

WASTE STORAGE/COLLECTION GUIDANCE

Environmental
Protection
Department

Last updated April 2025

1. Introduction

This guide is to be used by developers and landowners to design waste management facilities for new and refurbished developments.

This guide should be read in conjunction with The Building Regulation, Approved Document H, Drainage and waste disposal; Waste management in buildings – Code of practice BS5906:2005; [Three Rivers District Council recycling and waste information](#).

2. Waste Collections from houses in Three Rivers

Three Rivers District Council operate the following service for domestic properties:

Refuse collections; each property is provided with a 140L green wheeled bin. This bin is collected fortnightly from the boundary of the property.

Recycling collections: each property is provided with a 240L black bin with a green lid. For larger families we can offer a 360L bin. This bin is collected weekly from the boundary of the property.

Food collections: each property is provided with a 23L grey food pod. This pod is collected weekly from the boundary of the property. On request residents can request a food caddy. The caddy is for use in the kitchen to transport waste to the food pod.

Garden waste collections: this is a chargeable collection service. Up to three 240L brown wheeled bins can be provided. This bin is collected fortnightly from the boundary of the property. Terms and conditions apply.

The Council needs notice to provide bins for new developments. Please ensure that you provide as much notice as possible of your requirement (at least four months) so enough bins can be ordered and held in stock. Please also ensure that the Council is advised of a date when residents will be moving in, with as much notice as possible (at least two months)

Please note there is a charge to developers to provide bins at new developments. Please contact us for current prices.

2.1 Waste collections from houses

The preferred collection point for the bins and pod is from the front boundary of the property. Collection to the rear boundary may be considered in circumstances where there are design or layout constraints.

Residents should not have to wheel bins through their home to the collection/ storage point.

There must be sufficient space for residents to wheel bins between two dwellings that are detached or semi-detached.

Adequate space is required at collection points on the collection day. There should be no obstruction of pavement/walkways/ access to property.

2.2 Waste collections for flats or developments with bin stores

Where possible the same service is provided for flats as for domestic houses. Where this is not possible, larger containers are provided and emptied on the same basis as the domestic property above. An example of the bin requirements is shown below in Table 2 on page 8.

2.3 Bring sites.

The Council operates a number of bring sites around the district where the following items are accepted:

Textiles and shoes (Clothes, paired shoes, belts, handbags, curtains, towels and bed linen)

2.4 Other waste collection services

The Council offers a [Bulky Waste collection service](#) which is a chargeable service.

[Home Textiles Collection](#), this is a free collection service and residents can book a collection slot online

2.5 Collection vehicles

The vehicles used to collect refuse, recycling, food and garden waste weigh up to 26 tonne fully loaded. Dimensions are as follows

Length: Around 12.0 meters

Width: 2.5 meters

Height: 4.05 meters

Wheelbase: 6.0 meters

For more details, please contact by email enquiries@threerivers.gov.uk or call 01923 776611 and ask for Waste Services.

3. Bin storage

There should be no steps between the storage area and the area used for emptying the bins. The opening to the store should allow easy access to the bins for collection and for residents use. Suitable and robust doors should be installed and a facility to lock them.

Waste operatives will not enter communal areas within the flat block and are not required to wheel bins through communal areas.

The bin store should be separate to any cycle store/store areas.

Consideration should be given to developments within Conservation Areas. Bins preferably need to be kept out of public view and located in an enclosed storage area.

Developments with restricted access/ gated development – bin stores/ collection point are required to be located at the entrance to the development.

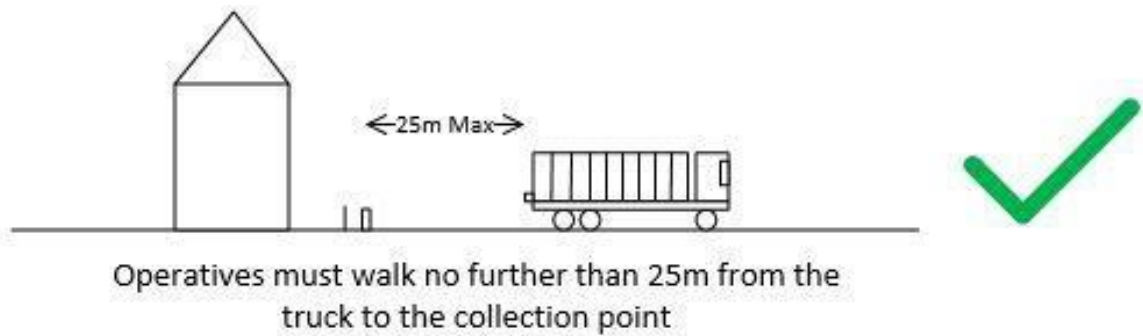


Figure 1: Maximum walking distance for collections.

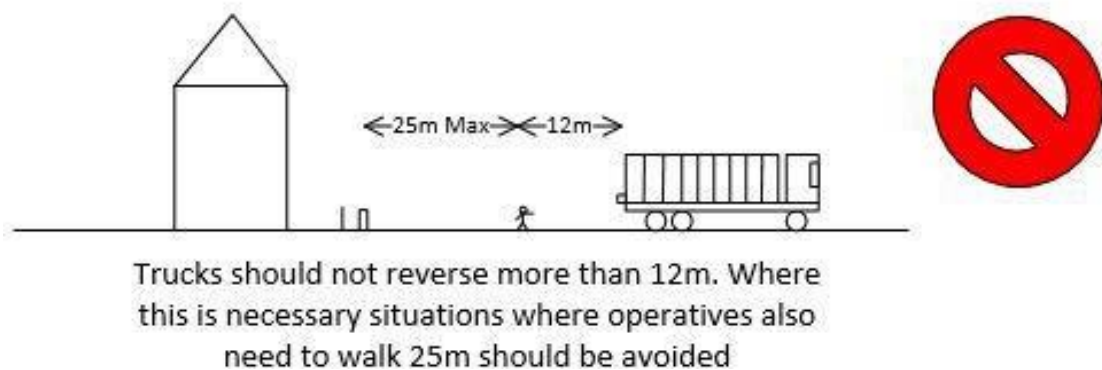


Figure 2: Maximum reversing and walking distances.

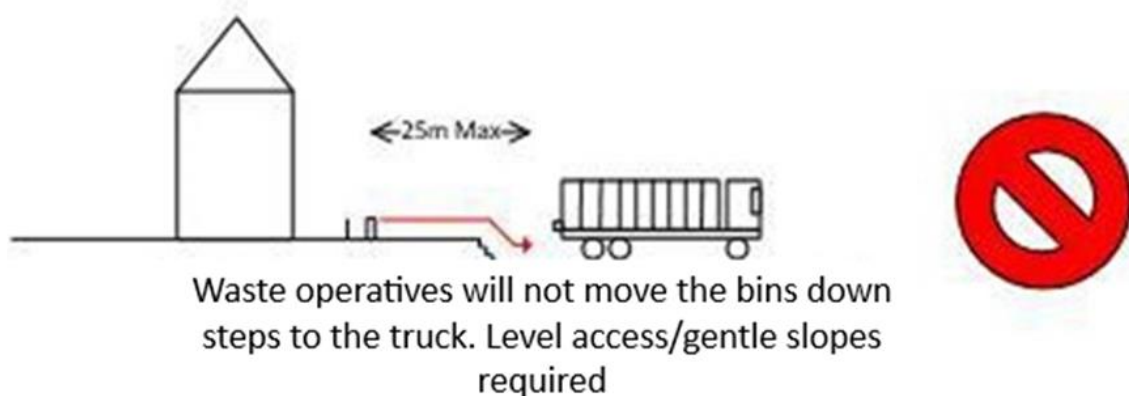


Figure 3: Steps between collection point and truck will not be permitted.

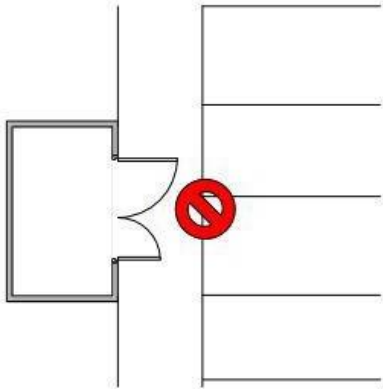


Figure 4: Parking spaces in front of bin store will not be permitted.

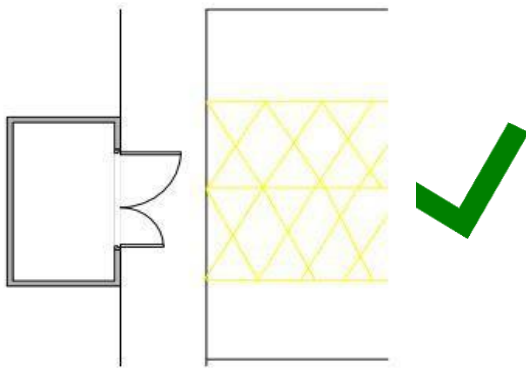


Figure 5: Hashed areas should be marked in front on bin store.

4. Types and size of bins

Bin/Pod type	Bin size	Width	Depth	Height
Food Pod 	23L	320mm	400mm	405mm
Refuse 	140L	500mm	600mm	1100mm
	240L	600mm	800mm	1100mm
	360L	620mm	850mm	1100mm
	660L	1300mm	800mm	1300mm
	1100L	1300mm	1000mm	1300mm
Recycling 				
	240L	600mm	800mm	1100mm
	360L	620mm	850mm	1100mm
	660L	1300mm	800mm	1300mm
	1100L	1300mm	1000mm	1300mm
Food (communal) 	240L	600mm	800mm	1100mm
Garden (Chargeable) 	240L	600mm	800mm	1100mm

Table 1: Bin types and sizes

Examples of communal collections (flats and communal developments)

Number of Flats	Bin type
4	4 x 140L Refuse 4 x 240L Recycling 1 x 240L Food Bin Flats with gardens allow for 4 x 240L (chargeable)
6	6 x 140L Refuse 1 x 1100L Recycling 1 x 240L Food Bin Flats with gardens allow for 6 x 240L (chargeable)
8	1 x 1100L Refuse Recycling 1 x 660L Recycling 1 x 240L Food Bin Flats with gardens allow for 8 x 240L(chargeable)
10	1 x 1100L Refuse 1 x 360L Refuse 2 x 1100L Recycling 1 x 240L Food Bin
12	1 x 1100L Refuse 1 x 660L Refuse 2 x 1100L Recycling 1 x 240L Food Bin
18	2 x 1100L Refuse 1 x 360L Refuse 4 x 1100L Recycling 2 x 240L Food Bin
24	3 x 1100L Refuse 5 x 1100L Recycling 2 x 240L Food Bin

Table 2: Examples

4.1 Waste volume calculation

If you take the example of 50 flats sharing a bin store

Refuse

Volume of refuse bin = number of flats \times 140

Volume of refuse bin = 50 flats \times 140L

Volume of refuse bin = 7000L

The refuse bins required for 7000L would be 6 x 1100L and 1 x 360L = 6960L

Recycling

Volume of recycling bin = number of flats \times 240L

Volume of recycling bin = 50 \times 240L

Volume of recycling bin = 12000L

The recycling bins required for 12000L would be 11 x 1100L = 12100L

Food

Volume of food bin = number of flats \times 23L

Volume of food bin = 50 \times 23L

Volume of food bin = 1150L

The food bin required for 1150L would be 5 x 240L = 1200L

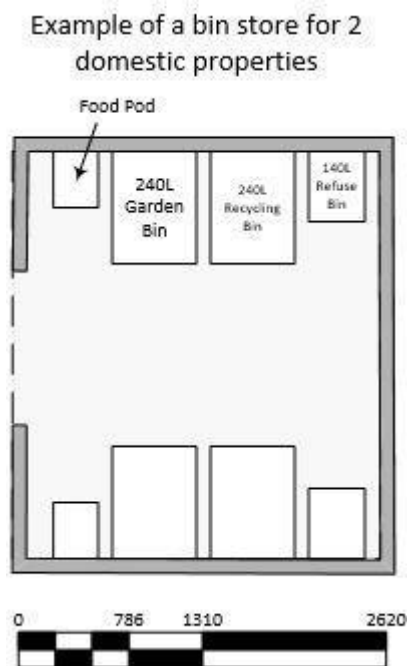


Figure 6: Example of bin store for 2 units

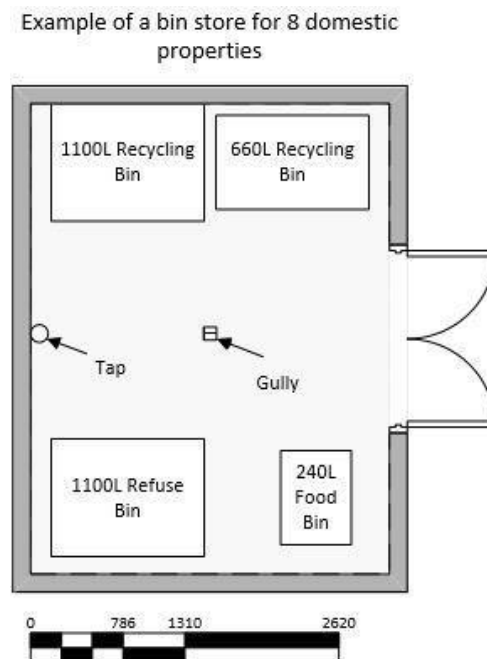
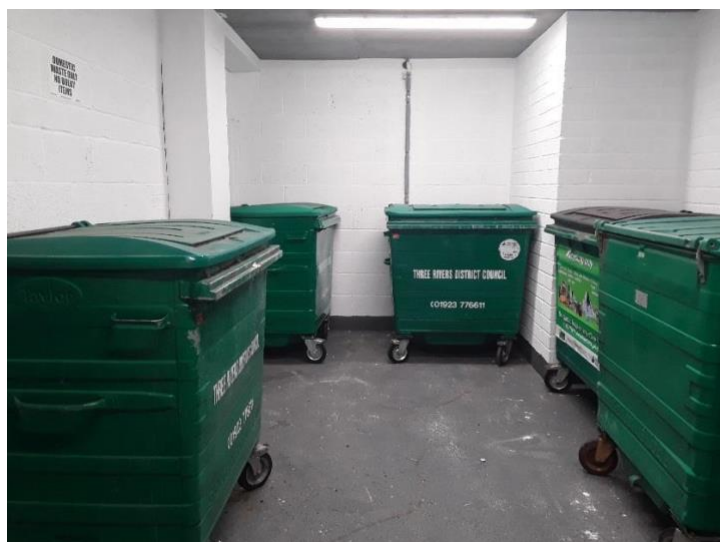


Figure 7: Example of bin store for 8 units

4.2 Examples

Bin store within the fabric of the flat block, new build.



Bin store external to block, refurbishment of an existing building.



Wide access

Clear labelling



Level access



5. Building Regulation

Approved Document H of the Building Regulations provides guidance and sets requirements under section H6:

1. Adequate provision shall be made for storage of solid waste.
2. Adequate means of access shall be provided.
 - a. For people in the building to the place of storage; and
 - b. From the place of storage to a collection point

5.1 Capacity

For domestic developments space should be provided for storage of containers for separated waste (i.e. waste which can be recycled is stored separately from waste which cannot) with a combined capacity of 0.25m³ per dwelling or such other capacity as may be agreed with the waste collection authority. Where collections are less frequent than once per week, this allowance should be increased accordingly.

Low rise domestic developments - In low rise domestic developments (houses, bungalows and flats up to 4th floor) any dwelling should have, or have access to, a location where at least two movable individual or communal waste containers, meeting the requirements of the waste collection authority, can be stored.

Where separate storage areas are provided for each dwelling, an area of 1 -2m x 1.2m should be sufficient to provide for storage of waste containers and provide space for access.

Where communal storage areas are provided space requirements should be determined in consultation with the waste collection authority.

High rise domestic developments - in multi-storey domestic developments dwellings up to the 4th floor may each have their own waste container or may share a waste container.

Dwellings above the 4th storey may share a single waste container for non-recyclable waste fed by a chute, with separate storage for any waste which can be recycled. Alternatively, storage compounds or rooms should be provided. In such a case a satisfactory management arrangement for conveying refuse to the storage area should be assured.

The use of 'Residents Only' recycling centres (areas where residents may bring their recyclable waste for storage in large containers, e.g., bottle banks) in large blocks has been found to be effective in some areas.

Please see table 2 and for more information contact enquiries@threerivers.gov.uk

5.2 Siting

Storage areas for waste containers and chutes should be sited so that the distance householders are required to carry refuse does not usually exceed 30m (excluding any vertical distance). Containers should be within 25m of the waste collection point specified by the waste collection authority.

The location for storage of waste containers should be sited so that, unless it is completely unavoidable, the containers can be taken to the collection point without being taken through a building, unless it is a porch or garage, or a car port or other open covered space (this provision applies only to new buildings except that extensions or conversions should not remove such a facility where one already exists).

Slopes should not exceed 1:12. Exceptionally this may be exceeded provided that the lengths are not excessive, and it is not part of a series of slopes. (See also Approved Document K1 Section 2.) For storage areas where larger containers are to be used steps should be avoided. Where this is not otherwise possible, the storage area should be relocated.

The collection point should be reasonably accessible to the size of waste collection vehicles typically used by the waste collection authority.

External storage areas for waste containers should be away from windows and ventilators and preferably be in the shade or under shelter. Storage areas should not interfere with pedestrian or vehicle access to buildings.

5.3 Design

Unightly bins can damage the visual amenity of an area and contribute to increased levels of anti-social nuisance such as odour and litter, so bin storage should be planned carefully. Where the location for storage is in a publicly accessible area or in an open area around a building (e.g. in a front garden) an enclosure or shelter should be considered. Best practice guidance is given in NHBC Foundation report NF60.

Where enclosures, compounds or storage rooms are provided they should allow room for filling and emptying and provide a clear space of 150mm between and around the containers. Enclosures, compounds or storage rooms for communal containers should be a minimum of 2m high. Enclosures for individual containers should be sufficiently high to allow the lid to be opened for filling. The enclosure should be permanently ventilated at the top and bottom and should have a paved impervious floor.

Communal storage areas should have provision for washing down and draining the floor into a system suitable for receiving a polluted effluent. Gullies should incorporate a trap which maintains a seal even during prolonged periods of disuse.

Any room for the open storage of waste should be secure to prevent access by vermin. Any compound for the storage of waste should be secure to prevent access by vermin unless the waste is to be stored in secure containers with close fitting lids.

Where storage rooms are provided, separate rooms should be provided for the storage of waste which cannot be recycled, and waste which can be recycled.

6. Non-domestic developments

In other types of development, and particularly where special problems such as high-density developments influence the provision of a system, it is essential that the waste collection authority is consulted for guidance on resolving the following points.

- a. The volume and nature of the waste and the storage capacity required, based on the frequency of collection and the size and type of waste container.
- b. Any requirements for segregation of waste which can be recycled.
- c. The method of waste storage, including any on-site treatment proposed, related to the intended layout and building density.
- d. The location of waste storage areas, waste treatment areas and waste collection points and the access to these locations for operatives and vehicles.
- e. Hygiene arrangements in the waste storage and waste treatment areas.
- f. Fire hazards and protection measures.

Waste storage areas should have an impervious floor and should have provision for washing down and draining the floor into a system suitable for receiving a polluted effluent. Gullies should incorporate a trap which maintains a seal even

during prolonged periods of disuse.

Any room for the open storage of waste should be secure to prevent access by vermin. Any compound for the storage of waste should be secure to prevent access by vermin unless the waste is to be stored in secure containers with close fitting lids.

Waste storage areas should be marked, and signs should be provided.

6.1 Alternative approach

Recommendations and data on these items can be found in BS 5906:2005 Code of practice for waste management in buildings.

For more information, please email enquiries@threerivers.gov.uk or call 01923 776611 and ask for Environmental Protection.

6.2 House check list

General rules:	Checked
• 140L of refuse per flat/property	<input type="checkbox"/>
• 240L of recycling per flat/property	<input type="checkbox"/>
• 23L food pod	<input type="checkbox"/>
• Bin stores in unsecured areas should be lockable (combination lock best)	<input type="checkbox"/>
• Located away from windows and ventilators	<input type="checkbox"/>
• Paved/impervious surface to allow for wash down and drained into a suitable system	<input type="checkbox"/>
• Within 25m of the waste collection point	<input type="checkbox"/>
• No step between property and collection area or collection point	<input type="checkbox"/>

6.3 Communal check list

General rules:	Checked
• 140L of refuse per flat/property	<input type="checkbox"/>
• 240L of recycling per flat/property	<input type="checkbox"/>
• Level threshold between bin store floor and outside pavement	<input type="checkbox"/>
• Door opens 1.5-1.8m wide	<input type="checkbox"/>
• Drop kerb from pavement to road	<input type="checkbox"/>
• Bin stores in unsecured areas should be lockable (combination lock best)	<input type="checkbox"/>
• Located away from windows and ventilators	<input type="checkbox"/>
• Paved/impervious surface to allow for wash down and drained into a suitable system	<input type="checkbox"/>
• Ventilated	<input type="checkbox"/>
• Within 25m of the waste collection point	<input type="checkbox"/>
• Be secured to prevent access by vermin	<input type="checkbox"/>
• No step between property and collection area or collection point	<input type="checkbox"/>

6.4 Non-domestic check list

General rules:	Checked
• Adequate storage for the type of proposed development	<input type="checkbox"/>
• Appropriate space for the separation of waste types	<input type="checkbox"/>
• Level threshold between bin store floor and outside pavement	<input type="checkbox"/>
• Door open 1.5-1.8m wide	<input type="checkbox"/>
• Drop kerb from pavement to road	<input type="checkbox"/>
• Bin stores in unsecured areas should be lockable (combination lock best)	<input type="checkbox"/>
• Located away from windows and ventilators	<input type="checkbox"/>
• Paved/impervious surface to allow for wash down and drained into a suitable system	<input type="checkbox"/>
• Ventilated	<input type="checkbox"/>
• Within 25m of the waste collection point	<input type="checkbox"/>
• Be secured to prevent access by vermin	<input type="checkbox"/>
• No step between property and collection area or collection point	<input type="checkbox"/>

Recycling bin

Please rinse items before recycling to prevent contamination of other materials. Please put items in loose (not in bags)

Paper: Newspapers, magazines, printer paper, junk mail, shredded paper, envelopes (including windows), wrapping paper and greeting cards (without glitter or embellishments).

Food and drink cartons: eg. Tetra Paks

Chocolate/Biscuit tins/trays/tubs

Cardboard: Toilet roll centres, plain greeting cards, corrugated card, cardboard boxes, sleeves and tubes.

Plastic pots/tubs/trays

Glass bottles/jars: Any colour.
No drinking glasses or glass kitchenwear.

Plastic Bottles: Drinks, toiletry bottles, and cleaning/detergent bottles.

Aluminium foil/foil trays (clean only)

Drink cans and food tins

Aerosol cans: (empty)

Please do not place the following items in your recycling bin:

Textiles, nappies, paint tins, food waste, polystyrene, rigid plastics (toys), garden waste, electrical items, plastic bags/film, padded envelopes, paper towels/tissues, cotton wool/wet wipes, general household waste, plastic pouches, biodegradable packaging, cookware, kitchenware, ceramics, glass kitchenware/drinking glasses.



Food bin

All food waste (please remove all packaging, including compostable or biodegradable packaging)

Tea Bags
Raw/cooked meat
Plate scrapings
Bones
Peelings
Egg shells
Out of date food

Food waste can be wrapped in plastic bags (no black bags), compostable/biodegradable liners or newspaper. No garden waste.



Refuse bin

ONLY waste that cannot be recycled, reused or composted

Please do not place textiles, batteries, electrical items, food waste, recyclables or garden waste in your refuse bin.



Garden waste bin

Fallen leaves
Dead plants
Grass cuttings
Wood prunings

Please do not place biodegradable packaging, garden toys, plant pots, soil or treated wood in your garden waste bin.



Garden Waste is a chargeable service. Sign up at my.threerivers.gov.uk



ADVICE FOR RESIDENTS LIVING IN FLATS

Recycling bin

Please rinse items before recycling to prevent contamination of other materials. Please put items in loose (not in bags)



Paper: Newspapers, magazines, printer paper, junk mail, shredded paper, envelopes (including windows), wrapping paper and greeting cards (**without glitter or embellishments**).

Food and drink cartons: eg. Tetra Paks

Chocolate/Biscuit tins/trays/tubs

Cardboard: Toilet roll centres, plain greeting cards, corrugated card, cardboard boxes, sleeves and tubes.

Plastic pots/tubs/trays

Glass bottles/jars: Any colour.
No drinking glasses or glass kitchenwear.

Plastic Bottles: Drinks, toiletry bottles, and cleaning/detergent bottles.

Aluminium foil/foil trays (**clean only**)

Drink cans and food tins

Aerosol cans: (**empty**)

Please do not place the following items in your recycling bin:

Textiles, nappies, paint tins, food waste, polystyrene, rigid plastics (toys), garden waste, electrical items, plastic bags/film, padded envelopes, paper towels/tissues, cotton wool/wet wipes, general household waste, plastic pouches, biodegradable packaging, cookware, kitchenware, ceramics, glass kitchenware/drinking glasses.

Food bin

All food waste (please remove all packaging, including compostable or biodegradable packaging)

Tea Bags
Raw/cooked meat
Plate scrapings
Bones
Peelings
Egg shells
Out of date food

Food waste can be wrapped in plastic bags (no black bags), compostable/biodegradable liners or newspaper.
No garden waste.



Refuse bin

ONLY waste that cannot be recycled, reused or composted

Please do not place textiles, batteries, electrical items, food waste, recyclables or garden waste in your refuse bin.



Large items

Should not be left in the bin area. Only waste inside the bins will be collected.

Getting rid of large items?



For mattresses, furniture, fridges and other large items visit
My.threerivers.gov.uk



