

Waste Management Plan Template

A Waste Management Plan is to be submitted with development applications for demolition, construction and operational works.

Section 1: Applicant Details	
Name:	
Organisation (if applicable):	
Address:	
Phone number(s):	
Email:	
Signature:	
Date:	

Section 2: Project Details	
Address of development:	
Existing buildings and other structures on site:	
Description of proposed development:	
<p>The Waste Objectives set out in the DCP are aligned with Shellharbour City Council’s Community Strategic Plan and Waste and Sustainable Materials Strategy. The details on this form are the provisions and intentions for minimising waste relating to this development. All records demonstrating the lawful disposal of waste must be retained and kept readily accessible for inspection by regulatory authorities such as Council, NSW EPA or SafeWork NSW.</p>	
<p>The following resources are available to help you prepare and complete your Waste Management Plan. Please review these documents and tools before submitting your application:</p>	
<p><u>NSW EPA Better practice guide for resource recovery in residential developments</u></p>	
<p><u>Shellharbour DCP Chapter 15 - Waste Minimisation and Management</u></p>	

Section 3: Demolition and construction (all types of developments)

Reuse

Provide the estimated volume for each waste type intended for reuse and describe the method or process for reusing these materials onsite.

Type of waste generated:	Estimate volume (m3) or weight (t):	Method of onsite reuse:
Excavation material		
Timber		
Concrete		
Bricks/pavers		
Tiles		
Metal (specify)		
Glass		
Fixtures and fittings		
Floor coverings		
Furniture		
Packaging (used pallets, pallet wrap)		
Garden organics		
Containers (cans, plastic, glass)		
Paper/cardboard		
Other (specify)		

Recycling

Provide the estimated volume for each waste type to be recycled, and identify the recycling contractor and facility that will process these materials.

Type of waste generated:	Estimate volume (m3) or weight (t):	Contractor and recycling outlet to be used:
Excavation material		
Timber		
Concrete		
Bricks/pavers		
Tiles		
Metal (specify)		
Glass		
Fixtures and fittings		
Floor coverings		
Furniture		
Packaging (used pallets, pallet wrap)		
Garden organics		
Containers (cans, plastic, glass)		
Paper/cardboard		
Other (specify)		

Disposal

Provide the estimated volume for each waste type to be disposed of, and list the name and location of the landfill or disposal facility that will be used.

Type of waste generated:	Estimate volume (m3) or weight (t):	Landfill to be used for disposal:
Excavation material		
Timber		
Concrete		
Bricks/pavers		
Tiles		
Metal (specify)		
Glass		
Fixtures and fittings		
Floor coverings		
Furniture		
Packaging (used pallets, pallet wrap)		
Garden organics		
Containers (cans, plastic, glass)		
Paper/cardboard		
Other (specify)		
Hazardous/special waste e.g., asbestos (specify)		
Residual waste		

Plans and drawings

The Waste Management Plan (WMP) must provide measures to minimise and manage waste generated during demolition and construction.

The following checklist is designed to help ensure WMPs are accompanied by sufficient information to allow assessment of the application.

Do site plans detail/demonstrate:

Demolition	YES	NO
The areas to be excavated?	<input type="checkbox"/>	<input type="checkbox"/>
Size and location(s) of waste storage area(s)?	<input type="checkbox"/>	<input type="checkbox"/>
Access for waste collection vehicles?	<input type="checkbox"/>	<input type="checkbox"/>
Types and numbers of storage bins likely to be required?	<input type="checkbox"/>	<input type="checkbox"/>
Signage to facilitate correct use of waste storage facilities?	<input type="checkbox"/>	<input type="checkbox"/>
Construction		
The areas to be excavated?	<input type="checkbox"/>	<input type="checkbox"/>
Size and location(s) of waste storage area(s)?	<input type="checkbox"/>	<input type="checkbox"/>
Access for waste collection vehicles?	<input type="checkbox"/>	<input type="checkbox"/>
Types and numbers of storage bins likely to be required?	<input type="checkbox"/>	<input type="checkbox"/>
Signage to facilitate correct use of waste storage facilities?	<input type="checkbox"/>	<input type="checkbox"/>

The following link provides further information regarding types of waste, state regulations, illegal dumping, litter prevention tools and other resources.

<https://www.epa.nsw.gov.au/Your-environment/Waste>

Section 4: Ongoing operation

Council is the preferred waste collection service provider. However, for multi-dwelling housing and commercial premises, a private (onsite) waste collection contractor may be utilised (conditions apply - refer to Chapter 15 Development Control Plan).

The following definitions are provided to distinguish between waste receptacle types:

Recyclables: Includes paper and cardboard, steel and aerosol cans, aluminium cans, trays and clean foil, rigid plastic containers, glass bottles and jars. Recyclables are collected fortnightly in the kerbside 140L or 240L yellow lid waste receptacle. Minimum waste generation rates for recyclables are 80L/dwelling/week.

Food Organics & Garden Organics (FOGO): Includes raw and cooked food waste and garden organics. FOGO are collected weekly in the kerbside 140L or 240L green lid waste receptacle. Minimum waste generation rates for FOGO are 25L/dwelling/week.

Residual Waste: Includes all items that cannot be recycled or reused such as plastic bags, polystyrene, crockery, Pyrex and glassware and disposable nappies. Residual waste is collected fortnightly in the kerbside 80L, 140L or 240L red lid waste receptacle. Minimum waste generation rates for residual waste are 80L/dwelling/week.

	Recyclables	FOGO	Residual
Amount of material generated (litres/dwelling/week):			
Nominated waste collection service provider:	<input type="checkbox"/> Shellharbour City Council		
	<input type="checkbox"/> Other: _____		
Any reduction due to compacting equipment, vacuum systems or chutes (provide detail):	<input type="checkbox"/> No		
	<input type="checkbox"/> Yes: _____		
Frequency of collections:	<input type="checkbox"/> As per Council provision (fortnightly recycling and residual waste, weekly FOGO)		
	<input type="checkbox"/> Other: _____		
Number and size of storage bins required (If Council, refer to definitions above):			
Floor area required for storage bins (m ²) for commercial and multi-dwelling housing:			

Section 5: Construction Design (Only complete the sections relevant to your development type. You may be required to complete more than one section)

Developments that rely on street bin collection

YES

NO

Do site plans indicate a minimum of 1.5m of legal property frontage for the storage of every 2 bins generated by the development for servicing?

There must be sufficient space for bins to be lined up neatly in a single row along the kerb. The bins may NOT restrict pedestrian or parking access. The collection operator will not get out of the truck to move the presented bins.

All residential developments

Is there sufficient space within the kitchen, or any other appropriate location, for the interim storage of waste?

Is the onsite waste storage area for each dwelling of sufficient size to accommodate recycling, FOGO and residual waste containers?

Are waste bins stored in a suitable location so as to avoid vandalism, nuisance and adverse visual and odour impacts?

Multi-dwelling housing and mixed-use developments

Have public places and common areas been avoided when choosing a location for waste storage containers?

Are waste storage areas positioned and designed to minimise impacts on neighbouring properties and maintain the development's appearance?

Are the waste storage areas or rooms of a size and layout that comfortably accommodate separate recycling, FOGO and residual waste containers?

Do site plans indicate the location of any waste compaction equipment and individual or communal compost containers?

If yes, please provide details of the proposed waste compaction equipment and/or compost containers for the development:

Do site plans indicate an unobstructed path of travel for moving bins from the storage room/area(s) to the identified collection point(s)?

Has the development been designed to allow for onsite access by garbage collection vehicles?

This is only required if bins cannot be collected from a kerbside location. In these instances, the site must be configured so as to allow collection vehicles to enter and exit the site in a forward direction and so that collection vehicles do not impede general access to, from or within the site. Access driveways to be used by collection vehicles must be of sufficient strength to support such vehicles.

Where waste collection will occur onsite, access driveways and internal roads must be designed in accordance with Australian Standard 2890.2-2002 Parking Facilities – Off street commercial vehicle facilities.

Standard vehicle dimensions for collection vehicles can be accessed here: [Waste Collection Vehicle Dimensions](#)

Is the waste management system, including relevant indemnities, binding on all registered owners and/or the owners corporation?	<input type="checkbox"/>	<input type="checkbox"/>
---	--------------------------	--------------------------

This is only required if bins cannot be collected from a kerbside location. Council's contractor will not enter private property with their vehicles unless indemnity against liabilities, losses, damages and other costs arising from the onsite collection services has been provided. Indemnity in writing must be provided prior to the commencement of the waste collection service.

Multi-dwelling housing and mixed-use developments with communal waste storage facilities

Has the waste storage area been integrated into the overall development design with materials matching the external style and quality of the development?	<input type="checkbox"/>	<input type="checkbox"/>
---	--------------------------	--------------------------

Do residents have access to a cold-water supply for cleaning bins and waste storage areas?	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------

Waste storage areas should be designed to be weatherproof and easy to clean with wastewater discharged to sewer, subject to approval from Sydney Water.

Agents of the owners' corporation must take responsibility for the management of waste and recyclable materials generated upon the site. Please provide details of proposed arrangement for the ongoing management, maintenance, and cleaning of all waste management facilities:

Are separate containers provided for recyclables, FOGO and residual waste in the waste storage area?	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------

Are recycling and FOGO containers kept separate from, but close to, residual waste containers to minimise contamination?	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------

Standard and consistent signage must clearly describe how to use the waste management facility, and the types of material that can be deposited into the recycling, FOGO and residual waste bins. Please describe the signage to be used in the waste storage room/area(s) of the development:

Commercial developments, mixed use developments and change of use

Has the location of the designated waste storage area/room(s) been sized to meet the waste and recycling needs of all future tenants?	<input type="checkbox"/>	<input type="checkbox"/>
---	--------------------------	--------------------------

The size and layout of the waste storage room/area(s) should be capable of accommodating any reasonable future change in use of the development.

Is the waste storage room/area(s) able to accommodate bins that are of sufficient volume to contain the quantity of waste generated?	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------

Have separate containers for the separation of recyclables and residual waste been provided in the waste storage room/area(s)?	<input type="checkbox"/>	<input type="checkbox"/>
<i>Standard and consistent signage on how to use the waste management facilities should be clearly displayed.</i>		
Is there safe and convenient access from each tenancy to the waste storage room/area(s)?	<input type="checkbox"/>	<input type="checkbox"/>
Is there step free access between the point at which the bins are collected/emptied and the waste storage room/area(s)?	<input type="checkbox"/>	<input type="checkbox"/>
What arrangements are in place so that the waste storage room is inaccessible to the general public? <hr/> <hr/> <hr/>		
Do site plans indicate the location of the collection point for the emptying of recycling, FOGO (if applicable) and residual waste bins?	<input type="checkbox"/>	<input type="checkbox"/>
Has the development been designed to allow for private onsite access by garbage collection vehicles?	<input type="checkbox"/>	<input type="checkbox"/>
<i>Where waste collection will occur onsite, access driveways and internal roads must be designed in accordance with Australian Standard 2890.2-2002 Parking Facilities – Off street commercial vehicle facilities.</i>		
How are servicing arrangements for the emptying of bins compatible with the operation of any other unloading/loading facilities onsite? <hr/> <hr/> <hr/>		
Do site plans indicate the location of temporary waste and recycling storage areas within each tenancy?	<input type="checkbox"/>	<input type="checkbox"/>
Mixed use developments		
How have commercial tenants been prevented (via signage and other means) from using residential waste bins and vice versa? <hr/> <hr/> <hr/>		