

WASTE DISPOSAL PLAN

Building: St James Studios

Address: 139 Albert Road, Middlesbrough, TS1 2PP

Responsible Person: Jack Atha

Building Manager: Paul Gibson

Date: 12th August 2026

1. PURPOSE

This Waste Disposal Plan sets out the arrangements for the storage, separation and disposal of household waste at the residential apartment building.

All residents are responsible for disposing of their waste correctly and helping to keep the communal bin store clean, safe and hygienic.

2. BIN STORE

The building has a dedicated **internal bin store located on the ground floor**.

The bin store contains a total of **6 large waste bins**:

- **4 × General Waste Bins**
- **2 × Mixed Recycling Bins**

Residents must place waste into the appropriate bin and must not leave waste on the floor or outside the bin store.

3. GENERAL WASTE

General household waste should be placed inside the **general waste bins**.

Examples include:

- Food waste that cannot be recycled.
- Used tissues and kitchen roll.
- Non-recyclable packaging.
- Disposable hygiene products.
- Small items of general household waste.

All waste should be securely bagged before being placed in the bins.

Residents must not place loose waste directly onto the floor.

4. MIXED RECYCLING

The two recycling bins are provided for recyclable household materials.

Generally suitable items include:

- Paper.
- Cardboard.
- Newspapers and magazines.
- Plastic bottles and containers.
- Metal cans and tins.
- Food and drinks packaging where accepted by the local recycling service.

Residents should ensure that recyclable items are **empty and reasonably clean** before placing them into the recycling bins.

DO NOT PLACE IN RECYCLING

- Food waste.
- Liquids.
- General household waste.
- Plastic bags where not accepted by the local scheme.
- Electrical items.
- Batteries.
- Hazardous materials.
- Large items or furniture.

Where residents are unsure whether an item can be recycled, they should check the relevant local authority guidance.

5. CARDBOARD

Cardboard should be flattened before being placed into the recycling bins.

Large cardboard boxes must not be left blocking the entrance to the bin store or around the bins.

Where cardboard is too large to fit safely inside the recycling bin, residents should break it down or use an alternative recycling facility.

6. LARGE ITEMS / FURNITURE

Residents must **not leave furniture, mattresses, electrical appliances or other bulky items in the communal bin store.**

This includes:

- Sofas.
- Beds and mattresses.
- Tables and chairs.
- Large appliances.
- Televisions.
- Large cardboard packaging.

Residents are responsible for arranging appropriate disposal or collection of bulky items.

7. ELECTRICAL ITEMS AND BATTERIES

Electrical equipment, batteries and other electrical waste must not be placed in the general waste or recycling bins unless specifically permitted by the waste collection service.

Residents should use an appropriate recycling facility or collection service.

Particular care should be taken with batteries, which can present a **fire risk** if disposed of incorrectly.

8. HAZARDOUS WASTE

Hazardous materials must not be placed in the communal bins.

This includes, for example:

- Paint.
- Solvents.
- Chemicals.
- Gas canisters.
- Flammable liquids.
- Other hazardous substances.

Residents must arrange appropriate disposal through an authorised facility.

9. BIN STORE MANAGEMENT

The Building Manager / cleaning contractor will be responsible for maintaining the communal bin store.

The bin store should be:

- Kept clean and tidy.
- Adequately ventilated where appropriate.
- Kept free from obstructions.
- Regularly inspected.
- Cleaned as necessary.
- Monitored for overflowing bins or inappropriate waste.

Any damage, leaks, pests or other issues should be reported to the Building Manager.

10. WASTE COLLECTION

Waste and recycling bins will be collected in accordance with the building's agreed collection arrangements.

The Building Manager should monitor collection schedules and ensure that sufficient capacity is available.

Where bins are regularly overflowing, the Building Manager should review the collection frequency and/or number of bins provided.

11. RESIDENT RESPONSIBILITIES

Residents must:

- Use the correct bin.
- Securely bag general waste.
- Flatten cardboard.
- Keep waste inside the bins.
- Not leave rubbish on the floor.
- Not leave bulky items in the bin store.
- Not dispose of hazardous materials in communal bins.
- Report overflowing or damaged bins.
- Keep the bin store clean and accessible.

WASTE DISPOSAL – QUICK REFERENCE

GENERAL WASTE

4 LARGE BINS

Place securely bagged non-recyclable household waste inside.

MIXED RECYCLING

2 LARGE BINS

Place suitable clean and empty recyclable materials inside.

DO NOT LEAVE IN THE BIN STORE

**FURNITURE → MATTRESSES → ELECTRICAL ITEMS → BATTERIES →
HAZARDOUS WASTE → LARGE ITEMS**

Residents are responsible for arranging appropriate disposal of these items.

General waste collection day: Monday

Mixed Recycling collection day: Friday

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Contact Information

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