Celadon Consulting Ltd

Gleeson Land Ltd

Newlands Farm, Arborfield

Outline Waste Management Strategy

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CONTENTS

1 INTRODUCTION

1.1. This Outline Waste Management Strategy (OWMS) has been prepared by Celadon Consulting Ltd to support the development of Newlands Farm, Arborfield. The Strategy is submitted on behalf of Gleeson Land.

1.2. The site is situated to the south-east of Reading on land which is currently in agricultural use. The site itself is approximately 23 hectares in size and lies to the north Arborfield Cross, off Mole Road. The site is located within the administrative area of Wokingham Borough Council (WBC).

1.3. The Newlands Farm development is part of the wider Lodden Garden Village Development site which lies between the M4 to the north, and Arborfield Cross to the south. The village of Shinfield lies to the west of this area and the east in bounded by Mole Road B3030. The red line of the proposed development boundary is illustrated within **Figure 1.1** below.

[SOURCE: Thrive Architects Drawing No. GLEE250321-SW LP.01]

Figure 1.1 Newlands Farm Redline Boundary

1.4. The draft description of the development for the application is as follows:

Outline Planning Application for the comprehensive development of land at Newlands Farm as part of Loddon Valley Garden Village, comprising:

- *up to 430 dwellings;*
- *vehicular, bus, cycle and pedestrian corridor between Mole Road and northern boundary of site, to connect with the proposed Loddon Garden Village spine road;*
- *New pedestrian and cycle link between Byway ARB03 (Carter's Hill Lane) and Byway ARB08 (Ellis's Hill);*
- *Comprehensive strategic landscaping and network of multi-functional green and blue infrastructure,*
- *biodiversity enhancements to achieve at least a net gain of 10%.*
- *associated utilities, infrastructure, and engineering works*

All matters reserved other than details for the approval of the principal access from Mole Road.

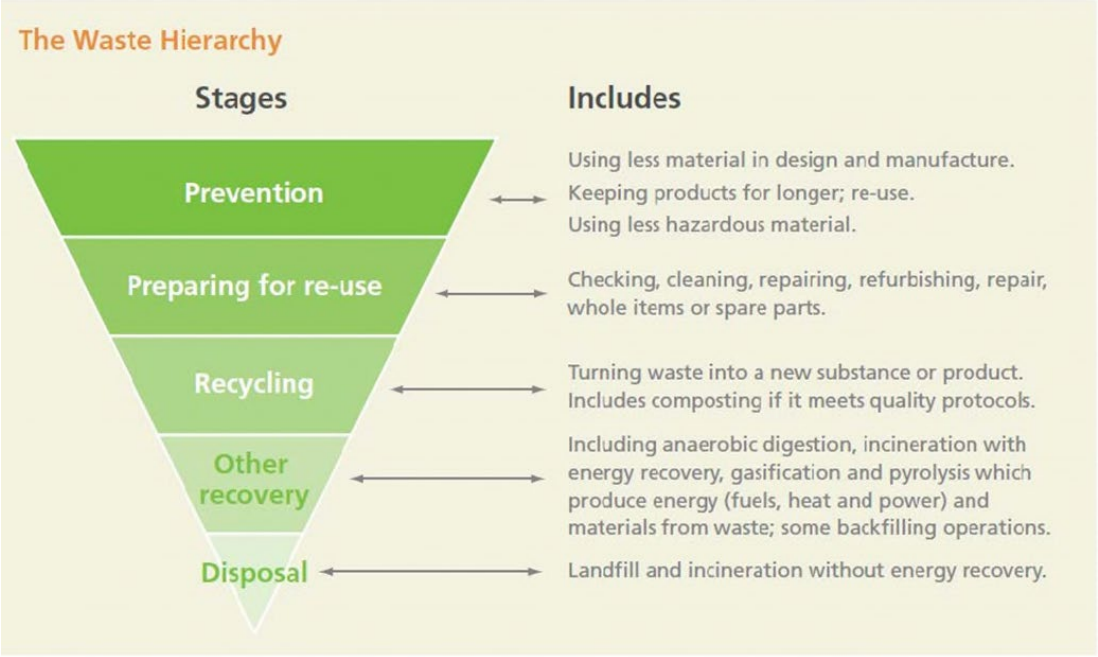
1.5. This OWMS has been produced to establish the outline waste requirements of the site uses and their ongoing waste operations. This document has been compiled with reference to documents which include Wokingham's Guidance Notes for Developers and Managing Agents[1], The Definition of Waste Code of Practice[2], the Wokingham Borough Council Design Guide[3], Wokingham policy and strategy documents and Gleeson Land's Sustainable Waste Management Policy.

[1] Wokingham Borough Council (2024) *Waste Management Facilities in New Developments: Guidance Notes for Developers, and Managing Agents*. https://www.wokingham.gov.uk/rubbish-and-recycling/waste-collection/waste-information-developers
[2] CL:AIRE (2011) *The Definition of Waste: Development Industry Code of Practice*. CL:AIRE. London.
[3] Wokingham Borough Council (2012) Wokingham Borough Council *Design Guide. Supplementary Planning Document.* https://www.wokingham.gov.uk/planning-policy/adopted-planning-guidance

2 LEGISLATION, POLICY AND GUIDANCE

OVERVIEW

2.1. Defra advises that a material is considered to be waste when the producer or holder discards it, intends to discard it, or is required to discard it. The Waste (England and Wales) (Amendment) Regulations 2011 provides the overarching legislative framework for the collection, transport, recovery and disposal of waste. This document requires the 'waste hierarchy' to be the adopted approach to waste management throughout the UK. This hierarchy will be applied to any waste generated by the proposals and is set out below:



[SOURCE: GOVERNMENT REVIEW OF WASTE POLICY IN ENGLAND 2011]

Figure 2.2 The Waste Hierarchy

2.2. This OWMS recognises the current legislation, policy and guidance aimed at reducing waste generated by the process of redevelopment. It is particularly necessary within the Construction and Demolition (C&D) industry, because this is the largest contributing sector to UK total waste generation, accounting for almost two thirds of total waste generation[4] with minerals and soils accounting for 91%.

2.3. The UK target for the recovery of non-hazardous C&D waste is for at least 70% by 2020. 2022 statistics[5] demonstrate this is currently being met at 92.6%. These figures do not

[4] Department for Environment Food and Rural Affairs (2021) *Waste Management Plan for England*. DEFRA. London
[5] Department for Environment Food and Rural Affairs (2024) www.gov.uk/government/statisitcs/uk-waste-data/uk-statistics-on-waste

account for excavation, where a significant proportion of construction value is lost as waste and there is also the implication of increased transportation costs and landfill tax, when potential recycling and reuse of site material is not undertaken.

2.4. All household, industrial and commercial waste is classed as 'controlled waste' and as such is subject to the provision of section 34(1) of The Environmental Protection Act 1990[6] which notes that all waste producers have a 'Duty of Care'[7] to:

- prevent unauthorised or harmful deposit, treatment or disposal of waste;
- prevent a breach by another person to meet the requirement to have an environmental permit, or a breach of a permit condition;
- prevent the escape of waste from your control; and ensure that any person you transfer waste to, has the correct authorisation.

2.5. As such, waste producers are required to ensure that those collecting the waste are registered Waste Carriers and that they are transporting the waste to a designated Waste Site or Waste Transfer Station using appropriate Waste Transfer or Consignment Notes.

2.6. Contractors must also be aware that there is a duty of care upon them to ensure that where 'Extended producer responsibility for packaging' applies, this is implemented.

2.7. In line with the above, the Environment Act 2021 includes for the aspiration towards a more circular economy, in accordance with the UK's 25 year plan and the target to eliminate avoidable plastic waste by the end of 2024.

[6] The Environmental Protection Act 1990. (c34). London: The Stationery Office.
[7] Department for Environment Food and Rural Affairs (2018) *Waste Duty of Care Code of Practice*. DEFRA, London.

NATIONAL GUIDANCE

National Planning Policy Framework (NPPF)[8]

2.8. The NPPF seeks to achieve sustainable development via three overarching and interdependent objectives. These are:

- economic;
- social; and
- environmental

2.9. The environmental objective is:

"*to protect and enhance our natural, built and historic environment; including making effective use of land, improving biodiversity, using natural resources prudently,* ***minimising waste*** *and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy"*.

2.10. In addition, the Strategic Policies of the NPPF state that sufficient provision must be made for:

"…*infrastructure for transport, telecommunications, security,* ***waste management****, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat)."*

The National Design Guide[9]

2.11. The National Design Guide refers to the energy hierarchy and notes that well designed places and buildings follow the principles of whole life carbon assessment and the circular economy, reducing embodied carbon. It notes that well-designed proposals for new developments, use materials carefully to reduce their environmental impact.

The Definition of Waste: Development Industry Code of Practice[10]

2.12. In accordance with the Code of Practice, no material will be excavated on site without the prior development of a suitable Materials Management Plan and its declaration and submission to the Environment Agency by an appropriate 'Qualified Person'.

[8] Ministry of Housing Communities & Local Government (2024) *National Planning Policy Framework*. MHCLG, London. https://www.gov.uk/government/publications/national-planning-policy-framework--2
[9] Ministry of Housing, Communities & Local Government (2021) National Design Guide. Planning practice guidance for beautiful, enduring and successful places. MHC&LG), London
[10] CL:ARE (2011) The Definition of Waste: *Development Industry Code of Practice*. CL:AIRE, London.

2.13. Wokingham achieved its statutory 50% recycling target in 2019/2020 by introducing kerbside food waste collection. The Council now has an ambition to achieve a 70% recycling target by 2023 and be landfill free with 100% recycling by 2025. The following local guidance, plans and strategies include requirements for new developments to support these targets.

Wokingham Adopted Core Strategy[11]

2.14. The Core Strategy notes that the Councils Waste Management service is operated by the Waste Recycling Group re3. This is a waste management partnership which is jointly run between Bracknell Forest Council, Reading Borough Council and Wokingham Borough Council working together with FCC Environment. re3 states that the partnership works together to provide:

"*residents with efficient and cost-effective recycling and waste management facilities*".

2.15. Residents of Newlands Farm will be accommodated by the re3 group who will be responsible for arranging the disposal of household waste including recyclable and general waste collected at kerbside, at the existing two Recycling Centres, glass banks and street cleaning. re3 facilities include a Materials Recycling Facility in Reading, the aforementioned Recycling Centres, Transfer Stations, energy recovery facilities, green waste composting and landfill.

Central and Eastern Berkshire Joint Minerals and Waste Plan[12]

2.16. The Central and Eastern Berkshire - Joint Minerals & Waste Plan (JMWP) forms the land use planning strategy for minerals and waste development within the administrative areas of Bracknell Forest Council, Royal Borough of Windsor & Maidenhead, Wokingham Borough Council and Reading Borough Council for the period to 31st December 2036.

2.17. The JMWP notes that a number of development projects are planned over the Plan period and that these projects will have implications for waste management and will also provide opportunities to host appropriate waste management facilities, particularly within major areas of development. A capacity gap between future waste arisings and facilities is identified in the plan, however it notes that the main types of materials in each stream may change in the future depending on markets, technologies and changes in waste composition.

[11] Wokingham Borough Council (2010) *Wokingham Borough Local Development Framework Adopted Core Strategy Development Plan Document*. WBC, Wokingham.
[12] Hampshire County Council (2022) *Central and Eastern Berkshire Joint Minerals & Waste Plan*. http://www.hants.gov.uk/sharedexpertise

2.18. The provision of sustainable waste management facilities and integrated recycling infrastructure will be incorporated within the detailed design of the proposals and is discussed within **Sections 3 and 5**.

Wokingham Core Strategy[13]

2.19. The Core Strategy requires that any proposal for waste minimisation is compatible with the Councils waste management service. The Council has brought a number of front line services, including waste, together within Place and Neighbourhood Services in order to provide greater engagement with local communities and stakeholders to deliver more seamless joined up services.

2.20. Effective Waste & Recycling forms a key element of the Council's long term vision of "A Cleaner and Greener Local Environment", as described within Wokingham's Strategic Environmental Assessment with one of the measures of success being "Improved rates of recycling". To meet future targets, the Council has entered into a 25 year waste PFI contract with it's re3 partners (Bracknell Forest and Reading Borough Council) which will upgrade the existing waste facilities. The Council will seek appropriate contributions from developers to support innovation and new initiatives in this area.

2.21. Appendix 7 of the Core Strategy includes additional guidance for the development of strategic locations and covers Arborfield Garrison within this. It states that the development must include a strategy to deliver sustainable development which demonstrates current best practice be implemented in line with the Council's Supplementary Planning Document on Sustainable Development. It notes that the Strategy must include for waste reduction and management. A sustainable development statement is being submitted alongside the planning application in line with this requirement.

[13] Wokingham Borough Council (2010) Wokingham Borough Local Development Framework Adopted Core Strategy Development Plan Document. WBC, Wokingham.

Wokingham Borough Development Plan[14]

2.22. Policy CC04: 'Sustainable Design and Construction' requires that:

"All development…shall incorporate suitable waste management facilities, including on-site recycling"

2.23. It also states that adequate internal and outside storage and sufficient space for the segregation of waste should be incorporated into all developments, noting that storage should be secure, discreet to maintain and or enhance the character of the area and consistent with the British Standard Institute document 5906:2005 'Waste Management in Buildings Code of Practice.

2.24. The Development Plan also requires that:

"Where on-site recycling is not possible, alternatives such as communal collection facilities (e.g. bottle banks) off site will need to be considered. These facilities and other waste storage areas should be positioned appropriately to provide easy and safe access for both waste producers and collectors (including the provision of signing where possible) in line with the Council's highways standards." And that

"Provision for on-site composting of green waste for all new homes providing a garden or other green areas will help to minimise the transportation of green waste to landfill. Where on-site composting is considered inappropriate, regard should be given to alternatives such as communal collection facilities."

Wokingham Borough Proposed Submission Plan [15]

2.25. The proposed submission plan states within proposed Policy CE4: 'Supporting a circular Economy' that:

"In order to understand and reduce the lifecycle impacts of development, development proposals which demonstrate compatibility with, or furthering of, a strong circular economy in the local area will be supported in line with wider sustainable development objectives."

2.26. The Policy requires that a Circular Economy Strategy is submitted with a development such as Arborfield and includes for number of requirements within the Strategy. These are set out below, where they have relevance to the Newlands Farm development:

[14] Wokingham Borough Council (2014) *Wokingham Borough Development Plan. Adopted Managing Development Delivery Local Plan* WBC, Wokingham.
[15] Wokingham Borough Council (NO DATE) *Right Homes Right Places Wokingham Borough Local Plan Update 2023 – 2040 Proposed Submission Plan*. WBC, Wokingham.

- Identify local opportunities for material recovery that contribute to minimising the proportion of construction waste sent to landfill;
- Identify local opportunities for development proposals to specify reclaimed and recycled materials;
- Identify opportunities to specify materials that are locally produced to reduce transport impacts;
- Identify opportunities to specify materials which contribute to regeneration of natural systems;
- Design for deconstruction with minimal waste.

2.27. In addition to the above, proposed Policy DH1 requires that all new developments must be of high quality design to endure over the lifetime of the development and to create a strong sense of place. It notes that a 'high quality design' is considered to be one which, amongst other criteria:

"Provides adequate measures for the storage of waste, including recycling waste bins, in a manner that is integrated into the proposal to be conveniently located for occupants and for collections, and to minimise visual impact."

Wokingham Design Guide[16]

2.28. There is a requirement within the design guide that sustainable construction methods should be used and that the amount of waste produced during construction should be firstly reduced and secondly recycled or reused. It is noted that materials should come from sustainable sources, be reclaimed or have a high recycled content, be locally sourced and have a low lifetime environmental impact.

2.29. It also notes that the infrastructure for waste disposal is included in site layout considerations.

[16] Wokingham Borough Council (2012) *Borough Design Guide – Supplementary Planning Document*. WBC, Wokingham.

Living Streets[17]

2.30. The document notes that refuse collection is an importance consideration in layout design and cites British Standard Institute document 5906:2005 'Waste Management in Buildings Code of Practice and The Building Regulations Part H for further information.

2.31. In addition, it includes within it's Appendix A, the refuse vehicle tracking requirements for the different street hierarchies and within Appendix C further details relating to the required location of bin storage from the highway, and maximum walk distances for refuse collectors.

Waste Management Facilities in New Developments[18]

2.32. These guidance notes set out the guidance on waste management in buildings which must be taken into account at the design stage. The details are further discussed in **Section 3.**

GLEESON LAND

Sustainable Waste Management Policy

2.33. This document was produced to:

"*embed sustainability across the Group and mitigate or reduce adverse impacts of our operations where possible; protecting the environment, the communities in which we operate, and our people*."

2.34. The policy demonstrates a clear commitment to reducing the amount of waste that is produced across all operations and takes into account the requirements of the resources used in building new homes and the diversion of waste from landfill wherever possible. This policy is provided in full within **Appendix A.**

Newlands Farm Sustainability Statement

2.35. The Newlands Farm Sustainability Statement[19] references policy context with regards to waste minimisation and notes that waste management strategies will be implemented as part of the scheme. These will include for the prevention of soil erosion and a reduction of environmental impact. The statement also notes the Wokingham Borough Development Plan requirement for the provision of appropriate on-site waste and recycling facilities and references the intention to design out waste from the outset.

[17] Wokingham Borough Council (2019) *Living Streets A Highways Guide for Developers in Wokingham*. WBC, Wokingham.
[18] Wokingham Borough Council (2024) *Waste Management Facilities in New Developments*. WBC, Wokingham..
[19] Jackson-Brown, M *et al* (2025) Land at Newlands Farm Arborfield Sustainability Statement for Outline Planning Application. Savills Earth.

2.36. Circular economy principles are also cited within the Statement with the intention to apply sustainable procurement and the prioritisation of waste management best practice throughout the construction and operation of the development.

2.37. The above will be facilitated through the provision of a Waste Management Plan at the future detailed stages.

2.38. **All of the above National, Local and Developer policy and guidance have been taken into account in the following Outline Waste Management Strategy for Newlands Farm, Arborfield.**

3 DESIGN STAGE

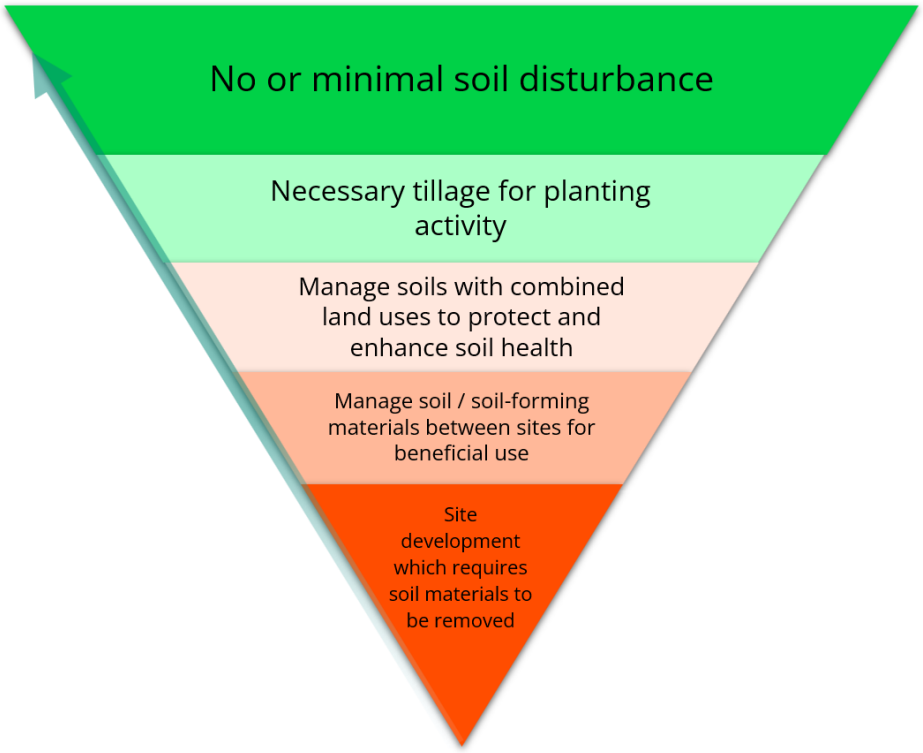
3.1. The main source of waste minimisation, which applies to the construction phase is in the resource-efficient approach to design and procurement, including the use of sustainable construction technologies. This aids the move to a circular economy by the reduction of waste and minimising the creation and subsequent release of embodied carbon.

3.2. In accordance with the requirements of the NPPF and the National Design Guide, the design teams will maximise the use of materials with a low embodied energy within the design process, in order to minimise waste both in the production process and to aid subsequent recycling. Where possible and in accordance with the Wokingham Proposed Submission Plan, locally resourced materials will be specified to reduce waste, again due to their lower embodied energy.

3.3. The detailed design will also incorporate the following waste minimisation measures where possible:

- Off Site Construction.
- Materials Optimisation - (typically sized and easily obtainable materials).
- Design for Deconstruction

3.4. In addition, soils on site will initially be considered within the design process in relation to the Soil Management Hierarchy provided in **Figure 3.1**. A Soil Resources Plan will be created which will enable designers to consider the site soils with regards to the future site use including the support of landscaping and the provision of Blue-Green Infrastructure and biodiversity enhancements E.g. low nutrient soils may be considered for meadow areas whilst fertile soils may be set aside for gardens.



[SOURCE: Society for the Environment 2025]

Figure 3.3 Soil Management Hierarchy for Development Sites

3.5. Where possible and in accordance with the Proposed Submission Plan, the design will incorporate:

- local opportunities for development proposals to specify reclaimed and recycled materials;
- opportunities to specify materials that are locally produced to reduce transport impacts; and
- opportunities to specify materials which contribute to regeneration of natural systems;

3.6. Within the design itself, and in accordance with the Wokingham Development Plan, and Waste Management Facilities Guide, appropriate internal and external waste storage will be provided. As required throughout the suite of Wokingham policy and guidance referenced in the preceding section, waste management facilities and integrated recycling infrastructure will be a feature of the detailed design.

3.7. All facilities will in turn be designed in accordance with the requirements of the Wokingham Waste Management Facilities Guidance.

4 CONSTRUCTION

CONTRACTOR REQUIREMENTS

4.1. As noted above, and within the Sustainability Statement, Gleeson Land will request that the developer or Principal Contractor enrols with the Considerate Contractors Scheme (CCS) to ensure commitment to the following waste minimisation measures.

Site Waste Management Plan

4.2. A detailed SWMP will operate within Construction Management Plan and will establish the waste responsibilities within the management team.

4.3. Waste management recycling targets will be set that are specific to the development proposals.

4.4. The contractor will be required to recycle all site won materials and where possible, use the materials on the development site as well as exercising their duty of care to apply the Extended Producer Responsibility for Packaging.

4.5. Procedures will be set for waste classification/determination of material as inert, non-inert and hazardous.

4.6. Good site management and careful construction scheduling will minimise the generation of unused materials.

4.7. A Materials Management Plan will be completed, declared and submitted to the Environment Agency for approval, prior to commencement.

Site Waste Management Layout

4.8. An indicative site layout will be provided by the Contractors prior to commencement. This will include the following elements:

4.9. Enough skips to allow for easy segregation of waste. Skips need to be located as close to the area where the specific waste is generated as possible, whilst also being easily accessible for waste carriers to collect or otherwise empty;

- All skips will be clearly signed and colour coded;
- Where appropriate, skips will be sealed; and
- All known drainage routes on to and off the site will be marked up.

Soils

4.10. As noted, soil management on site will be considered in relation to the Soil Hierarchy in **Figure 3.1**. All soil testing will be completed **prior to** excavation to enable a Soil Resources Plan to identify topsoil and subsoil for re-use and the development of a Material Management Plan (MMP) in accordance with the Definition of Waste: Development Industry Code of Practice. The MMP with be declared and submitted to the Environment Agency for approval. Soils will then be removed in line with the MMP and stored in accordance with the Construction Code of Practice for the Sustainable Use of Soils on Construction Sites[20]

4.11. Where discarded soil is to be removed from site to landfill, appropriate waste transfer procedures will be applied.

[20] DEFRA (2009) Construction Code of Practice for the Sustainable Use of Soils on Construction Sites, DEFRA, London.

5 OPERATIONAL WASTE MANAGEMENT

5.1. It is envisaged that the proposals will provide up to 430 new dwellings. The final housing mix will be agreed with planning officers at the reserved matters stage, and at this point the provision of residential waste management facilities will be applied in accordance with WBC's own guidance.

Waste Guidance for Developers

5.2. The Wokingham Waste Management Facilities Guidance sets out in detail how waste management should be addressed in proposals for new residential development within the building and infrastructure design.

5.3. The guidance is included within **Appendix B** of this Strategy and will be incorporated into the detailed design which will include:

- The space on site to be secured for the appropriate number of waste and recyclable receptacles and erection of suitable signage to promote recycling in communal properties.
- How the collection will work in practice.
- How the developer will contribute all the costs of waste and recycling infrastructure where the need for those facilities arises directly from the development. This includes the cost of providing all:
    - Waste and recycling receptacles
    - Signage to promote recycling
    - Systems to minimise contamination of recyclables
- Receptacles and appropriate signage to promote the items which can be recycled are required to be in situ prior to the first occupation of the development and retained thereafter.

6 COMMUNICATION

6.1. Once the scheme parameters are available, Gleeson Land Ltd will contact the Waste Management Services Team as early as possible in order to discuss how the design accords with the requirements of the Guidance Notes and to discuss when they anticipate that residents will move in.

6.2. Occupiers themselves will be provided with a 'Welcome Pack' which will include:

- Information on the value of reducing, reusing and recycling municipal waste;
- What should be presented in which bins;
- How to dispose of bulky and electrical items etc; and
- Closest on-site waste management and recycling facilities.

7 SUMMARY

7.1. The preceding strategy sets out the reasonable steps necessary for Gleeson Land to incorporate at the design stage and for the contractors to apply during the works in order to ensure that waste duty of care is complied with at all stages and that the requirements of the policy and guidance discussed herein are applied.

Design

7.2. It is the intention of Gleeson Land that waste will be 'designed out' at each stage of the design process for Newlands Farm and that sustainable waste management facilities and integrated recycling infrastructure will be integral to the final scheme.

Construction

7.3. With regards to construction, a Detailed Site Waste Management Plan will be developed by the contractors and using the principles set out within **Section 4**. The contractor will also provide a Site Layout indicating how waste is to be managed on site.

7.4. Soil management will be included to ensure that soils on site are appropriate identified and stored for later use or disposal as appropriate.

Operational Waste Management

7.5. The preceding sections set out the assumptions and guidance applied in the provision of the required operational waste management facilities. They also note the information which will be required by Wokingham Borough at the Reserved Matters stage within a Detailed Operational Waste Management Plan.

7.6. In this way, it is anticipated that the development will comply with the strategic and local waste requirements identified and set out within this document.

APPENDIX A

GLEESON LAND SUSTAINABLE WASTE MANAGEMENT POLICY

Sustainable Waste Management Policy

Building Homes. Changing Lives.

gleeson

Scope

Gleeson Homes is committed to the sustainable building of new homes. Actively managing waste across all of our sites is an important part of this commitment.

Purpose

We aim to embed sustainability across the Group and mitigate or reduce adverse impacts of our operations where possible; protecting the environment, the communities in which we operate, and our people.

We are committed to reducing the amount of waste that is produced across our operations. This Sustainable Waste Management policy takes into account the requirements of the resources used in building new homes and the diversion of waste from landfill wherever possible.

Aims and objectives

- To implement a Group wide approach to waste management and to incorporate this into our day-to-day operating activities

- To minimise our environmental impact through engaging with waste management suppliers to work with, and on behalf of, Gleeson Homes to improve site waste segregation and management.

- To actively work with industry, our supply chain and waste management companies to find progressive and technical solutions to managing our waste.

- To implement effective waste management across all sites, ensuring that waste can be efficiently processed and reduce the diversion to landfill wherever possible.

- To reduce construction waste through careful design and specification of materials; considering standard sizes of materials to reduce waste during construction (see the Group's Sustainable Procurement Policy).

- To work with our supply chain to encourage sustainable packaging (see the Group's Sustainable Packaging Policy).

- To work with our suppliers and contractors to make efficient use of materials and incorporate reused/recycled content into our operations where possible.

- To improve our diversion of waste from landfill, with the aim to have one hundred percent waste recycled or used for energy by 2025.

- To monitor waste and volumes to landfill using data to actively improve our waste management process and determine materials most likely to go to landfill - putting specific processes and procedures in place to deal with these materials.

- To communicate this Policy throughout the business to ensure compliance.

Policy owner

Group Commercial Director

History

Last updated May 2021

we build better

gleeson

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APPENDIX B

WOKINGHAM BOROHGH COUNCIL WASTE MANAGEMENT FACILITIES IN NEW DEVELOPMENTS - GUIDANCE NOTES FPR DEVELOPERS AND MANAGING AGENTS

WOKINGHAM BOROUGH COUNCIL

WOKINGHAM BOROUGH COUNCIL

WASTE MANAGEMENT FACILITIES IN NEW DEVELOPMENTS

GUIDANCE NOTES FOR DEVELOPERS AND MANAGING AGENTS

Guidance Note for Developers and Management Agents

Updated : November 2024

Contents

1.0 Introduction

This document outlines guidance on waste management in consultation with the "code of practice" for waste management in buildings which developers, architects and managing agencies must take into account when designing for new developments. Information laid out in this document also applies to refurbishments and conversion to residential properties but excludes commercial and business premises.

The Council has achieved statutory 50% recycling target in 2019/20 by introducing kerbside food waste collection service. The Council adopted Climate Emergency in July 2019 and has an ambition to achieve 70% recycling target by 2030 and go landfill free with 100% recycling by 2050. In its efforts to achieve these targets the Council is continuously striving to bring its practices in line with this agenda which also include waste management facilities in new developments.

2.0 Planning Condition

2.1 No development shall take place until details of the proposed waste and recycling management arrangements for the development have been submitted to and approved in writing by the Local Planning Authority.

2.2 Such details as may be agreed shall then be implemented prior to first occupation and retained thereafter.

2.3 The proposed management arrangement should detail:

- The space on site to be secured for the appropriate number of waste and recyclable receptacles and erection of suitable signage to promote recycling in communal properties.
- How the collection will work in practice.
- How the developer will contribute all the costs of waste and recycling infrastructure where the need for those facilities arises directly from the development. This includes the cost of providing all:
    - Waste and recycling receptacles
    - Signage to promote recycling
    - Systems to minimise contamination of recyclables
- Receptacles and appropriate signage to promote the items which can be recycled are required to be in situ prior to the first occupation of the development and retained thereafter.

3.0 Waste Management in Wokingham Borough

3.1 The Council provides a fortnightly collection service for general waste and recycling waste and weekly food waste service from summer 2024.

3.2 A fortnightly allowance of 180-litre per self-contained housing for general waste is in place which is strictly practised across the borough. There is no restriction on capacity for dry recycling and food waste recycling.

3.3 A weekly allowance of 80-litre per property with communal waste facilities for general waste is in place which is strictly practised across the borough. There is no restriction on capacity for dry recycling and food waste recycling.

3.3 Provision of waste and recycling facilities to single dwellings is the responsibility of the Council whereas the responsibility to provide these facilities to flats rests with developers and/or managing agencies.

3.4 The chargeable garden waste collection service runs fortnightly at a cost of £80 per annum. 75-litre compostable garden waste sacks are also available for £1.20 each should residents choose to use alternative to annual subscription.

3.5 The Council provides a regular supply of letters including leaflets which developers are expected to include in the induction packs for new residents.

3.6 It is the developer's responsibility to inform the council 6 weeks prior to resident occupying properties to ensure collections are registered.

4.0 Waste management in self-contained houses (Single dwellings)

4.1 Household waste is emptied from black-wheeled rubbish bin every fortnight. Some residents have remained on weekly bag collections.

4.2 Waste presented in any bags other than the Council branded bags will not be collected.

4.3 The Council provides 60-litre waterproof recycling bags for recycling.

4.4 Every household is provided with a 5-litre indoor kitchen top caddy (grey coloured), 23-litre lockable outdoor bin (black) for food waste recycling.

4.5 Developers will have to provide enough capacity within the houses to allow storage of receptacles within their houses on a non-collection day.

4.6 Once properties are occupied, all residents are expected to present their waste and recycling at the edge of their properties, nearest to the public highway.

4.7 In case collection is not possible from the property boundary, collection points must be within 25 meters from the parked collection vehicle but on the adopted or public highway. The road surfaces should be smooth for easy handling of waste / recycling.

4.8 Temporary collection points during construction phase will be agreed in consultation with WBC and its waste collection contractor Veolia, due to practicability and convenience to manoeuvre collection vehicles around construction vehicles onsite.

4.9 Developers are advised not to allocate purpose-built collection points for new developments. Experience shows such collection points pose problems in the future once construction completes and properties are occupied.

5.0 Waste Management in communal properties (flats)

5.1 Bin stores should strictly service apartments ONLY. All single dwellings should be excluded from being treated as apartment.

5.2 The council requires a 6 week notice prior to resident occupying properties to ensure collections are registered.

5.3 The council requires developers to provide details of the relevant management agency overseeing the individual blocks of flats.

5.4 Developers and/or managing agencies will have to provide bin store codes for access to bin stores where applicable.

5.5 Due to operational limitations the Council is unable to empty 1100-litre bins on majority of sites. Size of the bins shouldn't exceed 360-litre in such cases. Developers and/or managing agencies are to confirm with the Council to ascertain if 1100L bin for general waste can be emptied before purchasing bins.

5.6 Provision of bins for general waste and recycling is the responsibility of developers and/or managing agencies :-

a. General waste bins (black),
b. Recycle waste wheelie bins (blue), and
c. Food waste wheelie bin (red 240L)

5.7 Bins for general waste must be *black / grey* in colour and must be in line with our weekly allowance of 80-litre per property.

5.8 Bins can be purchased from anywhere as long as they are within the Council's specifications outlined in Section 12.0

5.9 Food waste caddies are provided by the Council. It includes a 5-litre indoor kitchen top caddy for every flat.

5.10 Capacities can be calculated by multiplying our weekly allowance of 80L with number of flats and divided by the litrage of bin. The below table includes information on required number of bins for convenience.

BLACK - GENERAL WASTE WHEELIE BINS			
Weekly Allowance	**Number of Flats**	**Allowed Capacity (Litre)**	**No. of Bins Required**
80 Litre	4	320	1 x 360L
80 Litre	5	400	2 x 240L
80 Litre	6	480	2 x 240L
80 Litre	9	720	2 x 360L
80 Litre	10	800	2 x 240L + 1 x 360L
80 Litre	11	880	1 x 240L + 2 x 360L
80 Litre	12	960	3 x 360L
80 Litre	15	1200	2 x 240L + 2 x 360L
80 Litre	20	1600	4 x 360L + 1 x 240L

5.11 Due to operational limitations the Council is unable to empty 1100-litre bins for recycle waste. Size of the bins should not exceed 360-litre in such cases.

5.12 Recycle stickers are available at the Wokingham Borough Council, Shute End reception desk for collection, to be placed on the blue recycle bins to assist residents with recycling information.

5.13 Bins for recycling must be **blue** in colour and based on 120-litre per property as a minimum. Please refer to the table below for guidance.

BLUE - RECYCLE WASTE WHEELIE BINS			
Minimum Allowance	**Number of Flats**	**Required Capacity (litre)**	**No. of Bins Required**
120 Litre	4	480	2 x 240L
120 Litre	5	600	1 x 240L + 1 x 360L
120 Litre	6	720	1 x 240L + 2 x 360L
120 Litre	9	1080	3 x 360L
120 Litre	10	1200	2 x 240L + 2 x 360L
120 Litre	11	1320	1 x 240L + 3 x 360L
120 Litre	12	1440	4 x 360L
120 Litre	15	1800	5 x 360L
120 Litre	20	2400	1 x 240L + 6 x 360L

6.0 Mix development (commercial and residential properties)

6.1 In a mixed development the Council is responsible for provision of waste collection service in domestic properties only.

6.2 Provision of bins in such properties is still a responsibility of developers and/or management agencies.
6.3 Bins must be provided in line with information in section 5.0.
6.4 Bin stores must be fully covered from all sides and a locking system in place to allow use by authorised residents only.

7.0 Bin storage areas

7.1 Bin store must be in a clear location for easy accessibility by residents to encourage appropriate recycling.
7.2 Bin store must be spacious enough to store the required number of bins (for general waste, recycling, and food waste) safely and allow convenient use by residents.
7.3 Bin store should be clearly marked for easy identification.
7.4 Number of flats should be displayed on the bin store to ascertain authorised access.
7.5 Proper lighting is required to ensure health & safety obligation to aid collection crew during early hours of winter.
7.6 Ventilation should be considered for circulation of air and odour management. Ventilation should be away from residential dwellings.
7.7 A tap should be provided for a regular cleanliness. Drainage should be by means of trapped gully connected to found sewer.
7.8 Residents and management companies are responsible for the upkeep and cleanliness of their bins and bin areas.
7.9 Appropriate arrangements must be in place for infirm and elderly residents.
7.10 A combination lock should be provided to keep the bin store secure and allow authorised access only.
7.11 Developers and/or management agencies will have to provide bin store codes for access to bin stores where applicable.

8.0 Design specifications for bin stores

8.1 Minimum height of the bin store should be 2meters.
8.2 The recommended width of the bin store is 1 meter for 2-wheeled bin and 2 meter for 4wheeled bin.
8.3 A minimum 150mm between individual containers and wall and containers should be considered for safe handling.

8.4 The wall of bin store should be formed of non-combustible, secure and impervious and have fire resistance of one hour. The doors of the bin store should be of steel or fire resistant for 30 min.

9.0 Signage

9.1 A mechanism must be in place to ensure notices about waste and recycling are displayed conveniently and updated accordingly to reflect any changes in our waste and recycling structure.
9.2 Developers and/or management agencies will be responsible to make arrangements to display information in the bin store and on bins. The Council will provide these posters and stickers.

10.0 Accessibility for collection

10.1 Roads providing access to the storage facilities should have foundation and a hardstanding surface.
10.2 Minimum width of road should be 5m and should be designed so that allow forward direction. If reversing is unavoidable then distance should not exceed 12m. Adequate clearance should be provided above the vehicle.
10.3 A direct vehicular access to the bin store is necessary. Where this is not achievable then the distance to bin store should not exceed more than 10 meter of the parked collection vehicle or adopted highway.
10.4 Bin stores must be accessible to the collection crew outside of the building without passing through any part of the buildings.
10.5 Access to bin stores should be clearly marked without any temporary or permanent feature so as to avoid any obstruction to the collection vehicle.
10.6 A drop kerb must be in place with no more than 1:12 gradient to allow emptying of bins without causing any health & safety issue. It must be non-slip and a minimum of 2m wide with foundations to endure the weight of the container with waste in situ.
10.7 A mechanism to hold the bin store doors must be in place for safe handling of bins.
10.8 Enough space should be provided to allow full movement of the bins for collection without having to move / handle other bins. Door width should allow easy manoeuvring of bin in and out of the bin store, ideally 2m.
10.9 A skip should be provided to deal with excess cardboard from residents until it settles down.

11.0 Specifications of collection vehicle

11.1 The Council's collection vehicle is a standard 26 tonnes truck
11.2 Roads providing access to the storage facilities should have foundation and a hardstanding surface. The maximum gross weight of our collection vehicle is 26 tonnes.
11.3 Please find the technical details of our collection vehicle in section 16.0 of this document.

12.0 Specifications of receptacles

Table 3: Dimensions of receptacles to determine the size of bin store

Bin Sizes	Height	Width	Depth	Supplier
5 litre kitchen top food waste caddy	205mm	250mm	205mm	WBC
23 litre outdoor food waste bin	405mm	320mm	400mm	WBC
180 litre bin wheeled bin	1070mm	483mm	716mm	Developer
240 litre bin wheeled bin	1075mm	582mm	728mm	Developer
360 litre wheeled bin	1,090mm	620mm	890mm	Developer
660 litre bin 4-wheel	1230mm	1,370mm	775mm	Developer
1100 litre (flat lid) 4-wheel	1,330mm	1,370mm	1,075mm	Developer

13.0 Bottle banks in the borough

13.1 Glass collection in Wokingham takes place through bottle banks (bring banks) which are located in car parks and supermarkets.

13.2 All the strategic developments with more than 250 properties must incorporate the provision of underground bottle bank facilities in their designs.
13.3 Enough space should be made available for a minimum of three bottle banks to collect glass, sorted at source into clear, green and brown.
13.4 The Council's preferred underground bins are Iceberg Optima (model - zoetermeer) with two hook system and 3 cubic meter capacity that collects no more than 1.2 tonnes of glass. Iceberg_OPTIMA_e.pdf (swm.co.th)
13.5 Please refer to dimensions of over ground bottle banks in section 17.0 of this document.

14.0 Dimensions of glass collection vehicle

14.1 The Council's glass collection vehicle is custom built. Gross weight of the vehicle is 26 tonnes and it is a rigid 3 axle tipper.
14.2 The vehicle is 8m long (body minus cab is 7.2m), 3.76m total height with crane stowed, 2.51m total width.
14.3 The vehicle carries built-in crane which is used to lift bottle banks during emptying. See below for the specs of the crane.
14.4 To lift banks with the crane, the lorry needs to pull up on with banks facing the passenger side. They cannot lift over the blind side of the lorry or over any other object, such as cars.
14.5 The crane can only be used on the passenger side and can only swing up to the wing mirror.
14.6 The vehicle cannot reverse out onto the road. There must be enough room for it to turn around or reverse into the road.
14.7 Bottle banks need to be placed a few meters away from buildings and structures to avoid damage if they swing.
14.8 7.5m is the absolute maximum distance for the crane to reach a bottle bank, with 6m preferable to avoid any issues if bottle banks are full. The further extended the crane is the less it can lift.
14.9 The vehicle has got a stabiliser leg which requires a space of 2.1m. Therefore, bottle banks shouldn't be closer than 2.1m to the body of the vehicle.
14.10 There should be no overhead cables or vegetation above where the banks are. Electricity from power cables can jump if the vehicle / crane gets closer to the source of electricity.
14.11 During operation the height of the lorry extends due to stabiliser, bottle banks are pulled further up for emptying, the crane rises to 2m as it arches in the middle.
14.12 If possible, a final assessment be left to the Council's disposal contractor to avoid any potential issues in the future.
14.13 For any further discussion contact us via waste.services@wokingham.gov.uk

15.0 Useful documents

15.1 Borough Design Guide for Wokingham Borough Council
15.2 Waste Management in Buildings - Code of Practice

16.0 Veolia lorry features

Vehicle Specification Document

Chassis: Dennis Elite Rear Steer
Body: Dennis Olympus OLTP16
Pod: Tergberg TD4 Compact Standard Width TL360 Lift
Bin Lift: Terberg Omnidel Triple Electric

Vehicle Details	
GVW	26,000kg
Wheelbase	5900mm
Turning cirle	19.8m (Wall to Wall)
Engine	Volvo D8K 280bhp
Gearbox	Alisan MD30006 Speed Automatic
Fuel Tank	280 litre
Body Effective Volume	65/35 split Body 5.7 + 10.6m^2
Hopper Volume	65/35 split Tailgate 6.62m^2 +1.24m^2 Sweep Volumes
Pod Volume	3.3m^3
Front Axle Plated Weight	800kg
Rear Plated Weight	19000k

17.0

Dimension	
Overall Length	10675mm (including bin lift)
Overall Width	2550mm
Overall Height	3650mm (6100 with tailgate raised)
Front Overhang	1665mm
Rear Overhang	3167mm (including bin lift)
Pod Tipping Height	1800mm recycling pod discharge height. 4575 max height when tipping

17.0 Dimensions of over ground bottle banks