

Appendix 3 – Determination of a bin hub location process

Step 1: Identification of properties currently provided with communal bin service



Step 2: The criteria and parameters are used by an external company to determine the new bin hub locations along the street and create a proposal map for all the bin hubs in the area

Criteria and parameters summary:

- **Capacity** to be provided to each property for waste and recycling
 - Non-recyclable waste = 140/170L per week per property
 - Mixed recycling = 140/170L per week per property
 - Glass = 5/20L per week per property
 - Food waste = 5-20 per week per property
- **Walking distance** – as far as possible bins will be sited within 50m of the property
- **Road safety requirements and streetscape**
 - Placing bins in locations where driver or pedestrian visibility is not affected – 10m away from any junctions and pedestrian crossings
 - Bins to be located on the carriageway and not the footway
 - Bin user should not be required to cross a road to dispose of their waste and recycling. Every effort should be made to provide bins on the same side of the road as the users' properties.
 - Bins should be located in such a way that the user is not required to stand in the flow of traffic in order to access the bin aperture
- Bins located in **parking** areas, as far as possible would need to be placed in a way to minimise any loss of parking spaces allowing for multiple sections of 5 metres of parking spaces.



Step 3: Each proposed bin hub location is reviewed by the project team and operational colleagues to ensure parameters and criteria are met.

The draft bin hub locations are also shared internally with other teams (i.e. Disabled Person's Parking Place (DPPP), Electric Vehicle (EV) charging point, on-street bike hangers and road operations) to ensure there are no interactions or clashes with other projects.



Step 4: Public engagement - Each bin hub location is subject to either:

- Traffic Regulation Order (TRO) (if located within Controlled Parking Zone).
- Local engagement (if located outwith Controlled Parking Zones).

Step 5: Objections and comments provided by residents and groups during the TRO or the engagement process are collated and fully reviewed against the parameters and criteria as per above.



Step 6a: when alternative specific bin hub location

- **cannot** be identified or
- it **does not** fit within the parameters and criteria
- **or** the alternative bin hub location affects other properties/residents

the original proposed bin hub is retained.

Step 6b: when an alternative specific bin hub

- **can** be identified and
- **fits** within the parameters and criteria and
- **does not** affect other properties/residents

the alternative bin hub location is progressed with relevant process either through a new TRO or local engagement.

If road safety or accessibility concerns are raised post implementation or post approval of the TRO, the location will be revised accordingly. This mostly relates to changes on the road or pavement such as parking restrictions, road layouts or unaccounted risks or user behaviour.