

Kirklees Council

Highways Guidance Note – Emergency Access, Waste Management, Servicing, and Deliveries April 2020 (Version 1)

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This guidance note

Introduction

1 This guidance note explains Kirklees Council’s technical requirements for roads and paths within new residential developments to make sure that there would be suitable access to properties for emergency vehicles, waste collection, and servicing and deliveries.

2 This guidance note has been written mainly to help developers, but it will also be used by highways teams within Kirklees Council.

Implementation

3 This guidance note applies to all applications for technical review submitted on or after 1 April 2020.

Background

Introduction

Emergency access

4 It is essential that there is adequate access for fire service vehicles to and around all residential buildings. In addition, there needs to be suitable access to domestic buildings for ambulances.

Waste management and collection

5 It is also essential that new residential developments have suitable waste management facilities. In particular, there should be suitable facilities for storing waste from households until it is collected by Kirklees Council – the waste collection authority – and there should be safe and convenient access for our refuse collection vehicles.

Servicing and deliveries

6 Residential properties need to have appropriate access for removals vehicles and – with the increasing use of online home shopping – delivery vehicles.

The Building Regulations 2010

Legal requirements

7 New developments have to conform to the [Building Regulations 2010](#) (as amended). These regulations require that:

- domestic buildings shall be designed and constructed so as to provide reasonable facilities to assist fire fighters in the protection of life

- reasonable provision shall be made within the site of the building to enable fire appliances to gain access to the building
- 8 The [Building Regulations 2010](#) also require new domestic buildings to have:
- Adequate provision for storage of solid waste
 - Adequate means of access for people in the building to the place of storage and from the place of storage to a collection point

Approved documents

9 The government has issued [Approved Documents](#) to give practical guidance on complying with the [Building Regulations 2010](#). The ones most relevant to the above requirements are:

- [Approved Document B – Fire Safety](#)
 - Volume 1: Dwellings
- [Approved Document H – Drainage and Waste Disposal](#)

Supporting documents

West Yorkshire Fire and Rescue Service

10 [West Yorkshire Fire and Rescue Service](#) has produced a series of [safety leaflets](#) that give advice on fire precautions and compliance with relevant legislation. These leaflets include [FS-PAN010 – Access for Fire Appliances](#).

British Standards Institution

11 [Approved Document H](#) refers to the British Standard [BS 5906:1980 – Waste Management in Buildings – Code of Practice](#).

Health and Safety Executive and WISH (the Waste Industry Safety and Health Forum)

12 The [Health and Safety Executive](#) (HSE) is responsible for enforcing the law relating to occupational safety and health and publishes guidance on how to comply. [WISH](#) (the Waste Industry Safety and Health Forum) is a joint initiative between the HSE and representative bodies from the waste management industry.

13 The HSE has published official guidance documents on waste collection. However, in 2015 they gave responsibility for these to WISH, who reissued them as [WISH Formal Guidance](#)

[Documents](#). Two of these are of relevance to the layout of new developments:

- [Waste 04 – Waste and Recycling Vehicles in Street Collection](#)
- [Waste 23 – Safe Waste and Recycling Collection Services](#)

Kirklees Council

14 Kirklees Council has issued a [Good Practice Guide for Developers](#) on waste collection, recycling, and storage facilities. Digital copies of this are available from the highway adoptions team.

15 We are currently preparing a new [Waste Management Design Guide for New Developments](#). This will replace the [Good Practice Guide](#).

Definitions and units of measurement

Definitions

16 To clarify what we mean by some specialist terms, in this guidance note the following definitions are used:

- **bin** – a container for the storage and transport of waste, including waste for recycling
- **bin presentation point** – the place where a bin is left to be emptied by Kirklees Council, the waste collection authority
- **bin storage area** – the place where a bin is kept most of the time; where it is filled by householders
- **classified road** – an A road or B road
- **communal bin** – a bin used by more than one household
- **LGV** – a large goods vehicle over 3.5 t maximum gross weight
- **major road** – the road in a junction on which traffic has priority over the traffic on adjoining roads
- **maximum gross weight** – the weight of a vehicle or trailer including the maximum load that can be carried safely when it's being used on the road; this is sometimes called the 'maximum authorised mass' or the 'gross vehicle weight'
- **minor road** – the road in a junction on which traffic gives priority to the traffic on the major road
- **pantechicon** – a rigid body removals lorry up to 12 m long and up to 18.0 t maximum gross weight

- **public road** – a road open to the public, regardless of whether it is a highway
- **RCV** – a refuse or waste, including waste for recycling, collection vehicle
- **shared private drive** – a private drive that serves more than one residential property
- **traffic sensitive street** – a road designated as ‘traffic sensitive’ by Kirklees Council using powers we were given in the [New Roads and Street Works Act 1991](#)

Units of measurement

17 In this guidance note the following symbols for units of measurement are used:

- **km/h** – kilometre(s) per hour
- **L** – litre(s)
- **m** – metre(s)
- **mm** – millimetre(s)
- **mph** – mile(s) per hour
- **t** – tonne(s)

General requirements

Roads and paths

Layout of developments

18 The need to reverse RCVs, pantechnicons, or other LGVs shall be designed out of new residential developments by – wherever practicable – utilizing loops instead of cul-de-sacs.

19 Even with the reasonably expected maximum amount of on-street parking, RCVs, pantechnicons, and other LGVs shall be able to pass along roads, turn in turning heads, and negotiate junctions without needing to:

- leave the carriageway
- collide with any piece of street furniture or other roadside object
- overhang the highway boundary
- have a wheel pass within 0.5 m of a kerb

Vehicle speeds when manoeuvring

20 When manoeuvring, RCVs, pantechnicons, and other LGVs shall be able to travel at a minimum speed of 5 km/h. In other words, drivers shall not need to stop to adjust the steering while stationary before setting off again.

Maximum reversing distance

21 Roads shall be laid out so that, when accessing a bin presentation point or residential property, the maximum distance an RCV, pantechnicon, or other LGV needs to reverse shall not exceed 20 m.

Ability to pass oncoming vehicles

22 On conventional estate roads with one or more footways and cul-de-sacs which are over 100 m long

or which serve more than ten properties, RCVs, pantechnicons, and other LGVs should be able to pass oncoming cars and other vehicles up to 3.5 t maximum gross weight without the need for either vehicle to reverse.

23 Where a section of road is too narrow to allow RCVs, pantechnicons, or other LGVs to pass oncoming cars or other vehicles up to 3.5 t maximum gross weight, then drivers approaching the narrow section from either direction shall be able to see approaching traffic sufficiently far in advance that they can stop to let it pass without the need for any vehicle to reverse.

Parking on sharp corners

24 The arrangement of properties at sharp corners often results in windowless frontages onto the street and fewer vehicular accesses onto the carriageway. These can encourage parking, which can then obstruct RCVs, pantechnicons, and other LGVs.

25 Properties and vehicular accesses should be arranged so that informal, obstructive parking is discouraged at corners. Where this would not be practicable, parking bays, local widening, or similar shall be provided to reduce the chances of the carriageway being obstructed.

Cul-de-sacs

26 Cul-de-sacs longer than 20 m shall be provided with turning facilities. These shall be suitable for vehicles up to 3.5 t maximum gross weight plus other vehicles that will be reasonably expected to use them.

27 The drivers of vehicles intending to enter a cul-de-sac should be able to see whether the turning

facility were free of obstructions before undertaking the manoeuvre.

28 Turning heads and similar facilities should contain vehicular accesses at suitable locations to discourage obstructive parking. Where this would not be practicable, the turning facility shall still be useable even with the reasonably expected parking.

Junctions with classified, fast, or busy roads

29 At T-junctions with classified roads, roads with speed limits over 30 mph, and traffic sensitive streets, RCVs, pantechincons, and other LGVs shall be able to enter or leave the minor road using only their own side of the road while travelling in forward gear at a minimum speed of 25 km/h.

Access to residential properties

Access to rear of properties

30 Residential properties with back gardens, yards, or similar shall be provided with external routes to allow the occupiers to access their gardens, yards, or similar without passing through the dwelling. These external routes shall conform to the following:

- Where the property would not have a garage or other facility suitable for cycle storage at the front, then the route shall be adequate to allow the passage of a wheeled bicycle.
- Where the property would not have a bin storage area at the front, then the route shall conform to

the requirements outlined in paragraphs 55 to 62 for routes used to manually transport bins.

Narrow frontages and nose-in, side-by-side parking

31 Where properties have narrow frontages and nose-in, side-by-side parking spaces at the front, there can be difficulties in:

- accessing the property from the adjacent road or shared private drive
- finding suitable locations for street lighting columns
- finding suitable routes for utility service connections

32 To help alleviate the above difficulties, such parking spaces shall be limited to a maximum of four abreast without a suitable pedestrian route through them. This route shall be a minimum of 1.2 m wide. Where it would be used to transport bins, it shall conform to the requirements outlined in paragraphs 55 to 62 for routes used to manually transport bins.

Areas adjoining highway boundaries

33 Unless separated from the highway by a wall, fence, hedge, or similar, the 1 m wide strip of private land running along the highway boundary shall not be surfaced with loose, unbound material, such as gravel.

Emergency access

General

Consultation

34 Developers should discuss their proposals with the emergency services as early as possible.

Emergency vehicle only links

35 Developments should not include any emergency vehicle only links. Experience shows that:

- where barriers are provided, they delay emergency vehicles
- where barriers are not provided, unauthorised use is common, leading to a reduction in road safety

36 Kirklees Council might agree to adopt the roads and paths in proposed developments that cannot be designed to avoid the requirement for an emergency vehicle only link. However, we may require the payment of a commuted sum to cover the additional costs associated with the management and maintenance of the emergency vehicle only link.

West Yorkshire Fire and Rescue Service requirements

37 Developments shall conform to the requirements of the [West Yorkshire Fire and Rescue Service](#) set out in [FS-PAN010 – Access for Fire Appliances](#).

Waste management and collection

Consultation

38 Developers should discuss their proposals with Kirklees Council's waste management team as early as possible.

39 The waste management team can be contacted through the highway adoptions team.

Kirklees Council requirements

General

40 Developments shall conform to Kirklees Council's waste management and collection requirements. These are currently set out in our *Good Practice Guide for Developers*. However, those will be replaced by the ones in our new *Waste Management Design Guide for New Developments* once it is issued.

Kirklees standard RCV

41 New developments shall be designed to cater for our standard RCV. The key dimensions of this are given in [Table 1](#).

Kirklees standard bins

42 New developments shall be designed to cater for our standard bins. These are designed to be manually wheeled to the RCV where they are emptied mechanically.

43 The three standard types we use are:

- For individual domestic properties, a 240 L capacity wheelie bin
- For apartment blocks and similar, a 1100 L capacity, four-wheeled communal bin, sometimes called a 'Eurobin'
- For smaller apartment blocks and similar, a 660 L capacity, four-wheeled communal bin

Bin storage areas and bin presentation points

General

44 Each residential property shall have a bin storage area and a bin presentation point, though these may be shared with neighbouring properties.

Table 1: Kirklees standard RCV

Key dimensions
■ Length – 11.85 m
■ Width – 2.50 m (including wing mirrors)
■ Width when loading – 4.10 m
■ Working height – 6.00 m
■ Turning circle (wall to wall) – 22.07 m
■ Turning circle (between kerbs) – 17.88 m
■ Gross vehicle weight – 32 t

45 The locations of bin storage areas and bin presentation points shall be agreed with Kirklees Council's waste management team.

Bin storage areas

46 [Approved Document H](#) recommends that bin storage areas are sited so that the distance householders are required to carry waste to a bin does not exceed 30 m. For communal bin storage areas that serve properties accessed by a shared entrance door, this distance may be measured from that door.

47 Bin storage areas shall not be located:

- in the highway
- where they would reduce the visibility available to road or path users or anyone trying to access roads or paths

Bin presentation points

48 Bin presentation points shall be:

- adequately paved and drained
- a suitable size for the bins used
- easily accessible from the bin storage areas
- easily accessed by our waste collection workers

49 In addition, where a bin presentation point would accommodate more than one bin, it shall allow a minimum clearance between adjacent bins of 150 mm.

50 Bin presentation points should be located where they would allow our waste collection workers to collect the bins directly from the kerbside.

51 Bin presentation points shall not be located:

- in the highway
- where they would reduce the visibility available to road or path users or anyone trying to access roads or paths
- where they could hide people from highway users
- where they could aid unauthorized access to properties

52 In addition, bin presentation points shall not be located where they would require our collecting RCV to stop:

- while facing uphill on a gradient exceeding 8% (1:12)
- within the bellmouth or flare of a junction
- on a minor road within 20 m of its junction with a classified road

Surface water and washing water run-off

53 Surface water and washing water run-off from bin storage areas and bin presentation points shall not flow onto any part of the publicly maintainable highway.

Long-term care of communal facilities

54 Where communal bin storage areas or presentation points are provided, suitable, robust arrangements shall be put in place to ensure that they are effectively controlled and cared for throughout the lifetime of the development. In particular, these arrangements shall ensure that the storage areas, presentation points, and adjacent areas are kept clean and do not cause any nuisance to residents, occupiers, or the public.

Routes used to manually transport bins

General

55 Routes used to manually transport bins, whether from bin storage areas to bin presentation points or from bin presentation points to RCVs, shall be suitable for the type of bins to be transported.

Maximum distances

56 The maximum distance a householder would have to manually transport a bin from a bin storage area to a bin presentation point shall be 25 m.

57 The maximum distance our waste collection workers would have to manually transport bins should be:

- for wheelie bins – 8 m
- for communal bins – 25 m

Minimum widths

Wheelie bin routes

58 Routes used to manually transport wheelie bins within the highway – for example footways and paths across grassed verges – and private routes shared by neighbours shall have a minimum width of 1.2 m.

59 Routes used to manually transport wheelie bins within the private curtilage of domestic buildings should also have a minimum width of 1.2 m. However, this may be reduced to a minimum of 0.9 m where it would not be practical to provide a greater width.

Communal bin routes

60 Routes used to manually transport communal bins shall have a minimum width of 1.5 m.

Maximum gradients

61 The maximum gradient on any route used to manually transport bins shall be 8% (1:12).

Steps and upstands

62 Routes used to manually transport bins shall be step-free except that:

- routes for wheelie bins may contain one step or kerb with a maximum riser height or upstand of 150 mm
- routes for communal bins may contain one kerb with a maximum upstand of 30 mm

Roads used by RCVs

63 The minimum carriageway width of any road used by RCVs shall be 5.0 m.

Non-conforming developments

64 Kirklees Council might agree to adopt the roads and paths in proposed developments that did not conform to the waste management and collection requirements outlined in this guidance note if:

- the risks arising from the non-conforming development were acceptable

- the developer paid a commuted sum to cover the extra costs to the council arising from the non-conforming development

Risk assessments

65 Where a developer proposes a non-conforming development, they shall arrange for the risks arising from their proposals to both the public and council employees to be assessed. These risks shall be assessed in accordance with the recommendations of the Health and Safety Executive by someone with suitable experience and expertise in assessing and managing the risks associated with domestic waste collections.

66 After the risks have been assessed, the developer shall give us a written report of the findings of the assessment.

67 Risk assessment reports shall conform to our requirements as set out in the highways guidance note [Requirements of Submitted Documents](#).

Committed sums

68 We may require the payment of a commuted sum to cover the additional costs associated with any development that requires its own safe method of working for waste collections.

Servicing and deliveries

General

Access for pantechnicons

69 Pantechnicons shall be able to reach a point no further than 50 m from the main door of any residential building without having to reverse more than 20 m.

Turning facilities on shared private drives

70 As delivery and service vehicles, such as vans, generally have reduced visibility for drivers when

compared to private cars, reversing them onto public roads can be more dangerous. To reduce the likelihood of dangerous reversing manoeuvres, shared private drives over 20 m long shall be provided with facilities to allow delivery or service vehicles up to 3.5 t maximum gross weight to turn round. That is, so that they can leave the public road in forward gear and then re-enter it also in forward gear.

Further information, comments, and queries

Kirklees Council highways standards and guidance

Highways guidance notes

- Emergency Access, Waste Management, Servicing, and Deliveries
- Existing Roads and Paths Affected by New Developments
- Gradients
- Highway Adoption Drawings
- Highway Adoptions and the CDM Regulations
- Highway Adoptions Criteria
- Highways Technical Approval
- Highways, SuDS, and Private Drainage
- Introduction to Highways and Adoptions
- Operation and Maintenance Manuals for Adopted Highways
- Requirements of New and Improved Roads and Paths
- Requirements of Submitted Documents
- Section 38 Agreements for Highway Adoptions
- Soakaways

Other highways documents

- Kirklees Highways Standard Details

Comments and queries

Kirklees Council welcomes comments and queries about this guidance note

Although Kirklees Council is not responsible for the content of external websites, please report any broken links

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|---|---|
| <ul style="list-style-type: none"> ■ Huddersfield (01484) 22 1000 – ask for ‘Highway Adoptions’ ■ Highways.Section38@kirklees.gov.uk
<i>This email account is not continuously monitored; if you send anything to it, please ring us to let us know</i> ■ www.kirklees.gov.uk/highwayadoptions | <ul style="list-style-type: none"> ■ Kirklees Council
Highway Adoptions
Flint Street Depot
Flint Street
Fartown
Huddersfield
HD1 6LG |
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