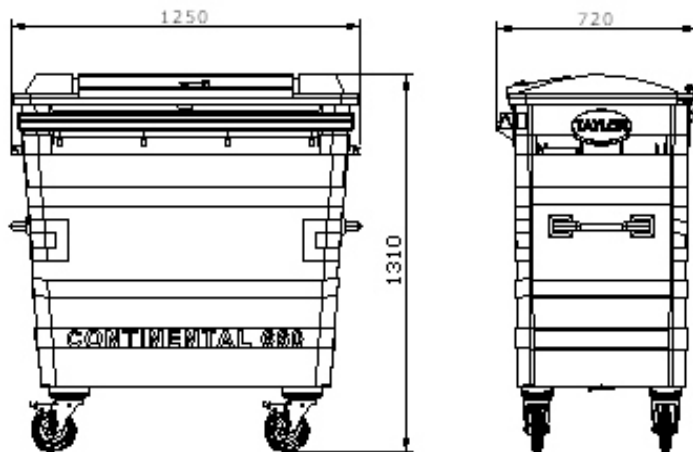
240L Wheeled Bin (mm) Residual Waste: Green & Garden Waste: Green with Orange Lid



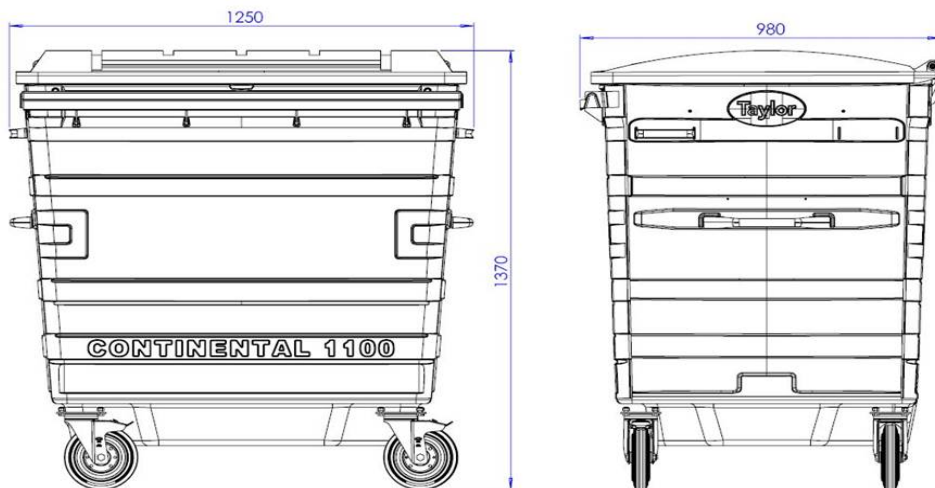
360L Wheeled Bin (mm) Residual Waste: Green – Recycling: Green body, yellow lid with aperture



660 Litre Wheeled Bin (Steel): Residual Waste (Silver body, black lid), Recycling (green body, green lid)



Continental 1100L bin (mm) (steel): Residual Waste (silver body, black lid), recycling (green body, green lid)



9 Appendix 3 – Collection Vehicle Dimensions

Residential Waste



<i>Image Reference</i>	<i>Vehicle Part</i>	<i>Dimensions in mm</i>
V1	Overall wheelbase	5250
V2	Overall length	9190
V2	Overall length with tailgate raised	10270
V3	Front axle to front compaction body	650
V4	Front overhang	1665
V4	Front overhang with cabin tilted	3465
V5	Rear overhang	2285
V5	Rear overhang with tailgate raised	3145
V6	Overall height	3450
V6	Overall height with tailgate raised	5100
V7	Height at exhaust tip	3500
V8	Cabin roof height	3130
V8	Cabin roof height with cabin tilted	3690
V9	Cabin floor height	885

V10	First step cabin height from ground	495
V11	Rave rail height	1050
V12	Ground clearance at lowest part of vehicle	250
V13	Ground clearance with tailgate	410

Residential Recycling

Romaquip Kerb-Sort 2013 5000mm Restricted 2250mm wide
 DAF LF45 12T 5000mm wheelbase, paper, food, glass, and cardboard. 2250mm narrow width

Section	Volume (m3)	Weight of Recyclables (kg)	Density (kg/m3)
Top Deck	17.4	595 (Mixed Plastics), 715 (commingled Tetra)	34, 41
Paper	5.2	2260	390
Food	3	2040	680
Glass	4.6	1380	300
Cardboard	2.8	350	125
Additional	1.3	325	250
Total	34.3	7070	

