CHAPTER G7: WASTE MINIMISATION AND MANAGEMENT CONTROLS
# Table of Changes

<table>
<thead>
<tr>
<th>Old Section</th>
<th>New Section</th>
<th>Recommended Change</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>-</td>
<td>Insert advisory note text box referring to Council’s Waste Minimisation and Management Guidelines.</td>
<td>The Chapter currently refers to the Guidelines in the text and it would be helpful to include this information upfront for users.</td>
</tr>
<tr>
<td>-</td>
<td>Supporting Documentation</td>
<td>Include Guidelines as supporting documentation.</td>
<td>Although currently referred to in the chapter content, the Guidelines were not available as a source.</td>
</tr>
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Chapter G7: Waste Minimisation and Management Controls

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Amendment history

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<tr>
<th>Version Number</th>
<th>Date Adopted by Council</th>
<th>Commencement Date</th>
<th>Amendment Type</th>
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<tbody>
<tr>
<td>1</td>
<td>14 October 2014</td>
<td>22 October 2014</td>
<td>New</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>Draft</td>
</tr>
</tbody>
</table>
1 Purpose

The purpose of this Chapter is to ensure waste is minimised through increased recovery of resources and improved waste management.

Advisory Note: In addition to the provisions outlined in this Chapter, you must refer to the supporting document: Chapter G7 - Waste Minimisation and Management Guidelines.

2 Application

This Chapter applies to all development in Shoalhaven.

3 Context

Shoalhaven residents and businesses generate a large amount of waste per year to landfill. This waste often contains resources that could be recovered and diverted from landfill. Recovering, recycling and reusing these as secondary resources is a key element in working towards an ecologically sustainable future.

Federal and State Government legislation and strategies guide Council’s approach to waste minimisation and management. The requirements and strategies set waste reduction targets and diverts priority and hazardous waste types from landfill.

Note: ‘Waste’ has the same meaning as the Protection of the Environment Operations Act 1997.

4 Objectives

The objectives are to:

i. Reduce the amount of waste generated and the demand for landfill disposal.
ii. Maximise recovery, reuse and recycling of building/construction materials, household generated waste and industrial/commercial waste.
iii. Assist in achieving Federal and State Government recovery targets and directive outcomes.
v. Minimise the overall environmental impacts and foster the principles of ecologically sustainable development.
vi. Achieve source separation and improve design and location standards, which complement waste collection and management services, offered by Council and/or private service providers.
vii. Encourage building designs and construction techniques which will maximise future resource recovery.
viii. Encourage the use of materials made from recycled products and materials that can be recycled and reused.

ix. Provide on-going management for waste handling and recovery on site (at the source).

5 Controls

<table>
<thead>
<tr>
<th>Performance Criteria</th>
<th>Acceptable Solutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>P1</td>
<td>To ensure that development appropriately accounts for waste generation in a way that meets the objectives of this Chapter.</td>
</tr>
</tbody>
</table>

6 Advisory Information

6.1 Development application documents

Development applications must be accompanied by a waste minimisation and management plan in accordance with the *Waste Minimisation and Management Guidelines* 2009. The Guidelines contain general advice for applications including separation, demolition, construction, design, siting of waste storage and recycling areas, reuse and recovery facilities.

A waste plan provides Council with information relating to the waste generated during:

- demolition; and
- construction; and
- ongoing use of the site/premises; or
- other waste generated by a community, residential, commercial or industrial activity.

Your plan must consider, but is not limited to:

- The type and volume of the waste
- Reuse, recovery and recycling options and intentions
- The scale of the proposed development

The amount of detail required in the plan will depend on the scale of the development. A sample plan is available in the Guidelines.

6.2 Other legislation or policies you may need to check

**Note:** This section is not exclusive and you may be required to consider other legislation, policies and other documents with your application.
## Chapter G7: Waste Minimisation and Management Controls

<table>
<thead>
<tr>
<th>Council Policies &amp; Guidelines</th>
<th>Waste Minimisation and Management Guidelines 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>External Policies &amp; Guidelines</td>
<td>Nil</td>
</tr>
<tr>
<td>Legislation</td>
<td><em>Protection of the Environment Operations Act 1997</em></td>
</tr>
</tbody>
</table>
Waste Minimisation and Management Guidelines

Policy Number: POL12/273 • Adopted: 21/09/2009 • Reaffirmed: 21/05/2013 • Minute Number: MIN09.1301, MIN13.488 • File: 15930E • Produced By: City Services & Operations Group • Review Date: 01/12/2016

1. INTRODUCTION

Waste management is a key element in working towards the principles of ecologically sustainable development. It involves a combination of avoidance, reduction and resource recovery.

A Waste Plan (WP) is to be submitted with Development Applications and / or Construction Certificate Applications and some Exempt and Complying Development.

This section will help you prepare your WP by:

- explaining what a WP is;
- detailing the information you need in your WP;
- providing design and siting information for waste storage and recycling facilities;
- providing an example of a completed WP; and
- providing a WP template for you to use.

2. WHAT IS A WASTE PLAN

A Waste Plan (WP) provides Council with information relating to the waste generated during:

- demolition;
- construction; and
- ongoing use of the site/premises.

Or other waste generated by a community, residential, commercial or industrial activity

For each type of waste, the WP should provide information on the type of waste generated, storage and collection, resource recovery and specific waste systems which may be used depending on the type of development, location, local conditions, requirements and issues.

For the following types of development:

- medium density development;
- residential flat buildings;
- commercial development;
- tourism related development; and
- industrial development
- commercial renovation or refurbishing
- industrial renovation or refurbishing or upgrade

A WP must also include design and siting information for the waste storage and recycling facilities, waste system to be used and the methods to be used to recover resources contained in the waste generated from the ongoing use of the premises.

This information is best provided with your Development Application and must include detailed plans of proposed waste and recycling facilities as well as a completed form at Section 11.2 (refer page 3). If necessary, an explanatory statement can be provided as part of your WP.

3. WHY PREPARE A WASTE PLAN

Submission of a WP is a requirement for most types of development in the Shoalhaven City Council (refer to Section 4 and Exempt and Complying DCP).

A Waste Plan (WP) will reduce the quantity of waste to landfill through maximising resource recovery and by ensuring appropriate waste systems are provided on site.

The completion of the WP will place obligations on the builder in particular to dispose of waste generated, during the construction phase in an environmentally acceptable manner.

Adoption of environmentally acceptable waste management practices may result in significant cost savings to the builder and owner through reduced disposal fees. The key to this is keeping separated waste streams on the building site eg timber, bricks, plasterboard etc. (Refer to Section 9) and when appropriate, using cleared material from the site eg trees and fill, in the landscape plan.

Refer to the current Shoalhaven City Council’s Recycling & Waste Depot Fees and Charges booklet for Weighbridge sites (West Nowra, Huskisson & Ulladulla). Charges may vary slightly for Council’s other Recycling & Waste Depot (Transfer Station) sites. Note that fees and charges are revised annually on 1 July of each year.

4. WHEN TO PREPARE A WASTE PLAN

4.1. Development Applications and Construction Certificate Applications

A WP must be submitted with all types of Development Applications and Construction Certificate applications.

It is important to note that a WP may be required at different stages of the development process depending on the type of development and the waste generated:

- Where a Development Application is required, without the need for a Construction Certificate, a WP must be submitted at Development Application stage.

- Where a Construction Certificate is required, a WP shall be submitted at the Construction Certificate Stage.

- And for an exempt activity see advisory notes (Exempt and Complying DCP).
It should be noted that new commercial and industrial operators must have an approved Waste Strategy in place for their business before commencing operations. This should be indicated in or accompany the WP.

4.2. Exempt Development

A WP may be required in association with Exempt Development carried out in accordance with Schedule 3.1 of the Shoalhaven Local Environmental Plan 2009 – Exempt Development.

A person carrying out exempt development should be familiar with the advisory notes contained in the DCP which relate to the specific type of development to be undertaken. The WP should be submitted prior to the commencement of the works on the site.

4.3. Complying Development

A WP is required for the Development identified as complying development in accordance with Schedule 3.2 of the Shoalhaven Local Environmental Plan 2009 - Complying Development must be carried out in accordance with an approved WP.

5. APPROVING A WASTE PLAN

Council Waste Officers or an Accredited Certifier with appropriate waste qualifications and experience can approve WPs.

A WP must be submitted with a development application and will inform the consent conditions for the development. Where development requires a construction certificate to be issued at a later date, the Development Application must be supported by a concept WP. A detailed WP will be a condition of consent and will be required prior to the issue of a Construction Certificate.

Council will notify applicants of conditions applicable to waste when issuing development consents.

Complying Development Certificates will include conditions identifying the requirements for waste relating to the approved use.

6. WHAT CAN BE RE-USED AND RECYCLED

Some examples of materials and their potential for resource recovery or reuse are provided in the following tables.

**Table 1: Re-use and Recycling Potential for Construction and Demolition Materials**

<table>
<thead>
<tr>
<th>Material</th>
<th>Reuse &amp; Recycling</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bricks</td>
<td>Cleaned for reuse on-site or other projects off-site. Crushed for aggregates, fill or paving sand/gravel.</td>
</tr>
<tr>
<td>Carpet</td>
<td>Use as protection for furniture or equipment. Wool carpet can be mulched and used for landscaping.</td>
</tr>
<tr>
<td>Concrete</td>
<td>Crushed to be used as fill, levelling materials, road base.</td>
</tr>
<tr>
<td>Doors, windows, fittings</td>
<td>Second hand building materials.</td>
</tr>
<tr>
<td>Excavation material</td>
<td>Topsoil can be re-used on site for landscaping. Use balance of material as fill, either on site or off site.</td>
</tr>
<tr>
<td>Material</td>
<td>Reuse &amp; Recycling</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Floor/bracing sheets</td>
<td>Use a formwork. Return whole sheets to supplier. Transport off-cuts to recycling centre for shredding.</td>
</tr>
<tr>
<td>Glass</td>
<td>Transport to glass recyclers. Windows to a second hand building yard.</td>
</tr>
<tr>
<td>Greenwaste</td>
<td>Reuse for landscaping as mulch, wood-chips compost. Firewood.</td>
</tr>
<tr>
<td>Metal (copper pipe, fascia, guttering, roof</td>
<td>Transport to metal recyclers. Strapping to suppliers for reuse.</td>
</tr>
<tr>
<td>sheeting, lead flashing, strapping)</td>
<td></td>
</tr>
<tr>
<td>Overburden</td>
<td>Power screened for topsoil.</td>
</tr>
<tr>
<td>Packaging</td>
<td>Advise suppliers that packaging will be returned. Separate into paper, cardboard, plastic, timber and recycle.</td>
</tr>
<tr>
<td>Paint tins</td>
<td>Clean and take to metal recyclers.</td>
</tr>
<tr>
<td>Pallets</td>
<td>Supplier can recover and re-use. Transport to a recycling centre.</td>
</tr>
<tr>
<td>Plasterboard</td>
<td>Break up and use as a replacement for gypsum in landscaping. Return to supplier. Clean sheets/off cuts returned to manufacturer for reprocessing.</td>
</tr>
<tr>
<td>Roof-tiles</td>
<td>Reuse on-site or off-site. Crushed for landscaping and driveways.</td>
</tr>
<tr>
<td>Rubber (eg under carpets)</td>
<td>Used for safety barriers, speed humps</td>
</tr>
<tr>
<td>Significant trees</td>
<td>Relocated on-site or sold for landscaping off-site.</td>
</tr>
<tr>
<td>Steel/plastic drums</td>
<td>Clean and reuse as storage. Clean and return to supplier for reuse or to recyclers.</td>
</tr>
<tr>
<td>Timber: hardwood (nails removed)</td>
<td>Floorboards, fencing, furniture for reuse on-site or off-site. Sell to timber recycler.</td>
</tr>
<tr>
<td>Timber: other (nails removed)</td>
<td>Formwork, bridging, blocking and propping on site and on other projects. Take to second hand builders yard. Firewood Transport to recycling centre for shredding.</td>
</tr>
<tr>
<td>Underlay – natural</td>
<td>Use in landscaping as compost cover, or mulch.</td>
</tr>
<tr>
<td>Underlay – rubber</td>
<td>Protection for furniture/equipment. Transport to rubber recyclers.</td>
</tr>
</tbody>
</table>
Table 2: Re-use and Recycling Potential for Ongoing Management of Waste

<table>
<thead>
<tr>
<th>Waste</th>
<th>Re-use and Recycling</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Waste</td>
<td>Compost</td>
</tr>
<tr>
<td>Garden Organics</td>
<td>Composted for use in landscaping.</td>
</tr>
<tr>
<td>Household Recyclables</td>
<td>Into Council provided recycling bins.</td>
</tr>
<tr>
<td>Packaging eg take away food outlets</td>
<td>Use biodegradable materials eg paper, cardboard. Provide containers for recycling.</td>
</tr>
<tr>
<td>Office Paper/ Cardboard</td>
<td>To recyclers.</td>
</tr>
<tr>
<td>Toner cartridges</td>
<td>To recyclers.</td>
</tr>
</tbody>
</table>

7. HOW TO ESTIMATE QUANTITIES OF WASTE

A WP requires you to estimate the quantities of waste generated by your activity. This will depend on the type of development - demolished or constructed or ongoing use or other activity. Your own experience and the following information will help you to estimate the quantities of waste involved. This is not a one size fits all calculation and is only a guide. Applicants are encouraged to seek the advice of local service providers to assist with the calculation of waste and the types of waste services/systems which may best suit the waste generating activity and the type of development.

7.1. Demolition

Table 3: Estimated Quantities of Waste during Demolition

<table>
<thead>
<tr>
<th>Building Type</th>
<th>Waste Generated (tonnes)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Sandstone</td>
</tr>
<tr>
<td>3 B/room (120m2) 1940's Weatherboard</td>
<td>12</td>
</tr>
<tr>
<td>3 B/room (120m2) 1920's Brick Home</td>
<td>90</td>
</tr>
<tr>
<td>Block of flats 1960's 3 storey</td>
<td>NA</td>
</tr>
<tr>
<td>Factory 1950's Brick</td>
<td>NA</td>
</tr>
<tr>
<td>Office block 1960's gross building area 9500m2</td>
<td>7410</td>
</tr>
</tbody>
</table>
7.2. Construction

Table 4: Estimated Quantities of Waste during Construction

<table>
<thead>
<tr>
<th>Building Type</th>
<th>Timber</th>
<th>Concrete</th>
<th>Bricks</th>
<th>Gyprock</th>
<th>Sand/soil</th>
<th>Metal</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 B/room Townhouse (100m²)</td>
<td>0.25</td>
<td>0.35</td>
<td>0.55</td>
<td>0.20</td>
<td>1.30</td>
<td>0.05</td>
<td>0.30</td>
</tr>
<tr>
<td>3 B/room brick house (120m²)</td>
<td>0.35</td>
<td>0.40</td>
<td>0.75</td>
<td>0.20</td>
<td>2.50</td>
<td>0.10</td>
<td>0.44</td>
</tr>
<tr>
<td>Block of flats per 1000m²</td>
<td>0.70</td>
<td>6.70</td>
<td>3.20</td>
<td>1.30</td>
<td>28.70</td>
<td>1.30</td>
<td>0.60</td>
</tr>
<tr>
<td>Factory per 1000m²</td>
<td>0.25</td>
<td>2.10</td>
<td>1.65</td>
<td>0.45</td>
<td>4.80</td>
<td>0.60</td>
<td>0.50</td>
</tr>
<tr>
<td>Office block per 1000m²</td>
<td>5.10</td>
<td>18.80</td>
<td>8.50</td>
<td>8.60</td>
<td>8.80</td>
<td>2.75</td>
<td>5.00</td>
</tr>
</tbody>
</table>

The following may also help you estimate quantities of waste from construction:

a) quantify materials for the project;
b) use the margin normally allowed in ordering; and
c) copy these amounts of waste into your WP.

When estimating your waste, the following percentages are building “rule of thumb” and relate to renovations and small home building:

<table>
<thead>
<tr>
<th>Material</th>
<th>Waste as a percent of total material ordered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timber</td>
<td>5-7%</td>
</tr>
<tr>
<td>Plasterboard</td>
<td>5-10%</td>
</tr>
<tr>
<td>Concrete</td>
<td>3-5%</td>
</tr>
<tr>
<td>Bricks</td>
<td>5-10%</td>
</tr>
<tr>
<td>Tiles</td>
<td>2-5%</td>
</tr>
</tbody>
</table>

Converting Volumes into Tonnes

<table>
<thead>
<tr>
<th>Material</th>
<th>Waste as a tonne per m³</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timber</td>
<td>0.5</td>
</tr>
<tr>
<td>Concrete</td>
<td>2.4</td>
</tr>
<tr>
<td>Bricks</td>
<td>1.0</td>
</tr>
<tr>
<td>Tiles</td>
<td>0.75</td>
</tr>
<tr>
<td>Steel</td>
<td>2-4</td>
</tr>
</tbody>
</table>

7.3. Tipping Dockets

You are required to retain all tipping dockets for construction and demolition materials removed for disposal or recycling. These dockets may be inspected by Councils Officers any time up to three years after construction. The waste dockets shall provide sufficient information to confirm which facility received the material for recycling or disposal and the quantities in tonnes or cubic metres.
8. WHERE TO RECYCLE

A WP requires you to indicate how you propose to dispose of your waste. Local service providers can be identified by private waste contractors.

8.1. Shoalhaven City Council Recycling & Waste Depots

Should you wish to use Council’s Recycling & Waste Depots (RWD) to recycle construction and demolition waste, it should be noted that different Depots across Shoalhaven have different infrastructure facilities for recycling. When filling out the WP you will need to be aware of the materials accepted at the Depot you are planning to use. This information will be reflected in the WP and is available from the Council hotline (02) 4429 3374 or Shoalhavens Waste Charges Booklet – for the landfill and recycling depots (WCB).

Depot operating times and contact numbers are provided in the WCB. Note that only Ulladulla, West Nowra, Huskisson depots have weighbridges and accept larger loads. Charges at the remaining depots are applied based on the capacity of the utility, trailer or small truck.

Note: Opening times may vary during public holidays and school holiday periods. Contact Shoalhaven City Council Waste Hotline on 4429 3374 for further information.

8.2. Construction & Demolition Waste Handling Procedures at Depots

<table>
<thead>
<tr>
<th>Table 5: Waste Handling Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Metals</strong> from construction or demolition, eg corrugated iron roofing, steel trusses, beams, girders, aluminium door and window frames, copper piping and appliances which are largely metallic such as dishwashers, ovens, range hoods and hot water systems</td>
</tr>
<tr>
<td>Electrical wiring which contains the plastic flex</td>
</tr>
<tr>
<td>Materials that are considered by the depot staff to be resalable such as:</td>
</tr>
</tbody>
</table>
  - good quality plumbing or electrical fittings, |
  - bathtubs, basins, |
  - doors, windows and |
  - appliances |
  - Timber: good quality, largely de-nailed, | Accepted at all depots (except Bendalong and Lake Conjola) for a nominal fee or no cost |
| Bricks, tiles and concrete separated from all other wastes | Only accepted at West Nowra and Ulladulla – fee apply |
| Clean fill | Only accepted at West Nowra and Huskisson – fees apply |
| Green garden waste for processing (<150mm in diameter) | Accepted at all depots – fees apply |
| Green garden waste for processing (>150mm in diameter) | Only accepted at West Nowra, Ulladulla and Huskisson – fees apply |
Asbestos materials (sheeting, pipes, insulation, etc.) should be separated and wrapped in plastic (call the depot 24hrs prior to delivery) | Only accepted at West Nowra (and small loads at Ulladulla) – fees apply

All other materials including plasterboard, poor quality timber, fittings that cannot be resold or recycled, or any of the above materials in a mixed bin | Accepted at all depots in trucks of less than 4 tonne capacity, or at Huskisson or West Nowra for larger trucks – fees apply

9. DESIGN AND POSITION OF WASTE STORAGE AND RECYCLING FACILITIES ON SITE

9.1. Facilities for Demolition and Construction

Careful on site sorting and storage during demolition and construction makes it possible to re-use many materials either on site or off site. The key to this is keeping waste streams on the building site separate (eg separate timber, bricks, greenwaste).

Sorting

Clearly labelled skips can be successfully utilised on-site, to separate recyclable materials from waste.

On site facilities should:

- be conveniently located to enable easy access for on-site movement and collection;
- have sufficient space for the quantity of waste generated and careful source separation of materials (eg recyclables);
- have sufficient space to contain all materials and storage containers;
- on-site treatment facilities (eg compaction equipment);
- have adequate weather protection (enclosed or undercover where required); and
- be secure and lockable, where appropriate.
- have appropriate signage and labelling

Storage

The following public places must be avoided when choosing a location for waste storage containers:

- roads;
- narrow streets;
- driveway entrances;
- narrow footpaths; and
- on main, arterial, and sub-arterial where stormwater drains would be impeded.

Approval from Council is required if storage is required in the road reserve or any other Council controlled land.
Containers in public places should be:

- safely located;
- clearly visible;
- located in well-lit areas;
- lightly coloured;
- preferably lockable; and
- easily accessible.

9.2. Facilities for the Ongoing Use of a Premises

A WP for the following types of development must address this section:

- medium density development;
- residential flat buildings;
- commercial development;
- tourism related development;
- industrial development;
- commercial renovation or refurbishing;
- industrial renovation or refurbishing or upgrade; and
- Other waste generating activities

Waste storage and handling systems may be:

- Waste storage and recycling areas, where waste and recyclable material are stored in the open and properly screened within the building or the boundary of the property;
- Garbage and recycling rooms, within buildings, for holding waste and recyclable material. Compaction equipment can be provided and rooms could be refrigerated;
- Garbage chute systems, for transporting waste in multi storey buildings;
- Systems, for transporting waste in multi storey buildings; and
- Collection areas, separate from storage areas, where waste is located immediately before collection.

Which system used will depend upon the nature and size of the use and there is no one size fits all. The facilities may also be used in combination and it is important to discuss your waste needs with local waste contractors.

The applicant/developer should not assume the only option is kerbside pickup. There may be other options which should be investigated, and there may be no kerbside service in some areas. These options may provide greater flexibility for collection and capacity and may prove to be more cost effective in the long term.

There are a number of general principles for the design and siting of waste facilities in the ongoing use of a premises. Your WP needs to indicate the following have been addressed, through plans and an accompanying statement if necessary.
**Amenity**

Discreetly locate waste facilities on-site and screen from public view to avoid detracting from the streetscape.

Design and site waste facilities to minimise odour and noise for occupants and people adjacent to the development.

Design and site waste and recycling facilities to be sympathetic with the building design and surrounds.

**Size**

Waste facilities should be of sufficient size for the amount of waste to be generated. This is particularly important in shops, restaurants, offices and industrial premises where waste generation rates should influence the size and layout of waste storage areas.

Capacity is very important where the residential property is to be used for a number of holiday rental units. Holiday rental units may be treated as a commercial operation and the agent or the owner should make sure that the appropriate bin service is purchased. The service must be able to deal with the increased quantities of waste generated during peak periods. In this case the domestic kerbside pickup option may not be appropriate because of the contamination and litter issues created and a private waste contractor may be able to provide a more costs effective and more flexible waste collection system.

The waste storage and recycling facility on site should be of sufficient size to accommodate the waste and recycling containers to be used eg: where Council garbage and recycling containers are proposed to be used, provide waste facilities of sufficient size to accommodate these bins or a baler or larger capacity bins eg 660 litres.

For kerbside collection a 1m separation distance between bins is required to enable service vehicles to empty each bin. Street frontage and traffic needs to be considered for larger developments and other waste systems and providers investigated.

**Access**

Convenient access is required for people to deposit waste and recycling eg for communal waste bins/skips, consider separating pedestrian access and vehicle access.

A realistic travel distance is required for occupants to walk to a waste and recycling facility in order to achieve convenient access to a facility, particularly for residential developments.

Convenient access to the waste collection area is required eg the path of travel for moving bins to the kerb or collection point – no steps, steep grades or uneven surfaces.

Ensure functional arrangements for collection vehicles. Manoeuvrability of the collection vehicles through the street is generally a large-scale subdivision matter. Most applications will relate to an existing street system. Check the traffic requirements. TAKE INTO ACCOUNT EXTRA TRAFFIC AND PARKING ISSUES IN THE STREET DURING HOLIDAY PERIODS.
If access onto the site is required for collection the following matters should be considered:

- The functional placement of waste storage and recycling areas or garbage and recycling rooms;
- Proposed truck sizes (and weight) to be entering the site;
- Driveway widths and adequate height at entranceways;
- Structural capacity of driveway to carry fully loaded waste collection vehicles;
- Turning circles or three point turn arrangements so that vehicles enter and leave the site moving in a forward direction;
- On-site manoeuvrability for all site users; and
- Ensuring legality of access. This could be by the creation of an easement. In some circumstances, private arrangements may be necessary for such on-site collection.

A useful document, providing further information, is the Policy Controls and Procedures for Traffic Generating Developments published by the Roads and Traffic Authority of New South Wales.

**Functional**

Where necessary, ensure the waste facility is suitably enclosed to provide weather protection. If required, provide a secure or lockable waste facility, to prevent vandalism and illegal dumping. Functional arrangements for waste storage within individual premises are necessary. For larger and/or communal facilities, ensure they are well drained, connected to the sewer and easy to clean. Ensure waste facilities and collection areas do not conflict with car parking.

**Safety**

Hazardous, clinical, medical and contaminated waste may be generated in all types of development. These types of waste need special arrangements. Contact should be made with the Council EMO’s and the Environmental Protection Authority (EPA), NSW Health or the appropriate Association for Guidelines and Best Practice in a particular industry eg – dental, medical.

**10. AN EXAMPLE OF A WASTE PLAN**

The following is an example of a Waste Plan for the demolition of a single dwelling and construction of a 6 unit residential development.
10.1. Demolition and Construction

For the following types of development, please complete this form as part of your WP (in addition to the form at 11.1).

- Medium density development;
- Residential flat buildings;
- Commercial development;
- Tourism related development;
- Industrial development;
- Commercial renovation or refurbishing; and
- Industrial renovation or refurbishing or upgrade.

11. YOUR WASTE PLAN

A Waste Plan (WP) for applications that are:

a) subdivisions;
b) single dwellings;
c) dual occupancy dwellings;
d) renovation or minor additions;
e) commercial renovation or refurbishing; or
f) industrial renovation or refurbishing or upgrade

Your WP for the applications listed above will consist of the WP form provided in Section 11.1. This form is also provided as part of the Development Application material provided by Council.

A WP for applications that are:

a) medium density development;
b) residential flat buildings;
c) commercial development;
d) tourism related development;
e) industrial development;
f) commercial renovation or refurbishing; or
g) industrial renovation or refurbishing or upgrade

Your WP for the applications listed above will consist of the one page WP form provided in Section 11.1. This form is also provided as part of the Development Application material provided by Council.
11.1. Demolition and Construction

This form is also included in the Development Application material provided by Shoalhaven City Council.

Waste Minimisation and Management Plan

This plan should be completed for all Development & Construction Certificate applications.

Please complete the following table:
1. Estimate the quantity of waste generated from demolition and/or construction.
2. Indicate the method of recycling or disposal.
3. Nominate how and where the waste will be reused and/or recycled or disposal site.

### Demolition

Note: Please refer to Section 7.1 of the Guidelines for Waste Minimisation and Management for a guide to estimating quantities of waste during demolition.

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### Construction

Note: Please refer to Section 7.2 of the Guidelines for Waste Minimisation and Management for a guide to estimating quantities of waste during construction.

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Privacy Notification – The information on this form is being collected by Council for administrative and assessment purposes. It will be used by Council staff and other organisations for the purpose mentioned and may be included on a public register. Persons identified on this form may at any time, apply to Council for access or amendment of the information.

11.2. Ongoing Use of Premises

For the following types of development, please complete this form as part of your WP (in addition to the form at 11.1).

a) Medium density development;
b) Residential flat buildings;
c) Commercial development
d) Tourism related development;
e) Industrial development;
f) Commercial renovation or refurbsihing; or
g) Industrial renovation or refurbishing or upgrade.

12. GLOSSARY OF TERMS

For the purposes of these guidelines, the following words have the meaning specified.

Collection point means the usual (or agreed) point on the footpath/roadway, or on-site, where garbage and recyclables are loaded onto vehicles.

Collection area means the location where garbage or recyclable material is transferred from a
building's storage containers to a collection vehicle for removal from the site.

**Compostible material** means vegetative material capable of being converted to humus by a biological decay process eg: compost

**Dwelling** means a room or number of rooms occupied or used, or, so constructed or adapted as to be capable of being occupied or used, as a separate domicile.

**Ecologically sustainable development** means development that uses, conserves and enhances the community resources so that the ecological processes on which life depends are maintained and the total quality of life now and in the future can be increased.

**Garbage** means refuse or waste material other than trade waste, effluent, compostible material, greenwaste or recyclable material.

**Garbage and recycling room** means a room where garbage and recycling receptacles are stored, awaiting reuse or removal from the premises.

**Garbage chute** means a duct in which deposited material descends from one level to another within the building, due to gravity.

**Green waste** means vegetative matter including trees, branches, shrubs, cuttings, lawn clippings and untreated timber and wood products.

**Hazardous waste** means any waste that because of its physically, biologically or chemically damaging properties, is capable of causing a danger to the life or health of any living thing if it is released into the environment, and is, or contains, a substance specified in Schedule 1 of the Waste Minimisation and Management Regulation 1996.

**Kitchen Organic Waste** means organic waste from the kitchen and dining areas consisting of vegetable and meat waste.

**Recyclable** means capable of being reprocessed into usable material or re-used.

**Special waste** means a waste that posed or is likely to pose an immediate or long-term risk to human health or the environment. This includes hazardous waste, clinical waste and contaminated waste. Special arrangements need to be made for the management of these wastes.

**Trade waste** means refuse or waste material arising from any trade or industry but excludes liquid waste, demolition waste, building waste, special waste, contaminated waste, green waste or recyclable waste.

**Volume reduction equipment** means devices, which reduce the volume of waste or recyclable material including compressing devices such as compactors and balers, and shredding, pulverising or crushing devices.

**Waste** has the same meaning as in the Protection of the Environment Operations Act 1997.

**Waste cupboard** means a storage area within each dwelling (usually in the kitchen) of a size sufficient to enable source separation of a single days work into garbage, recyclables and compostible material.
Waste Plan means a table showing the volume and type of waste to be generated, stored and treated on site, how the residual is to be disposed of and, if required, how ongoing management will operate.

Waste storage and recycling area means a designated area or a combination of designated areas upon the site of a building for the housing of approved containers to store all waste material (including recyclable material) likely to be generated by the building’s occupants.