PICKARD FINLASON partnership

Multi - Professional Design Consultants

Peel Court - Change of Use Application
Spinningfields
Application 08655/FO/2008
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Waste Management proposal – Pursuant to Application Registration

Background

At this stage it is uncertain as to how the offices will be used (occupancy levels etc) so approximate figures for recycling in commercial office environments will be used to determine the number of bins / recycling banks that would be needed for the development.

Advice

Based on an estimated occupancy rate of 330 people (1:14 occupancy rate/ m^2), approximate calculations of waste arisings can be made. A 'good practice' office produces less than 200kg of waste per employee per year[1]. Assuming that this figure of 200kg/ annum is achieved in the proposed office building, this equates to 66 tonnes/ annum, or 1.3 tonnes/ week. Current allocation within the basement bin store area provides for four 1100 litre wheelie bins. The conversion factor for office waste (m^3 into tonnes) is 0.1, which suggests that the weekly 1.3 tonnes of office waste would require 13m^3 of bin capacity, which would require twelve 1100 litre wheelie bins. Assuming that there is only space in the basement for four, these calculations suggest that the building will require three waste collections per week.

In terms of providing facilities for recycling, a 'good practice' office achieves a recycling rate of 60-70%. Based on the calculations above this means that with a 65% recycling rate, the proposed office would need recycling provisions for 0.8 tonnes of waste per week. In terms of waste streams that could be segregated for recycling, materials include;

- Paper
- Card
- Plastic bottles
- Metal
- Tetrapak
- Toner cartridges.

Separate containers for each of these waste streams will be provided to aid for their recycling, as is known, a myriad of different waste container sizes are available which will aid the waste management planning, but will be selected and sizes amended to suit once the occupancy levels and types of business are known e.g. the waste toner container will be much smaller than the waste paper or card container. In a typical office, approximately half of total waste produced will be paper, which may affect the management companies' decision in terms of size of containers in the building's basement. Bearing in mind that most offices require a secure shredding service for commercially sensitive material, which may require them to allow space for two separate waste paper recycling containers. Again this requirement will become more transparent as the lettings progress.

Clearly marked (ideally colour-coded) waste containers and an effective waste contract (bins getting emptied on time will be provided. Should the above allocation become insufficient the management company will consider onsite paper shredding and waste compaction to reduce waste volumes and storage space requirements.

[1] All office waste figures from Building Research Establishment (BRE) Office Toolkit.