



# Waste and Recycling Storage and Collection Facilities

Guidance for Developers of Residential,  
Commercial and Mixed-Use Properties

Adopted December 2010 – Updated March 2022



You can request alternative formats of this document  
by emailing [waste.services@bristol.gov.uk](mailto:waste.services@bristol.gov.uk)

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# Contents

|          |   |           |
|----------|---|-----------|
| <b>1</b> | <b>Introduction</b>   | <b>5</b>  |
| 1.1      | Contact us  | 5         |
| <b>2</b> | <b>Planning policy</b>  | <b>6</b>  |
| 2.1      | Planning context  | 6         |
| 2.2      | National Planning Policy Framework                                | 6         |
| 2.3      | National Planning Policy for Waste                                | 6         |
| 2.4      | The Bristol Development Framework                                 | 6         |
| 2.4.1    | Core Strategy   | 6         |
|          | BCS15: Sustainable Design and Construction                        | 6         |
|          | BCS21: Quality Urban Design                                       | 6         |
| 2.4.2    | Local Plan  | 7         |
| 2.4.3    | Urban Living Supplementary Planning Document (SPD)                | 8         |
| <b>3</b> | <b>Waste legislation</b>  | <b>9</b>  |
| <b>4</b> | <b>Bristol City Council's responsibilities and strategic aims</b> | <b>10</b> |
| 4.1      | Responsibilities  | 10        |
| 4.2      | Strategic aims  | 10        |
| <b>5</b> | <b>Developers' responsibilities</b>                               | <b>11</b> |
| 5.1      | Waste management  | 11        |
| 5.2      | Clean streets and other responsibilities                          | 12        |
| 5.2.1    | Fly-tipping/graffiti/flyposting                                   | 12        |
| 5.2.2    | Littering   | 12        |
| 5.2.3    | Nuisance  | 12        |
| 5.2.4    | Management companies (managing agents/site managers)              | 12        |
| 5.2.5    | Information for residents   | 13        |



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## Contents

---

|          |  |           |
|----------|--|-----------|
| <b>6</b> | <b>Submitting planning applications – waste management issues and general requirements</b> | <b>14</b> |
| 6.1      | Submitting a planning application  | 14        |
| 6.1.1    | Manual for Streets   | 14        |
| 6.1.2    | British Standards  | 14        |
| 6.1.3    | Building Regulations   | 14        |
| 6.2      | Planning and design  | 15        |
| 6.3      | Compliance and conditions  | 15        |
| <b>7</b> | <b>Residential developments</b>  | <b>16</b> |
| 7.1      | Houses and buildings with fewer than 15 flats/bed spaces (kerbside collection)             | 16        |
| 7.1.1    | Introduction   | 16        |
| 7.1.2    | Houses and buildings with up to six flats  | 16        |
| 7.1.3    | Buildings with up to 14 flats  | 18        |
| 7.1.4    | Garden waste service and composting  | 18        |
| 7.1.5    | Collection location  | 19        |
| 7.1.6    | Frequency of collection  | 19        |
| 7.2      | HMOs and licenced HMOs   | 19        |
| 7.2.1    | Licenced HMOs  | 20        |
| 7.3      | Buildings with 15 or more flats/bed spaces and student flats                               | 20        |
| 7.3.1    | Introduction   | 20        |
| 7.3.2    | Method of collection and waste containers  | 20        |
| 7.3.3    | How to calculate the number of waste containers required                                   | 22        |
| 7.3.4    | Collection location  | 22        |
| 7.3.5    | Frequency of collection  | 22        |
| 7.4      | Residential care homes, nursing homes and sheltered accommodation                          | 23        |

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---

## Contents

|           |                                      |           |
|-----------|--------------------------------------|-----------|
| <b>8</b>  | <b>Commercial developments</b>       | <b>24</b> |
| 8.1       | Storage capacity                     | 24        |
| 8.1.1     | Calculating storage capacity         | 24        |
| 8.2       | Waste collection arrangements        | 25        |
| 8.2.1     | Market led approach                  | 25        |
| 8.2.2     | Consolidated business approach       | 25        |
| 8.3       | Collection location                  | 25        |
| 8.4       | Duty of care                         | 25        |
| <b>9</b>  | <b>Mixed-use developments</b>        | <b>26</b> |
| <b>10</b> | <b>Bin storage design</b>            | <b>27</b> |
| 10.1      | Design and innovation                | 27        |
| 10.2      | Location                             | 27        |
| 10.3      | Space                                | 29        |
| 10.4      | Doors and access controls            | 29        |
| 10.5      | Ventilation and lighting             | 29        |
| 10.6      | Materials and finishes               | 30        |
| 10.7      | Fire safety                          | 30        |
| 10.8      | Anti-social behaviour                | 30        |
| 10.9      | Public information and signage       | 31        |
| 10.10     | Internal waste collection service    | 31        |
| 10.11     | Bulky waste                          | 31        |
| 10.12     | Refuse chutes                        | 31        |
| 10.13     | Bag only waste                       | 31        |
| <b>11</b> | <b>Access requirements for crews</b> | <b>32</b> |
| 11.1      | Private drives                       | 32        |
| 11.2      | Footways and footpaths               | 32        |
| 11.3      | Dropped kerbs                        | 32        |
| 11.4      | Push and carry distances             | 32        |
| 11.5      | Headroom                             | 33        |



---

## Contents

|           |   |           |
|-----------|---|-----------|
| <b>12</b> | <b>Access requirements for vehicles</b>               | <b>33</b> |
| 12.1      | Vehicle dimensions                                    | 33        |
| 12.2      | Operating space                                       | 34        |
| 12.3      | Access roads  | 35        |
| 12.4      | Loading bays, service yards and laybys                | 36        |
| 12.5      | Collections while developments are under construction | 37        |
| 12.6      | Private collections                                   | 37        |
| <b>13</b> | <b>Other waste streams</b>                            | <b>38</b> |
| 13.1      | Hazardous waste                                       | 38        |
| 13.2      | Clinical waste  | 38        |
| 13.3      | Commercial or industrial liquid waste                 | 38        |
| <b>14</b> | <b>Health and safety</b>                              | <b>39</b> |
| <b>15</b> | <b>Checklist</b>                                      | <b>40</b> |
| <b>16</b> | <b>References and useful websites</b>                 | <b>42</b> |
| 16.1      | References  | 42        |
| 16.1.1    | Bristol City Council documents                        | 42        |
| 16.1.2    | Other documents                                       | 42        |
| 16.1.3    | British Standards                                     | 42        |
| 16.1.4    | Building Regulations                                  | 42        |
| 16.2      | Useful websites                                       | 43        |
| <b>17</b> | <b>Indemnity letter</b>                               | <b>44</b> |
|           | <b>Appendix</b>                                       | <b>45</b> |

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# 1 | Introduction

Provision for storing refuse and recyclable material is an increasingly important factor when considering sustainable waste strategies and the wider environmental effects of new development.

The guide:

- Applies to all new developments such as houses, flats (including new build, changes of use, sub-divisions and conversions of existing residential or other uses), commercial and mixed-use developments (flats and commercial uses in one building).
- Sets out the minimum standards that are required when planning and designing waste management facilities for the storage and collection of refuse/recycling in domestic, commercial and mixed-use properties. It is intended to assist developers, landowners, planners, architects and property managers to ensure that their facilities accord with Bristol City Council's and Bristol Waste Company's recycling and waste management strategies and collection methodology.
- Provides supplementary guidance to Bristol City Council's Core Strategy Policies BCS15 and BCS21 and Site Allocations and Development Management Policies DM23 and DM32, which need to be read in conjunction with this document and taken into consideration when planning and designing waste storage facilities. It also supports central Government's National Planning Policy for Waste (October 2014).
- Will be used by Bristol Waste Company, Bristol City Council's Planning (Development Management), Transport and Waste Management Departments when assessing any planning applications, as well as proposals for Houses in Multiple Occupation (HMOs). As part of any planning application (including conversions and change of use) details must be submitted on the location, layout, design, volume, management and collection arrangements for refuse/recyclable materials.

- Replaces all previous guidance notes.
- Throughout this guide, the term "development" includes any new, extended or altered building, any redevelopment and any change of use or conversion of existing buildings. Whenever a building is erected, rebuilt, altered or adapted in any way, or when changes are made to the use or occupation of the building, waste storage facilities must be approved to ensure they are satisfactory, as part of any necessary planning application for the development.

Where waste storage facilities are not provided in accordance with this guide, or with any agreed alternative arrangements, the Council has a variety of powers either to secure compliance or to decline, refuse permission for or insist upon alternative waste collection proposals.

These include enforcement powers under Town and County Planning legislation, if specific conditions of planning permission are breached or where development is not carried out in accordance with the approved proposals. If any roads and infrastructure put forward for adoption or improvement depart from the standards set out in this document, they will not be agreed and this could delay or prevent an agreement being completed under the Highways Act 1980.

## 1.1 Contact us

If after reading this document you have any questions or you need further guidance please contact:

### **Bristol Waste Company**

Email: [BWCPPlanning@bristolwastecompany.co.uk](mailto:BWCPPlanning@bristolwastecompany.co.uk)

### **Development Management**

Email: [development.management@bristol.gov.uk](mailto:development.management@bristol.gov.uk)

### **Waste & Street Cleansing**

Email: [waste.services@bristol.gov.uk](mailto:waste.services@bristol.gov.uk)



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# 2 | Planning policy

## 2.1 Planning context

Planning law requires that applications for planning permission must be determined in accordance with the Development Plan, unless material considerations indicate otherwise. The Development Plan for Bristol consists of a number of national and local planning policy documents.

## 2.2 National Planning Policy Framework

The National Planning Policy Framework was refreshed in July 2021 and sets out the Government's planning policies for England and how these should be applied. It is a material consideration in planning decisions. It should be read in conjunction with the Government's National Planning Policy for Waste.

## 2.3 National Planning Policy for Waste

The National Planning Policy for Waste was published in October 2014. It sets out the Government's waste management policies which aim to deliver a more sustainable and efficient approach to the long term use and management of resources through:

- Promoting sustainable development and resource efficiency.
- Encouraging people to take responsibility for their own waste.
- Identifying waste management as an essential part of creating sustainable communities.
- Securing the re-use and recovery or disposal of waste without endangering human health.
- Ensuring the design and layout of all new developments enables sustainable waste management, including the provision of storage and segregation of waste to facilitate high quality collections of waste.
- Providing guidance on how Local Authorities should meet their obligations for waste management through their Local Plans.

- Advising Local Authorities on the determination of planning applications for waste related schemes.
- Providing general advice on how waste management should be considered in planning applications.
- Requiring new developments are designed to accommodate waste collection vehicles and provide sufficient well designed storage for refuse.

## 2.4 The Bristol Development Framework

The Bristol Development Framework (BDF) consists of a series of documents that form the statutory Development Plan for the city. These are principally made up of the Core Strategy and the Local Plan. Each contains a series of policies that set out the framework within which planning applications are determined.

### 2.4.1 Core Strategy

Bristol City Council's Core Strategy was adopted in June 2011. It sets out the overall development strategy for Bristol and contains strategic planning policies to deliver the strategy. The following policies must be taken into consideration when determining how any new development will provide facilities for the collection and storage of waste.

#### BCS15: Sustainable Design and Construction

All new development will be required to provide satisfactory arrangements for the storage of refuse and recyclable materials as an integral part of its design. Major developments should include communal facilities for waste collection and recycling where appropriate.

#### BCS21: Quality Urban Design

New development in Bristol should deliver high quality urban design. Development in Bristol will be expected to safeguard the amenity of existing development and create a high quality environment for future occupiers.

### 2.4.2 Local Plan

The Local Plan was adopted in July 2014. It consists of detailed, often criteria-based planning policies which will be used by the Council's planning department when assessing planning applications. The following policies must be taken into consideration when determining how any new development will provide facilities for the collection and storage of waste.

#### **DM23: Transport Development Management**

In accordance with the standards set out in the parking schedule at Appendix 2, development proposals will be expected to provide appropriate servicing and loading facilities.

#### **DM32: Recycling and Refuse Provision in New Development**

##### **Recycling and refuse in new development**

All new development will be expected to provide, as a minimum:

- In the case of non-residential developments, shared housing and major flatted development, shared recycling facilities and refuse bins of sufficient capacity to serve the proposed development.
- In the case of other residential development:
  - Sufficient spare capacity for the storage of individual recycling and refuse containers to reflect the current recycling regime; or
  - Communal recycling facilities and refuse bins of sufficient capacity to serve the proposed development as a whole (this could include whole street solutions).

Residential properties with private garden areas should also include provision for the separate storage of garden waste for collection or composting.

### **Design and access requirements**

The location and design of recycling and refuse provision should be integral to the design of the proposed development. In assessing recycling and refuse provision, regard will be had to the following considerations:

1. The level and type of provision, having regard to the above requirements and relevant space standards; and
2. The location of the provision, having regard to the need to provide and maintain safe and convenient access for occupants, while also providing satisfactory access for collection vehicles and operatives; and
3. The impact of the provision of visual amenity, having regard to the need to minimise the prominence of the of the facilities and screen any external provision; and
4. The impact of the provision on the health and amenity of neighbouring development and the proposed development; and
5. The security of the provision against scavenging pests, vandalism and unauthorised use.

Recycling and refuse storage should be separate from cycle storage, car parking and key circulation areas.

### **Recycling provision for public use**

Major developments which draw large number of visitors will be expected to provide an element of appropriately sited and designed recycling provision for public use. Proposals to extend this provision to serve the wider community will be encouraged.



### 2.4.3 Urban Living Supplementary Planning Document (SPD)

The Urban Living SPD was adopted in November 2018. The SPD sets out a range of questions that must be considered when designing higher density schemes and preparing planning applications.

Part 1 relates to all major developments, Part 2 provides additional guidance for residential schemes, and Part 3 provides additional guidance for tall buildings. The SPD sets out the following information that must be taken into consideration when determining how to provide facilities for the collection and storage of waste.

When considering waste storage we recommend:

- The inclusion of sufficient areas within the building curtilage for bin storage to avoid containers/wheeled bins causing physical and visual obstruction to the footway/street scene.
- Rationalising storage and collection areas for commercial uses to minimise multiple bin stores and associated loading facilities.
- Locating waste storage areas so that they are easily accessible to a building's occupants (including children and the elderly), while not having an adverse impact upon visual and residential amenity.
- Where refuse and recycling stores are accommodated within buildings, they should be located to limit the nuisance caused by noise and smells and maintained to a high hygiene standard.
- Where shared storage and collection is not possible, integrated waste storage should be designed into the front of properties.



## 3 | Waste legislation

National waste legislation consists of a series of regulations and financial drivers such as the Landfill Tax that were introduced in response to European Directives whilst we were members of the European Union. Historically, cheap and easy disposal of waste into landfill was by far the most preferred option in the UK. However, the 1999 EU Landfill Directive fundamentally changed our approach to waste and the way it is disposed of. Rather than sending waste to landfill we are now required to manage waste in more sustainable ways, such as:

- Reducing the amount of waste produced.
- Reusing materials no longer wanted.

- Recycling goods and materials.
- Recovering as much value out of the remaining goods and materials as possible. Where appropriate this may include recovering energy from some waste treatment processes.
- Landfilling only the elements of materials and goods that cannot be dealt with as above, or are residues from re-use or recycling. However, due to the significant increase in the cost of the Landfill Tax over the coming years, landfill should not be regarded as a long term option for dealing with waste.





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# 4 | Bristol City Council's responsibilities and strategic aims

## 4.1 Responsibilities

The Council as a Waste Collection and Waste Disposal Authority is required under Part II of the Environmental Protection Act 1990 to collect waste from residential properties (household waste) and make arrangements to dispose of it. This guide seeks to ensure that this responsibility is effectively met. Under Section 46 (Receptacles for Household Waste) and Section 47 (Receptacles for the Commercial or Industrial waste) of the Act, the Council can specify the type of container/s to be used for placing segregated waste types and prescribe a collection point/s where such waste is to be placed on a given day for collection. This guide identifies the receptacles prescribed by the Council.

The Council has a responsibility to meet national targets for the reduction of waste going to landfill and increasing recycling and composting. The waste service provided in Bristol is comprehensive. Sorting recycling at the kerbside with single-pass collection vehicles means that we are able to collect high quality recycling with a lower overall carbon footprint than other collection systems. The waste management system includes:

- Recycling collections: Plastic (bottles, tubs and trays) cans, aerosols, foil, paper, cardboard, cartons, glass bottles and jars, clothes, shoes and textiles, batteries, small electrical items (known as WEEE i.e. Waste from Electrical and Electronic Equipment) and food.
- Communal recycling bins for flats: Paper, cardboard, mixed plastic (bottles, tubs, trays), metal cans, glass bottles and jars and separate food waste collection.
- Fortnightly collection of non-recyclable waste: 180 litre black bin for households and communal bins for flats where needed.
- Opt-in fortnightly chargeable garden waste collections.
- Bulky Waste collection of large household items for a charge.
- Two household re-use and recycling centres (RRC): Open seven days a week maximising re-use and recycling.
- One re-use shop: At the Avonmouth RRC, repairing and selling low cost household products.

## 4.2 Strategic aims

The Council's strategic aims are outlined in the One City Plan 2020-2029

1. By 2024: Establish the first 'zero waste zone' in Bristol to test and implement practices and policies which support Bristol's 2050 target of a Zero Waste City.
2. By 2026: Reduce residual household waste below 150kg per person, the amount of food waste going into residual waste to 10% and ensure that 65% of all household waste is sent for re-use, recycling or composting.
3. By 2030: Nobody in Bristol thinks that litter is a problem in their community.

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# 5 | Developers' responsibilities

## 5.1 Waste management

When planning permission is sought for any new development, extension, or change of use, waste storage/collection arrangements must be considered at the earliest stage and details included on all site or floor plans. Proposals must:

1. Encourage high diversion away from refuse and increased recycling in both residential and commercial development.
2. Exclude maceration technology from both residential and commercial developments.
3. Ensure that systems are flexible and that consideration is given to the possibility that legislation or that the Council's waste collection arrangements will change over time and that the composition of the waste and type of waste streams may also change.
4. Where staff will be required to manage systems once these are installed there should be a clear plan for this and the approach to meeting staff costs understood and agreed so that systems are not installed which cannot be subsequently supported. This information must be submitted as part of a Waste Management Plan.
5. Where software or other technology is deployed, it is essential that a plan for its use and maintenance is put in place and that the funding arrangements for this are considered in advance. This information must be submitted as part of a Waste Management Plan.

In the case of residential developments proposals must:

1. Provide sufficient waste storage within the home to allow for the separation of waste streams; dry recycling, food waste and residual waste.
2. Provide sufficient waste storage capacity for at least two weeks' worth of storage of recycling, food and residual waste.

3. Not require residents to transport waste more than 30 metres (excluding vertical distance) from their home/flat to the waste collection point.
4. As far as possible position waste deposit/collection points between the front door of apartments and the access points to the public realm to make waste disposal as easy as possible or create a direct access onto the public realm.
5. Provide provision for bulky waste storage within each block or for the site as a whole.
6. Arrange with Bristol Waste for the delivery and replacement of waste containers. The developer will need to cover the cost for the supply of all waste containers, including replacements for the site development. The containers need to be approved by Bristol Waste Company, please email [planning@bristolwastecompany.co.uk](mailto:planning@bristolwastecompany.co.uk) for approval and quotation, referencing the planning application number and send a copy of the site waste management plan.

In the case of commercial developments proposals must:

1. Provide sufficient commercial waste storage capacity that allows for the separation of dry recycling, food and residual waste and other major waste streams as appropriate.
2. Be approved by the Council's Waste & Street Cleansing Team.
3. Set out as part of a Waste Management Plan the arrangements to procure manage and use a commercial waste management contractor/s. This will require:
  - a. An organisation to manage the procurement.
  - b. A management team to manage the contract.
  - c. Contractual arrangements to be put in place to require businesses to use the contract which has been provided.

### 5.2 Clean streets and other responsibilities

#### 5.2.1 Fly-tipping/graffiti/flyposting

Fly-tipping can create an eye-sore and nuisance. It is therefore important to ensure adequate waste storage is provided. Sites must be designed to avoid any secluded areas as these can be prime locations for fly-tipping, as can bin stores. These must therefore be accessible to residents only. Sufficient space must also be provided for the storage of bulky waste as the dumping of such waste within bin stores can interfere with the emptying of communal recycling and waste containers. Arrangements must be made by Management Companies for the removal of such items. Buildings can be a target for graffiti and/or fly-posting. As such buildings and stores must incorporate practical steps to discourage this such as the inclusion of the following in order of priority:

- Open designs with no hidden corners for fly tipping and anti-social behaviour.
- Planting to cover walls and restrict access.
- Uneven surfaces not desirable for painting on.
- Restrict access to gable ends and bare walls.
- Exposed walls should be treated with anti-graffiti coatings, or constructed using materials which graffiti can be easily removed from.

An example of bad practice – exposed, flat walls with an accumulation of graffiti.



This will help to maintain a clean and pleasant surrounding for the future. Management Companies and/or surface owners are responsible for the removal of any defacement.

#### 5.2.2 Littering

Densely populated areas often suffer from a build-up of litter etc. The design of the waste storage must minimise where litter can be trapped causing an eyesore, together with infrastructure to facilitate the picking up and containment of litter and waste which has escaped into the environment. If the proposed development includes a route likely to be used by non-residents such as a short-cut or 'cut through', then consideration must be given to the installation of street litter bins to reduce dropped litter.

#### 5.2.3 Nuisance

Waste can cause a nuisance when it is not appropriately stored. The design of the waste storage must ensure it does not obstruct natural light into a building or is a source of unpleasant odours by being placed under a window for example, or create inconvenience to other persons.

#### 5.2.4 Management companies (managing agents/site managers)

It is the responsibility of Management Companies (Managing Agents/Site Managers) to ensure:

- Bin stores are properly maintained. This includes ensuring waste is placed in the correct containers/storage areas and that they are regularly cleansed using water and disinfectant.
- Tenancy/lease agreements and Management Company terms and conditions include what tenants/residents are required to do with their waste and the course of action that will be taken if they misuse the facilities.



- All new residents are made aware of what the building or site/s recycling/waste management policies are upon their arrival through the issuing of suitable information (see section 5.2.5). They must be:
  - Encouraged to properly separate their waste and to communicate that the incorrect use of communal recycling and/or waste storage containers may disrupt collection operations. For example landfill waste being placed in recycling containers could be 'rejected' for collection by recycling crews, requiring an additional collection.
  - Kept updated on any changes to these arrangements, through notices on noticeboards within communal areas or bin store/s, such as alterations to scheduled collections, for example alternative collection days due to bank holidays.
  - Informed how to dispose of any large/bulky waste and that fees apply. Large/bulky waste items i.e. furniture, white goods, etc., require specific collection and will not be collected free of charge.
- Any waste that is illegally or irresponsibly deposited in communal areas is swiftly removed so as to maintain clean and tidy communal spaces.
- Bin stores are maintained in a safe condition. If crews are unable to access bin stores or find them in an unsafe condition Bristol Waste reserve the right to withdraw the collection service, until such time as they are made safe.
- Where one bin store is designated for the collection of all the containers within a site/building or an external hardstanding is proposed, the Management Company are responsible for transporting all the containers to and from it. Information on how this will be achieved must be set out within a Waste Management Plan which will be required.
- Commercial waste is stored separately from domestic waste.
- The management of waste generated from their site management activities and waste generated from those contracted to conduct any works which produces waste is disposed of appropriately at a licensed disposal facility, using a licensed waste Management Company. This waste is classed as non-household waste.
- Management companies must ensure that the areas around the buildings are regularly litter picked and kept clean. Fly tipped waste and graffiti must be removed quickly at the cost of the Management Company. Instances of graffiti should be reported as a crime to the police.

### 5.2.5 Information for residents

- All residents must be issued with information produced by the Management Company which sets out the site/buildings recycling and waste management arrangements. This must set out all aspects of correct waste handling in preparation for the scheduled recycling and waste collection.
- It must include where the bin store/s is located, how waste should be disposed of, when it will be collected and in the case of houses where waste should be placed if there are dedicated hard standings and when.
- Visit the Bristol Waste website for a range of useful resources including information on [how and when waste should be presented](#) ( ).

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# 6 | Submitting planning applications – waste management issues and general requirements

## 6.1 Submitting a planning application

- When submitting a planning application to the Council’s planning department (Development Management), suitable storage for recyclable materials, refuse and where required bulky, clinical or commercial waste must be demonstrated.
- Any site/floor plans submitted must clearly identify:
  - The location, layout and design of the internal or external bin store (including any separate stores for clinical, bulky or commercial waste), the size of the containers and where the various containers required will be placed.
  - Where large amounts of waste is likely to be generated, the location of any waste compactors or cardboard balers.
  - The proposed access and collection routes for collection vehicles (including swept path analysis), crews, residents and staff, as well as the distances between vehicle collection points and storage areas.
  - Locations of where the containers will be left for collection if waste storage facilities cannot be provided which are not directly accessible from the kerbside.
- If containers need to be moved within the site or to a collection point, information must be submitted making clear who will be responsible for this, such as a Management Company. In such circumstances a Waste Management Plan will be required.
- When designing waste storage facilities the Core Strategy and Local Plan policies must be taken into consideration along with the following documents:

### 6.1.1 Manual for Streets

- Manual for Streets provides technical guidance on the detailed design of streets and open spaces. It includes information on waste collection services and the need to integrate waste storage and collection into the design of streets.

### 6.1.2 British Standards

- BS 8300-1:2018 Design of an accessible and inclusive built environment. External environment – code of practice
- BS 8300-2:2018 Design of an accessible and inclusive built environment. Buildings – code of practice.
- BS 5906:2005 Waste management in buildings – code of practice
- BS 9999:2017 Fire safety in the design, management and use of buildings – code of practice
- BS 476-21 Load bearing for fire resistance
- BS EN 60529:1992+A2:2013 Degrees of protection provided by enclosures (IP Code)

### 6.1.3 Building Regulations

- Approved Document H – Drainage and Waste Disposal (2015 edition)
- The Regulatory Reform (Fire Safety) Order 2005

Please visit the Council’s website for [further information on Building Regulations \(bristol.gov.uk\)](http://bristol.gov.uk).

## 6 | Submitting planning applications – waste management issues and general requirements

### 6.2 Planning and design

- Careful planning and design for waste management at the outset can save time and expense later by ensuring that waste can be easily and effectively stored and collected when the development is built through the careful layout and design of buildings, external spaces and streets.
- Good design is a key aspect of sustainable development and positively contributes to making places better for people. Bin stores and collection points must form an integral part of a development's design and be achieved in ways which do not compromise the quality of place.
- Bin stores must contain sufficient space to enable additional recycling containers to be accommodated, as may be required in the foreseeable future.

### 6.3 Compliance and conditions

- Planning officers will consult and take into account the views of Bristol Waste as well as other statutory consultees regarding the design, location, lay out and storage capacity of bin storage facilities.
- If planning permission is forthcoming, conditions will normally be used to secure the construction and retention of such facilities.
- Non-compliance with a planning condition may result in enforcement action being taken against the owner of the site by the Council's Planning Enforcement Team. Visit the Council's website to [find out more on planning enforcement \(bristol.gov.uk\)](https://www.bristol.gov.uk).





# 7 Residential developments

## 7.1 Houses and buildings with fewer than 15 flats/bed spaces (kerbside collection)

### 7.1.1 Introduction

In most instances; where there are individual houses or flatted developments of fewer than 15 flats/bed spaces, a kerbside collection service is standard. Alternative arrangements will only be considered if this form of collection is not practical. This must be agreed with Bristol Waste and clarified as part of any planning application. The storage of all waste until it is collected by Bristol Waste is the responsibility of the property owner/Management Company and for flats, communal storage is appropriate.

### 7.1.2 Houses and buildings with up to six flats

Each house and flat (where there are up to six flats) will be issued the following containers:

- A 180 litre bin will be issued as standard for the storage of refuse in houses and a 140 litre bin in blocks of flats. However, households with one individual can request a 140 litre bin. Where there are more than six in a household, larger bins up to a maximum size of 240 litres can be requested by the householder contacting the Council on 0117 922 2100.
- A 55 litre green recycling box for the storage of plastics, cans and aerosols.

- A 44 litre black recycling box for the storage of paper, glass, textiles, spectacles, batteries, WEEE (Waste from Electrical and Electronic Equipment) and engine oil in a separate bag.
- A 23 litre brown food waste bin for the storage of food waste. A smaller 5 litre brown caddy will also be provided which can be placed within the property.
- A 90 litre blue cardboard sack for the storage of cardboard and brown paper.

[Find out what goes in your bins and boxes \(bristol.gov.uk\)](http://bristol.gov.uk).

Table 1 details the size and volume of the waste and recycling containers issued to houses and buildings with up to six flats.



**Table 1** Types of waste and recycling container

| Container           | Volume (litres) | Width (mm) | Depth (mm) | Height (mm) |
|---------------------|-----------------|------------|------------|-------------|
| Green recycling box | 55              | 385        | 630        | 355         |
| Black recycling box | 45              | 385        | 630        | 290         |
| Food waste bin      | 23              | 320        | 400        | 405         |
| Kitchen caddy       | 5               | 250        | 205        | 205         |
| Blue cardboard sack | 90              | 450        | 450        | 450         |
| Refuse bin          | 180             | 546        | 740        | 1,070       |



## 7 | Residential developments

Examples of containers (clockwise from top left):  
44 litre black recycling box, 90 litre blue cardboard sack, 55 litre green recycling box, 23 litre brown food waste bin, and 180 litre black refuse bin.





### 7.1.3 Buildings with up to 14 flats

- Where there are between seven and fourteen flats and a kerbside collection is offered, rather than issuing each flat with its own set of containers, waste should be stored in the containers listed in Table 2, which must be appropriately marked.
- Within the communal store the containers must be placed on a robust 500mm deep shelf which is no higher than 500mm off the ground. This ensures that the boxes are not presented any higher than wheeled bins and that they do not get damaged or missed.
- One sack per flat can be issued, if requested by contacting Bristol Waste, to assist in the storage and carriage of materials from their flats to the bin storage areas.
- If the building is located where there are other large blocks of flats or there is no kerbside collection then a communal 660 litre bin can be issued.
- Only in exceptional circumstances will a Mini Recycling Centre bins be provided, following assessment by Bristol Waste.

### 7.1.4 Garden waste service and composting

- Wherever possible, green garden waste should be separated out of the waste stream if generated from communal areas, and must have separate arrangements for its disposal.
- Home composting is the best option for the treatment of garden and other organic waste (raw fruit and vegetable peelings only and not cooked food) at source. Home composting areas should be designed into all new residential developments with communal gardens. However, these must be carefully designed as part of the garden and not merely placed in a convenient area, which may be inappropriate. A two metre by one metre area should be provided with a suitable sized composter and adequate drainage considered. Householders should have easy access to the composting area from the kitchen or utility room. Further information is available on the Council's website including [how to purchase a compost bin \(bristol.gov.uk\)](http://bristol.gov.uk).

**Table 2** Numbers of waste and recycling containers for buildings with up to 14 flats

| Material     | Container           | Number per 7 to 9 flats | Number per 10 to 12 flats | Number per 13 to 14 flats |
|--------------|---------------------|-------------------------|---------------------------|---------------------------|
| Plastic/cans | Green recycling box | 4                       | 5                         | 6                         |
| Glass        | Black recycling box | 1                       | 1                         | 1                         |
| Paper        | Black recycling box | 1                       | 1                         | 1                         |
| Card         | Blue cardboard sack | 4                       | 5                         | 6                         |
| Food         | Kitchen caddy       | 2                       | 2                         | 3                         |
| Refuse       | Refuse bin          | See note*               | Two 1,100 litre bins      | Two 1,100 litre bins      |

**\*Note:** Space should be allocated so that each flat should have its own refuse bin. If this is not possible 240 litre bins can be issued, which residents can share.

- Where properties have gardens, residents may choose to sign up for the chargeable garden waste collection service. A charge is payable for both purchasing a 240 litre green bin as well as the annual service. The dimensions of the bin are shown in Table 3. Alternatively residents can purchase garden waste sacks and then arrange for them to be collected. As with the standard containers, garden waste will be collected by Bristol Waste. Visit the Council’s website to [find out more about garden waste bins \(bristol.gov.uk\)](http://bristol.gov.uk).

**Table 3 Garden waste container size**

| Container        | Volume (litres) | Width (mm) | Depth (mm) | Height (mm) |
|------------------|-----------------|------------|------------|-------------|
| Garden waste bin | 240             | 580        | 730        | 1,060       |

**7.1.5 Collection location**

Containers will be collected directly from the footway, or bin stores where they comply with the bin store design and access standards for crews and vehicles. If this is not possible a suitable collection

point consisting of a hardstanding must be provided. This must be adjacent to the road to allow easy access for collection. This would either be adjacent to the adopted highway, or in the case of a private road, where Bristol Waste has agreed to access it through the signing of an indemnity letter, in an agreed collection location. So that they do not form an obstruction to pedestrians, all containers must be removed from the adopted highway as soon as they have been emptied.

**7.1.6 Frequency of collection**

Visit the Council’s website ([bristol.gov.uk](http://bristol.gov.uk)), to [find out when containers will be collected and how to order them \(bristol.gov.uk\)](http://bristol.gov.uk).

**7.2 HMOs and licenced HMOs**

To avoid houses in multiple occupation (HMO) having multiple bins/boxes, one set of the containers listed in section 7.1.2. must be supplied for every three bedrooms (bed spaces) the building contains. For example if the HMO has six bedrooms two sets of containers must be supplied and so on. Where HMOs have 15 or more bedrooms, please follow the guidance under section 7.3.



The owner of an HMO is responsible for ensuring that waste produced by their tenants is contained under the Environmental Protection Act 1990 (Section 46) and the Town and Country Planning Act 1990 (Section 215).

### 7.2.1 Licenced HMOs

Where HMOs are required to hold a licence issued by the Council, the licence includes the following condition which sets out that licence holder “Must provide suitable facilities for the storage and disposal of refuse and recycling in accordance with the Council’s waste and recycling collection requirements”.

Please visit the Council’s website for [further information on licencing \(bristol.gov.uk\)](http://bristol.gov.uk).

## 7.3 Buildings with 15 or more flats/bed spaces and student flats

### 7.3.1 Introduction

Where there are: a) large buildings with 15 or more flats, b) large HMOs and student flats with 15 or more bed spaces, a communal waste collection service is standard. The storage of all waste until it is collected by Bristol Waste is the responsibility of the buildings Management Company.

### 7.3.2 Method of collection and waste containers

- The following bins will be provided for the storage of recyclable materials and refuse:
  - Recyclable materials must be separated and stored in the following specific containers: plastic/cans (combined), glass, paper, card and food.
  - Refuse (residual waste) must be stored separately.
- The bin sizes have been selected to ensure they can be safely moved by crews and collection vehicles without the risk of spilling any of the contents. The types of bin are explained in Table 4.
- On larger sites where access is controlled, a Mini Recycling Centre (MRCs) may be appropriate. These consist of one set of containers set within a metal frame. To see if an MRC can be installed Bristol Waste will need to undertake a site visit. You can complete an online form to [request a MRC \(bristol.gov.uk\)](http://bristol.gov.uk).

**Table 4 Waste and recycling containers for buildings with 15 or more flats/bed spaces and student flats**

| Material     | Standard container size (litres) | Width (mm) | Depth (mm) | Height (mm) |
|--------------|----------------------------------|------------|------------|-------------|
| Plastic/cans | 360                              | 680        | 880        | 1,100       |
| Glass        | 240                              | 580        | 730        | 1,060       |
| Paper        | 240                              | 580        | 730        | 1,060       |
| Card         | 1,100                            | 1,250      | 980        | 1,470       |
| Food         | 140                              | 480        | 560        | 1,060       |
| Refuse       | 1,100                            | 1,250      | 980        | 1,470       |



## 7 | Residential developments

Examples of communal containers (clockwise from top left): 1,100 litre container for cardboard, 1,100 litre green container for refuse, 240 litre containers for recyclables and food waste, 1,280 litre brown container for cardboard, and 1,100 litre container for general waste.



### 7.3.3 How to calculate the number of waste containers required

- For each type of material listed in Table 5 multiply the volume per flat/bed space by the overall number of flats/bed spaces contained within the building/s or site.
  - **Example:** For plastic/cans 15 litres (per flat) multiplied by 30 flats = 450 litres.
- To calculate the number of containers required take the overall volumes and divide by the container sizes. Please make sure you round the figures up to the nearest whole number.
  - **Example:** For plastic cans 450 litres divided by 360 litres = 1.25. Rounded up this means two containers are required.
- On larger sites where bins need to be moved to a central store for collection, consideration should be given to supplying each bin room with relief bins. This is where an additional set of bins are provided so residents can continue disposing of their refuse/recycling whilst the main set of bins are waiting to be emptied.
- For more detailed information about non-standard size containers in use for the various material streams please contact Bristol Waste.

### 7.3.4 Collection location

Containers will be collected directly from the footway, or bin stores where they comply with the bin store design and access standards for crews and vehicles. If this is not possible a suitable collection point consisting of a hardstanding must be provided. This must be adjacent to the road to allow easy access for collection. This would either be adjacent to the adopted highway, or in the case of a private road, where Bristol Waste has agreed to access it through the signing of an indemnity letter, in an agreed collection location. So that they do not form an obstruction to pedestrians, all containers must be removed from the adopted highway as soon as they have been emptied. These locations must be designed to prevent the container's use by general public and discourage vandalism and graffiti.

### 7.3.5 Frequency of collection

Recyclable materials and waste are collected on a weekly basis, unless otherwise agreed with Bristol Waste.

**Table 5 Container volume calculations**

| Material     | Standard container size (litres) | Residential flats – volume per flat (litres) | Student blocks/large HMOs – volume per bed space (litres) |
|--------------|----------------------------------|--|---|
| Plastic/cans | 360                              | 15-35  | 11-25   |
| Glass        | 240                              | 3  | 3   |
| Paper        | 240                              | 2  | 1   |
| Card         | 1,100                            | 40   | 16  |
| Food         | 140                              | 4  | 2   |
| Refuse       | 1,100                            | 65   | 39  |



### 7.4 Residential care homes, nursing homes and sheltered accommodation

The Controlled Waste (England and Wales) Regulations 2012 define which waste producers generate household, commercial and industrial waste and whether charges can be made for the collection of their waste. Based on terms used

in these regulations the Council can charge for the collection and disposal of waste produced by residential care homes and nursing homes. Whilst sheltered accommodation is not specifically listed in the regulations, it is treated as household waste and no charge is made for the collection or disposal of any waste produced.





# 8 | Commercial developments

## 8.1 Storage capacity

When planning commercial waste storage the following principles must be taken into consideration:

- Waste storage (bin store) must be easily accessible.
- Sufficient waste storage space must be provided for each business, enabling them to store multiple types of bin (general waste, dry recyclables, food and other streams) depending on the business type).
- For larger developments, the potential for providing site-wide communal storage facilities shared by a number of individual business and occupiers should be discussed at an early stage of site space planning.

### 8.1.1 Calculating storage capacity

Below is useful guidance to determine how much storage capacity maybe required. However developers should observe the need to create flexible and ample space for waste storage and containment and seek the advice of a commercial waste contractor or consultant to determine what would be sufficient.

To calculate the amount of space required for waste storage developer should consider the type of businesses that will be operating from the proposed development. E.g. retail & wholesale, hotels & catering. And also the number of employees the businesses are likely to have. Space for bin storage should also consider the need for separation of materials such as food waste, card, glass, metal and paper and general waste.



### 8.2 Waste collection arrangements

- The collection of commercial waste is a charged service that can only be provided by a licensed waste contractor, who need to be contracted to perform the collection service.
- Find further information online about the [services that Bristol Waste can provide \(bristolwastecompany.co.uk\)](https://www.bristolwastecompany.co.uk).

There are two options available when deciding on the overall commercial waste management strategy to use as set out below.

#### 8.2.1 Market led approach

- This is where commercial waste producers are responsible for procuring their own waste collection service and is the standard approach used.
- However, whilst in theory market competition drives down the price, in reality, the greater the competition, the greater the inefficiency per collection.
- i.e. there is a minimum cost of collection which has to be covered so the fewer commercial waste contracts a contractor has, the higher the cost per collection is to cover minimum collection costs.

#### 8.2.2 Consolidated business approach

- This is where commercial waste producers use the waste services provided by the building or site/s Management Company, including waste collection contractor, through their lease agreement. This has many advantages including:
  - Reduction of vehicle movements associated with multiple waste contractor collections.
  - Potential costs saving associated with economy of scale in collection.
  - Greater separation of waste streams that might otherwise be uneconomical to collect.
  - Potential to provide alternative solutions that move away from conventional bin store provision.

- Where this approach is used, the waste contractor will need to know how much and what type of waste is collected from each business in order that they can be appropriately charged. The easiest way to do this is for 1,100 litre bins to be allocated to each business which are then weighed at the point of collection by on-board vehicle weighing equipment.

### 8.3 Collection location

Containers must be collected directly from the bin store or a suitable hardstanding adjacent to the adopted highway or private road. They must only be left on the adopted highway for collection and only where there is at least 1.5 metres of clear space for pedestrians to be able to pass. Between collection days bins must be returned to the bin store.

### 8.4 Duty of care

All businesses have a commercial waste duty of care. Failure to follow this can result in prosecutions. [Find out more about the commercial waste duty of care \(bristol.gov.uk\)](https://www.bristol.gov.uk).





## 9 | Mixed-use developments

In a mixed-use development, such as a block of flats where there are commercial units on the ground floor:

- Commercial waste must be kept strictly separate from domestic waste, within its own dedicated store so that it does not enter the domestic waste stream. Please see section eight for full guidance on dealing with commercial waste.
- Domestic waste must be stored within its own dedicated bin store/s which can only be accessed by residents, site management staff and waste crews. Please see section seven for full guidance on dealing with domestic waste.
- You must be able to demonstrate the clear separation of waste to prevent the misuse of either collection methodology.





# 10 | Bin storage design

## 10.1 Design and innovation

- All waste should be separated within the premises and must be stored off the adopted highway and out of public view, in purpose-built bin stores, designated areas, or in a bulk containerised system held within the boundary of the site.
- The bin store must be suitably screened, ventilated and secure to prevent access by scavenging pests, vandalism and unauthorised use.
- As the scale and intensity of development increases, so does the quantitative need for and visual impact of storage for recycling and refuse. Development proposals that would create 100 or more homes, either individually or as part of an outline permission or wider masterplan, will therefore be expected to explore innovative proposals for waste containment. The proposals should provide for separate collections of card, glass, food, plastics, and paper. These proposals should minimise the visual impact of waste containment and provide a deterrent from abuse and fly tipping. Solutions such as underground bin storage and secure access can be beneficial to developers and residents. For further information please contact the Council's Waste & Street Cleansing Team by emailing [waste.services@bristol.gov.uk](mailto:waste.services@bristol.gov.uk).

Underground bins.



The Association for Public Service Excellence (APSE) website has more information about [the benefits of underground bins stores and associated equipment \(apse.org.uk\)](https://www.apse.org.uk).

- External bin stores should have some form of soft landscaping around them e.g. climbing plants or other vegetation to screen the area and make it more aesthetically pleasing. Where they are in close proximity to a listed building or within a conservation area, they must be designed in a sensitive and appropriate manner.
- Bin stores should be separate from cycle storage, car parking and key circulation areas.
- All bin stores must be fully accessible to anyone with a protected characteristic, as set out by the Equality Act 2010 and as specified by “BS 8300-1:2018 Design of an accessible and inclusive built environment. External environment – code of practice” and “BS 8300-2:2018 Design of an accessible and inclusive built environment. Buildings – code of practice”.
- All internal bin stores must be constructed to “BS 5906:2005 Waste management in buildings – code of practice” and conform to “Building Regulations Approved Document H – Drainage and Waste Disposal (2015 edition)”.

## 10.2 Location

- Bin stores must be located nearest to where the collection vehicle will stop and not exceed the maximum push and carry distances that crews can transport containers. Please see section eleven.
- Within landlocked, difficult to access sites or where there are multiple buildings, some of which cannot be accessed by collection vehicles, a central bin store or external hardstanding, able to accommodate all of the containers from the site or building/s must be provided. Management companies would be responsible for transporting all of the containers to and from these locations.
- Within blocks of flats, bin stores must be sited at ground level.

- If this is not possible and they have to be placed underground, such as in a basement, a lift must be provided along with a secondary route for transfer. The lift must be large enough to accommodate a person as well as at least one container. In large buildings it will need to be big enough for more than one container. Management companies would be responsible for transporting all containers to ground level. The lift doors, lobby and adjacent corridors must be at least 1.5 metres wide to provide enough room for the containers to be easily moved around.
- Standard household waste containers must not be left out on the adopted highway in any circumstances apart from on the day of collection, as footways must be left clear to allow pedestrians to pass. They must be taken in as soon after they have been emptied as possible. Where space permits a separate hardstanding should be provided adjacent to the adopted highway. Larger bins used for the communal storage of waste from flats or commercial premises must be left off the adopted highway at all times, unless agreed with the Council/Bristol Waste.
- Under no circumstances should a resident be required to carry or wheel containers through their dwelling to facilitate collection. If storage is proposed within a rear garden it must be directly accessible from the footway or via a connecting illuminated footpath.
- As set out within “Building Regulations Approved Document H – Drainage and Waste Disposal (2015 edition)” and the Department for Transport’s “Manual for Streets”, residents must not be expected to carry/wheel their waste further than 30 metres from their homes. Where distances exceed this limit residents are less likely to recycle their waste because of the inconvenience (perceived or otherwise) of carrying another container to the collection point. This would have a negative impact on delivery of the Council’s waste strategy.
- Bin stores or hardstandings must not obstruct sight lines for pedestrians, cyclists and other highway users.
- Bin stores and collection points must not be placed on gradients of more than 1:20. This is because four wheeled containers, especially 1,100 litre bins, are more difficult to manoeuvre and attach to the rear lifting mechanism of refuse collection vehicles.

An example of bad practice – containers have to be brought out for collection and get left on the street; walls are unprotected from graffiti vandalism.



### 10.3 Space

- Bin stores must provide enough space to accommodate the required number of containers, enabling each container to be removed without the need to move the other containers.
- Internal or fully enclosed external stores must have:
  - 1.1 metre clearance in front of each container or between containers where they face each other, to allow them to be safely accessed.
  - At least a height of 2.4 metres to allow the lid of a container (if fitted) to be opened to its full height.
  - Sufficient room to enable containers to be withdrawn horizontally.

### 10.4 Doors and access controls

Doors to the bin store must:

- Be double doors at least 1.5 metres wide and be designed so that they do not open directly outwards onto the adopted highway as they can become an obstruction to pedestrians (in accordance with Section 153 of the Highways Act 1980). In this case sliding doors can be considered.
- Be fitted with stays or catches to enable them to be locked back into the open position to allow crews to manoeuvre the containers safely with both hands.
- Be fitted with a means of being opened from the inside by means of a thumb turn (to avoid accidental lock in).
- Include restrictive openers to prevent over extension and scratch plates on the relevant side.
- Have ramped thresholds no higher than 20 mm.
- Have frames which are rebated into the reveals of the opening and allow a clearance of 150 mm either side of any containers, when they are being pulled out for collection.

We recommend you avoid fitting:

- Aluminium or plastic louvered doors as these are not always robust enough to withstand wear and tear.
- Tall, large doors as they will deform if repeatedly in contact with metal 1,100 litre bins.
- Poor quality doors as they are a target for rough sleepers.

Any new bin store that needs to be kept locked must be provided with a coded entry system. Keys, fobs or swipe cards will not be accepted due to the frequency of access required by crews. Bristol Waste will not be held responsible for the security of buildings, loss of any keys or damage caused through large containers being taken through doorways. Management companies must inform Bristol Waste of any changes to keys or codes to prevent crews from being unable to gain access.

### 10.5 Ventilation and lighting

- Internal bin stores must have a light. In accordance with “BS 5906:2005 Waste management in buildings – Code of practice”, the light must consist of a sealed bulkhead fitting ( housings rated to IP65 in “BS EN 60529:1992+A2:2013 Degrees of protection provided by enclosures (IP Code)”). This is to allow cleaning with hoses and/or to protect against splashing from general washing down of the storage area.
- Internal bin stores must have appropriate passive ventilators to allow air flow and to prevent unpleasant odours. The ventilation must be fly and vermin proofed and near to either the roof or floor, but away from the windows of any dwellings.



### 10.6 Materials and finishes

- The floor and walls of bin stores must be constructed and finished in materials that are impervious and easy to clean.
- Doors, door surrounds and walls should be constructed to minimise wear and tear from containers, with protective rails and edging on exposed corners.
- A rubbing strip should be attached to the wall surfaces and doors to prevent scuffing.
- Where appropriate a hose union tap and water supply should be provided to make cleaning easier. Drainage should be by means of a trapped gully connected to the foul sewer. The floor of the bin store area should have a suitable fall (no greater than 1:20) towards the drainage points.
- All service pipes, switches and fittings (electricity, water, gas and fibre optic cables) must be protected from damage from bins particularly around a meter high at hinge height.

### 10.7 Fire safety

- Any wheeled containers, such as those provided as part of a mini recycling centre, should be at least 6 metres or further from any building/s to prevent the spread of fire. For further information please see “BS 9999:2017 Fire safety in the design, management and use of buildings – code of practice”. Such containers should be kept locked and have a wheel locking mechanism.
- Bin stores should be at least 8 metres away from any building/s to prevent the spread of fire.
- Bin stores must not impede access to fire hydrants.
- Purpose built bin stores must have fire doors and walls that are constructed from an impervious, non-combustible material that ideally has a fire resistance of one hour when tested to “BS 476-21 Load bearing for fire resistance”.

- Internal bin stores must have a protected lobby which provides 60 minutes fire resistance and a minimum of 0.2m<sup>2</sup> of permanent ventilation. Where they are adjacent to a fire escape route they must be fitted with fire doors, automatic fire detection and a sprinkler system and comply with “The Regulatory Reform (Fire Safety) Order 2005”.
- Containers or sacks must not be left in entrances, atriums, gangways, shared communal areas or on balconies, where residents have to carry waste to internal or external stores.
- The location and design of the bin store must be aligned with the buildings/sites fire strategy/plans and emergency access and egress routes.

### 10.8 Anti-social behaviour

- Poor location and poor design can lead to bin stores/storage areas attracting anti-social behaviour or being perceived to be unsafe. They should be co-located with other communal facilities such as cycle stores, although they must be entirely separate and have a single dedicated access door. It is also important to consider any noise that will be created, such as when residents dispose of glass. Including noise reduction measures will help mitigate such problems.
- To avoid anti-social behaviour you must consider the sites layout, access, parking, boundary treatments, lighting and CCTV.
- On larger housing or commercial sites you must consider “recycling on the go” and the need for strategically placed recycling and litter bins.



### 10.9 Public information and signage

- All new residents must be issued with information which sets out the site/buildings recycling and waste management arrangements as set out in section 5.2.5.
- Bin stores and all of the containers must be clearly signed. Within blocks of flats routes to the bin store should be signed or a plan must be provided within the buildings foyer, showing its location. If it is a shared facility, signage should also indicate which properties are entitled to use the facility.
- Where a site has a resident or tenants association, meetings should be used to share information on waste arrangements and to increase recycling rates.

### 10.10 Internal waste collection service

Where residents are frail or vulnerable, such as in sheltered or supported living accommodation, management companies may choose to provide an internal waste collection for residents rather than asking them to bring their waste to the bin store. In this case each floor must have a bin store with 50% of the space given over for storing recycling.

### 10.11 Bulky waste

In addition to the storage of recycling and refuse, in blocks of flats or on sites with multiple buildings, space must also be provided for residents to deposit unwanted bulky household waste items (e.g. mattresses, carpets, sofas, beds and other furniture, large electrical and white goods). This must consist of a clearly signposted, secure deposit and storage area within the buildings service area or in a designated covered area within the site. This must be within easy reach of the buildings entrance and access for collection vehicles e.g. Bristol Waste use transit cage tipper trucks.

- The space allocated to store bulky waste items must take into account the number of dwellings served and the frequency of collection.

- Regular collection arrangements must be established to avoid the excessive build-up of waste and to discourage fly-tipping.
- Where possible links to local re-use organisations should be established to maximise the amount of waste that is prepared for re-use and recycled. This should be strongly promoted to residents.
- Guidance must be issued to residents advising of the designated area for their bulky waste, what types of waste is and isn't accepted and what arrangements are in place for re-use and recycling.

Bristol Waste offers a payable bulky waste collection service. Visit the Council's website to [find out more about the bulky waste collection service and/or book a collection \(bristol.gov.uk\)](https://www.bristol.gov.uk).

### 10.12 Refuse chutes

Apart from where they already exist, refuse chutes must not be used in new buildings as they can:

- Discourage recycling.
- Become blocked, resulting in a fire hazard.
- Create a build-up of noxious smells.

### 10.13 Bag only waste

Depending on the type of building/s all bin stores must be designed (where appropriate) to store bins/boxes/cardboard sacks. Subject to prior approval from Bristol Waste, only in exceptional circumstances, when it is ascertained there is no other alternative, will a bag collection method be considered. If this is the case, Bristol Waste will set the rules applicable to these non-standard collections in terms of allowance, time/frequency of collection, types of bags and any associated costs.

# 11 | Access requirements for crews

## 11.1 Private drives

Refuse and recycling will not be collected from private drives. In such cases it must be placed in a suitable area adjacent to the adopted highway for collection.

## 11.2 Footways and footpaths

Any footpaths between the bin store and the collection vehicle must:

- Be at least 2 metres (unless they are private where they can be 1.5 metres wide) and be completely free from obstructions such as kerbs, steps, lighting columns and cabinets.
- Be relatively level (apart from gradients necessary for surface water drainage) with a maximum gradient of 1:20.
- Exclude difficult turns and bends, especially on slopes, as these can produce excessive strain on the crew's upper bodies to control containers and avoid damage to properties.
- Have a solid foundation and be of a durable construction with a smooth non-slip continuous surface (i.e. no cobbled surfaces) with sufficient natural or artificial light.
- Where necessary incorporate an appropriate drainage system to prevent surface water discharging from the path onto the adopted highway.
- Be maintained to a satisfactory standard. If the landowner allows the foundations to erode and/or trip hazards to form they must undertake any and all appropriate repairs. Failure to do so may result in collections being halted due to health and safety requirements.
- Not pass through any part of the property.

## 11.3 Dropped kerbs

Wheeled bins should not be manoeuvred over steps or kerbs. A drop kerb (with a maximum 6 mm upstand) must be provided as part of the footway; where footpaths meet the carriageway and centrally and at either end of a layby (subject to the length of the layby), to enable crews to safely collect such bins. They are also needed where four-wheeled containers will be used, so as to reduce the distance between the agreed collection point and the collection vehicle to 5 metres.

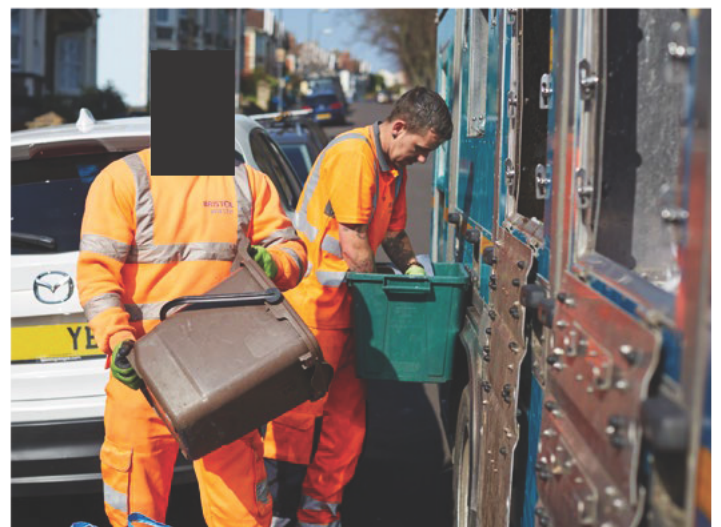
## 11.4 Push and carry distances

In accordance with the Health and Safety at Work Regulations crews must not:

- Push/pull a four-wheeled bin more than 5 metres from the agreed collection point to the collection vehicle.
- Push/pull a two-wheeled bin more than 15 metres from the collection point to the collection vehicle. The collection point must be at the front of the premises where practically possible.
- Carry bagged refuse or kerbside boxes more than 10 metres from the collection point to the collection vehicle.

## 11.5 Headroom

All approaches to the bin store must have minimum headroom of 2 metre.



# 12 | Access requirements for vehicles

## 12.1 Vehicle dimensions

- Bristol Waste operates three main collection vehicles when undertaking domestic and commercial waste collections. These consist of:
  - **Four or six wheeler refuse truck (RCV).** Used to collect refuse from domestic properties.
  - **Romaquip recycling truck.** Used to collect dry-recycling and organic waste (green and black recycling boxes, kitchen waste bins and cardboard sacks) from domestic properties.
  - **Toploader® refuse truck.** Used to collect dry-recycling and organic waste (two and four wheeled bins) from domestic properties which contain more than 15 flats as well as from commercial properties where they are serviced by Bristol Waste.
- The following dimensions are approximate. Where any new roads are proposed or vehicles

are required to enter a site, swept path analysis using the dimensions for a refuse truck must be submitted as part of the planning application. These can be found in the [Appendix](#).

- Please note that Toploader® refuse recycling trucks do not have rear steer as standard, are less manoeuvrable and are taller than a standard RCV. They also require additional height to lift and tip the bins into the stillage's (compartments).

**Table 8 Waste collection vehicle dimensions**

| Type of vehicle                   | Length       | Width       |
|-----------------------------------|--------------|-------------|
| Refuse truck (RCV)                | 11.40 metres | 2.50 metres |
| Romaquip recycling truck          | 9.19 metres  | 2.25 metres |
| Toploader® refuse recycling truck | 8.38 metres  | 2.50 metres |

Toploader® side lifting mechanism.





### 12.2 Operating space

- If the collection vehicle is required to pass through or under any part of a building/structure, there must be a minimum clearance height of 2.92 metres to allow for overhead fixtures and fittings. Any structure under which a collection vehicle has to operate must provide a minimum clearance of 5.15 metres and where the emptying of the containers will take place a minimum working area of:
  - 15 metres long by 3.50 metres wide for a refuse truck. This consists of the truck, space for the containers in the emptying position and for the crew to stand clear of the containers whilst they are being lifted.
  - 12 metres long by 5.20 metres wide for Toploader® refuse recycling truck. This consists

of the truck, space on the passenger side and to the rear for the containers in the emptying position, and for the crew to stand clear of the containers whilst they are being lifted into the stillage's. This must be taken into consideration when planning the location of bin stores/collection points as one-way gyratory systems prohibit the use of such vehicles. Where this is the case, we will be unable to provide communal recycling collection points. Due to the space required a loading bay, service yard or layby must be provided.

- All vehicles work to strict collection times and routes. It is not possible to allocate specific collection times to individual buildings. If they cannot safely stop it is unlikely that they will be able to make a further visit.



### 12.3 Access roads

- Where roads do not serve at least six individual dwellings, it is not in the Council's interest to adopt them via a Section 38 Agreement of the Highway Act (1980), and they will remain private.
- Any roads with six or more dwellings over which collection vehicles need to travel should be constructed to the Council's adoptable standard. This consists of either an illuminated 5 metre (minimum) wide carriageway with 2 metre (minimum) footways either side or a 7.5 metre (minimum) wide shared surface, as set out within the Council's engineering standard details SD 01-001 Major Roads and SD 01-002 Minor Roads. Large communal bin stores should not be accessed from busy shared surfaces to avoid the risk of accidents.
- Where a road is to remain private collection vehicles will not be able to access them (with collections having to be made from a point where the private road meets the adopted highway) unless: 1) The Council and its contractors Bristol Waste are indemnified (through signing an indemnity letter, an example of which is at the end of this document) against any damage to property, vehicles and the road surface and 2) Bristol Waste assesses that operations can be safely undertaken and the road:
  - Is illuminated, at least 3.7 metres wide where it will be one way only or 5 metres for two way traffic. This is to enable an 11.40 metre collection vehicle to pass a 4.96 metres long large saloon car travelling in the opposite direction, to be demonstrated through swept path analysis. If this is not possible, there must be sufficient space and forward visibility to enable both motorists to see each other and take necessary action, such as coming to a safe stop to allow the other vehicle to pass.
  - Can support collection vehicles having a gross weight (i.e. vehicle plus load) of 28 tonnes and minimum single axle loading of 11 tonnes and any manhole cover or gully grating of a D400 rating.
  - Includes a turning head at the end of any no through road which is large enough to accommodate an 11.40 metres refuse truck, to be demonstrated through swept path analysis.
  - Is relatively level and flat for the entire length of the vehicle and container. Any slopes or gradients (other than those necessary for surface water drainage) should be avoided.
  - Avoids any sharp bends where buildings are close to the back edge of the footway to enable collection vehicles to navigate the highway network in a safe manner.
  - Is clearly marked and signed. Appropriate measures must be incorporated into road layouts to control unauthorised parking of vehicles that would prevent access by collection vehicles and their crews. Resident's parking habits must be considered to ensure that vehicles parked outside of marked bays will not obstruct access. Furthermore careful consideration must be given to how parking bays are laid out, such as avoiding unbroken lines of on-street parking, to ensure the distance crews are required to travel and collect containers comply with push and carry distances.

An example of bad practice – no collection vehicle access, residents are relied upon to move bins onto highway for emptying.





### 12.4 Loading bays, service yards and laybys

- Collection vehicles must be able to stop in a safe and legal position where they will not obstruct other traffic, pedestrians or access points. Consideration must also be given to any parking restrictions in place, the presence of bus and cycle lanes and the potential impact on other road users (e.g. by holding up the flow of traffic).
- If collection vehicles cannot stop safely, a Toploader® refuse recycling truck is required or vehicles will need to stop for some time, a dedicated off-street loading bay or in the case of larger developments a service yard, must be provided.
- If off-street provision is not possible a layby may be considered but only on quieter secondary streets, without the necessity to reverse into or out of the bay, as set out within “Urban Living SPD – Making successful places at higher densities – Adopted November 2018”. Laybys will not be permitted in any circumstances on the strategic highway network or where they will have a detrimental impact on key pedestrian and cycle routes.
- In all laybys to be used for collections dropped kerbs must be provided centrally and at either end to enable bins to be easily manoeuvred onto the carriageway.





### 12.5 Collections while developments are under construction

- In the event that a development is occupied before any access roads are completed an indemnity letter will need to be signed, irrespective of whether it is to be adopted or remain private. Before collection vehicles can access any site it must be demonstrated through an on-site inspection with a representative from Bristol Waste and where necessary the completion of a risk assessment, that it is safe for them to do so. This is because a number of problems can occur before construction is completed such as:
  - Restricted vehicle access due to parked construction traffic and cordoned off areas of the site.
  - Unsuitable collection points where hardstanding's and footways have not been made to the final, adoptable standard.
  - Scaffolding protruding into the carriageway.
- The Council and Bristol Waste have a duty to safeguard the health and safety of members of staff. As a result residents or the construction contractor will be required to carry containers to a suitable point on the development where access is clear.
  - This must be taken into consideration when developing a site because the sequence in which properties are constructed and then released onto the market will have an impact on waste collection if these areas have restricted access while other parts of the development are being built.
  - Problems can be avoided if the release of properties onto the market is organised with residents' access to services in mind. Where problems persist and waste accumulates, the visual impact may affect prospective buyers for plots that are for sale.

### 12.6 Private collections

- As the Council has a statutory duty to collect residential waste from all Council tax payers, private waste collections will not be supported for residential developments. The only exception to this is where a site or building already has them in place. If for some reason they were to be withdrawn, a suitably safe and convenient collection point adjacent to the adopted highway will need to be agreed with Bristol Waste where residents can place their containers on collection day.
- The collection of commercial waste is a charged service that can only be provided by a licensed waste contractor, such as the Council, who need to be contracted to perform the collection service. [Find out more about the services Bristol Waste can provide \(bristolwastecompany.co.uk\)](http://bristolwastecompany.co.uk).



# 13 | Other waste streams

## 13.1 Hazardous waste

- Waste of a hazardous nature cannot be collected by Bristol Waste as part of the weekly collection. This waste includes some electronic equipment e.g. fridges or freezers, certain types of fluorescent light bulbs, toxic materials, liquid tar based chemicals, garden chemicals and asbestos wastes etc. This waste must be collected separately for disposal at specialist facilities.
- Residents are able to take this waste to the local Household Re-use and Recycling Centres. In the event that the development is likely to generate these then storage facilities capable of being used for hazardous waste must be considered.

## 13.2 Clinical waste

- Subject to a referral from a medical practitioner the Council can provide a discreet and confidential free service for the collection and disposal of clinical waste from domestic premises in the city. Suitable bags, sacks and sharps boxes will be provided. Visit the Council's website to [find out more about clinical household waste collections \(bristol.gov.uk\)](https://www.bristol.gov.uk/clinical-waste).
- Adequate storage space must be provided to allow for residents to store clinical waste for collection.
- Where clinical waste will be produced such as at medical, dental, cosmetic and veterinary establishments, a separate clinical waste store must be provided. This must be:
  - Kept locked.
  - Provided with an impermeable surface and a sealed drainage system, or within sealed containers located on an impermeable surface with a sealed drainage system.
- Sealed containers must be kept locked when not being loaded or unloaded.

- A waste permit may be required from the Environment Agency to store clinical waste on site. [Find out more about waste permits \(gov.uk\)](https://www.gov.uk/guidance/waste-permits).
- Where relevant you should also review the National Health Service's "Health Technical Memorandum 07-01: safe management of healthcare waste". You can visit the NHS England website to download a PDF of the [Health Technical Memorandum \( \[REDACTED\] \)](https://www.nhs.uk/health-technical-memorandum-07-01).

## 13.3 Commercial or industrial liquid waste

- When commercial or industrial liquid waste will be produced, the nature of the effluent must be declared as part of planning or building regulation approval process. Liquid Waste can be removed from a site by either of the following methods:
  - Transferred in pipes to a public sewer, subject to the written approval of Wessex Water. Find out more [about trade effluent \( \[REDACTED\] \)](https://www.wessexwater.co.uk/TradeEffluent).
  - Stored in tanks and removed subsequently by road tanker, for which suitable access will be required.
- To arrange for the collection and removal of stored liquids, the emptying of cesspools, petrol interceptors or other tanks please contact Bristol Waste or a competent contractor to request a (chargeable) collection service.

# 14 | Health and safety

- Under health and safety legislation you have a legal duty to ensure that any buildings and waste facilities you are responsible for are designed to prevent anyone using them from coming to any harm.
- The Council and Bristol Waste have a statutory responsibility for their employees' health and safety. When establishing storage and collection arrangements, health and safety requirements must be considered and agreed with Bristol Waste at joint site meetings. Particular consideration will be given to the Manual Handling Operation Regulations 1992 which are intended "to eliminate, as far as reasonably practicable all manual handling and where not possible, to reduce handling as far as reasonably practicable".
- As set out in sections 10, 11 and 12 steps, ramps, slopes etc over which waste receptacles need to be carried or wheeled must be avoided. The effectiveness of waste storage arrangements will be undermined if occupiers or owners do not exercise a duty of care to prevent:
  - Corrosion or wear and tear of waste containers.
  - Accidental spillage, leakage or inadvertent leaching from waste unprotected from rainfall.
  - Either accidentally or due to the weather allowing containers to break open and waste to escape.
  - Waste blowing away or falling whilst being stored or transported.
  - Scavenging of waste by vandals, thieves, children, trespassers or animals.





# 15 | Checklist

You are advised to review this entire document – the issues listed below are a selection of key requirements. **Note for screen reader users:** The checklist below is in tabular form, organised under

six different subject headings. Questions are in the left-hand column; the second column is empty, to be used as a checkbox; and the third column provides further information.

## General

| Requirement  | Tick if met | See sections    |
|--|-------------|-----------------|
| Has a Waste Management Plan been prepared for the development? |             | 5.1, 5.2.4, 6.1 |

## Bin store

| Requirement   | Tick if met | See sections   |
|---|-------------|--|
| Has enough space been provided for the number of bins/boxes/sacks required?                           |             | 5.1, 7.1.2, 7.1.3, 7.2, 7.3.2, 7.3.3, 8.1, 8.1.1, 10.3 |
| In blocks of flats has space been provided for the storage of bulky waste?                            |             | 5.1, 10.11   |
| Is the bin store suitably designed, ventilated, lit, finished and does it meet fire safety standards? |             | 10.1, 10.3, 10.4, 10.5, 10.6, 10.7                     |

## Mixed use

| Requirement   | Tick if met | See sections |
|---|-------------|--------------|
| Has separate storage been provided for domestic and commercial waste? |             | 5.1          |

## Access for residents

| Requirement  | Tick if met | See sections       |
|--|-------------|--------------------|
| Has information been prepared for residents setting out where the bin store/s is located, how waste should be disposed of and when it will be collected? Is the route to it suitably signed? |             | 5.2.4, 5.2.5, 10.9 |
| Can householders transport waste containers to the street without having to push/carry them through their homes?   |             | 10.2               |
| Is the bin store/collection point no more than 30 metres from resident's homes?  |             | 5.1, 10.2          |
| Are the routes to bin stores/collection points free from steps?  |             | 11.2               |

### Access for crews

| Requirement   | Tick if met | See sections |
|---|-------------|--------------|
| Are the doors to the bin store wide enough and designed so they do not open directly outwards?  |             | 10.4         |
| Are footways/footpaths at least 2 metre wide (1.5 metre if private) and free from obstructions such as kerbs, steps, lighting columns and cabinets? |             | 11.2         |
| Are gradients no more than 1:20?  |             | 11.2         |
| Does the location of the bin store/collection point meet the maximum push and carry distances?  |             | 11.4         |
| Have dropped kerbs been provided?   |             | 11.3         |
| Does the approach to the bin store have headroom of at least 2 metres?  |             | 10.3, 11.5   |

### Access for vehicles

| Requirement  | Tick if met | See sections                   |
|--|-------------|--------------------------------|
| Are access roads illuminated, wide and strong enough with sufficient unrestricted headroom to accommodate/support all collection vehicles?                                     |             | 12.1, 12.2, 12.3               |
| Is the bin store/collection point nearest to where the collection vehicle will stop?   |             | 5.1, 7.1.5, 7.3.4, 7.10.2, 8.3 |
| Has sufficient space been provided to enable crews to operate?   |             | 12.2                           |
| Has a turning head been provided to enable collection vehicles to turn around?   |             | 12.3                           |
| Does the road layout avoid any sharp bends?  |             | 12.3                           |
| Have appropriate measures been incorporated into the road layout to control unauthorised parking of vehicles that would prevent access by collection vehicles and their crews? |             | 12.3                           |
| Where collection vehicles cannot stop safely and/or a Toploader® refuse recycling truck is required has a loading bay, service yards or layby been provided?                   |             | 12.4                           |
| Are private roads being constructed as part of the developments?   |             | 12.3                           |

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# 16 | References and useful websites

## 16.1 References

### 16.1.1 Bristol City Council documents

One City Plan 2021.

Towards a Zero Waste Bristol: Waste and Resource Management Strategy Waste, Recycling and Street Cleansing.

Bristol Development Framework Core Strategy – Policies – Adopted June 2011.

Bristol Local Plan – Site Allocations and Development Management Policies – Adopted July 2014.

Urban Living SPD – Making successful places at higher densities – Adopted November 2018.

### 16.1.2 Other documents

National Planning Policy Framework (2021) – Ministry of Housing, Communities and Local Government.

National Planning Policy for Waste (2014) – Ministry of Housing, Communities and Local Government.

Manual for Streets (2007) – Department For Transport.

Health Technical Memorandum 07-01: safe management of healthcare waste – National Health Service.

The Regulatory Reform (Fire Safety) Order 2005.

### 16.1.3 British Standards

BS 8300-1:2018 Design of an accessible and inclusive built environment. External environment – code of practice.

BS 8300-2:2018 Design of an accessible and inclusive built environment. Buildings – code of practice.

BS 5906:2005 Waste management in buildings – code of practice.

BS EN 60529:1992+A2:2013 Degrees of protection provided by enclosures (IP Code).

BS 9999:2017 Fire safety in the design, management and use of buildings – code of practice.

BS 476-21 Load bearing for fire resistance.

### 16.1.4 Building Regulations

Approved Document H – Drainage and Waste Disposal (2015 edition).



## 16.2 Useful websites

[www.gov.uk/guidance/waste-environmental-permits](http://www.gov.uk/guidance/waste-environmental-permits)

[REDACTED]  
[REDACTED]  
[www.bristol.gov.uk/planning-and-building-regulations/building-regulations](http://www.bristol.gov.uk/planning-and-building-regulations/building-regulations)

[www.bristol.gov.uk/planning-and-building-regulations/planning-enforcement](http://www.bristol.gov.uk/planning-and-building-regulations/planning-enforcement)

[www.bristol.gov.uk/bins-recycling/bins-and-recycling-collection-dates](http://www.bristol.gov.uk/bins-recycling/bins-and-recycling-collection-dates)

[www.bristol.gov.uk/bins-recycling/buy-a-compost-bin](http://www.bristol.gov.uk/bins-recycling/buy-a-compost-bin)

[www.bristol.gov.uk/bins-recycling/green-garden-bin](http://www.bristol.gov.uk/bins-recycling/green-garden-bin)

[www.bristol.gov.uk/bins-recycling/recycling-in-flats-mini-recycling-centres](http://www.bristol.gov.uk/bins-recycling/recycling-in-flats-mini-recycling-centres)

[www.bristol.gov.uk/health-safety/business-waste-recycling-disposal](http://www.bristol.gov.uk/health-safety/business-waste-recycling-disposal)

[www.bristol.gov.uk/bulkywaste](http://www.bristol.gov.uk/bulkywaste)

[www.bristol.gov.uk/bins-recycling/clinical-household-waste-sharps](http://www.bristol.gov.uk/bins-recycling/clinical-household-waste-sharps)

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# 17 | Indemnity letter

Reply to:  
Telephone:  
Email:

Your Ref:  
Our Ref:  
Date:

Dear

## **Waste and Recycling Collections**

Bristol City Council and Bristol Waste Company Ltd provide waste and recycling collections in Bristol.

[Name of Developer] is the owner of the land [description of land] (the Development)

In order to access the properties forming part of the Development to collect residents' waste and recycling container/s it will be necessary for the staff and vehicles of both Bristol City Council and its contractors to operate within the Development. Therefore, an indemnity is required from [Name of Developer] as landowner with responsibility for the maintenance and upkeep of the Development. If [Name of Developer] is willing to provide such an indemnity, please complete the section below and return this letter to Bristol City Council.

[Name of Developer] incorporated and registered in England and Wales with company number [Number] whose registered office is at [Address] HEREBY gives permission to Bristol City Council and its contractors, including all parties' staff and vehicles, to operate within the Development to access the properties within the Development to collect residents' waste and recycling container/s. [Name of Developer] is the landowner of the Development and is responsible for the maintenance and upkeep of the Development. Should the landowner of the Development change, a new indemnity will be required.

[Name of Developer] HEREBY agrees to indemnify Bristol City Council against all costs, claims, damages or expenses incurred by Bristol City Council arising from Bristol City Council or its contractors operating within the Development to collect residents' waste and recycling container/s. This indemnity shall not cover Bristol City Council to the extent that a claim under it results from Bristol City Council or its contractors' negligence.

Signed by [Name of Director]: \_\_\_\_\_

for and on behalf of [Name of Developer]: \_\_\_\_\_

Director

Completed letters should be returned to: [BWCPanning@bristolwastecompany.co.uk](mailto:BWCPanning@bristolwastecompany.co.uk)

Please note that completion of this form does not guarantee that a kerbside collection of waste and recycling will be possible from the properties forming part of the Development. A physical assessment of the access, in terms of suitability, road width and available turning space will need to be undertaken before collections can be made.

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# Appendix

## Vehicle dimensions

The following dimensions should be used when undertaking swept path analysis for a refuse collection vehicle.

| Measurement                   | Dimension |
|-------------------------------|-----------|
| Overall length                | 11.4m     |
| Overall width                 | 2.53m     |
| Overall body height           | 3.765m    |
| Minimum body ground clearance | 0.309m    |
| Track width                   | 2.530m    |
| Lock to lock time             | 4.00s     |
| Kerb to kerb turning radius   | 11.550m   |



