

North Northamptonshire Council

Household Waste and Recycling Policy

Document Control

The distribution of this document is controlled and the current version is available on the Council's website.

Any printed copies of this document will no longer be controlled.

Document Details

| | |
|-------------------------|---|
| Document Title | Household Waste & Recycling Policy |
| Purpose of document | To detail waste collection policies |
| Document Control Number | WRP 1 |
| Revision | V6 |
| Document Status | Draft for approval |
| Document Owner | |
| Prepared By | Beth Gordon in consultation with other North Northamptonshire SME's |
| Date Approved | |
| Approved By | |
| Next Scheduled Review | |

Revision Status

| Revision Number | Section | Details of Change | Date |
|-----------------|---|---|----------|
| V3 | 1.2 1.2.1 4.1 4.3 4.4 4.5 | Added sack collections Added food waste provision – flats Added BCW information Added ENC information Updated KBC information following removal of separate paper collection Added section on food waste liners | 12.10.20 |
| V4 – Schedule 1 | Objectives 1.1 1.2 1.3 1.4 4.1-4.4 5.0 12.0 13.0 16.0 21-25 | Updated Updated bin colours Update residual bin to 180l capacity Updated for all council arrangements Update residual bin to 180l capacity Removed availability of additional chargeable capacity Updated acceptable items to common list across all councils Added commercial/trade waste to prohibited items Added information about contaminated missed bins Added flow chart Added section that bin may not be new Added recycling charges apply | 03.11.20 |

| | | | |
|-----------------------------------|----------------------------------|---|--|
| V4 – Schedule 2 | 6 6.1.2 9.0 General | Removed oven cleaner Removed asbestos charges – refer to website Removed administration charge – refer to website Added website links where required | |
| V5 – Schedule 1 | 17.0 | Updated to say 180l bins | |
| V5 – Schedule 2 Schedule 2 | 10.7 | Updated HWRC wording for e-permits Moved Asbestos disposal scheme and Charity Waste Permits to Schedule 3 | |
| V6 – Schedule 2 | 7.0 | Updated section | |

Contents

| | |
|---|----|
| Introduction | 7 |
| Objectives | 7 |
| Schedule 1 – Waste Collection Services..... | 8 |
| 1.0 Bin provision | 8 |
| 1.1 Standard service for individual domestic properties..... | 8 |
| 1.2 Sack Collections..... | 9 |
| 1.3 Flats..... | 9 |
| 1.3.1 Food waste provision - flats..... | 9 |
| 1.4 Houses of Multiple Occupancy (HMO’s)..... | 10 |
| 1.5 Larger Households | 10 |
| 1.6 Places of Worship..... | 10 |
| 1.7 Domestic properties also used for business | 11 |
| 1.8 Childminders | 11 |
| 4.0 Materials collected in the wheeled bins / caddies / other services | 11 |
| 4.1 Materials collected in the Residual, Comingled and Garden Waste bins | 12 |
| 4.2 Materials collected in the Food Waste Caddies (Corby Borough Council & East Northamptonshire Council areas only)..... | 13 |
| 4.3 WEEE (Waste Electrical & Electronic Equipment) Collection Service (East Northamptonshire area only) | 13 |
| 4.5 Food Caddy Liners..... | 14 |
| 5.0 Items prohibited from the wheeled bins, boxes and caddies in all areas. | 15 |
| 6.0 Frequency of collection..... | 16 |
| 6.1 Standard Collection Service for Domestic Properties and HMO’s..... | 16 |
| 6.2 Flats..... | 16 |
| 7.0 Collection point..... | 16 |
| 8.0 Collection time | 16 |
| 9.0 Collection day..... | 17 |
| 10.0 Excess / Side waste | 17 |
| 10.1 Black residual domestic waste:..... | 17 |
| 10.2 Co-mingled recycling..... | 17 |
| 10.4 Garden waste..... | 17 |
| 10.5 Food waste..... | 17 |
| 11.0 Bin lids | 17 |
| 12.0 Missed collections..... | 17 |
| 13.0 Contaminated bins..... | 18 |

| | | |
|------|--|----|
| 14.0 | Assisted collections | 19 |
| 15.0 | Overweight bins | 19 |
| 16.0 | Damaged, lost or replacement bins / caddies | 19 |
| 17.0 | Provision of smaller bins | 20 |
| 18.0 | Access issues | 20 |
| 19.0 | Severe weather / extraordinary circumstances..... | 20 |
| 20.0 | Bulky waste collections | 21 |
| 21.0 | Commercial / Trade Waste | 21 |
| 22.0 | Waste from premises occupied by a club, society or other organisation | 21 |
| 23.0 | Waste from residential homes..... | 21 |
| 24.0 | Waste from a University, school or other educational establishment..... | 21 |
| 25.0 | Waste from Halls or premises used for public meetings (e.g. village hall, community centres) 22 | |
| 26.0 | Clinical waste | 22 |
| 26.1 | Clinical waste produced by medical practitioners | 22 |
| 26.2 | Clinical waste produced by residents | 22 |
| 26.3 | Clinical waste produced by residents | 22 |
| 27.0 | Hygiene / Offensive waste | 23 |
| | Schedule 2 – Household Waste Recycling Centres | 24 |
| 1.0 | Site Locations and Hours of Opening..... | 24 |
| 2.0 | Safety at Household Waste Recycling Centres | 25 |
| 3.0 | Vehicles Access | 25 |
| 4.0 | Pedestrian access..... | 26 |
| 5.0 | Materials Accepted at the HWRCs..... | 26 |
| 6.0 | Materials that are restricted or NOT accepted at HWRCs..... | 27 |
| 6.1 | Asbestos | 28 |
| 6.2 | Plasterboard..... | 29 |
| 6.3 | Hazardous Waste | 29 |
| 6.4 | Clinical Waste and Sharps disposal | 30 |
| 6.5 | Landlord’s Waste | 30 |
| 6.6 | Commercial / Trade Waste | 30 |
| 6.7 | DIY Waste..... | 30 |
| 7.0 | HWRC e-permit scheme..... | 32 |
| | Schedule 3 – Other Waste Services | 33 |
| 1.0 | Asbestos Disposal Scheme | 33 |
| 1.1 | Guidelines | 33 |

| | | |
|-----|--|----|
| 1.2 | Asbestos scheme charges | 33 |
| 2.0 | Charity Waste Recycling Permit (CWRP)..... | 34 |

Introduction

North Northamptonshire Council's Joint Waste and Recycling Policy aims to ensure that refuse and recycling services are provided in an effective and efficient manner in order to maximise recycling and reduce the amount of waste disposed of.

Objectives

The intention of this policy document is to ensure there are clearly defined policies and standards in relation to the collection and disposal of waste and recyclable materials, and the operation of Household Waste Recycling Centres by the Council to avoid uncertainty for residents, customers, Elected Members and Officers of the Council.

The policies have been designed taking into account the waste hierarchy, looking to prevent waste production where possible. If waste is produced, re-use it, then recycle it, then recover it (e.g. for energy recovery) and finally dispose of it.

Schedule 1 – Waste Collection Services

1.0 Bin provision

1.1 *Standard service for individual domestic properties*

The following types of bins are provided*:

| Service Type | Container type | Standard provision | Provision of extra receptacles |
|-------------------------|---|--|--|
| Residual domestic waste | Black wheeled bin | 1 x 180l bin (Any existing 240l bins will be replaced with a 180l bin as appropriate when lost, damaged or unrepairable). | No further bins will be provided free of charge and additional unauthorised bins will be removed. |
| Comingle d Recycling | Blue bin or blue lidded bin | 1 x 240l bin | Additional bins / capacity will be provided free of charge upon request to encourage recycling. |
| Garden waste | Colour as per existing council arrangement CBC/KBC – green bin WBC – brown bin (9 month of the year collection) ENC – brown lidded bin | 1 x 240l bin (chargeable in East Northamptonshire) | Additional bins / capacity will be provided free of charge upon request in Corby, Kettering and Wellingborough. Residents in East Northamptonshire Council area are charged for this collection. Please see https://www.east-northamptonshire.gov.uk/gardenwaste for further information on the service and charges. Additional bins can be provided for which the subscription charge will be applicable. |

| | | | |
|--|---------------------------------|---------------|--|
| Food waste (Corby / East Northants Residents Only) | External food caddy (Green) | 1 x 23l caddy | Please call to discuss additional requirements |
| | Internal kitchen caddy (Silver) | 1 x 5l caddy | |

*Council's will be using up existing stock of wheeled bins before purchasing new bins in line with the colours specified above.

Only official local authority issued receptacles will be emptied.

1.2 Sack Collections

Sack collections will only be provided where the property is not suitable to accommodate wheeled bins.

The standard service for households that remain on sack collections will allow a maximum of two sacks per collection (refuse and recycling). This will also be a kerbside collection. Large families of five persons or more permanently residing at a property will be allowed four sacks per week on request. Requests must be made in writing and will be reviewed annually.

Households that remain on sack collections will have them delivered at regular frequencies and will be provided with the correct amount. No other sacks will be collected except Council provided ones without prior agreement.

1.3 Flats

The preferred method of collection is communal bins but we will consider alternatives if due to reasons of storage capacity or access it is not possible to provide or safely empty communal bins.

The capacity provided per flat will be as follows (either in communal or individual bins):

| | |
|-------------|------|
| Refuse – | 180l |
| Recycling – | 240l |

1.3.1 Food waste provision - flats

Some flat properties are able to participate in the food waste recycling scheme (where provided). Participation in the food waste scheme will be determined on an individual basis. An individual kitchen caddy and communal bin (normally located in a bin storage area) is provided. The size (normally

140l or 180l) and number of the communal bins will depend on the number of flats in the block. These bins will be shared between a number of properties.

1.4 Houses of Multiple Occupancy (HMO's)

Bin capacity provided will be based on the number of Council Tax payers in the property.

Where there is only 1 council tax payer for the property 1 x 180l refuse bin will be provided.

Where there are a number of council tax payers, the property will be assessed for the provision of communal bins rather than individual bins using the capacity detailed in section [6.2](#) (flats)

1.5 Larger Households

For properties with 5 or more permanent residents or 2 children in nappies consideration will be given to providing additional refuse capacity free of charge if required. Each case will be assessed on an individual basis; a waste audit carried out and if an additional capacity is provided, will be subject to annual review and may be removed at any point if it is abused or the property is no longer eligible.

A second recycling bin may be provided before an additional refuse bin is provided if the additional waste is mainly recyclable.

1.6 Places of Worship

Waste and recycling arising from places of worship is treated as ordinary household waste and are entitled to the standard service as detailed in section [1.1](#) and collected on the same frequency.

If the premise hires out such buildings to other persons not connected with the conduct of religious worship (e.g. playgroup, social events), this is a commercial activity and a charge for collection and disposal will be made in these circumstances.

Examples of premises which are classified as places of worship are Anglican churches, Baptist churches, Buddhist temples, Congregational churches, Evangelical churches, Jehovah's Witness kingdom halls, synagogue, mission centres, Methodist churches, Roman Catholic churches, Salvation Army halls, United Reform churches.

1.7 Domestic properties also used for business

Waste produced during any activity for gain or reward, whether on business or domestic premises, whilst self-employed or working for others is classed as commercial waste.

Waste which is generated by a business at a residential property will not be collected through the household waste collection service. A separate arrangement can be made for the collection of this waste through the commercial waste service for which charges for collection and disposal will be made.

1.8 Childminders

If a childminder service is operating from any dwelling, the waste generated shall be contained within the bins and receptacles provided to the standard domestic service. If excess waste is generated beyond the standard collection capacity provided, then it shall be treated as commercial waste. A separate arrangement can be made for the collection of this waste through the commercial waste service for which charges for collection and disposal will be made.

4.0 Materials collected in the wheeled bins / caddies / other services

There are slightly different collection arrangements in North Northamptonshire Council areas. The refuse, comingled recycling and garden waste collections have been harmonised and detailed below in section [4.1](#).

The following are collections are only carried out in some areas:

- Food waste – Corby and East Northamptonshire – see section [4.2](#) for details of the materials collected.
- WEEE – East Northamptonshire currently, Kettering and Corby will be introducing the service during 2021. It is intended that the service will be rolled out in Wellingborough at a later date. See section [4.3](#) for details of the items collected.

4.1 Materials collected in the Residual, Comingled and Garden Waste bins

This information applies all of North Northamptonshire (previously Borough Council of Wellingborough, Corby Borough Council, East Northamptonshire Council and Kettering Borough Council areas)

| RESIDUAL DOMESTIC (BLACK WHEELED BIN) | COMINGLED RECYCLING BIN (GREEN OR BLUE BIN) | GARDEN WASTE BIN (BROWN BIN) |
|--|--|---|
| <ul style="list-style-type: none"> • General household rubbish which can not be recycled or composted • Cat and dog waste (in a bag) • Nappies & incontinence pads (please wrap) • Polystyrene | <ul style="list-style-type: none"> • Aerosols (empty) • Cans (aluminium & steel), tins (food, drink & pet food) • Card / cardboard (including greetings cards) • Catalogues • Directories • Envelopes • Foil (clean) • Glass bottles and jars • Greeting cards • Junk mail / flyers / leaflets • Newspapers & magazines • Paper • Plastic bottles • Plastic packaging (food trays, fruit & vegetable punnets, ice cream tubs, yoghurt pots & margarine tubs) • Wrapping paper (no foil) | <ul style="list-style-type: none"> • Flowers • Grass cuttings, plants and weeds • Hedge and shrub cuttings • Hutch bedding • Leaves • Plants • Prunings • Twigs / woody material (less than 300mm/12 inches thickness) • Weeds |

4.2 Materials collected in the Food Waste Caddies (Corby Borough Council & East Northamptonshire Council areas only)

FOOD WASTE (23l caddy) – this can be contained within a biodegradable liner or loose in your caddy

- Bread, cakes and pastries
- Cooking oils and fats (soak oils into newspapers)
- Egg shells
- Leftover food / out of date or mouldy food
- Meat and fish – raw and cooked including bones
- Nutshells
- Tea bags and coffee grounds

4.3 WEEE (Waste Electrical & Electronic Equipment) Collection Service (East Northamptonshire area only)

WEEE (Waste Electrical and Electronic Equipment)

The following small household WEEE items are collected:

- Hairdryers, hair straighteners, shavers, electric toothbrushes
- Kitchen appliances such as toasters, kettles, hand blenders
- DVD/CD players, radios, MP3 players and remote controls
- Clocks, watches, calculators and torches
- Kettles
- Telephones, cameras
- Laptops
- Small electrical DIY tools such as drills and electric screwdrivers
- Toys (remote control car or drone)
- Chargers

Items should still have the cables attached and all batteries removed.

Please leave any items for collection in a carrier bag by your wheeled bin on either your refuse or recycling collection day.

Only small household items can be collected such as those listed above.

It is intended to roll the service out to Corby and Kettering during 2021 and Wellingborough at a later date when operationally possible.

4.5 Food Caddy Liners

There is no provision for food caddy liners. Residents can use a fully biodegradable compostable liner which are marked as meeting the European standard for compostable packaging – EN13432. These are available for purchase in supermarkets and local shops. Alternatively, caddies can be lined with newspaper.

5.0 Items prohibited from the wheeled bins, boxes and caddies in all areas.

| RESIDUAL DOMESTIC BIN (BLACK WHEELED BIN) | COMINGLED RECYCLING BIN <ul style="list-style-type: none"> • BCW – GREEN OR BLUE BIN • CBC – BLUE OR BROWN BIN • ENC – GREEN OR BLUE LIDDED BIN • KBC – BLUE BIN | GARDEN WASTE BIN <ul style="list-style-type: none"> • BCW -BROWN BIN • CBC – GREEN BIN • ENC – BROWN LIDDED BIN • KBC - GREEN/GREY BIN |
|---|--|--|
| <ul style="list-style-type: none"> • Dry recyclables and compostable organic waste (that is accepted recycling bins / boxes) • Hot ashes • Car parts • Builders rubble / stones • Corrosive materials and liquids such as oil and paint • Soil / Turf • Fluorescent tubes / low energy light bulbs • Electrical and electronic equipment • Pesticides • Batteries • Commercial / trade waste | <ul style="list-style-type: none"> • Plastic sacks (with or without recyclable waste in them) • Nappies & incontinence pads • Carrier bags • Textiles (clothes, bedding, duvets etc) • Egg boxes (plastic) • Flower pots • Cling film • Food waste • Polystyrene • Broken toys • Any other plastics not listed in sections 4.1 & 4.2. | <ul style="list-style-type: none"> • Green waste or food waste contained in any type of plastic bag • Any type of degradable / biodegradable bag/sack (including corn starch bags) • Garden items such as plastic flower pots / trays • Any items that should be in the recycling or residual domestic bins / boxes • Soil / turf • Stones / hardcore / rubble • Large branches (over 10 cm, 4" diameter) • Pieces of wood or fence panels |
| FOOD WASTE (23I or 25I caddy - where provided) <ul style="list-style-type: none"> • Packaging of any sort • Plastic bags | | |

6.0 Frequency of collection

6.1 *Standard Collection Service for Domestic Properties and HMO's*

All domestic bins are collected on an alternate weekly basis unless alternative arrangements have been agreed or for operational arrangements e.g. to facilitate Christmas collections.

The garden waste collection service in the Borough Council of Wellingborough only runs for 9 months of the year on an alternate weekly basis. We are looking to harmonise garden waste collections across North Northamptonshire by 2022.

Food waste caddies are collected weekly.

6.2 *Flats*

The standard collection frequency for flats is fortnightly (refuse and recycling) however it is recognised that due to limited storage in some locations; alternative arrangements may need to be agreed. These will be assessed and agreed individually.

7.0 Collection point

Bins must be placed at the kerbside for collection. For the purpose of this policy the kerbside is where your property meets the public highway. If properties are located down a private driveway / access road then the bins must be presented where the private access road / driveway meets the public highway.

In a small number of cases due to the access or location of a property it may not be possible for residents to place bins near the public highway for collection. Each case will be looked at on an individual basis to agree suitable collection arrangements.

8.0 Collection time

Any bins or boxes must be placed at the kerbside by 6.30am on day of collection, unless the resident is eligible for an assisted collection. They must not be placed out any earlier than 6pm the night before collection. After emptying they must be removed from the highway no later than 8am the following morning.

9.0 Collection day

Information on your day of collection can be found on your Council website. Any changes to collection days will be notified to residents in advance of any changes.

10.0 Excess / Side waste

The following arrangements apply in relation to excess / side waste

10.1 *Black residual domestic waste:*

Excess waste/side waste beside or piled on top of the black residual domestic wheeled bin will not be collected and will be recorded by the collection crew.

10.2 *Co-mingled recycling*

Additional recycling materials for the recycling bin will be collected as long as these are contained in a clear sack next to the bin, or in the case of cardboard flattened and placed next to the bin. Any excess waste put out for collection in black / or dark coloured sacks will not be collected. If you regularly produce excess recycling waste additional recycling capacity can be provided free of charge.

10.4 *Garden waste*

Excess waste will not be collected, with the exception of Christmas trees which can be placed next to your garden waste bin for collection.

10.5 *Food waste*

Excess waste is not collected and should be contained within your external food caddy.

11.0 Bin lids

Wheeled bins will only be collected if the bin lid is closed otherwise it will not be emptied. This is to limit the potential for waste to fall or blow out of the bin when it is being lifted by the bin lift.

12.0 Missed collections

We will only return for missed collections reported within 72 hours of your scheduled collection day. Any missed collections reported after this time will not be collected until the next scheduled collection day unless there are exceptional circumstances agreed at the discretion of the Operations Manager. Missed collections will be collected within 48 hours of report.

If the crew has reported the bin as not out at the time of collection or in the incorrect collection point we will not return to collect it before the next scheduled collection day.

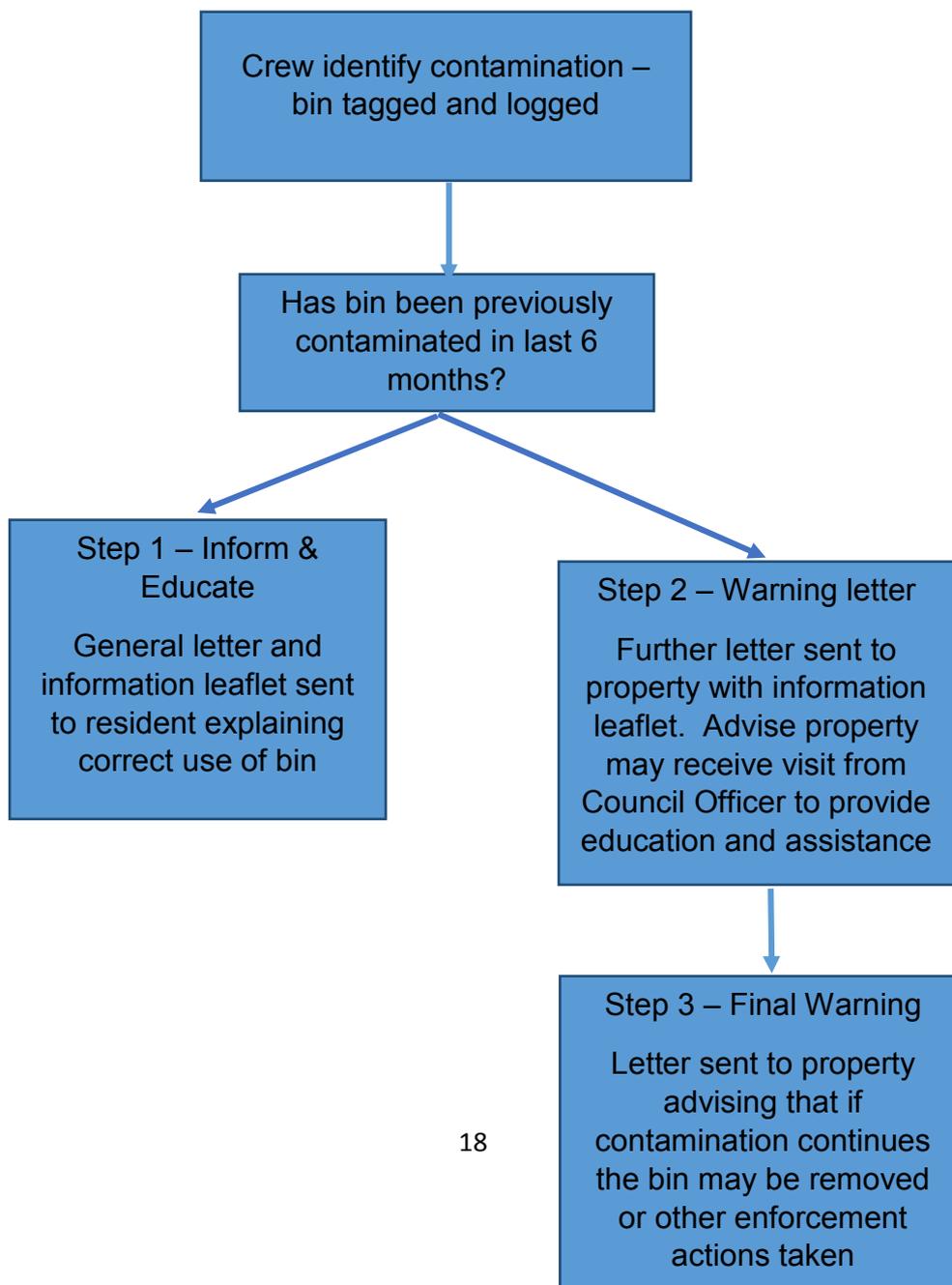
If the bin has been tagged or reported by the crew as too heavy we will not return to empty until your next scheduled collection day and the householder must have removed sufficient material to allow the bin to be safely emptied.

If the bin has been tagged or reported by the crew as contaminated we will not return to empty until your next scheduled collection day and the householder must have removed the contaminated material for the bin to be emptied. Please see section [13.0](#) for further information on contaminated bins.

13.0 Contaminated bins

The collection crew will tag and record contaminated bins. The resident will need to remove the contaminant and put the bin out for collection on their next scheduled collection day. We will not return to collect it before then. Where a resident continually contaminates a bin, the Council will provide information and education to the resident. Should the issue continue will consider restrictions / enforcement action.

The process for dealing with contaminated bins is detailed below:



14.0 Assisted collections

Residents who are unable to safely move a wheeled bin container or recycling box to the required collection point may qualify for an assisted collection by completing an application form, which is approved by an officer. Bins will be collected from your property, emptied and returned.

These collections are designed for those that live alone and are unable to present their waste for collection for one of the following circumstances.

- Permanent Infirmity
- Temporary infirmity (following operations)
- Disability
- Inability to use other available aids (neighbours assistance or wheels for boxes)

Where appropriate, evidence may be requested to prove eligibility to the service. As the service is specific to the applicant it will be necessary for the service to be periodically reviewed to ensure household circumstances do not change in a way that will affect eligibility. Customers no longer requiring assisted collections will be removed from the assisted collection list.

Residents that have an able bodied person living at the premises will be ineligible for an assisted collection. Information will be verified and if false information has been given the service will be removed with immediate effect.

15.0 Overweight bins

Where a crew member cannot safely manoeuvre and position a wheeled bin onto the vehicle, or where the vehicle cannot lift the bin due to the weight of the bin, then it will be left un-emptied and reported by the collection crew. The vehicle bin lifts have a safe working weight limit which crews cannot override.

Where any bin is found to be too heavy the householder will be required to remove sufficient material from the bin and dispose of it in a responsible manner.

Once sufficient weight has been removed, the bin should be presented on the next scheduled collection date. We will not return to empty the bin before the next scheduled collection date.

16.0 Damaged, lost or replacement bins / caddies

Any wheeled bin or caddy that is damaged or destroyed by the councils equipment or staff, or vandalised by another party during the course of their work will be repaired or replaced free of charge. The size of bin provided will be in line with this policy and may not be a like for like replacement.

Any wheeled bin or caddy that is intentionally damaged or destroyed by the property owner must be replaced at their cost.

Bins and caddies will not be replaced if they are in a serviceable condition and it is the householder's responsibility to clean them. Private companies are available to offer this service. The council does not offer a cleaning service or clean bins even if this was not the fault of the current resident.

Where residual bins are lost or stolen from a property they will be replaced with a 180 litre container, as appropriate regardless of whether a 240 litre bin was at the property previously.

Where bins are stored in communal areas and there are issues with people contaminating bins, locks can be provided. A charge will apply for the service for the fitting of the lock and replacement keys a charge will be applied for this service.

Replacement bins may not be new bins, as to encourage recycling and waste minimisation, bins which have been returned which are of an acceptable quality will be cleaned and re-used.

17.0 Provision of smaller bins

Where space is limited or a resident requests they can be provided with a smaller 180l wheeled bin for recycling or garden waste.

18.0 Access issues

Where we are unable to access a road for issues such as parked cars, roadworks, building works, road closures etc. we will attempt to return and collect the bins when we next have a collection crew in the area.

19.0 Severe weather / extraordinary circumstances

During severe weather / extraordinary circumstances (e.g. flooding, pandemics) we will:

- Continue to undertake the regular scheduled collection of waste wherever it is deemed safe to do so.
- The decision on whether it is safe for a refuse collection vehicle to access a specific location/street has to be determined locally by the driver of that vehicle. Among key factors that apply are: road conditions, weather conditions, access past parked cars, risks to public and/or the crew.
- We will try to return and collect missed bins as soon as possible after the scheduled collection date. If this is not possible due to continuing conditions we may suspend some collections to enable us to prioritise collection of residual domestic waste.

20.0 Bulky waste collections

A bulky collection service is available to all domestic properties within North Northamptonshire. A maximum of 5 items can be collected on any one occasion. This is a chargeable service.

These collections are only for items that you would take with you when you move house not fixtures or fittings. A list of items that will be accepted as part of this service is available on the Council's website. All items due for collection must be placed at the nearest access point to the road within your property boundary. If items are left outside please ensure that they are covered in the event of rain.

When attending if items are considered too big or heavy for an operative we have the right to refuse the service.

Collection staff will not go onto private property to make collections unless there are exceptional circumstances, which have been agreed with the relevant department.

If items are not available for collection on the agreed date a fee may be charged for a return visit. 48 hours cancellation notice must be given for any unwanted collections. If notice is not given or operatives arrive at the premises and no items are presented for collection, refunds will not be issued.

21.0 Commercial / Trade Waste

Any waste from a premise used for the purpose of a trade or business is classed as commercial waste and will be subject to a charge for residual and recycling waste. Further information on can be found on your Council website for the services offered. Information on your responsibilities as a business can be found here <https://www.gov.uk/managing-your-waste-an-overview>.

22.0 Waste from premises occupied by a club, society or other organisation

Waste from these premises is treated as commercial waste and charges will apply to the collection and disposal of waste and recycling.

23.0 Waste from residential homes

Waste from these premises is treated as commercial waste and charges will apply to the collection and disposal of waste and recycling.

24.0 Waste from a University, school or other educational establishment

Waste from these premises is treated as household waste. A charge for the collection and disposal of this waste is made as allowed under the Controlled Waste (England and Wales) Regulations 2012 for waste and recycling.

25.0 Waste from Halls or premises used for public meetings (e.g. village hall, community centres)

If the hall is used wholly or mainly for public meetings the waste produced is classed as “Household waste for which a charge for collection may be made”. Waste from these premises will be subject to a collection charge for waste and recycling.

26.0 Clinical waste

Clinical waste is deemed as such by the Controlled Waste Regulations 2012 or by a medical professional such as a Doctor, Consultant or District Nurse. This waste may be hazardous to any person coming into contact with it and therefore must be collected and disposed of appropriately.

26.1 Clinical waste produced by medical practitioners

We are not responsible for the collection and disposal arrangements of clinical waste within the Council's area, if the health authority is undertaking treatment of patients in the home. The health authority must ensure the necessary arrangements are in place for the collection/disposal of this waste themselves or by using a third-party contractor.

Charges apply to these clinical waste collections and cover the cost of collection and disposal of this waste.

Where a medical body requests a clinical waste collection on behalf of a patient, they must provide details for invoices to be sent and charges will be made quarterly in arrears.

26.2 Clinical waste produced by residents

The Council can offer a free of charge collection and disposal service to those residents that are self-administering their treatment and produce clinical waste, such as needles, in their home. A referral from the Health Care Authority will be required to provide the information needed to enable us to undertake the collections safely. This is to ensure the Council's have details of the types of waste to be collected and the likely hazards.

26.3 Clinical waste produced by residents

Any other waste arising from medical, nursing, dental, veterinary, pharmaceutical, investigation, treatment, care teaching or research, or the collection of blood for transfusion, being waste which may cause infection to any person coming into contact with it will be required to be collected as clinical waste. Charges will be made at a commercial collection rate and will cover the cost of special disposal arrangements.

27.0 Hygiene / Offensive waste

Hygiene / offensive Waste is non-clinical waste which can comprise of sanitary towels, nappies and incontinence pads (known collectively as sanpro waste). This waste is not considered hazardous when it originates from a healthy population. Such waste produced by a domestic household should be triple wrapped and placed in the general waste container.

If a large amount of offensive waste is being produced at a household an additional general 180l bin can be supplied. The need for an additional bin in these circumstances will be assessed by an officer and each case will be looked at on an individual basis. The following circumstances will be considered:

Where one or more adults in the household have a condition that causes them to produce a large amount of incontinence pads, adult nappies, soiled clothing and/or bedding.

There are two or more children in the household wearing disposable nappies.

There are one or more children in the household with a medical condition that causes them to produce a large amount of nappies, soiled clothing and/or bedding.

Householders or carers are required to complete an application form before the additional bin can be delivered, in order to have a record of why the additional bin is being supplied. Bins issued on medical grounds or for children in nappies will be reviewed on an annual basis and may require a visit from an officer for assessment, if deemed necessary.

Schedule 2 – Household Waste Recycling Centres

1.0 Site Locations and Hours of Opening

There are four HWRCs in North Northamptonshire; Corby, Kettering, Rushden and Wellingborough.



All sites are open 5 days a week (2 days closed on a rota), all sites are open on a Friday, Saturday and a Sunday.

| Centre | Address | ● = Open ● = Closed | | | | | | |
|----------------|---|---------------------|----|----|----|----|----|----|
| | | Mo | Tu | We | Th | Fr | Sa | Su |
| Corby | Kettering Road, Corby, NN17 3JG | ● | ● | ● | ● | ● | ● | ● |
| Kettering | Garrard Way, Telford Way Industrial Estate, Kettering, NN16 8TD | ● | ● | ● | ● | ● | ● | ● |
| Rushden | Northampton Road (on old A45), Rushden, NN10 6BW | ● | ● | ● | ● | ● | ● | ● |
| Wellingborough | Paterson Road, Wellingborough, NN8 4BZ | ● | ● | ● | ● | ● | ● | ● |

All sites are open 10:00 – 18:00 (summer and winter).

If residents arrive before a site opens, they may be asked to move their vehicle if a traffic queue forms which blocks the highway.

All sites are closed on Christmas Day, Boxing Day, New Year's Day and will close at 2 pm on Christmas Eve.

All sites are open on a bank holiday except where these fall on the centres closed days (see table above).

2.0 Safety at Household Waste Recycling Centres

The HWRCs are operational sites which are open to members of the public. Therefore appropriate health and safety rules are enforced to ensure the safety of staff and residents.

Site rules for residents / visitors to site require people to:

- wear suitable clothing (no open toe footwear);
- use gloves when handling sharp or heavy items;
- place all items in the correct containers;
- co-operate with staff and ask for assistance if needed;
- bring someone along to the site if they are bringing heavy or awkwardly sized items;
- keep children and animals inside your vehicle at all times;
- observe the 5mph speed limit;
- respect staff and other customers;
- comply with all policies such as the e-permit and DIY waste restrictions;
- pay for all commercial and chargeable household waste;
- only park in marked bays or as directed by staff;
- be alert when at a HWRC, and not to use mobile phones or cameras.

Site staff will assist members of the public who request assistance provided that providing assistance will not put either the member of staff, the member of public or other site users at risk.

3.0 Vehicles Access

Commercial-type vehicles and cars towing a trailer (under 1.8m in length) require a free waste e-permit to use waste recycling centres. Please see section [7.0](#) for more information.

All vehicles over 3.5 tonnes laden weight and trailers over 1.8m in length **are not allowed** at any of the recycling centres.

4.0 Pedestrian access

For safety reasons pedestrian access is not permitted at any of the recycling centres.

5.0 Materials Accepted at the HWRCs

The HWRCs are provided for the primary purpose of enabling Northamptonshire’s residents the free disposal of household waste from their homes (i.e. their normal place of residence).

The following waste types can be recycled at the HWRCs:

| | | | | | | | |
|---|------------------|---|--------------------|---|-----------------|---|----------------------------|
|  | foil |  | scrap metal |  | aerosols |  | food tins & drink cans |
|  | garden waste |  | plastic bottles |  | hard plastics |  | mixed glass bottles & jars |
|  | shoes |  | textiles |  | car batteries |  | used engine oil |
|  | small appliances |  | tv's & monitors |  | batteries |  | mixed light bulbs |
|  | large appliances |  | fridges & freezers |  | Books |  | cardboard |
|  | paper |  | cooking oil |  | cartons |  | paint |
|  | soil * |  | plasterboard * |  | wood & timber * |  | hardcore & rubble * |
|  | household waste |  | gas bottles | | | | |

*DIY restrictions apply – see section [6.0](#).

To reduce queues and to maximise recycling residents are asked to pre-sort their waste before visiting the HWRC.

Gas bottles and Fire Extinguishers can be accepted at Corby, Kettering and Rushden sites only.

Cooking oil - Small amounts emptied into a 500ml bottle can also be put into the general waste bin at home.

Residual household waste is any household waste that cannot be recycled. This waste will be sent to landfill or treatment which costs more money than recycling.

The HWRC site staff may require additional verification about the source of waste brought to site for free disposal and they may ask residents to completed a declaration form.

The site staff have discretion to refuse free disposal of waste at the HWRCs.

Intimidating, threatening or abusive behaviour towards staff or other site users will not be tolerated. Action may be taken to pursue offenders and prevent a recurrence.

6.0 Materials that are restricted or NOT accepted at HWRCs

The HWRCs do not accept asbestos, car tyres, whole cars, caravans, trailers, clinical waste and some types of hazardous waste.

| Item | Accepted at all sites | Notes |
|---|------------------------------|---|
| Asbestos | No | See restrictions at household waste recycling centres (link to policy). |
| Plasterboard | Yes | Specific policies apply to DIY waste. See restrictions at household waste recycling centres (link to policy). |
| Chemical and radioactive hazardous waste* | No | Different restrictions for different waste streams |
| Paint | Yes | Not widely promoted but water based paint |
| Fire Extinguishers | No | Can be disposed of at selected sites only: Corby Kettering Rushden |
| Weed Killer | No | The recycling centres do not have the correct chemical storage facilities so cannot accept weed killer. |
| Antifreeze | Yes | Residents are advised to seek a member of staff for help. Must be domestic waste. |
| Oil Filters (automotive) | Yes | Residents are advised |

| | | |
|---------------------------|----------------------|---|
| | | to seek a member of staff for help. Must be domestic waste. |
| Used engine oil | Yes | |
| Caravans and Trailers | No | |
| Car Tyres | No | Recycling Centres are not licensed to recycle tyres. Residents will need to find a private company to do this. |
| Gas Bottles | No | Can be disposed of at selected sites only: Corby Kettering Rushden |
| Clinical Waste and Sharps | No | Residents not able to dispose of sharps or hazardous clinical waste at the household waste recycling centres. Advised to contact doctor or local health authority for advice on disposal. |
| Landlord's waste | No | See restrictions at household waste recycling centres (link to policy). |
| Trade Waste | Yes – selected sites | See restrictions at household waste recycling centres (link to policy). Can be disposed of at selected sites only: • Kettering • Rushden |
| DIY Waste | | See restrictions at household waste recycling centres (link to policy). |

6.1 Asbestos

Asbestos and asbestos bonded materials cannot be disposed of at any of the HWRCs.

Asbestos is a dangerous substance that can cause severe respiratory illness and must be **disposed of with care**. If a resident discovers asbestos or asbestos bonded materials in their home during building work or DIY activities the general advice is to leave it and consult with specialist companies. If the material is damaged or you have to remove it, you must make arrangements for its **safe removal and disposal**.

There are licensed, specialist asbestos removal companies who will arrange for the safe removal and disposal of asbestos.

Alternatively small quantities of 'bonded asbestos', arising from household maintenance and repairs, can be taken by residents to the Council's waste transfer station operated by Suez, located on the Brackmills Industrial Estate (Liliput Road) in Northampton under the Asbestos Disposal Scheme.

Depending on the type of asbestos, a charge may be applied (see [Schedule 3 Section 1.0](#) for further details).

6.2 **Plasterboard**

There are plasterboard recycling facilities at all of the HWRCs. However there are restrictions about how this waste is presented.

Residents should ensure that any plasterboard brought to a HWRC for disposal is:

- stripped of any contaminating material such as wood, tiles and bricks;
- removed from bags and wrappers.

If plasterboard is not completely free of contaminating material it may be refused. Residents should use the checklist below:

| Acceptable | No thank you |
|--|--|
| Plasterboard with wallpaper or paint Plasterboard with foil backing | Tiles Bricks and breeze blocks Batting and fixings |

6.3 **Hazardous Waste**

Hazardous Waste is any liquid or solid material that may cause harm to people or the environment if not disposed of correctly. The following are examples of hazardous waste that people may have at home

| Household products | Garden products | Car products |
|---------------------------|------------------------|---------------------|
|---------------------------|------------------------|---------------------|

| | | |
|--------------------|--------------|-----------------|
| Paint | Weed killers | Antifreeze |
| Oven cleaner | | Oil filters |
| Fire extinguishers | | Used engine oil |

Information on whether these are accepted at the HWRC's can be found in section [6.0](#).

6.4 Clinical Waste and Sharps disposal

Clinical waste classed as hazardous and clinical sharps cannot be accepted for disposal at the household waste recycling centres. Residents should contact their doctor or local health authority for advice on hazardous clinical waste and sharps disposal. The Council can arrange for the collection of clinical waste in certain circumstances as detailed in section [26.0](#).

6.5 Landlord's Waste

Landlords should note that any waste from a property that they own but do not live in, or if waste is created by someone who has been paid to complete the work, the waste is considered to be commercial / trade waste and must be paid for.

6.6 Commercial / Trade Waste

All residents should note that if waste is generated as a result of paying for a tradesperson to do work on their house, then the waste is considered to be trade waste and must be paid for (see <https://www.northamptonshire.gov.uk/councilservices/waste-and-recycling/Pages/trade-or-commercial-waste.aspx> for further information).

6.7 DIY Waste

The maximum number of trips permitted to dispose of DIY waste produced by residents as a result of DIY work on their own home is determined by the type of vehicle.

| Vehicle type | Number of free DIY waste trips per 2 months (60 days) |
|---|--|
| Small cars | 8 trips |
| Large cars Estate cars MPV's People carriers 4x4s without pickup Campervans or minibuses with rear seats and fittings (used for passenger transport) | 4 trips |

| Vehicle type | Number of free DIY waste trips per 12 months (365 days) |
|---|---|
| Pick-ups and crew cabs under 3.5 tonnes gross laden weight | 6 trips as per e-permit scheme |
| Vans under 3.5 tonnes gross laden weight | |
| Campervans and minibuses with rear seats and fittings removed | |
| Horseboxes under 3.5 tonnes gross laden weight | |
| Any medium vehicle towing trailers under 1.8m in length | |

DIY waste (or construction and demolition waste) is large amounts of waste that is generated through building or renovation work in a home or garden.

By law waste types, such as DIY waste, that may be produced through building or renovation work in a resident's own home or garden are classed as 'non-household waste' and the Council does not have to accept these waste types free of charge.

Examples of DIY waste (not a comprehensive list):

- Hardcore, rubble and bricks
- Tiles and ceramics
- Paving slabs
- Plasterboard
- Roofing materials
- Soil, turf and tree trunks from landscaping activities
- Baths, toilets and basins
- Fitted carpets and underlay
- Doors, windows and frames
- Kitchen units and work surfaces
- Built in wardrobes and cupboards
- Shed and fence panels
- Laminate flooring
- Timber and MDF hardboard
- Central heating system components

If a resident wants to make more than the permitted number of visits to dispose of DIY waste then they will be directed you to one of the HWRCs that has a weighbridge and the waste will be treated as chargeable.

The HWRC site staff may require additional verification about the source of waste brought to site for free disposal and they may ask residents to complete a declaration form.

7.0 HWRC e-permit scheme

The electronic permit (e-permit) scheme which is in force at all HWRCs applies to residents taking household waste to the sites in a car towing a trailer or a commercial-type vehicle: residents will require an e-permit to access the HWRCs. The waste e-permit scheme limits a car towing a trailer or commercial-type vehicles to 6 visits over a 12-month period. Residents can apply for a free e-permit, or renew or edit an existing e-permit online at <https://www.northamptonshire.gov.uk/councilservices/waste-and-recycling/Pages/waste-e-permit-scheme.aspx>

Note as a part of the application process, residents must agree to the terms and conditions, of the e-permit scheme, which is strictly for household waste only.

Schedule 3 – Other Waste Services

1.0 Asbestos Disposal Scheme

An asbestos disposal scheme is available for households which is subject to the guidelines and changes detailed below.

1.1 Guidelines

There are strict guidelines for using the Asbestos Disposal Scheme which restrict the amount of asbestos waste that can be disposed using the scheme and the way in which it is presented. Waste will **not** be accepted if it does not fall within these guidelines:

- Only one trip per household is permitted.
- Each individual bonded asbestos sheet/pipe must be wrapped in clear thick gauge polythene sheeting (available from DIY stores) and sealed with tape to prevent the release of dust (maximum length per piece = 1.8 metres).

1.2 Asbestos scheme charges

A subsidised charge is made for the following acceptable items:

- Up to an absolute maximum of 5 sheets of 900mm x 1.80 metres
- Up to an absolute maximum of 9.00 metres run of asbestos (pipe/guttering)
- 1 x asbestos water tank

Information on the applicable charges can be found at <https://www.northamptonshire.gov.uk/councilservices/waste-and-recycling/Pages/Restrictions-at-household-waste-recycling-centres.aspx>.

Items for which **no charge** is made:

- Ironing boards with asbestos iron rest pad (do not remove the pad from the ironing board)
- Small domestic asbestos fire blankets

If a resident has more than the maximum quantities shown, the whole amount is charged at the transfer station's commercial rate and none of the resident's waste will be eligible for disposal under the Scheme at any time.

This scheme is only available for asbestos removed by residents from their own home and is not for trade waste which includes asbestos that residents have paid to have removed from their home.

2.0 Charity Waste Recycling Permit (CWRP)

Organisations that meet the following criteria may request a Charity Waste Recycling Permit (CWRP) by completing an on-line application form issued by North Northamptonshire Council.

Criteria –

- A place of worship, or
- A charity shop selling donated goods originating from domestic property;
- A premises occupied by —
 - a community interest company (being a company which is registered as such with the registrar of companies) which collects goods for re-use or waste to prepare for re-use from domestic property, or
 - a charity or other not for profit body, which collects goods for re-use or waste to prepare for re-use from domestic property.

There is an administration fee for each application based upon the costs incurred by the Council and its contractors in administering this system. The current fee is available on our website at ([Insert Link](#)). Permits are linked to specific vehicles and a Permit is required for each vehicle that uses the site. Permits are valid for twelve months.

Only recyclable waste is permitted to be taken into either Kettering or Rushden Household Waste Recycling Centres in the North Northamptonshire area and it must be weighed separately. Non-recyclable waste must be taken to Sidegate Lane Waste Transfer Station (Sidegate Lane to be confirmed).

Restrictions

Waste that **cannot** be disposed of using a Charity Waste Permit includes –

- Construction, demolition, maintenance or refurbishment waste,
- Packaging waste;
- Waste from garden clearances;
- Waste generated outside North Northamptonshire (will we require a Northamptonshire Charity to hold 2 permits? i.e. one for West and one for North?);
- House clearance waste;
- Any waste items that have been collected in return for a sum of money;
- Any items that have been donated by businesses or not directly from a householder; or
- Any waste that is being delivered to either an HWRC or Sidegate Lane Waste Transfer Station by a company that has been paid.

This list is not exhaustive but as a rule of thumb, no waste other than goods donated from domestic properties or from a place of worship will be accepted

