

Supplementary Planning Guidance (SPG)
Greener Resources

SPG 8a Waste and Recycling (Adopted 2006)

1. INTRODUCTION

- 1.1 In assessing waste and recycling the Council will have particular regard to the following: adopted Haringey Unitary Development Plan (2006) Policies UD2, UD7 and ENV13, and this supplementary guidance.
- 1.2. Supplementary guidance is provided below regarding the following:
- Background
 - Residential development
 - Non-residential development
 - Waste Management Plans
 - Hazardous substances
 - Appendix 1: Waste Disposal and Recycling Leaflet
 - Introduction
 - General comments on waste storage and disposal
 - Residential waste and recycling
 - Commercial waste and recycling
 - Ensuring compliance
 - General help and advice on green issues for businesses
 - Useful council contacts

2. BACKGROUND

- 2.1. In planning for any development, consideration should be given to how storage and collection of household and commercial waste and recyclable material can best be incorporated. It should be borne in mind that collection frequencies for recycling and commercial waste might differ from those of normal domestic waste, which are normally on a weekly basis. Recycling may be fortnightly whereas commercial waste collection may be daily. Each application will have to be judged according to the expectation at the relevant location with regard to anticipated volumes of recycle and/or commercial waste.
- 2.2. The purpose of this guidance note is to supplement UDP policy so that applicants are aware of the waste issues that need to be addressed in their planning application. Such details will need to be incorporated within the planning application that is, submitted with the planning application and not subsequent to making it.

- 2.3. An overview is provided followed by Appendix 1, the Council's "Waste and Recycling Leaflet".

3. RESIDENTIAL DEVELOPMENT

- 3.1. All new residential developments should include provision for refuse and recycling storage internally and/or externally as appropriate. Every application received will be expected to indicate on internal layout drawings an area of dedicated refuse storage in the kitchen or other area as appropriate.
- 3.2. The Council will want to be reassured that the space provided is adequate to accommodate the likely refuse that will be generated as part of any development. This also applies to recycling storage.
- 3.3. All refuse storage area, internal and external, must be easily accessible to both collectors and occupants.
- 3.4. With good design and sensitive siting such storage should be hidden from public view. This can often be achieved by making them part of the overall design of the dwelling.
- 3.5. Most areas in Haringey now have wheelie bins for storage of domestic refuse, and design of storage areas should take this into account. Bins or bin storage points should be located at a location as close as is possible to the front of the property and to the adopted carriageway.

Further details on storage and maximum distances are outlined below.

- 3.7. Where wheelie bins or bulk waste containers are in use, doorways and paths over which they must pass must be at least 200 mm wider than the dimension along which the bin is pulled. The storage area and paths to the collection point must be constructed in concrete or similar hard material rather than in asphalt or tarmac to avoid rutting. The path to the collection point must have no steps or kerbs and be no greater than 1:20 gradient.
- 3.8. Haringey Council's Waste Management team have provided some indicators for storage of refuse - for multi-occupied properties intending to use bulk waste containers for communal use a rough guide is one 1100 litre eurobin per five 2 bedroom properties. Bulk containers need to be located at a point where they do not have to be pulled any further than 10 metres to the rear of the collection vehicle for emptying. This does not necessarily mean 10 metres of an adoptable carriageway provided the developer has laid down access roads of sufficient construction, height clearance and load bearing that the collection vehicle can use.
- 3.9. Vehicles should never have to reverse into or from a highway to make a collection. Where collection vehicles do have to enter developments there

should be sufficient on site turning circles or hammerheads to allow safe egress.

- 3.10 The one to five ratio outlined above could be increased or decreased according to the number of properties with greater or less than two bedrooms per unit. Waste Management can advise on individual cases.
- 3.11 Housings for bulk waste containers should be large enough to hold enough containers so that a once per week collection is sufficient and high enough to allow lids of containers to be fully opened. Internal layouts need to allow all containers to be accessed by occupants without the need for bin rotation. Housing may need to be lit so that they are safe to use and service during the hours of darkness.
- 3.12. For single occupancy properties with individual wheelie bins, provision will need to be made for the size of wheelie bins that will be necessary. A one-bedroom property would need a 120-litre wheelie bin, two bedrooms or more will require space for at least a 240 litre size wheelie bin and possibly a 360 litre bin. Properties of four or more bedrooms may require more than one wheelie bin – again Waste Management can advise on individual applications.
- 3.13. Where wheelie bins are to be used they must be located with 1.2 metres of the front, side or rear of the property according to where the collection vehicle is required to gain access to them. The characteristics of the path over which wheelie bins need to be pulled to the collection vehicle should be similar to those stated above for bulk waste containers. However, wheelie bins will not require individually installed dropped kerbs provided any kerb to be negotiated is no greater than 100mm in height. The maximum pulling distance for wheelie bins from storage to collection point is 25 metres but where possible this should be less.
- 3.14 For the avoidance of doubt container dimensions are as follows:
- 120 litre - 550mm depth x 500mm width x 930mm height
 - 240 litre - 730mm depth x 580mm width x 1080mm height
 - 360 litre - 885mm depth x 620mm width x 1100mm height
 - 1100 litre - 985mm depth x 1260mm width x 1370mm height.
- 3.15. Recycling storage should be provided internally where appropriate. See minima floor standards in SPG3a: Density, Dwelling Mix, Floorspace Minima, Conversions, Extensions and Lifetime Homes, for further information.
- 3.16 In developments of more than four units, the applicant may wish to contact the Council prior to submission of an application in order to clarify specific external refuse storage and collection requirements and arrangements.
- 3.17. Consideration should be given to composting facilities in developments including the communal garden space in multi-occupation premises.

4. NON-RESIDENTIAL DEVELOPMENT

- 4.1. Adequate internal storage must be provided for the storage of recyclables and waste matter on all non-residential development. Consideration will be given to the type of use of the premises and the likely level of the generation of waste, as well as the type of container that may be required for the waste.
- 4.2. Environmental Health must be consulted prior to the submission of any planning application involving the provision of food or drink, and their comments submitted to Planning as part of the application.
- 4.3. Where extensions to commercial premises are proposed, consideration will be given to the storage of waste on the site, and care will be taken to ensure that adequate space is provided within the curtilage of the development. Under no circumstances will the storage of any waste be permitted on the public highway or footway.

5.0 WASTE MANAGEMENT PLANS

- 5.1 The Council requires large developments¹ to provide a Waste Management Plan with any planning application. The form of the plan is at the discretion of the applicant. The content of the plan must include full details of the arrangements for the storage and collection of waste for disposal (residual waste) along with waste to be recycled (recyclate). The plan must make reference to the following:
 - The number, type and size of receptacles to be dedicated to storage of residual waste.
 - The number, type and size of receptacles to be dedicated to storage of recyclate.
 - The position where both types of receptacles are to be stored between collections.
 - The size, design and materials used in construction of any housing built for the storage of both types of receptacle.
 - Access arrangements for persons using receptacles showing that consideration has been given to safety, equalities, convenience, user friendliness and maximum walking distances under building regulations.
 - Access arrangements for persons collecting residual waste and recyclate giving consideration to Health and Safety at Work Act, recommended maximum pulling distances for receptacles, vehicle access/height/turning requirements and the construction and width of pathways, doors and access ways.
 - For mixed use developments, how commercial/industrial residual waste and recyclate will be stored separately from household residual waste and recyclate so as to avoid abuse of facilities by either user.

¹ **LARGE (OR MAJOR) DEVELOPMENTS** - Residential developments (whether by conversion or new build), involving the creation of 10 or more units, or where number of units is not known, those with a site area of 0.5 hectares; or other developments with a floorspace of 1000m² or more or with a site area of 1 hectare or more.

6. HAZARDOUS SUBSTANCES

- 6.1. Under the Planning (Hazardous Substances) Act 1990, the accompanying regulations and Circular 11/92: Planning Controls for Hazardous Substances, hazardous substance consent must be obtained for the presence of amounts above the controlled quantity. The Planning (Hazardous Substances) Regulations 1992 specify the substances and their controlled quantities. Under these controls the Council will give consideration to whether the proposed storage or use of a significant quantity of the hazardous substances is appropriate in a particular location.
- 6.2 The latter contains further detailed guidance on the storage and disposal, including recycling, of waste material. It also provides advice to small businesses on issues around sustainability.

Appendix 1

6. WASTE DISPOSAL AND RECYCLING LEAFLET

A. Introduction

- A.1. Each year the borough collects around 125,000 tonnes of municipal waste, of which 100,000 tonnes comes from households¹. It should be the aim of every individual and business within the borough to cut down on the amount of unnecessary waste that is produced each year. Obviously some waste is inevitable and this leaflet provides some guidance to applicants on those aspects of waste storage and disposal that the Council will take into consideration as part of determining any planning application which comes before them where there is an implication for waste production. In most cases an agreed scheme for storage and, where relevant, disposal arrangements will be shown on the approved plans and its implementation secured by way of adding a planning condition to the planning approval. In exceptional circumstances it may be that planning permission will be refused on the basis that the proposal cannot adequately deal on site with the storage of the likely amount of waste that will be generated as a result of the use proposed.
- A.2. Due regard should be given to the policies as set out in the North London Joint Waste Strategy² which incorporates the Council's Recycling Plan. The strategy considers the waste hierarchy, the management of specific waste streams and identifies the waste facilities that North London will require to meet its targets for recycling/composting and diverting waste from landfill over the next 16 years.
- A.3. The Mayor of London has produced a Municipal Waste Management Strategy³. The Mayor's vision is that by 2020 municipal waste should no longer compromise London's future as a sustainable city. This leaflet has been prepared in accordance with the broad aims of the Mayor's Draft Waste Strategy.

B. General Comments on Waste Storage and Disposal

- B.1. In providing any new development, whether commercial or residential, regard must be had to the provision of on-site storage for waste and recycling material. All planning applications, both commercial and residential, will be required to take account of the Council's recycling targets⁴ and incorporate additional space for the storage of waste for recycling. Any scheme provided must have regard to local conditions and reflect these accordingly. Multi-cultural and language needs must also be taken into account where facilities are provided in a communal area as opposed to internally within a residential or commercial premises. It will be expected that all new build residential and commercial buildings and conversions and changes of use will provide

dedicated on site storage space for waste and recyclable material. There will be instances where it will be necessary to obtain an agreement with the applicant to modify the public highway in order to allow for the collection of waste. An example of this might be to ensure the ability of refuse vehicles to enter or manoeuvre in the vicinity of the site without being prevented from doing so by cars parked close to the entrance which would otherwise prevent refuse vehicle collection movement. Such agreements would be made under Section 278 of the Highways Act and would be recommended and agreed at the time that planning permission was being sought.

- B.2. The rate and time of collections during the week and the need for any extra collections and special arrangements would also be considered at the application stage and the applicants would be asked to agree any such arrangements with Haringey Council's Waste Management Service.
- B.3. Where it is not possible to provide for the storage of recyclable material on site, the provision of convenient local 'bring' facilities must be given consideration.
- B.4. Exceptions to the above requirements will only be made if making provision would require structural and visual changes that are unacceptable to the Council. This might apply in the case of, say, a listed building, or buildings in a conservation area. However each case will be determined on its merits and there will clearly be instances where provision of such facilities within a listed building or conservation area are achievable without visual harm.
- B.5. Advice on the amount of storage required for development, together with guidance on estimates of waste production are available from the Council's Waste Management Team.

C. Residential Waste and Recycling

- C.1. Most areas in Haringey now have Wheelie bins for the storage of domestic waste. All new build and, where practical, conversions and changes of use must provide a storage area for the wheelie bins within the site. With good design and sensitive siting such storage should be hidden from public view in the majority of cases. Bins or bin storage points should be located at a location as close as is possible to the front of the property. In addition to this every effort should be made to ensure that this storage area is as discreet as possible to avoid unsightliness. Where wheelie bins are in use adequate doorway widths and hard surfaced paths with no steps along the collection route should be provided, preferably with no corners. In the case of paladins or bulk containers, these should be stored no further than 10 metres from an adopted carriageway.

- C.2. Recycling storage should be provided internally where appropriate and, in the case of new build development, such storage **must** be provided. Consideration should also be given to composting facilities in developments, including in communal garden space in multi-occupation premises. Around 30% of kitchen and garden waste is organic and most of it can be composted. This will also provide the best free supply of soil conditioner for plants and is an alternative to environmentally harmful artificial fertilisers.
- C.3. The following points must be given due consideration in all residential schemes:
- When considering the amount of storage space needed for any particular development the applicant must contact the Waste Management Team who will advise on the calculation of volume of waste generated. Such storage space must take into account the method of domestic storage used by the borough. At the present time this will, for the majority of the borough, be a wheelie bin. Where more than one unit is provided, say in a conversion, the storage area must have sufficient space for the requisite number of wheelie bins that will need to be provided.
 - For large residential developments additional storage space is required for redundant bulky household goods such as furniture, cookers, beds etc. The owner of any such goods will be required to pay any relevant fee operable at the time of the removal to the relevant removal company. Such areas must be clearly designated for this use only by a suitable door or wall sign.
 - Areas for storage of recyclables and provision of compost storage areas must be provided internally, externally or in a communal area within the curtilage of the site as applicable.
 - Adequate separate provision must be made for disabled persons where appropriate.

D. Commercial Waste and Recycling

- D.1. Adequate on-site storage must be provided for the storage for waste and recyclable matter on all non-residential development. Consideration will be given to the type of use of the premises and the likely level of the generation of waste, as well as the type of container that may be required for the waste.
- D.2. Environmental Health must be consulted prior to the submission of any planning application involving the provision of food and drink and their comments included as part of the application.
- D.3. Where extensions to commercial premises are proposed, consideration will be given to the storage of waste on the site and care will be taken to ensure that adequate space is provided within the curtilage of the development. Under no circumstances will the storage of any waste be permitted on the public highway or footway. Where waste needs to be placed on the street at collection time, the Council will make every

attempt to ensure that the collector picks such waste up promptly at the agreed time and in an efficient manner. Where it is not possible to accommodate waste storage on site, this will be taken as a material consideration in the determination of any planning application.

- D.4. With regard to the storage of waste, the main requirements of The Food Safety (General Food Hygiene) Regulations 1995 are that:
- Food waste must not be allowed to accumulate in food rooms i.e. where food is prepared, processed or stored. Food waste and other refuse must be stored in closed containers (bins) and these must be kept clean and capable of being disinfected. The type and construction must be agreed with the local food authority, for example where there is some sort of special waste, or where perhaps where there is low risk waste.
 - Provision must be made for the storage of food waste and other refuse. The refuse stores must be managed properly and be designed and constructed to enable them to be kept clean and free of pests. Refuse must be stored in such a manner so as to protect against the contamination of food, drinking water, equipment and premises.
- D.5. You are advised to contact Haringey Council's Environmental Services Food Team directly for further guidance on these issues.
- D.6. As a general guideline the following issues should be taken into account in the storage and disposal of commercial waste:
- Waste storage areas must be big enough to allow access to all storage containers.
 - All applications that have a waste implication must have a dedicated drawing indicating the storage area of waste on the site.
 - Where waste containers are being stored in an area inaccessible to collection vehicles any application must have a specific drawing indicating a suitable ground collection point and indicating the proposed method of transporting the containers to this point.
 - Larger restaurants must include separate storage provision for waste cooking oil and this must be indicated on the specified waste drawing. Advice will be sought from Environmental Health as to whether such facilities are required when a restaurant is proposed.

E. Ensuring Compliance

- E.1. The Planning Enforcement Team will be required to use planning enforcement powers where appropriate, particularly in relation to non-compliance with planning conditions to ensure that agreed refuse storage arrangements are implemented. They will also liaise with other Enforcement colleagues such as the Trade Waste Enforcement Team and Highways Enforcement Team in order to ensure that acceptable standards of waste storage and disposal are adhered to. Liaison will also take place through the Enforcement Co-ordination Group, and the Borough Solicitor's Service would be involved in ensuring that legal

agreements made at the time that planning permission was granted were carried out.

F. General Help and Advice on Green Issues for Businesses

F.1. The reduction of waste will have cost saving implications for any business, small or large. The provision of space for recyclable material in commercial developments is likely to result in lower commercial waste collection charges. The following bodies may be of help in disposing/cutting down on the production of waste for businesses:

- The Government's Envirowise can carry out a waste mapping and costing exercise for your business (more suited to manufacturing businesses), and if you are a SME they can arrange a free site visit. Further information can be obtained from their website at www.envirowise.gov.uk or on 0800 585 794. A large number of Guides are available free on the website to download which will help with the more energy efficient running of businesses. Green Efficiency: Running a Cost Effective Environmentally Aware Office (GG256) is an example of their publications.
- Unsolicited mail can be cut down by contacting the Mail Preference and Fax Preference Service on 08457 034 599. Good practice in use of paper in offices can further reduce waste, and excess paper production should always be recycled.
- Office furniture can be reused by contacting OFFERS (Office Furniture Fittings and Equipment Recycling Scheme) on 020 7703 5222.
- REALISE is a computers/IT equipment recycling network in central London. For further information visit www.realise-it.org
- Bioregional provides a free advice line and support materials on how to begin recycling in your office. They also stock 100% recycled paper. They can be contacted on 020 8773 2376 or by email on localpaper@bioregional.com
- London Remade has information on organisations providing office recycling services. They are a strategic partnership developing markets for recycled products and are responsible for the Mayor's Green Procurement Code. They can be contacted on 020 7665 1536 or via their website at www.londonremade.com
- CREATE Tottenham recycle certain electrical appliances (washing machines, televisions videos and computers). They can be contacted at CREATE Tottenham Ltd, Unit 18, Ashley Rd , London, N17 9LJ Tel: 020 8885 6209 or via their website at <http://www.createuk.com>

G. Useful Council Contacts

1. Advice on submitting a planning application: 020 8489 5508
2. Environmental Health (covering food and other commercial waste storage and disposal) – 020 8489 5176

3. Waste Management Team (covering storage and disposal including distance of storage from an adopted highway, and details on collections and disposals) – 020 8489 5668
4. Recycling within the borough – 020 8489 5691