

## Checklist 1

	<b>Local Authority requirements and provision of bins and other receptacles.</b>	
1	<p>What are the Local Authority requirements in relation to waste disposal from residential premises?</p> <ul style="list-style-type: none"> <li>• Non-recyclable</li> <li>• Recyclable</li> <li>• Green</li> <li>• Bulky</li> <li>• Clinical/hazardous</li> </ul>	
2	<p><b>HMO:</b> Are there any additional requirements specified in the licence in relation to waste management and disposal?</p>	
3	<p>Are there sufficient bins or receptacles at the premises for each type of waste produced?</p>	
4	<p>If bins are the required receptacle specified by the local authority, are the bins in a suitable condition to prevent the escape of waste?</p> <ul style="list-style-type: none"> <li>• No cracks</li> <li>• No damage</li> <li>• Secure and working lids</li> </ul>	
5	<p>If bins are not the required receptacle specified by the local authority, what receptacles do the tenants use to dispose of waste?</p> <ul style="list-style-type: none"> <li>• Bags – these are normally provided by the local authority on payment or free of charge where the required receptacle type is bags for non-recyclable waste</li> <li>• Boxes – are these in good condition? Can they be secured to prevent waste escaping from them?</li> </ul>	
6	<p>Where are receptacles stored between collections? Note: this needs to be within the boundary of the property.</p> <p><b>For HMO's:</b> is this location secure to prevent litter and fly tipping and far enough away from the living area of the property to prevent odour nuisance etc.</p>	
7	<p>Where are receptacles presented for collection? Is this suitable for the tenants? (Local authorities provide assisted collections so tenants who may</p>	

	<p>be disabled, elderly etc can request this if assistance is needed. An assessment will then take place by the local authority which will approve or change the collection type)</p>	
8	<p>Is the route for waste presentation clear of any hazards, such as cracks in the pavement or overgrown areas?</p>	
9	<p>Has an information sheet been created for the tenants explaining:</p> <ul style="list-style-type: none"> <li>• What waste will be collected by the local authority as part of household waste collections</li> <li>• How waste should be disposed of (e.g. in bins, bags, containers etc)</li> <li>• Where receptacles should be presented for collection</li> <li>• When collections take place</li> <li>• Where to store receptacles between collections</li> <li>• What to do with bulky waste</li> <li>• How to request additional services e.g. green waste collections / clinical waste collections / bulky waste collections etc</li> <li>• Where the nearest Household Waste and Recycling Centre</li> <li>• How to prevent accumulations of waste</li> <li>• How to report missed collections</li> <li>• Who to report damaged receptacles to</li> </ul> <p>Remember: Different districts/boroughs will have different requirements when it comes to household waste collections. There will also be different rules for those who may have moved to the UK from abroad.</p>	