

## **Cabinet Member for Service Commissioning Agenda**

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**Date:** Monday, 26th January, 2015  
**Time:** 11.00 am  
**Venue:** Committee Suite 1,2 & 3, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relating to the work of the body in question. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

4. **Delivery and Administration Costs of New Bins** (Pages 1 - 14)

To consider charging developers of new dwellings for the provision and administration costs of new bins.

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For requests for further information

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**Cheshire East Council****Portfolio Holder Service Commissioning**

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<b>Date of Meeting:</b>	26 January 2015
<b>Report of:</b>	Andrew Dunstone, Contract and QA Manager (Acting) – Waste and Environmental Services
<b>Subject/Title:</b>	Charging housing developers for the delivery and administration costs of new bins
<b>Portfolio Holder:</b>	Cllr David Topping

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**1.0 Report Summary**

- 1.1 It is the Council's policy to provide for a significant number of new dwellings in all parts of the Borough to 2030 to support economic growth and development and to ensure that there is an appropriate mix of house types, sizes and tenures.
- 1.2 With an increase in the number of new dwellings there is a corresponding increase in the number of waste bins required. To sensibly manage this budget pressure there is a proposal to charge developers for delivery and administration costs of new waste bins.

**2.0 Recommendations**

- 2.1 To approve the principle that all developers of new properties will be requested to cover the delivery and administration costs of new bins
- 2.2 To give delegated authority to the Council's officers to fully implement this policy.

**3.0 Reasons for Recommendations**

- 3.1 To offset budget pressure in supplying household bins to new housing within Cheshire East in the context of increased house building.

**4.0 Wards Affected**

- 4.1 All wards

**5.0 Local Ward Members**

- 5.1 All members

**6.0 Policy Implications**

- 6.1 It is the Council's policy to allow for a significant number of new dwellings, this proposed measure seeks to ease the increased budget pressure of new bins by placing the cost of delivery and administration on the developers.
- 6.2 Outcome 4 of the Council's three year plan concerns Cheshire East being a green and sustainable place which needs to be protected and enhanced through sensitive

development, environmental management, transport and waste disposal policies. This proposal supports this outcome.

## **7.0 Financial Implications**

- 7.1 The charging of developers will relieve some of the extra-ordinary pressures on the waste and environmental budget. It is estimated that by year end the Council will have spent £52k in supplying new properties with bins.
- 7.2 The exact fee will be agreed and reviewed as part of the Council's fees and charging review for 2015-16. It is anticipated that in line with other authorities the charge will be of the order of £75 per new house (this is for delivery and administration of 3 standard 240 litre wheeled bins, not including VAT).

## **8.0 Legal Implications**

- 8.1 Under the Community Infrastructure Levy Regulations 2010 you can only request payments from developers if they are required to make developments acceptable in planning terms. Charging developers for the supply of bins to new houses does not satisfy this test and therefore collection of the monies from developers cannot be made through planning obligations. If developers refuse to pay there will be no enforcement mechanism that the Council can rely on to insist on payment.
- 8.2 As an alternative, the Council could rely on s.46 of the Environmental Protection Act 1990 to request that residents contribute towards the cost of the bins or provide the bins themselves.

## **9.0 Risk Management**

- 9.1 The Council is providing guidance and as such does not have an enforcement mechanism. There is a risk that individual developers will refuse to pay for the delivery and administration costs of new bins. If this were the case the Council would have to continue to fund this increasing demand on a case by case basis.

## **10.0 Background and Options**

- 10.1 In the first 6 months of this year there has been an unprecedented increase in requests for new bins (over 30% higher than the previous year), a budget pressure that could not have been anticipated.
- 10.2 In line with many other surrounding authorities the Council is therefore looking at ways to manage this increase without passing on additional costs to the general public through charging developers of new housing schemes for bin supply.

## **11.0 Access to Information**

The background papers are available by contacting the report author.

Andrew Dunstone, Contract and QA Manager  
(acting)[andrew.dunstone@cheshireeast.gov.uk](mailto:andrew.dunstone@cheshireeast.gov.uk)

Tel 01270 371319

## Communal Waste and Recycling Facility and Container Specifications

These notes specify the containers required for each new development and accordingly the internal size of the storage facilities required. For illustration, this document includes photographs of the containers and suitable facilities.

These notes should be read in conjunction with the Waste and Recycling Storage and Collection from Flats, Apartments and Developments with Communal Facilities: Guidance Notes.

The following table indicates the dimensions and costs of the different containers used by the Council, along with providing a guide for required quantities. Please note that containers incur a one-off charge for their provision, delivery and administration. To discuss your requirements please ring 01270 686797.

Material	Container	Height (m)	Width (m)	Depth (m)	Footprint (m <sup>2</sup> )	Number required	Cost per unit (£) excl. VAT
Residual waste (two standard options)	1,100 litre steel Eurobin with lockable lid	1.39	1.26	1.00	1.26	One per five residences	£230
	660 litre steel Eurobin with lockable lid	1.35	1.27	0.72	0.95	Only where 1,100 litre unsuitable, numbers to be negotiated	Confirmation on application
Recycling	1,100 litre steel Eurobin with lockable lid	1.39	1.26	1.00	1.26	One per five residences	£230

The total internal floor space of the facilities should be at least 250% of the total container footprint. This is to allow for access by crews and residents and for the future introduction of additional containers for the collection of additional waste streams.

Sample calculation for a development of 20 flats:

Material	Containers	Footprint
Residual waste	20/5 = 4 x 1,100 Eurobins	4 X 1.26 <sup>2</sup> = 5.04m <sup>2</sup>
Dry recyclables	20/5 = 4 x 1,100 Eurobins	4 X 1.26 <sup>2</sup> = 5.04m <sup>2</sup>

Developers may wish to purchase containers directly from the Council's wholly owned company – Ansa Environmental Services Ltd, or from alternative suppliers; however containers must meet the exact specifications as described in the guidance notes. Please contact 01270 686797 to discuss your requirements. Failure to adhere to these specifications will result in non collection of waste from the property.

The following photographs illustrate examples of suitable containers and facilities:



1,100 litre Eurobin (1.39m x 1.26m x1.00m)



Suitable bin store facilities

# Waste and Recycling Storage and Collection from Flats, Apartments and Developments with Communal Facilities: Guidance Notes

## 1 Introduction

- 1.1 Cheshire East Council operates an alternate weekly collection service for recycling and residual waste to all domestic properties.
- 1.2 Waste and recycling in flats is separated into two material streams each with its own container
  - Dry recycling for plastics, cans, paper, cardboard, cartons, foil and steel/aluminium aerosols and glass – 1,100 litre steel Eurobin
  - Residual (non recyclable )waste in 1,100 litre steel Eurobin
- 1.3 Recycling and residual waste is collected in separate dedicated vehicles ranging from 18-26 tonne gross vehicle weight.
- 1.4 These guidelines have been drawn up to ensure that this collection service can be properly implemented in flats, apartments and developments with communal facilities.
- 1.5 These guidance notes apply to any development, redevelopment, conversion or change of use into a residential use that would require planning permission.
- 1.6 These guidance notes are not intended as an alternative to consultation. It is recommended that you contact the Council's wholly owned company – Ansa Environmental Services Ltd on **01270 686797** to discuss your requirements.
- 1.7 Developers should ensure suitable provision of waste facilities in their design application.

## 2 Requirements for Storage Buildings for Waste and Recycling

All of the following points must be considered when designing and locating a storage area:

### 2.1 General requirements

- 2.1.1 It is recommended that each individual bin store houses containers for a maximum of 20 flats
- 2.1.2 Where there are more than 20 flats separate stores for refuse and for recycling are recommended.

- 2.1.3 On smaller scale developments individual storage points for individual households are recommended. These help to give residents ownership of their waste and help prevent possible neighbour disagreements. Individual storage points must allow sufficient space for all the containers to be stored and accessed.
- 2.1.4 At extra care and retirement developments we strongly recommend the provision of internal recycling and waste storage areas to enable residents to fully participate in the service. These areas are for storage only and all recycling and waste material must be transferred to the external bin store for collection. Various medical and external factors can deter residents from visiting external storage areas.

## 2.2 Access

- 2.2.1 Storage areas with bulk waste containers should be located at vehicle access level (ground level), preferably away from the main entrance to the building and should be constructed so that containers can be moved directly outside without having to pass through any part of the building.

Consideration is needed for vehicular access and their respective turning circles. This entails ensuring allowance is made for the 26 tonne vehicle as follows:

Width	4.0 m
Length	10.4 m
Height	4.0 m
Kerb turning circle	20.0 m
Swept circle	22.0 m

- 2.2.2 Access and exit to and from the site should give high priority to the health and safety of the collection crew and the general public.
- 2.2.3 The collection crews should not be required to move wheeled storage containers over unmade or uneven surfaces.
- 2.2.4 Each bin store should be located no further than 20 metres from the outer entrance to any residence.
- 2.2.5 Provision should be made for access by the elderly and disabled.
- 2.2.6 Each bin store should be located so that collection crews do not have to move any container more than 15 metres to the vehicle.

- 2.2.7 Bin stores should not have kerbs or sloping areas that prevent wheeled containers from being manoeuvred. Drop kerbs of no greater than 6mm should be in place.

## **2.3 Size of facilities**

- 2.3.1 Sufficient storage space is required to allow for the fact that different waste streams are stored separately and residual collections are made on an alternative weekly basis.
- 2.3.2 Bin stores should be of a sufficient size to cater for all the waste containers and to allow for sufficient clear 'walkways', to ensure all the containers can be easily and safely moved, emptied and returned to store.
- 2.3.3 **Sufficient size is crucial.** The combined internal area of all bin stores should be 250% of the area of the total footprint of all containers
- 2.3.4 The footprint for each individual container and the number required of each is detailed in the enclosed **Communal Waste and Recycling Facility and Container Specifications**. An example calculation is given.
- 2.3.5 The minimum internal width of any individual bin store should be 2.5 metres to allow for all containers to be safely accessed and moved.
- 2.3.6 The minimum internal height clearance should be 2.5 metres to allow for the container lids to be opened and ensure adequate access.

## **2.4 Structure of Facilities**

- 2.4.1 Bin stores should be secured enclosed and have a covered roof to stop fly tipping and prevent animals scavenging.
- 2.4.2 Bin stores should have an outer lock on the door where possible. Keys or codes must be made available to the collection crews. Where more than one bin store is required, each should have a different key or code.
- 2.4.3 Bin stores should be suitably signed (i.e. permanent written notices) to indicate which properties are entitled to use particular bin stores, thereby creating ownership of the bin store.
- 2.4.4 Bin store areas should have suitable lighting for residents and collection crew's health and safety.
- 2.4.5 Bin stores should be suitably ventilated to mitigate against smell issues.
- 2.4.6 Bin store doors should be double doors with catches and open outwards without restricting other facilities or parking.

- 2.4.7 The minimum width of doorways should be 1.5 metres.
- 2.4.8 The internal walls and floors should be constructed of a type that water and spillage can be drained away.
- 2.4.9 Bin stores should be suitably soundproofed so that no noise nuisance is created for residents and neighbouring properties by materials being inserted into the containers.
- 2.4.10 The facilities should comply with all relevant fire regulations.

### **3 Container Specification**

- 3.1 The Guidelines in the enclosed **Communal Waste and Recycling Facility and Container Specifications** must be adhered to.
- 3.2 All containers for waste and recycling are subject to a charge to cover their provision and delivery.
- 3.3 In the case of individual 240 litre bins for residual waste being provided, they should be allocated and identified to individual properties.
- 3.4 Developers may purchase containers from the Council's wholly owned company – Ansa Environmental Services Ltd or from alternative suppliers. However, containers must meet the exact specifications as described in the specification guidance notes. If in doubt, please contact 01270 686797 to discuss your requirements. Failure to adhere to these specifications will result in non collection of waste from the property.

### **4 Why are these Guidance Notes necessary?**

#### **4.1 Section 46 (Receptacles for Household Waste) of the Environmental Protection Act 1990 permits Local Authorities to require:**

- Waste of certain types to be stored separately in additional containers so that they can be recycled;
- The occupier to place the waste in receptacles of a kind and number specified;
- Suitable locations where containers should be placed for emptying.

#### **4.2 All new developments must also meet requirements of Part H6 of the Building Regulations 2010 (Solid Waste Storage). This states that:**

- Adequate means of storing solid waste shall be provided;
- Adequate means of access should be provided for people in the building to the place of storage, and from the place of storage to a collection point by the waste authority.

- 4.3 Accordingly, the Council requires all new developments to make provision for modern and appropriate waste and recycling storage and collection facilities.

## **5 What to do next**

- 5.1 Contact Ansa Environmental Services Ltd to discuss your requirements - 01270 686797
- 5.2 Arrange for payment of receptacles at least 6 weeks prior to completion

### **USEFUL CONTACTS**

Visit: <http://www.cheshireeast.gov.uk/>

Ansa Environmental Services Ltd

Tel: 01270 686797

[http://www.cheshireeast.gov.uk/waste\\_and\\_recycling/ansa\\_environmental\\_services.aspx](http://www.cheshireeast.gov.uk/waste_and_recycling/ansa_environmental_services.aspx)

Planning and Building control:

Tel: 0300 123 5014

Email: [planning@cheshireeast.gov.uk](mailto:planning@cheshireeast.gov.uk)

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# Waste and Recycling Storage and Collection from Individual Domestic Properties: Guidance Notes

## 1 Introduction

- 1.1 These notes specify the containers required for each new development and accordingly the area of storage required. For illustration, this document includes photographs of the containers.
- 1.2 The following table indicates the dimensions, required quantities and costs of the different containers used by Cheshire East Council. Developers should ensure suitable provision of waste facilities in their design application
- 1.3 Please note that this guidance only refers to individual domestic dwellings. For communal developments, please refer to the guidance notes for Waste and Recycling Storage and Collection from Flats, Apartments and Developments with Communal Facilities.
- 1.4 Containers incur a one-off charge for their provision, delivery and associated administration costs; this cost will be covered in full by the developer.

Material	Container	Height (m)	Width (m)	Depth (m)	Footprint (m <sup>2</sup> )	Number required	Cost per unit (£) excl. VAT
Garden waste	240 litre wheeled bin. Colour: green	1.08	0.58	0.72	0.42	One per residence	£25
Dry recycling	240 litre wheeled bin. Colour: silver	1.08	0.58	0.72	0.42	One per residence	£25
Residual waste	240 litre wheeled bin. Colour: black	1.08	0.58	0.72	0.42	One per residence	£25

## 2 Kerbside collection frequency and storage

- 2.1 Cheshire East Council operates an alternate weekly collection for residual, garden and dry recycling to all domestic properties. This alternate weekly service collects residual non-recyclable waste one week and then garden and dry recycling the following week.

For example:

Week 1 – Residual non-recyclable waste  
240 litre black wheeled bin

Week 2 – Garden waste  
240 litre green wheeled bin for green/garden waste for properties with gardens  
Dry Recycling  
240 litre silver wheeled bin for all dry recycling



- 2.2 All containers for waste and recycling are subject to a charge to cover their delivery and administration costs. Developers may purchase containers from the Council's wholly owned company – Ansa Environmental Services Ltd or from alternative suppliers. However, containers must meet the exact specifications as described in these guidance notes. If in doubt, please contact **01270 686797** to discuss your requirements. Failure to adhere to these specifications will result in non collection of waste from the property.
- 2.3 Developers purchasing containers from alternative suppliers are required to notify Ansa on 01270 686797 when residents take up occupation of individual properties; failure to do so will result in non collection of waste from the property.

- 2.4 The recycling and waste is collected in separate dedicated vehicles ranging from 18 to 26 tonne gross vehicle weight. Consideration is needed for vehicular access and their respective turning circles. This entails ensuring allowance is made for the 26 tonne vehicle as follows:

Width	4.0 m
Length	10.4 m
Height	4.0 m
Kerb turning circle	20.0 m
Swept circle	22.0 m

- 2.5 The collection crews should not be required to move wheeled storage containers over unmade or uneven surfaces.
- 2.6 Collection points for containers should be located so that collection crews do not have to move any container more than 15 metres to the vehicle.
- 2.7 These guidance notes are not intended as an alternative to consultation. It is recommended that if you have any queries you contact Ansa Environmental Services Ltd on 01270 686797.

### **3 Requirements for Storage for Waste and Recycling**

- 3.1 Consideration should be given to any future expansion of the recycling streams, the frequency of collections and additional containers that may be required.
- 3.2 Storage points for individual households are recommended, helping to give residents ownership of their waste and preventing possible neighbor disagreements. Individual storage points must allow sufficient space for all receptacles to be stored and accessed.

### **4 Why are these Guidance Notes necessary?**

- 4.1 Section 46 (Receptacles for Household Waste) of the Environmental Protection Act 1990 permits Local Authorities to require:
- Waste of certain types to be stored separately in additional containers so that they can be recycled;
  - The occupier to place the waste in receptacles of a kind and number specified;
  - Suitable locations where containers should be placed for emptying.

4.2 All new developments must also meet requirements of Part H6 of the Building Regulations 2010 (Solid Waste Storage). This states that:

- Adequate means of storing solid waste shall be provided;
- Adequate means of access should be provided for people in the building to the place of storage, and from the place of storage to a collection point by the waste authority.

4.3 Accordingly, the Council requires all new developments to make provision for modern and appropriate waste and recycling storage and collection facilities.

## **5 What to do next**

5.1 Contact Ansa Environmental Services Ltd to discuss your requirements - 01270 686797

5.2 Arrange for payment of receptacles at least 6 weeks prior to completion

### **USEFUL CONTACTS**

Visit: <http://www.cheshireeast.gov.uk/>

Ansa Environmental Services Ltd  
Tel: 01270 686797  
Email: to be confirmed

Planning and Building control:  
Tel: 0300 123 5014  
Email: [planning@cheshireeast.gov.uk](mailto:planning@cheshireeast.gov.uk)