

8 February 2016

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| Report of | Head of Operational Services | Authors Jolene Rogers 01206 282727 Laura Chase 01206 282473 |
| Title | Updated Street-based Services Delivery Strategy | |
| Wards affected | All | |

This report seeks approval for the updated Street Services Delivery Strategy.

1. Decision(s) Required

- 1.1 To approve the minor changes required to update the adopted Street-based Services Delivery Strategy as a Supplementary Planning Document.

2. Reasons for Decision(s)

- 2.1 To provide advice to developers, Councillors and members of staff around design and infrastructure requirements and responsibilities in relation to Street-based Services. The strategy ensures development is sustainable and mindful of street-based service requirements, which will help meet council aims to reduce, reuse and recycle and to be cleaner and greener, and also to ensure designs for development allow ease of waste and recycling collection. The document requires updating to take into account recent services restructures and responsibilities of service provision within the Council.

3. Alternative Options

- 3.1 To not approve the update. This would reduce the effectiveness of the Supplementary Planning Document (SPD) and reduce likelihood of adequate street service provision.

4. Supporting Information

- 4.1 The adopted Core Strategy and Development Policy documents set out the need to consider design and amenity, as well as to safeguard people friendly streets, improvements to roads and traffic and the need to meet carbon targets and be mindful of energy, resources, waste and recycling needs.
- 4.2 In line with these policies, the Council adopted the Street Services SPD in October 2012 to achieve the following objectives:
- Support sustainable growth
 - Highlight the importance of street service facilities and infrastructure
 - Ensure adequate provision of the service
 - Inform developers and other interested parties about what the Council expects in new developments
 - Protect and improve existing street facilities

- Enable a more strategic approach to the provision of Street Services facilities in new developments

- 4.3 The Street Services Delivery Strategy was prepared by Street Services officers, with input and guidance from Planning Policy, Development Control and Essex County Council.
- 4.4 The adopted Street Services Delivery Strategy SPD has material status in planning decisions, and has been used in negotiations to secure the delivery of street infrastructure and waste and recycling containers.
- 4.5 The document now requires minor updates to reflect recent service restructures and responsibilities of service provision within the Council. The tracked changes version is attached as Appendix 1 to allow members to easily view the minor proposed changes which include the following:
- Changing the name from Street Services to Street-based Services, reflecting the new remit of the service, along with additional text on the service arrangements
 - Updating the table of background statistics in section 1.2
 - Reduction in the distance from storage areas to collection vehicles from 25 to 15 metres.
 - Addition of food waste containers.
 - Changes to costs associated with the bins and containers

A final version for approval is also attached (Appendix 2) along with the associated detailed guide on specifications (Appendix 3).

5.0 Proposal

- 5.1 To approve the proposed update to the Street-based Services SPD.

6. Strategic Plan References

- 6.1 The Street-based Services SPD contributes to the Strategic Plan commitments to make Colchester a vibrant, prosperous, thriving and welcoming place by ensuring the effective delivery of a range of supporting services and infrastructure.

7. Consultation

- 7.1 Consultation on the original document followed the methodology and techniques for the adoption of Local Development Documents set out in the Council's Statement of Community Involvement and was carried out over a four week period in February and March 2012. No further consultation is considered to be required on minor updates to the SPD.

8. Publicity Considerations

- 8.1 There are no significant publicity implications arising for the Street Services Delivery Strategy.

9. Financial Implications

- 9.1 The Street Services Delivery Strategy, once adopted can be used in the planning process as part of the evidence base to justify developer contributions where appropriate.

10. Equality, Diversity and Human Rights implications

- 10.1 An Equality Impact Assessment has been prepared for the Street Services Delivery Strategy. It is available to view on the Colchester Borough Council website by following this pathway from the homepage - www.colchester.gov.uk > Council and Democracy > Policies, Strategies and Performance > Diversity and Equality > Equality Impact Assessments > Street Services> Street Supplementary Planning Document
- 10.2 This EqiA was available throughout the consultation process and no comments were received on its contents.

11. Community Safety Implications

- 11.1 There are no significant community safety implications arising for the strategy, although the document will help to enable infrastructure and contributions to be sought for CCTV.

12. Health and Safety Implications

- 12.1 There is no significant health and safety implication arising for the Street Services Delivery Strategy.

13. Risk Management Implications

- 13.1 Minor risks in delaying delivery of Strategic Plan objectives.

Colchester Borough Council

Supplementary Planning Document

Adopted 8 October 2012
Updated 8th February 2016

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Street-based Services Delivery Strategy



1. Introduction

- 1.1 Colchester is one of the fastest growing boroughs in the East of England. Under current policies, 830 dwellings are expected to be built in the Borough each year. (Source: AMR 2011)
- 1.2 An impact of this growth in population has been an increase in the costs of delivering services which people take for granted.

Context- historical cost implications of Street Services

| Year | 07/08 | 08/09 | 09/10 |
|--|------------|------------|------------|
| Population (ONS estimates) | 169,600 | 174,300 | 177,100 |
| New homes built | 1,243 | 1,067 | 518 |
| Landfill Tax paid (Based on ECC figures) | £1,077,576 | £1,224,800 | £1,440,000 |
| Domestic collection cost (budget books) | £2,624,900 | £2,855,000 | £3,008,900 |

2. The Role and Status of the Supplementary Planning Document

- 2.1 This Supplementary Planning Document (SPD) expands upon the Council's existing planning policies contained in its Adopted Core Strategy and Development Policies DPD.
- 2.2 The SPD is to form part of the Colchester Local Development Plan and is to be a material consideration in the determination of all planning applications for development including applications for renewal of consents where requirements do not alter design or layout of original plans. The requirements of the SPD come into immediate effect and will apply to all applications submitted after the date of adoption.

2.3 The Council consulted on the [2012 Supplementary Planning Document](#) (between 13th February – 12th March 2012) in accordance with regulations and the Council's Statement of Community Involvement. All responses received were taken into account in preparing the final adopted version of the SPD, a summary of these responses can be found within the Street Services SPD Consultation Statement published alongside [this the original](#) document and available on the Council's website. [This document has now been updated to take](#)

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into account recent services restructures and responsibilities of service provision within the Council.

2.3 During the preparation of the strategy consideration was given as to whether a Sustainability Assessment or Strategic Environmental Assessment was required for the Street-based Services SPD. After considering the impacts of the SPD it was considered that a Sustainability Assessment or Strategic Environmental Assessment were not required. This is because the SPD is unlikely to result in any significant negative environmental effects.

2.4 The purpose of this SPD is to;

- Support sustainable growth
- Highlight the importance of Street Services facilities and infrastructure
- Ensure adequate provision of the service
- Inform developers and other interested parties about what the Council will expect to be planned into new developments and where contributions for infrastructure are required
- Protect and improve existing street facilities
- Enable a more strategic approach to the provision of street services facilities in new developments
- Ensure that future developments are helping to achieve corporate objectives of the Council.

2.5 The SPD is intended to provide useful guidance to developers and assist them in making planning applications by setting out what will be expected. Further detailed information which developers and others may also find useful is available in the **Street Infrastructure Guide**. This lists the street infrastructure and waste/recycling facilities that can be provided, their specification and cost if developers wish to purchase them from the Council. Due to the evolving nature of the service, this information may be periodically reviewed to ensure that it is up to date. Changes to the SPD itself will be subject to approval by the Councils Local Plan Committee.

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3. Why is a **Street -based Services Delivery Strategy** required?

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3.1 This strategy is provided to ensure that councillors, officers and developers, as well as external stakeholders such as community groups and parish councils, understand the impact new development can have on the Council's ability to undertake duties people take for granted. These include recycling and waste management, litter and dog bins and ground maintenance.

4. National policy context and guidance

4.1 The following national policy documents provide background information;

1. Waste Strategy for England (2007)
2. Government Review of Waste Policy in England (2011)
3. DEFRA's Guidance on Part 4 of the Environmental Protection Act 1990 as amended by the Clean Neighbourhoods and Environment Act 2000
4. Clean Neighbourhoods and Environment Act (2005)
5. National Planning Policy Framework (March 2012)

4.2 National Planning Guidance

The National Planning Policy Framework (NPPF) was published and brought into immediate effect in March 2012. The NPPF outlines that the purpose of the planning system is to contribute to the achievement of sustainable development. The NPPF also includes as a core planning principle that policies and decision should always seek to secure a good standard of amenity for existing and future occupants of land and buildings. The Street-based Services SPD will assist the Council and developers in achieving sustainable development as described within the NPPF.

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4.3 The NPPF makes it clear that Supplementary Planning Documents should only be used where they can help applicants make successful applications or aid infrastructure delivery. The Street-based Services SPD is in conformity with this requirement because it provides advice for applicants to make a successful planning application by detailing the infrastructure and designs that new developments will be required to comply with in order to assist the Council's recycling programme.

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4.4 The Council is also conscious of the Governments position with regard to the use of conditions and planning obligations. The NPPF states that planning obligations should only be used where it is not possible to offset unacceptable impacts of development through a planning condition. They should only be sought where they meet all of the following tests: necessary to make the development acceptable in planning terms; directly related to the development; and fairly and reasonably related in scale and kind to the development. Local planning authorities should avoid unnecessary conditions or obligations, particularly when this would undermine the viability of development proposals. This has been reinforced by the Ministerial Statement of 6th September 2012.

4.5 The Planning Act 2008 (Part 11) provides the enabling powers for local authorities to apply a Community Infrastructure Levy (CIL) to support strategic infrastructure delivery in an area. Under this new system, planning obligations can still be used for site specific requirements, provided that it does not overlap with CIL.

5. Local Policy Guidance

5.1 The following documents and policies provide the local policy context;

Core Strategy (Adopted December 2008)

- ENV1 EnvironmentPR1 - People-friendly Streets
- TA4 - Roads and Traffic
- TA5 - Parking
- ER1 - Energy, Resources, Waste and Recycling
- UR2 – Built Design and Character

Development Policies DPD(Adopted October 2010)

- DP1: Design and Amenity

6. **Street-based Services** provision in new developments

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- 6.1 It is important that all new developments plan to accommodate street infrastructure and create sustainable development from the outset. Infrastructure may be required where a new development creates a new impact on the local area. This should be considered as part of the design and layout of any scheme.

- 6.2 **All Street-based Services** should be involved at the start of discussions concerning new developments to ensure infrastructure is planned for from the outset. These services include Operational Services, Community Services, and Commercial Services. Existing information about the presence of current facilities will be used to determine the impact a development is likely to have, whether it will add pressure on existing services or require the provision of new services.

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- 6.3 Section 106 Agreements and conditions will be used for site specific projects or infrastructure. Larger infrastructure items can be funded through CIL when the levy is implemented.

7.0 Design Requirements

- 7.1 Developers should plan from the outset and include Recycling and Waste collection requirements within the design of new developments. These will include the following;

- Roads and junctions should accommodate a collection vehicle which is 2500mm in width. Developers must ensure that collection vehicles can safely manoeuvre without causing damage to infrastructure, vehicles or property.
- Where practical, The Essex Development Construction Manual should also be used to inform design; specifically the recommendation that wider carriageways are applied to road types 4 and 5, which will aid waste and recycling collection.
- The design of all pathways, roads and junctions should ensure that collection vehicles do not have to reverse any further than 25 metres.
- Where smaller roads are included as part of a development, the proximity of properties and bin stores to roads and pathways,

should ensure that operatives walk no further than 125 metres to undertake collections. These can be more than 125 metres from the property, as there is no requirement for maximum distance for occupants to place out their waste and recycling.

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- Roads and pathways should ensure there is sufficient space to enable residents of houses to place their recycling and refuse on the boundary of the property for collection. Collections points should be outside the boundaries of the highway to ensure free flow of both pedestrians and vehicles.
- Adequate resident and visitor parking should be provided as set out in the adopted Vehicle Parking Standards SPD. Ensuring these requirements are met is essential in ensuring the Council can collect recycling and refuse which is placed out for collection. It may be necessary to introduce parking restrictions to achieve this.
- Communal bin storage areas are only acceptable in the design of flats. —For houses, the council operates a boundary collection to each individual property. Ideal design for bin store areas ensures that collection vehicles have somewhere 'off-road', like a car park to reverse into that is within a 25 metre proximity and make collections. This should not be obstructed in any way, including through car parking or landscaping. Ideal design features for bin stores are set out in the Street Infrastructure Guide. The required dimensions for bin store areas should be based on accommodating the waste and recycling containers required at the time of planning approval. For further details, please contact Colchester Borough Council's [Recycling, waste and Fleet Service](#).
- Where external or free standing bin stores are required, they must be designed in sympathy to the main buildings, reflecting the architectural style and attributes. For most situations the appearance should be that of a subservient outhouse, well located to meet the access and manoeuvrability requirements without being unduly prominent. The style of enclosure and materials, as well as the type of roof should take reference from the theme or style used in the principle buildings on the development.
- Consideration must be given to air circulation and ventilation in the store so that residents are not put off by the accumulation of odours. In the case of open fronted stores a canopy structure may be required to provide weather protection for residents. Combined bin stores with other uses such as bike stores are not acceptable.
- To ensure the successful collection of materials, the entrance of the bin store must be kept free from obstruction at all times. If the location is not accessed directly from the highway, where regulations permit, it may be necessary to apply traffic restrictions to prevent vehicles from parking in front or adjacent to the storage area. A dropped kerb should be installed where collection paths cross a pavement, to enable the retrieval and return of containers. The distance from the storage area to the collection vehicle should be no greater than 125m.

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7.2 Where the specified design criteria cannot be achieved there may be an increase in cost to the Council and difficulty in providing a waste and recycling collection service. In such cases, a contribution will be sought from the developer at the planning stage to offset this. This amount will be calculated based on additional collection requirements or special arrangements that need to be made. In 2012/13, this cost stood at £54.83 per household per year, based on the cost to operate a special collections service for the difficult properties in the borough, this would be payable for a 5 year period, after which time, Colchester Borough Council will assume responsibility and cost for the special collection route.

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7.3 More information and specifications for design of development are also available in the Essex Design Guide.

8.0 Infrastructure Requirements

8.1 New development often places extra demands on existing infrastructure or a requirement for additional facilities. The Council will therefore require developers to include the following as part of their development where their development necessitates it;

- Dog waste bins
- Litter bins
- Recycling and waste facilities.

8.2 The service can identify all the current litter and dog bin provision in the borough to give a picture of current infrastructure. This helps to identify where new developments will create a demand for litter and dog bins because there is inadequate current provision. Further details about all the infrastructure the Service uses is available in the Street Infrastructure Guide.

8.3 All infrastructure is available to purchase from the Council.

9.0 Trade recycling and waste requirements

9.1 Sustainability and waste minimisation are important issues to consider when developing commercial or retail premises. Developers should ensure that there is sufficient space to support waste minimisation initiatives and as a minimum provide recycling infrastructure for paper, cardboard and glass. Developments should adopt waste minimisation solutions for additional materials such as plastics, cans, food waste and composting, to ensure they are 'future proof'. This demonstrates a commitment to reducing waste in trade premises, and should be addressed during the planning application process. Facilities should be shown on site layout plans.

10.0 CCTV

- 10.1 The provision of CCTV forms a valuable part of street infrastructure, which if used correctly, can help to ensure a good living environment for everyone. It is important as part of good development, to reduce and deter crime and the fear of crime in areas where it is particularly difficult to design out issues, or the land use may require a greater need for monitoring.
- 10.2 CCTV may be identified as a need from the outset of a large scale development, and is particularly relevant in mixed-use schemes and those incorporating entertainment and leisure venues, commercial and retail uses and also car parks. In such cases where a need is identified, the Council will ask relevant developers to provide a camera(s), communication link, maintenance and infrastructure improvements including central monitoring and recording equipment.
- 10.3 Where it is known at the planning stage that CCTV is required, developers will be required to lay the necessary cabling and connections at the outset. This will avoid unnecessary disruption when the cameras are installed and linked to the control centre.

Comment [JR2]: cctv

11.0 Parking and Traffic Regulation Orders (TRO's)

- 11.1 New developments should consider access for a range of vehicles (this would include dustcarts etc), and also take into account the predicted number of vehicles likely to be present on the completion of a scheme.
- 11.2 Parking allocation and road access is something that should be addressed at the design stage of development. Good design should enable the ease of passage for a range of vehicles, and if this is done correctly it will reduce the need to create and enforce Traffic Regulation Orders. TRO's are not suitable in areas where the location is accessed directly from the highway.
- 11.3 All potential "pinch points" such as bends in the road, roundabouts, junctions, entrances to car parking, flat bin store areas, including the associated frontages that allow access to these locations, should ensure that they are designed (through landscaping, signage and adequate parking provision) to discourage inconsiderate and problematic parking.
- 11.4 Road widths are specified in this document under 'design requirements' (page 6) to allow access for large vehicles. Where only the minimum widths are provided for, parking restrictions may be required to prevent obstructions to vehicles through inconsiderate parking. Particular care should be applied on sites in or close to sites that generate large numbers of vehicles such as town centres, train stations and existing residents parking schemes.
- 11.5 Experience has shown that unless appropriate measures are considered during the design stage, it is inevitable that parking

pressures will increase considerably once a development is complete, which is particularly true of developments used by local workers, commuters and shoppers.

- 11.6 It is envisaged that a majority of the points contained within this section would be catered for in the design stage of a development, however in certain circumstances this may not always be possible and restrictions or suitable schemes may need to be considered or implemented and this could be achieved in liaison with the North Essex Parking Partnership and Essex County Council [Highways](#).

12 Monitoring and review

- 12.1 The [Street-based](#) Services strategy will be reviewed on an annual basis to ensure that it meets current needs and priorities.

Colchester Borough Council

Supplementary Planning Document

Adopted 8 October 2012
Updated 8th February 2016

Street-based Services Delivery Strategy



1. Introduction

- 1.1 Colchester is one of the fastest growing boroughs in the East of England. Under current policies, 830 dwellings are expected to be built in the Borough each year. (Source: AMR 2011)
- 1.2 An impact of this growth in population has been an increase in the costs of delivering services which people take for granted.

Context- historical cost implications of Street Services

| Year | 12/13 | 13/14 | 14/15 |
|--|--------------|--------------|--------------|
| Population (ONS mid-year estimates) | 176,008 | 177,626 | 180,420 |
| New homes built | 617 | 725 | 943 |
| Landfill Tax paid (Based on ECC figures) | £2,852,560 | £2,802,151 | 2,800.813 |
| Domestic Collection Costs (Budget Books) | £3,028,800 | £2,743,400 | £2,939,700 |

2. The Role and Status of the Supplementary Planning Document

- 2.1 This Supplementary Planning Document (SPD) expands upon the Council's existing planning policies contained in its Adopted Core Strategy and Development Policies DPD.
- 2.2 The SPD is to form part of the Colchester Local Development Plan and is to be a material consideration in the determination of all planning applications for development including applications for renewal of consents where requirements do not alter design or layout of original plans. The requirements of the SPD come into immediate effect and will apply to all applications submitted after the date of adoption.
- 2.3 The Council consulted on the 2012 Supplementary Planning Document (between 13th February – 12th March 2012) in accordance with regulations and the Council's Statement of Community Involvement. All responses received were taken into account in preparing the final adopted version of the SPD, a summary of these responses can be found within the Street Services SPD Consultation Statement published alongside the original document and available on the Council's website. This document has now been updated to take into account recent

services restructures and responsibilities of service provision within the Council.

2.4 During the preparation of the strategy consideration was given as to whether a Sustainability Assessment or Strategic Environmental Assessment was required for the Street-based Services SPD. After considering the impacts of the SPD it was considered that a Sustainability Assessment or Strategic Environmental Assessment were not required. This is because the SPD is unlikely to result in any significant negative environmental effects.

2.5 The purpose of this SPD is to;

- Support sustainable growth
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3. Why is a Street –based Services Delivery Strategy required?

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4. National policy context and guidance

4.1 The following national policy documents provide background information;

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3. DEFRA's Guidance on Part 4 of the Environmental Protection Act 1990 as amended by the Clean Neighbourhoods and Environment Act 2000
4. Clean Neighbourhoods and Environment Act (2005)
5. National Planning Policy Framework (March 2012)
6. DEFRA's Waste Management Plan for England 2013

4.2 National Planning Guidance

The National Planning Policy Framework (NPPF) was published and brought into immediate effect in March 2012. The NPPF outlines that the purpose of the planning system is to contribute to the achievement of sustainable development. The NPPF also includes as a core planning principle that policies and decision should always seek to secure a good standard of amenity for existing and future occupants of land and buildings. The Street-based Services SPD will assist the Council and developers in achieving sustainable development as described within the NPPF.

4.3 The NPPF makes it clear that Supplementary Planning Documents should only be used where they can help applicants make successful applications or aid infrastructure delivery. The Street-based Services SPD is in conformity with this requirement because it provides advice for applicants to make a successful planning application by detailing the infrastructure and designs that new developments will be required to comply with in order to assist the Council's recycling programme.

4.4 The Council is also conscious of the Governments position with regard to the use of conditions and planning obligations. The NPPF states that planning obligations should only be used where it is not possible to offset unacceptable impacts of development through a planning condition. They should only be sought where they meet all of the following tests: necessary to make the development acceptable in planning terms; directly related to the development; and fairly and reasonably related in scale and kind to the development. Local planning authorities should avoid unnecessary conditions or obligations, particularly when this would undermine the viability of development proposals. This has been reinforced by the Ministerial Statement of 6th September 2012.

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6. Street –based Services provision in new developments

- 6.1 It is important that all new developments plan to accommodate street infrastructure and create sustainable development from the outset. Infrastructure may be required where a new development creates a new impact on the local area. This should be considered as part of the design and layout of any scheme.
- 6.2 All Street-based Services should be involved at the start of discussions concerning new developments to ensure infrastructure is planned for from the outset. These services include Operational Services, Community Services, and Commercial Services. Existing information about the presence of current facilities will be used to determine the impact a development is likely to have, whether it will add pressure on existing services or require the provision of new services.
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 - Where practical, The Essex [Development Construction Manual](#) should also be used to inform design; specifically the recommendation that wider carriageways are applied to road types 4 and 5, which will aid waste and recycling collection.
 - The design of all pathways, roads and junctions should ensure that collection vehicles do not have to reverse any further than 25 metres.

- Where smaller roads are included as part of a development, the proximity of properties and bin stores to roads and pathways, should ensure that operatives walk no further than 15 metres to undertake collections. These can be more than 15 metres from the property, as there is no requirement for maximum distance for occupants to place out their waste and recycling.
- Roads and pathways should ensure there is sufficient space to enable residents of houses to place their recycling and refuse on the boundary of the property for collection. Collections points should be outside the boundaries of the highway to ensure free flow of both pedestrians and vehicles.
- Adequate resident and visitor parking should be provided as set out in the adopted Vehicle Parking Standards SPD. Ensuring these requirements are met is essential in ensuring the Council can collect recycling and refuse which is placed out for collection. It may be necessary to introduce parking restrictions to achieve this.
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- Consideration must be given to air circulation and ventilation in the store so that residents are not put off by the accumulation of odours. In the case of open fronted stores a canopy structure may be required to provide weather protection for residents. Combined bin stores with other uses such as bike stores are not acceptable.
- To ensure the successful collection of materials, the entrance of the bin store must be kept free from obstruction at all times. If the location is not accessed directly from the highway, where regulations permit, it may be necessary to apply traffic restrictions to prevent vehicles from parking in front or adjacent to the storage area. A dropped kerb should be installed where collection paths cross a pavement, to enable the retrieval and return of containers. The distance from the storage area to the collection vehicle should be no greater than 15m.

- 7.2 Where the specified design criteria cannot be achieved there may be an increase in cost to the Council and difficulty in providing a waste and recycling collection service. In such cases, a contribution will be sought from the developer at the planning stage to offset this. This amount will be calculated based on additional collection requirements or special arrangements that need to be made. In 2011/12, this cost stood at £37.50 per household per year, based on the cost to operate a special collections service for the difficult properties in the borough, this would be payable for a 5 year period, after which time, Colchester Borough Council will assume responsibility and cost for the special collection route.
- 7.3 More information and specifications for design of development are also available in the Essex Design Guide.

8.0 Infrastructure Requirements

- 8.1 New development often places extra demands on existing infrastructure or a requirement for additional facilities. The Council will therefore require developers to include the following as part of their development where their development necessitates it;
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10.0 CCTV

- 10.1 The provision of CCTV forms a valuable part of street infrastructure, which if used correctly, can help to ensure a good living environment for everyone. It is important as part of good development, to reduce and deter crime and the fear of crime in areas where it is particularly difficult to design out issues, or the land use may require a greater need for monitoring.
- 10.2 CCTV may be identified as a need from the outset of a large scale development, and is particularly relevant in mixed-use schemes and those incorporating entertainment and leisure venues, commercial and retail uses and also car parks. In such cases where a need is identified, the Council will ask relevant developers to provide a camera(s), communication link, maintenance and infrastructure improvements including central monitoring and recording equipment.
- 10.3 Where it is known at the planning stage that CCTV is required, developers will be required to lay the necessary cabling and connections at the outset. This will avoid unnecessary disruption when the cameras are installed and linked to the control centre.

11.0 Parking and Traffic Regulation Orders (TRO's)

- 11.1 New developments should consider access for a range of vehicles (this would include dustcarts etc), and also take into account the predicted number of vehicles likely to be present on the completion of a scheme.
- 11.2 Parking allocation and road access is something that should be addressed at the design stage of development. Good design should enable the ease of passage for a range of vehicles, and if this is done correctly it will reduce the need to create and enforce Traffic Regulation Orders. TRO's are not suitable in areas where the location is accessed directly from the highway.
- 11.3 All potential "pinch points" such as bends in the road, roundabouts, junctions, entrances to car parking, flat bin store areas, including the associated frontages that allow access to these locations, should ensure that they are designed (through landscaping, signage and adequate parking provision) to discourage inconsiderate and problematic parking.
- 11.4 Road widths are specified in this document under 'design requirements' (page 6) to allow access for large vehicles. Where only the minimum widths are provided for, parking restrictions may be required to prevent obstructions to vehicles through inconsiderate parking. Particular care should be applied on sites in or close to sites that generate large numbers of vehicles such as town centres, train stations and existing residents parking schemes.
- 11.5 Experience has shown that unless appropriate measures are considered during the design stage, it is inevitable that parking

pressures will increase considerably once a development is complete, which is particularly true of developments used by local workers, commuters and shoppers.

- 11.6 It is envisaged that a majority of the points contained within this section would be catered for in the design stage of a development, however in certain circumstances this may not always be possible and restrictions or suitable schemes may need to be considered or implemented and this could be achieved in liaison with Development Team at Essex County Council

12 Monitoring and review

- 12.1 The Street-based Services strategy will be reviewed on an annual basis to ensure that it meets current needs and priorities.

Colchester Borough Council

Street Services Infrastructure Guide



Published October 2012

Updated February 2016

Street Services Infrastructure Guide

In October 2012 the Council adopted the Street Services Delivery Strategy as a Supplementary Planning Document (SPD). To provide further information this additional guidance has been published. It does not form part of the SPD but simply adds a further layer of detail for those people involved in the provision of Street Services facilities and infrastructure. This document has been updated to account for service changes and price increases.

Bins

The need for and location of both dog waste and litter bins will depend on existing provision in the area, the size and type of development proposed, the scale of litter likely to be generated by a new development, the suitability of pavement and other planning considerations.

The distance people are prepared to go to use a waste bin determines the number of bins needed in identified locations. This distance varies from site to site. For example, people at transport terminals and shops would use a bin rather than litter within 3.5 metres of bins, while at coastal locations people would walk up to 17 metres to use a bin. Each proposal will be looked at on its merits to ensure there is adequate provision but at the same time avoiding street clutter.

Dog waste bins

Dog bins are an important sustainable feature; they promote clean streets and good quality living environments for all. Dog ownership is estimated in around 31% of UK households (based on a 2007 survey by the University of Bristol.)

A development of 35 dwellings therefore is likely to include 10 dog owning households. If provision is not already available in the local area, the inclusion of dog bin facilities and a sum for maintenance may be required in new residential developments of 35 or more units, in an appropriate position as agreed by the Borough Council and the local Highways Authority (as applicable).

Where a development incorporates a new green space which is likely to be used to exercise dogs from those within the development, a dog bin should be installed in a position agreed with the service based on accessibility. A commuted sum may also be required for maintenance.

Where the installation of a bin is not practical or desirable a developer of a scheme over 35 units may be asked to contribute towards maintenance costs and extra collections from existing bins. Dog bins should be red and the design should not allow for the waste to be removed from the bin once it has been put in. The design over the page is the type that we would expect to be installed;



| Design specification | |
|----------------------|---------|
| Capacity | 50litre |
| Height | 750mm |
| Width | 450mm |
| Depth | 250mm |

If required the bins should be supplied, installed and maintained by the developer for 5 years (including emptying). The developer may also contract the Council to supply, install and maintain the bins at the below specified costs.

| Bin | Cost (excl VAT) | Installation + logo fit | Maintenance (5 years per bin) |
|-----------------------|-----------------|-------------------------|-------------------------------|
| Jubilee Recycling Bin | £410.00 | £90 | £1260 |
| Jubilee Litter Bin | £350.00 | £90 | £1260 |
| Retriever Dog Bin | £290.00 | £90 | £1260 |

Litter bins

New development may also increase the likelihood of littering in specific areas and as such infrastructure should be put in place to minimise this impact. Furthermore the use of recycling street units (litter bins with recycling compartments) will help to further promote recycling in the borough.

New residential developments of 10 or more properties that are likely to increase litter issues may be required to install street litter or recycling units, or make a contribution to the local authority to cover such costs. Areas likely to require litter bins include;

- Developments on a pedestrian school route, such as a common through pass between a school and retail premises, or a school and housing estate
- Green space used for recreational activities
- Other pedestrian routes which run around or through the development, particularly those linking housing estates with retail and recreational units.

All commercial units which are likely to require disposal of packaging (i.e. shops, fast food), will also be required to install litter bins within the vicinity, if existing provision is not adequate.

Litter bins are usually sited on the adopted highway or land owned or under the control of the Council. It is not general practice to locate litter bins in remote lay-bys, housing estates, or on land owned by others. Litter bins sited in such areas can suffer abuse and become a nuisance.

Street recycling units for paper and plastics should always be installed alongside litter bins. The bin dimensions below give the appropriate bin specifications. These would require two separate recycling bins for paper and plastics as well as a separate waste litter bin.

Waste litter



Recycling units



| | |
|----------------------|----------|
| Design specification | |
| Capacity | 130litre |
| Height | 1158mm |
| Width | 598mm |
| Depth | 553mm |

Recycling and waste facilities

Colchester Borough Council operates a kerbside collection of recycling and waste from all houses within the borough. All new developments of houses should therefore provide the following;

- Y Compost bins or compost infrastructure within a property boundary
- Y Recycling box for glass, cans and foil
- Y Hessian garden waste sacks
- Y Clear recycling sacks for plastics, paper, card and textiles
- Y **Kitchen and external caddy's for food waste recycling**
- Y Black refuse sacks for non-recyclable household waste

Residents living in blocks of flats are also required to separate their waste and should place materials in wheeled bins for collection. All new developments of flats require the provision of;

- Y Wheeled bins for recycling
- Y Wheeled bins for waste
- Y Storage areas.

The specifications for recycling and waste containers are listed over the page.

Any development of trade or retail premises should also incorporate adequate recycling and waste storage and collection facilities. As a minimum, businesses should be enabled to recycle paper, card and glass.

Domestic recycling and waste requirements: houses

Clear recycling sacks

To enable residents to place their paper, card, plastics and textiles out for collection, clear recycling sacks are provided to each household. It is important that relevant collection information is shown on the sacks. These sacks can be purchased through Colchester Borough Council.



| Design specification | |
|--------------------------|---------------|
| Length | 940mm |
| Width | 740mm |
| Minimum acceptable gauge | 100 |
| Type of material | Recycled MDPE |
| Colour | Clear |

Compost bins

Home composting bins similar to the one shown below and meeting the specifications detailed in the accompanying table can be provided. Alternatively, compost infrastructure can be built within a property boundary i.e. outdoor unit.



| Design specification | 1 – 4 persons | 5 persons+ |
|----------------------|---------------|------------|
| Capacity | 220 litre | 330 litre |
| Height | 900mm | 1000mm |
| Diameter | 740mm | 800mm |

Recycling Box

An industrial strength plastic box with a lid enables residents to separate their glass, cans and foil. The container should have two lifting handles on the side as shown in the image below and four drainage holes on the bottom. These containers are available from Colchester Borough Council.



| Design specification | |
|----------------------|----------|
| Capacity | 55 litre |
| Width | 630mm |
| Depth | 390mm |
| Height | 355mm |
| Weight | 1.55kg |
| Divider | |
| Lid | |
| Colour preference | Green |

Garden waste sacks

Garden waste sacks enable residents to participate fully in the kerbside collection scheme. The sacks reiterate the Council's collection policy with regards to what materials can be placed out for collection and how it should be presented. Sacks can be purchased from Colchester Borough Council.



| Design specification | |
|------------------------|--|
| Capacity | 45 litre |
| Width | 450mm |
| Depth | 450mm |
| Height | 450mm |
| Colour preference | White |
| Handles | Two lifting handles, one emptying handle on the base of the sack |
| Additional Information | Must specify what can be placed inside the sacks for collection. |

Food Waste Caddy's

The Small Kitchen Caddy can be kept inside a residents property. Residents can use compostable caddy liners to contain food waste. The Large External Caddy is to be kept outside to transfer the contents over from the full kitchen caddy's. Caddy's should be placed out for collection in line with the councils collection policy. Compostable Caddy Liners - Each roll carries 26 liners and are 100% compostable and 100% biodegradable. Both Caddy's and liners can be purchased from Colchester Borough Council.



| Design specification | |
|----------------------|------------------|
| | Large: 23 Litre. |
| Width | 320mm |
| Depth | 400mm |
| Height | 405mm |
| Colour preference | Green |

| Design specification | |
|----------------------|----------------|
| | Small: 7 Litre |
| Width | 252mm |
| Depth | 229mm |
| Height | 234mm |
| Colour preference | Grey/Green |

Refuse Sacks

Black refuse sacks enable residents to securely place non-recyclable household waste for collection. The sacks reiterate the Council's collection policy with regards to collections and the presentation of refuse. These are available from Colchester Borough Council.



| Design specification | |
|--------------------------|---------------|
| Length | 940mm |
| Width | 740mm |
| Minimum acceptable gauge | 76 |
| Type of material | Recycled MDPE |
| Colour | Black |

Domestic recycling and waste requirements: flats

Residents living in blocks of flats should be provided with communal recycling waste facilities. These facilities should be contained within a dedicated bin storage area.

Waste bins

Residents living in blocks of flats are required to place non-recyclable household waste in securely tied sacks. The sacks should then be placed inside a communal eurobin for collection. The communal refuse bin should be made from galvanised steel and have a heavy duty, lightweight plastic lid. The bin must be compatible with all standard bin lift vehicles and have breaks to ensure the bin can be secured. One 1100L eurobin will serve 12 properties; average dimensions are shown below;



| 1100 litre eurobin specification | |
|----------------------------------|---------------|
| Height | 1430mm |
| Width | 1370mm |
| Depth | 970mm |
| Serves | 12 properties |

Recycling Bins

Based on current waste and recycling collections, all blocks of flats which are three storeys or more, should be provided with a set of three 360 litre eurobins to facilitate the collection of paper, glass and cans. **Consideration should be given for additional spaces as plastic and food waste collections are added.** The bins should be labelled with one of each uses.

The bin store, or designated recycling area, should be sized to meet the required storage size of waste and recycling containers at the time of planning approval. Further details about the current requirements can be obtained through Colchester Borough Council.

The dimensions of an average 360 litre bin are shown in the table below. One set of each recycling bins (currently for paper, glass and cans) will be sufficient for up to eight flats.



| Recycling bins specification | |
|------------------------------|--------|
| Height | 1100mm |
| Width | 600mm |
| Depth | 880mm |

Indicative specifications for required Recycling and Waste facilities

These are indicative specifications are based on current Colchester Borough Council requirements for recycling and waste containers. Costs are reviewed annually and information is available on request.

| | Houses | Flat with own self contained garden | Flat with no amenity space |
|---|--|---|--|
| Containers which can be purchased from Colchester Borough Council | 1 x roll of 52 black refuse sacks 1 x roll of 52 clear recycling sacks at 1 x green recycling box 1 x white reusable garden waste sacks | 1 x roll of 52 black refuse sacks 1 x roll of 52 clear recycling sacks 1 x green recycling box 1 x white reusable garden waste sacks | 360L recycling bin for paper with labelling 360L recycling bin for glass with labelling 360L recycling bin for cans with labelling <i>(1 of each bin is required for every 8 flats)</i> |
| Containers which cannot be purchased from the Council | 220L compost bin 330L compost bin | 220L compost bin 330L compost bin | 1100L wheeled, galvanised metal waste bin (1 bin is sufficient for 12 properties) |