

# RBC Guidance for Developers: Communal bin store areas

Communal areas for dwellings such as flats and apartments must be designed to meet the requirements of the Runnymede Household Recycling & Waste Service. Scope to meet medium term recycling improvements should also be included.

## Household Recycling & Waste Service

The service is composed of the following collections

- weekly food waste (120L for communal areas)
- fortnightly recycling
- fortnightly refuse
- small electricals/household batteries & textiles

The design and layout of communal areas must enable both residents and operatives to use and access the space for the separation and collection of the above materials.

## Design guidance/ Key areas of importance

The following points are provided to inform the design of a well-considered, purpose built, communal bin store area which is fit for purpose.

The primary considerations are as follows

- Safe and unobstructed location for vehicle and operatives
- maintenance and cleanliness for all users
- Clear and accessible layout for residents and collection crew

## Safety & obstructions

- There must be sufficient turning space and road width for vehicle access
- Distance from bin store to vehicle must be no greater than 10m
- Parking must not obstruct access to bin store area
- Street furniture should not cause an obstruction (e.g. bollards)
- Access must be free of slopes (greater than 1:12) and/or steps
- Dropped kerb (2m) must be located directly in front of bin store area
- Entrance doors must open outward. There must be sufficient space for bins to be moved onto the pathway to access the dropped kerb
- Peg or hook to secure the door in the open position
- Bins must be stored on *hardstanding\** and collected from a level surface\*

\* Bins must not be stored or moved across a gravel or uneven surface(s)

\*\*Underground bin areas should be avoided unless no other option is available. The collection point must be on a level surface. If towing bars are required for site staff to move bins to an agreed collection point, these must be supplied/approved by RBC

### **Maintenance & cleanliness**

- Bin areas should not be located under trees. Fallen leaves can create slip hazards and bird droppings can make surfaces unhygienic
- The surfaces should be non-slip, easily cleaned and have appropriate drainage in place
- Roof height must allow the lids to be fully opened (2.75m clearance required)
- Lighting solutions must be effective and should be easy to maintain. This is particularly important in the winter months
- The bin store area should be permanently ventilated

### **Layout & accessibility**

- No property should be more than 35m from a bin store area
- Sufficient space for minimum capacity (as per table below)
- space between bins (1.5m)
- Bins must be positioned side-by-side so that the lid is always lifted from the front. Opening lids sideways is awkward for users and may cause damage to bin lid hinges
- Layout should enable clear identification of different materials streams (e.g. recycling bins on one side, refuse bins on the other)
- Bins should be arranged so that crews do not have to manoeuvre around or move other containers
- Space for bins should not be compromised by ducting, water taps or other features within the bin store area
- Allow extra space, should additional capacity be required\*\*\*
- Restrictions to prevent fly-tipping and limit the use of the area to the specified residents should be considered. If codes or keys are required, the RBC DSO Depot must be notified ([depot@runnymede.gov.uk](mailto:depot@runnymede.gov.uk))

\*\*\*By volume, the recycling capacity should be equal or greater than the refuse capacity and space should be allowed for separate collections of small electrical items/household batteries and textiles (allow footprint 2 x 240L).

## Capacity Provision per dwelling

For up to 5 dwellings, the following individual containers would be required

- Food waste caddies (7L indoor kitchen caddy & 23L collection container)
- 240L recycling bin
- 180L refuse bin

## Standard Bin Sizes (used in communal areas)

Bin Size	Material stream	Height (lid closed)	Width	Depth
120L	Food waste	980mm	480mm	550mm
240L	Small electricals/textiles	1100mm	580mm	720mm
660L	Recycling/Refuse	1300mm	1400mm	800mm
1100L	Recycling/Refuse	1300mm	1400mm	1100mm

Please note dimensions are approximate

For 5 or more dwellings, communal containers (4-wheeled bin(s)) would be required, as per the 2025 Household Recycling & Waste Policy.

Dwellings	Food waste bins	Recycling bins	Refuse bins
5	1 x 140L	1 x 1100L	1 x 660L
6-9	1 x 140L	2 x 1100L	1 x 1100L
10-14	1 x 140L	3 x 1100L	1 x 1100 + 1 x 660L
15-18	1 x 140L	3 x 1100L	2 x 1100L
19-24	1 x 140L	4 x 1100L	2 x 1100 + 1 x 660L
25-28	1 x 140L	5 x 1100L	3 x 1100L

## Developer

Food waste, recycling and refuse bins must be purchased from Runnymede Borough Council to ensure compatibility with current fleet and operating methods

Developers must provide addresses information before of any requests for bins to [depot@runnymede.gov.uk](mailto:depot@runnymede.gov.uk). Sufficient time must be allowed for payment and delivery, ahead of residents moving in.

If known, the developer should advise [depot@runnymede.gov.uk](mailto:depot@runnymede.gov.uk) of the Managing Agent/Property Manager that will be taking over responsibility for the development.

## **Managing Agent/Property Manager**

We endeavour to establish and maintain good working relationships with Managing Agents/Property Managers to communicate effectively with residents.

Our key priorities are to

- Minimise waste
- Avoid obstructions that may compromise collections (such as excess waste and/or bulky items)
- Improve recycling capture and quality