



**Consulting.**<sup>TM</sup>  
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University of Newcastle Central Coast Campus  
305 Mann Street, Gosford NSW 2250

## OPERATIONAL WASTE MANAGEMENT PLAN

1/12/2022  
Report No. 4602  
Revision B

Client

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## GLOSSARY OF ABBREVIATIONS AND TERMS

<b>TERM</b>	<b>DESCRIPTION</b>
<i>Baler</i>	A device that compresses waste into a mould to form bales which may be self-supporting or retained in shape by strapping
<i>Bin-carting Route</i>	Travel route for transferring bins from the storage area to a nominated collection point
<i>Collection Area/Point</i>	The identified position or area where general waste or recyclables are loaded onto the collection vehicle
<i>Compactor</i>	A machine for compressing waste into disposable or reusable containers
<i>Composter</i>	A container/machine used for composting specific food scraps
<i>Crate</i>	A plastic box used for the collection of recyclable materials
<i>DA</i>	Development Application
<i>DCP</i>	Development Control Plan
<i>EPA</i>	Environmental Protection Authority
<i>HRV</i>	Heavy Rigid Vehicle described by AS 2890.2-2002 Parking facilities – Off-street commercial vehicle facilities
<i>L</i>	Litre(s)
<i>LEP</i>	Local Environmental Plans guide planning decisions for local government areas
<i>Liquid Waste</i>	Non-hazardous liquid waste generated by commercial premises that must be connected to sewer or collected for treatment and disposal by a liquid waste contractor (including grease trap waste)
<i>Mixed Use Development</i>	A development comprised of two or more different uses
<i>MUD</i>	Multi-Unit Dwellings comprise of a development with more than one dwelling. This ranges from dual occupancies and attached dwellings to high-rise residential developments
<i>Mobile Garbage Bin(s) (MGB)</i>	A waste container generally constructed of plastic with wheels with a capacity in litres of 120, 240, 360, 660, 1000 or 1100
<i>MRV</i>	Medium Rigid Vehicle described by AS 2890.2-2002 Parking facilities – Off-street commercial vehicle facilities
<i>Onsite Collection</i>	When the collection vehicle enters the property and services the development within the property boundary from a designated loading area
<i>Owners Corporation</i>	An organisation or group of persons that is identified by a particular name and acts, or may act, as an entity
<i>Service Bins</i>	Bin set aside to be placed under a chute while the remainder of the bins are being collected

SRV	Small Rigid Vehicle described by AS 2890.2-2002 Parking facilities – Off-street commercial vehicle facilities
WHS	Workplace Health and Safety
Wheel-in wheel-out service	A type of waste collection service offered by local councils where the council waste collection personnel enter the premises to collect the bins and returns them to the property

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# 1 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge Australia's First Nations People as the Traditional Custodians of this land. We pay respect to ancestors and Elders, past and present. We honour Aboriginal and Torres Strait Islander people and their connection to land, waters and seas, and their vital contribution to the vibrant nation that we share, Australia.

## 2 INTRODUCTION

Elephants Foot Consulting (EFC) has been engaged to prepare the following waste management plan for the operational management of waste generated by the University of Newcastle Central Coast Campus located at 305 Mann Street, Gosford NSW 2250.

Waste management strategies and audits are required for new developments in order to support the design and sustainable performance of the building. It is EFC's belief that a successful waste management strategy contains three key objectives:

- i. **Promote responsible source separation** to reduce the amount of waste that goes to landfill by implementing convenient and efficient waste management systems.
- ii. **Ensure adequate waste provisions and robust procedures** that will cater for potential changes during the operational phase of the development.
- iii. **Comply** with all relevant council codes, policies, and guidelines.

To achieve these objectives, this operational waste management plan (OWMP) identifies the different waste streams likely to be generated during the operational phase of the development, as well as how the waste will be handled and disposed, details of bin sizes/quantities and waste rooms, descriptions of the proposed waste management equipment used, and information on waste collection points and frequencies.

It is essential that this OWMP is integrated into the overall management of the building and is clearly communicated to all relevant stakeholders.

### 2.1 SCOPE OF REPORT

This operational waste management plan (OWMP) only applies to the **operational** phase of the proposed development; therefore, the requirements outlined in this OWMP must be implemented during the operational phase of the site and may be subject to review upon further expansion of, and/or changes to the development.

The waste management of the **construction** and **demolition** phases of the development are not addressed in this report. A construction and demolition WMP has been provided separately by EFC.

## 2.2 REPORT CONDITIONS

The purpose of this report is to document an OWMP as part of a development application, which is supplied by EFC with the following limitations:

- Drawings, estimates and information contained in this OWMP have been prepared by analysing the information, plans and documents supplied by the client and third parties including Council and other government agencies. The assumptions based on the information contained in the OWMP is outside the control of EFC,
- The figures presented in the report are an estimate only – the actual amount of waste generated will be dependent on the occupancy rate of the building/s and waste generation intensity as well as the building management's approach to educating residents and tenants regarding waste management operations and responsibilities,
- The building manager will adjust waste management operations as required based on actual waste volumes (e.g., if waste is greater than estimated) and increase the number of bins and collections accordingly,
- The report will not be used to determine or forecast operational costs or prepare any feasibility study or to document any safety or operational procedures,
- The report has been prepared with all due care; however, no assurance is made that the OWMP reflects the actual outcome of the proposed waste facilities, services, and operations, and EFC will not be liable for plans or results that are not suitable for purpose due to incorrect or unsuitable information or otherwise,
- EFC offer no warranty or representation of accuracy or reliability of the OWMP unless specifically stated,
- Any manual handling equipment recommended in this OWMP should be provided at the recommendation of the appropriate equipment provider who will assess the correct equipment for supply,
- Design of waste management equipment and systems must be approved by the supplier,
- EFC cannot be held accountable for late changes to the design after the OWMP has been submitted to Council,
- EFC will provide specifications and recommendations on bin access and travel paths within the OWMP, however it is the architect's responsibility to ensure the architectural drawings meet these provisions,
- EFC are not required to provide information on collection vehicle swept paths, head heights, internal manoeuvring or loading requirements. It is assumed this information will be provided by a traffic consultant,
- Council are subject to changing waste and recycling policies and requirements at their own discretion.

This OWMP is only finalised once the draft watermark has been removed. If the draft watermark is present, the information in the OWMP is not confirmed.



### 3 LEGISLATION & GUIDANCE

Waste management and resource recovery regulation in Australia is administered by the Australian Constitution, Commonwealth laws, and international agreements. State and territory governments maintain primary responsibility for controlling development and regulating waste. The following legislation has been enacted in New South Wales, and provides the lawful underpinnings of this OWMP.

- NSW Environmental Planning & Assessment Act 1979
- NSW Protection of the Environment Operations Act 1997
- NSW Waste Avoidance & Resource Recovery Act 2001

At the local level, councils or Local Government Areas (LGAs) require OWMPs to be included in new development applications. This OWMP is specifically required by:

- Central Coast Council Development Control Plan 2022
- Central Coast Council Local Environmental Plan 2022

The primary purpose of a development control plan (DCP) is to guide development according to the aims of the corresponding local environmental plan (LEP). The DCP must be read in conjunction with the provisions of the relevant LEP.

Information provided in this OWMP comes from a wide range of waste management guidance at the local, state, and federal levels. The primary sources of guidance include:

- Central Coast Council Waste Control Guidelines
- Central Coast Waste Resource Management Strategy 2020-2030
- NSW Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities 2012
- NSW Better practice guide for resource recovery in residential developments 2019
- NSW Waste Avoidance and Resource Recovery (WARR) Strategy 2014-2021
- NSW Waste Classification Guidelines 2014
- Australia's National Waste Policy 2018

#### 3.1 COUNCIL OBJECTIVES

Central Coast Council recognises sustainability as a key component in the design process in order to make efficient use of natural resources, energy, and water throughout its life cycle. In this regard, Councils objectives for new developments include:

- Avoiding the generation of waste through design, material selection and building practices
- Planning for the types, amount, and disposal of waste to be generated during demolition, excavation and construction of development
- Encouraging waste minimisation, including material separation, reuse and recycling
- Ensuring efficient storage and collection of waste and quality designs of facilities

## 4 DEVELOPMENT OVERVIEW

The proposed development falls under the LGA of Central Coast Council, and consists of:

- One (1) building with four storeys (Ground to Level 4/Roof)
  - Two (2) retail units with a total GFA of 134 m<sup>2</sup>
  - Commercial university spaces with a total GFA of 3,840 m<sup>2</sup>

All figures and calculations are based on area schedules as advised by our client and shown on architectural drawings.

### 4.1 SITE LOCATION

The site is located at 305 Mann Street Gosford NSW 2250, as shown in Figure.1 (boundaries are indicative only). The site has frontages to Mann Street/Pacific Highway, Beane Street, and Hills Street. Vehicular access is via Mann Street and Hills Street.

Figure 1. Site Location



Source: Google Maps

## 5 COMMERCIAL AND RETAIL WASTE MANAGEMENT

The following section outlines best practice waste management for the development, including waste generation estimates and waste disposal and collection procedures.

### 5.1 WASTE GENERATION ESTIMATES

Council's Waste Control Guidelines have been referenced to calculate the total number of bins required. Calculations are based on generic figures, and waste generation rates may differ according to the actual waste management practice.

The following table shows the estimated volume (L) of general waste and recyclables that will be generated by the Clinical School & Research Institute.

It is assumed that retail tenancies will share waste bins, the waste storage room, and the waste collection service.

The following estimates are based on a five-day operating week.

Table 1: Estimated Waste and Recycling Volumes

Tenancy	Type	NLA m <sup>2</sup>	Waste Generation Rate (L/100m <sup>2</sup> /Day)	Generated Waste (L/Week)	Recycling Generation Rate (L/100m <sup>2</sup> /Day)	Generated Recyclables (L/Week)
T&L Space	Offices	3056	10	1528.0	10	1528.0
Café	Restaurants/Cafes	50	600	1500.0	100	250.0
Merch	Shops (non-food)	84	50	210.0	15	63.0
<b>TOTALS</b>		<b>3190</b>		<b>3238</b>		<b>1841</b>
Bins and Collections			Bin Size (L)	660	Bin Size (L)	660
			Bins/Week	4.9	Bins/Week	2.8
			Collections/Week	2	Collections/Week	2
			Total Bins	<b>3</b>	Total Bins	<b>2</b>

The following table shows the estimated volume (L) of food waste that will be generated by the Clinical School & Research Institute. City of Sydney's *Guidelines for Waste Management in New Developments* has been referenced. Calculations are based on generic figures, and waste generation rates may differ according to actual waste management practice.

Table 2: Estimated Food Waste Volumes

Tenancy	Type	NLA m <sup>2</sup>	Food Waste Generation Rate (L/100m <sup>2</sup> /Day)	Generated Food Waste
T&L Space	Offices	3056	5	764.0
Café	Restaurants/Cafes	50	100	250.0
Merch	Shops (non-food)	84	5	21.0
<b>TOTALS</b>		<b>3190</b>		<b>1035</b>
Bins and Collections			Bin Size (L)	240
			Bins/Week	4.3
			Collections/Week	2
			Total Bins	<b>3</b>

## 5.2 BIN SUMMARY

Based on the estimated waste generated by the retail and commercial tenancies, the recommended bin quantities and collection frequencies are as follows:

<b><u>General Waste:</u></b>	3 x 660L MGBs collected <b>2 x weekly</b>
<b><u>Cardboard/Paper Recyclables:</u></b>	1 x 660L MGBs collected <b>2 x weekly</b>
<b><u>Commingled Recyclables:</u></b>	1 x 660L MGBs collected <b>2 x weekly</b>
<b><u>Food Waste:</u></b>	3 x 240L MGBs collected <b>2 x weekly</b>

Bin sizes, quantities, and/or collection frequencies may be modified by the building manager once the proposed development is operational. Building management will be required to negotiate any changes to bins or collections with the collection service provider. Seasonal peak periods such as public and school holidays should also be considered.

## 5.3 WASTE DISPOSAL PROCEDURES

Waste and recycling receptacles should be made available within each teaching/learning space and common areas for convenient disposal.

On completion of each trading day or as required, nominated staff or contracted cleaners will circulate the building after hours and empty the waste and recycling bins. The cleaners will then transport the general waste and recyclables to the waste collection room on Ground and place into the appropriate collection bins (see APPENDIX A.1). Waste will not be compacted, and recyclables are not baled.

The café will be responsible for their back of house waste management bins during daily operations. At the end of each trading day, staff/cleaners will transport the waste and recyclables to the waste collection room on Ground level.

## 5.4 WASTE COLLECTION PROCEDURES

A private waste collection contractor will be engaged to service the retail waste and recycling bins per an agreed schedule. On the day of service, a private waste collection vehicle will enter the site from Mann Street and park in the loading/services zone. The building caretaker will provide the driver with access to the waste room. Once the bins are serviced, the collection vehicle will exit the site onto Hills Street in a forward direction.

## 5.5 CONCLUSION OF KEY MITIGATION MEASURES

Students, attendees and staff will be provided with waste, recycling and food receptacles to decant into the required bins with the aid of adequate signage and markings. Cleaners and staff will monitor the fullness of bins, to be transported to the bin collection room into the larger 660L and 240L receptacles. Food and beverage tenancies will also manage their BOH waste, recycling and food wastes, transporting these to the bin room for collection by a private contractor. Wastes, and recyclables can be effectively managed by the strategy listed within this OWMP.

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## 5.6 OTHER WASTE MANAGEMENT CONSIDERATIONS

Based on the types of tenancies anticipated for this development, the following waste management practices are recommended.

### 5.6.1 FOOD WASTE

During daily operations staff will be responsible for the collection of food waste back of house. At the end of the day, nominated staff or cleaners will bring the food waste bins to the central food waste area for collection.

Should the café generate at least 50 litres per day of meat, seafood or poultry waste must have that waste collected daily or must store that waste in a dedicated and refrigerated waste storage area until collection.

The building management will be responsible for providing either an on-site food waste processing system or food waste bins and collection service through a private contractor.

### 5.6.2 BATHROOMS

Washroom facilities should be supplied with collection bins for paper towels (if used). Sanitary bins for female restroom facilities must also be arranged with an appropriate contractor.

### 5.6.3 PRINTING & PHOTOCOPYING ROOMS

It is recommended that printing rooms and photocopying rooms are supplied with bins for the collection of paper, as well as separate receptacles for ink toner cartridges for recycling. The cleaners or nominated staff are responsible for monitoring these bins and ensuring the items are collected and recycled by an appropriate contractor.

### 5.6.4 SOFT PLASTICS PROCEDURES

The University of Newcastle runs a soft plastics recycling program at some of its locations. It is recommended that this site adopt the program to allow for maximum materials recovery and landfill avoidance.

### 5.6.5 LIQUID WASTE

Liquid wastes such cleaning products, chemicals, paints, and cooking oil, etc., will be stored in a secure space that is bunded and drained to a grease trap in accordance with State government authorities and legislation.

### 5.6.6 PROBLEM WASTE

The building manager is responsible for making arrangements for the disposal and recycling of problem waste streams with an appropriate contractor. Problem wastes cannot be placed in general waste as they can have adverse impacts to human health and the environment if disposed of in landfill. Retail and Commercial tenants will need to liaise with the building manager when disposing of problem waste streams.

Problem waste streams include:

- Chemical Waste
- Liquid wastes
- Toner cartridges
- Lightbulbs
- eWaste
- Batteries

## 6 STAKEHOLDER ROLES & RESPONSIBILITIES

The following table demonstrates the primary roles and responsibilities of the respective stakeholders:

Table 3: Stakeholder Roles and Responsibilities

Roles	Responsibilities
Management	<ul style="list-style-type: none"> <li>• Ensure all waste service providers submit monthly reports on all equipment movements and waste quantities/weights;</li> <li>• Organise internal waste audits/visual assessments on a regular basis</li> <li>• Purchase any on-going waste management equipment or maintenance of equipment once building is operational; and</li> <li>• Manage any non-compliances/complaints reported through waste audits.</li> </ul>
Building Manager or Waste Caretaker	<ul style="list-style-type: none"> <li>• Coordinate general waste and recycling collections;</li> <li>• Clean and transport bins as required;</li> <li>• Organise replacement or maintenance requirements for bins;</li> <li>• Organise, maintain and clean the waste holding area;</li> <li>• Organise bulky goods collection when required</li> <li>• Investigate and ensure prompt clean-up of illegally dumped waste materials.</li> <li>• Prevent storm water pollution by taking necessary precautions (securing bin rooms, preventing overfilling of bins)</li> <li>• Abide by all relevant WH&amp;S legislation, regulations, and guidelines;</li> <li>• Provide staff/contractors with equipment manuals, training, health and safety procedures, risk assessments, and PPE to control hazards associated with all waste management;</li> <li>• Assess any manual handling risks and prepare a manual handling control plan for waste and bin transfers;</li> <li>• Ensure site safety for residents, children, visitors, staff and contractors; and</li> <li>• Ensure effective signage, communication and education is provided to occupants, tenants, maintenance staff, and cleaning contractors.</li> </ul>
Retail/University Staff	<ul style="list-style-type: none"> <li>• Manage the back of house storage of generated waste and recycling during daily operation.</li> <li>• Correctly separate waste and recycling streams; bag general waste and ensure recyclables are not bagged.</li> <li>• Flatten cardboard within the recycling bin.</li> <li>• If required, arrange for storing used and unused cooking oil in a bunded area,</li> <li>• Organise grease interceptor trap servicing,</li> <li>• Ensure dry basket arrestors are provided to the floor wastes in the food preparation, and</li> <li>• Ensure the suitable storage for chemicals, pesticides and cleaning products waste back of house.</li> </ul>
Waste Collection Contractor	<ul style="list-style-type: none"> <li>• Provide a reliable and appropriate waste collection service;</li> <li>• Provide feedback to building managers/residents regarding contamination of recyclables; and</li> <li>• Work with building managers to customise waste systems where possible.</li> </ul>
Gardening/Landscaping Contractor	<ul style="list-style-type: none"> <li>• Remove all garden organic waste generated during gardening maintenance activities for recycling at an offsite location.</li> </ul>
Developer	<ul style="list-style-type: none"> <li>• Purchase all equipment required to implement this OWMP prior to the occupation of the building to be provided to the strata/ owners corporation.</li> </ul>

## 7 SOURCE SEPARATION

Better practice waste management includes the avoidance, reuse, and recovery of unwanted items, which can be achieved through source separation. The table below outlines what is typically included in various waste streams and how they can be managed. Refer to your local council for a list of accepted materials. Planet Ark can be accessed online to find other facilities that recover unwanted items.

Table 4: Operational Waste Streams

Waste Stream	Description	Typical Destination	Waste Stream Management
<b>General Waste</b>	The remaining portion of the waste stream that is not recovered for reuse, processing, or recycling. May include soft plastics, food scraps, polystyrene, etc.	Landfill	Waste should be bagged before placing in the designated waste bins.
<b>Paper and Cardboard Recyclables</b>	Cardboard and paper products are recyclable materials that can be re-processed into new products.	Resource Recovery Centre	Cardboard should be flattened before placing in the designated cardboard bin.
<b>Commingled Recyclables</b>	A mixture of items that are commonly recycled usually segregated through a MRF. Typically include food and beverage containers (e.g. aluminium, glass, steel, hard plastics, cartons).	Materials Recovery Facility (MRF)	Commingled recyclables must not be bagged, and instead should be placed loosely in the designated recycling bins.
<b>Secure Documents</b>	Secure documents are printed paper materials that contain sensitive information.	Recycling Facility	Secure documents are placed in allocated secure document bins. Private contractor removes bins from site.
<b>Green Waste</b>	Green waste consists of unwanted organic materials that are easily biodegradable and/or compostable (e.g. lawn clippings, branches)	Resource Recovery Centre	Landscape Maintenance Contractors will remove the green waste from site during scheduled maintenance.
<b>Food Waste</b>	Food waste consists of unwanted or uneaten kitchen scraps that are easily compostable/biodegradable (e.g. vegetable peels, fruit rinds, coffee grounds).	Composting facility or Landfill	Food waste can be composted on-site, off-site, or else included in the general waste stream.
<b>Electronic Waste</b>	Discarded e-waste, electronic components and materials such as computers, mobile phones, keyboards, etc.	Resource Recovery Centre	Building manager arranges collection of e-waste by private contractor as required.
<b>Bulky Items</b>	Items that are too large to place into general rubbish collection. This includes disused and/or broken furniture, mattresses, white goods, etc.	Resource Recovery Centre or Landfill	Building manager arranges collection of bulky items as required.
<b>Sanitary Waste</b>	Feminine hygiene waste generated from female bathrooms.	Incineration or Landfill	Sanitary bins are serviced by sanitary waste contractor.
<b>Other</b>	Other recyclable items that require special recovery may include ink cartridges, batteries, chemical waste, fluorescent tubes, etc.	Resource Recovery Facility	Building manager arranges collection by appropriate recycling services when required.



## 8 EDUCATION

Educational materials encouraging correct separation of general waste and recyclables must be provided to each commercial/retail tenant. This should include the correct disposal process for bulky waste such as old furniture, large discarded items, and other materials including electronic and chemical wastes. It is recommended that the building caretaker provides information in multiple languages to support correct behaviours, and to minimise the possibility of contamination in communal waste bins.

### 8.1 SIGNAGE

Signage and education are essential components to support best practice waste management including resource recovery, source separation, and diversion of waste from landfill.

Signage should include:

- Clear and correctly labelled waste and recycling bins,
- Instructions for separating and disposing of waste items. Different languages should be considered,
- Locations of, and directions to, the waste storage areas with directional signs, arrows, or lines,
- The identification of all hazards or potential dangers associated with the waste facilities, and
- Emergency contact information should there be issues with the waste systems or services in the building.

The building manager is responsible for waste room signage including safety signage. Appropriate signage must be prominently displayed on doors, walls and above all bins, clearly stating what type of waste or recyclables is to be placed in each bin.

All signage should conform to the relevant Australian Standards.

### 8.2 POLLUTION PREVENTION

Building management shall be responsible for the following to minimise dispersion of site litter and prevent stormwater pollution to avoid impact to the environment and local amenity:

- Promoting adequate waste disposal into the bins
- Securing all bin rooms (whilst affording access to staff/contractors)
- Prevent overfilling of bins, keep all bin lids closed and bungs leak-free
- Taking action to prevent dumping or unauthorised use of waste areas
- Require collection contractor/s to clean up any spillage when clearing bins

## 9 WASTE ROOMS

The areas allocated for waste storage and collection areas are detailed in the table below, and are estimates only. Final areas will depend on room and bin layouts.

Table 5: Waste Room Areas

Level	Waste Room Type	MGBs	Estimated Area Required (m <sup>2</sup> )	Actual Area Provided (m <sup>2</sup> )
G	Communal Waste Room	3 x 660L MGBs general waste 1 x 660L MGBs paper/cardboard 1 x 660L MGBs commingled recyclables 3 x 240L MGBs food waste	13	32.5

EFC recommends bins sizes, collection frequencies and/or equipment for best practice waste management at this site, however EFC also acknowledges there are a range of other suitable options that may alter waste room requirements (e.g. floor area, accessibility, head height, etc.)

The waste room areas have been calculated based on equipment requirements and/or bin dimensions with an additional 70% of bin GFA factored in for manoeuvrability.

In addition, all doorways and passageways facilitating the movement of bins and/or bulky waste items must be at least 1500mm wide per NSW EPA guidelines. The following table provides further waste room requirements.

Table 6: Waste Room Requirements

Waste Room Type	Waste Room Requirements
Communal Bin Room	<ul style="list-style-type: none"> <li>Bins should be arranged so that all bins are accessible. Bins are not to be placed in front another or in such a way as to restrict access to the other bins for use.</li> <li>Bin room should be safe for residents to access</li> </ul>
Bulky Goods Waste Storage Room	<ul style="list-style-type: none"> <li>May be a dedicated room or screened area within another waste room</li> <li>Must be in close proximity to the collection area.</li> <li>Area must also be allocated for the segregation of e-waste, gas bottles, cardboard, etc.</li> <li>Doorway should be a minimum of 1500mm wide.</li> </ul>
Retail/Commercial Waste Room	<ul style="list-style-type: none"> <li>In order to ensure staff safety, all bins should be arranged so they can be accessed without moving another bin</li> </ul>

## 10 BIN MOVING PATHS

The building caretaker is responsible for the transportation of bins as required from their designated operational locations to the bin holding room as required and returning them once emptied to resume operational use.

Transfer of bins should minimise manual handling where possible, as bins become heavy when full. The building manager must assess manual handling risks and provide any relevant documentation to key personnel.

The routes along the bin moving path should;

- Allow for a continuous route that is wholly within the property boundary.
- Be free from obstruction and obstacles such as steps and kerbs.
- Be constructed of solid materials with a non-slip surface
- Be a minimum of 300mm wider than the largest bin used onsite.
- If bins are moved manually, the route must not exceed a grade of 1:14.
- If a bin moving device is used, the route cannot exceed the maximum operating grade of the device. This is typically a grade of 1:4, however this will vary depending on the model of bin moving device acquired for the site.

The developer is responsible for supplying all equipment required for moving bins this includes any bin lifters, bin moving devices and waste transfer bins. This equipment must be new and appropriate for the site. The developer should contact a bin-tug, trailer or tractor consultant to provide equipment recommendations.

Once the site is operational (and the developers is no longer involved) the building proprietors/strata/ owners corporation will be responsible for maintaining, repairing and replacing waste management equipment.

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## 11 CONSTRUCTION REQUIREMENTS

Waste room construction must comply with the minimum standards as outlined in the *Central Coast Council Development Control Plan 2022*, in order to minimise odours, deter vermin, protect surrounding areas, and make it a user-friendly and safe area.

The *NSW Better Practice Guide for Resource Recovery in Residential Developments (2019)* also states that better practice bin storage areas should achieve more than the minimum compliance requirements, which are as follows:

- Ensuring BCA compliance, including ventilation. Where required, ventilation system must comply with AS1668.4-2012 The use of ventilation and air conditioning in buildings.
- Ensuring storage areas are well lit (sensor lighting preferred) and have lighting available 24 hours a day.
- Provision of bin washing facilities, including taps for hot and cold water provided through a centralised mixing valve. The taps must be protected from bins and be located where they can be easily accessed even when the area is at bin capacity.
- Floor constructed of concrete at least 75mm thick.
- Floor graded so that any water is directed to a sewer authority approved drainage connection to ensure washing bins and/or waste storage areas do not discharge flow into the stormwater drain.
- Provision of smooth, cleanable and durable floor and wall surfaces that extend up the wall to a height equivalent to any bins held in the area.
- Ensuring ceilings are finished with a smooth-faced non-absorbent material capable of being cleaned.
- All surfaces (walls, ceiling and floors) finished in a light colour.

### 11.1 ADDITIONAL CONSIDERATIONS

- Waste room floor to be sealed with a two-pack epoxy;
- All corners coved and sealed 100mm up, this is to eliminate build-up of dirt;
- Tap height and light switch height of 1.6m;
- Storm water access preventatives (grate);
- All walls painted with light colour and washable paint;
- Equipment electric outlets to be installed 1700mm above finished floor level;
- Optional automatic odour and pest control system installed
- If 660L or 1100L bins are utilised, 2 x 820mm (minimum) double-doors must be used;
- All personnel doors are hinged, lockable and self-closing;
- Conform to the Building Code of Australia, Australian standards and local laws; and
- Childproofing and public/operator safety shall be assessed and ensured
- Waste and recycling rooms must have their own exhaust ventilation system either;
  - Mechanically - exhausting at a rate of 5L/m<sup>2</sup> floor area, with a minimum rate of 100L/s minimum; Mechanical exhaust systems shall comply with AS1668.4.2012 and not cause any inconvenience, noise or odour problem or
  - Naturally - permanent, unobstructed, and opening direct to the external air, not less than one-twentieth (1/20) of the floor area.

## 12 USEFUL CONTACTS

EFC does not warrant or make representation for goods or services provided by suppliers.

### LOCAL COUNCIL

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Central Coast Customer Service      Ph: (02) 4306 7900      E: [ask@centralcoast.nsw.gov.au](mailto:ask@centralcoast.nsw.gov.au)

### PRIVATE WASTE COLLECTION PROVIDER

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Capital City Waste Services      Ph: 02 9599 9999      E: [service@ccws.net.au](mailto:service@ccws.net.au)  
Remondis      Ph: 02 9032 7100  
Suez Environmental      Ph: 13 13 35  
Wastewise NSW      Ph: 1300 550 408      E: [admin@wastewise.com.au](mailto:admin@wastewise.com.au)

### BIN MOVING DEVICE SUPPLIERS

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Electrodrive      Ph: 1800 333 002      E: [sales@electrodrive.com.au](mailto:sales@electrodrive.com.au)  
Sitecraft      Ph: 1300 363 152      E: [sales@sitecraft.com.au](mailto:sales@sitecraft.com.au)  
Spacepac      Ph: 1300 763 444

### ORGANIC DIGESTERS AND DEHYDRATORS

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Closed Loop      Ph: 1300 762 166      E: [contact.australia@feedtheorca.com](mailto:contact.australia@feedtheorca.com)  
Orca  
Soil Food      Ph: 1300 556 628  
Waste Master      Ph: 1800 614 272      E: [hello@wastemasterpacific.com.au](mailto:hello@wastemasterpacific.com.au)

### COOKING OIL CONTAINERS AND DISPOSAL

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Auscol      Ph: 1800 629 476      E: [sales@auscol.com](mailto:sales@auscol.com)

### ODOUR CONTROL

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EF Neutralizer      Ph: 1300 435 374      E: [info@elephantsfoot.com.au](mailto:info@elephantsfoot.com.au)

### SOURCE SPERATION BINS

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Source Separation Systems      Ph: 1300 739 913      E: [info@sourceseparationsystems.com.au](mailto:info@sourceseparationsystems.com.au)

### MOBILE GARBAGE BINS, BULK BINS AND BIN EQUIPMENT

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SULO      Ph: 1300 364 388      E: [sales@sulo.com.au](mailto:sales@sulo.com.au)  
OTTO Australia      Ph: 02 9153 6999

### CHUTES, COMPACTORS AND EDIVERTER SYSTEMS

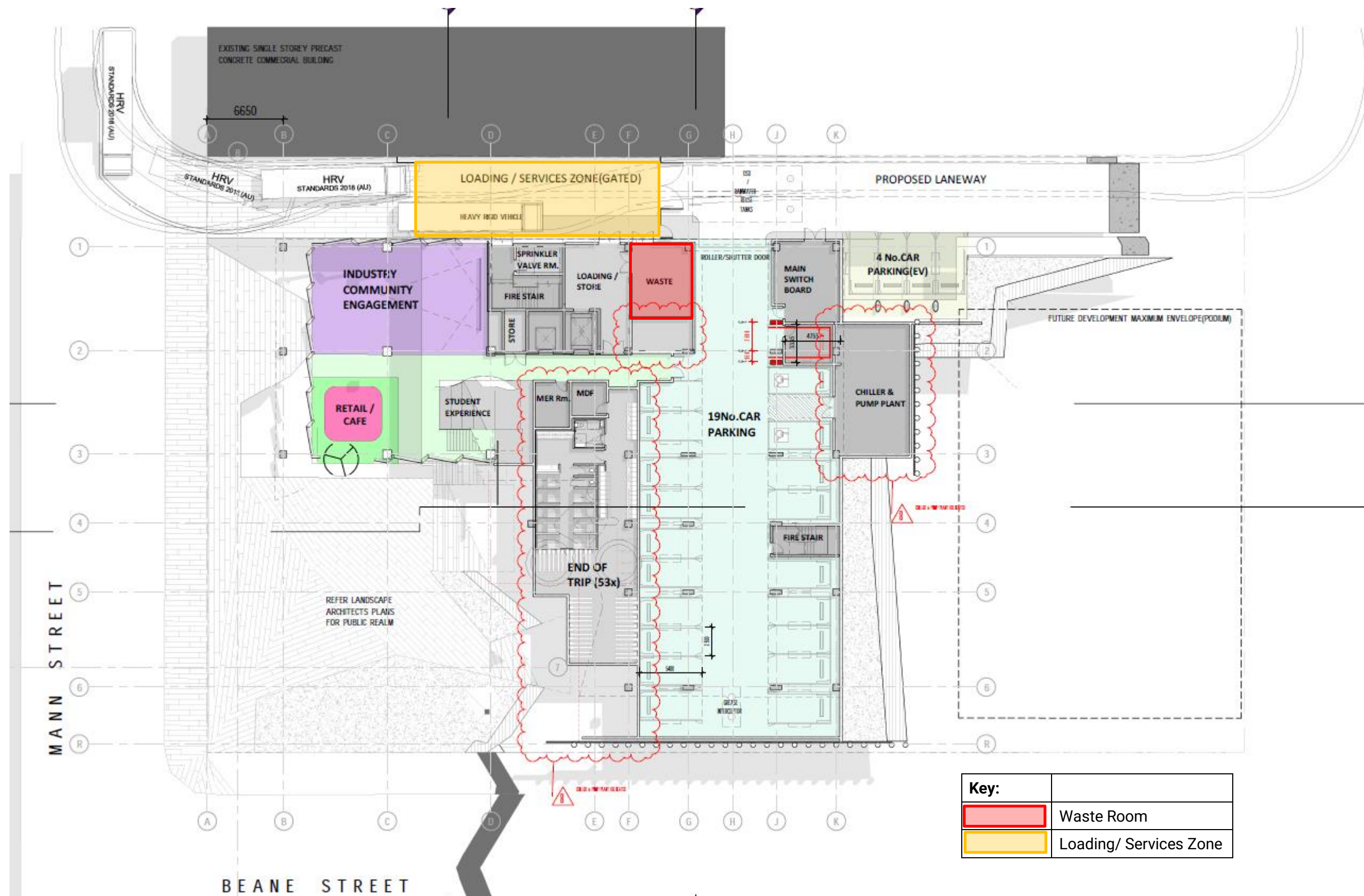
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Elephants Foot      Ph: 1800 025 073      E: [info@elephantsfoot.com.au](mailto:info@elephantsfoot.com.au)

APPENDIX A: ARCHITECTURAL PLANS

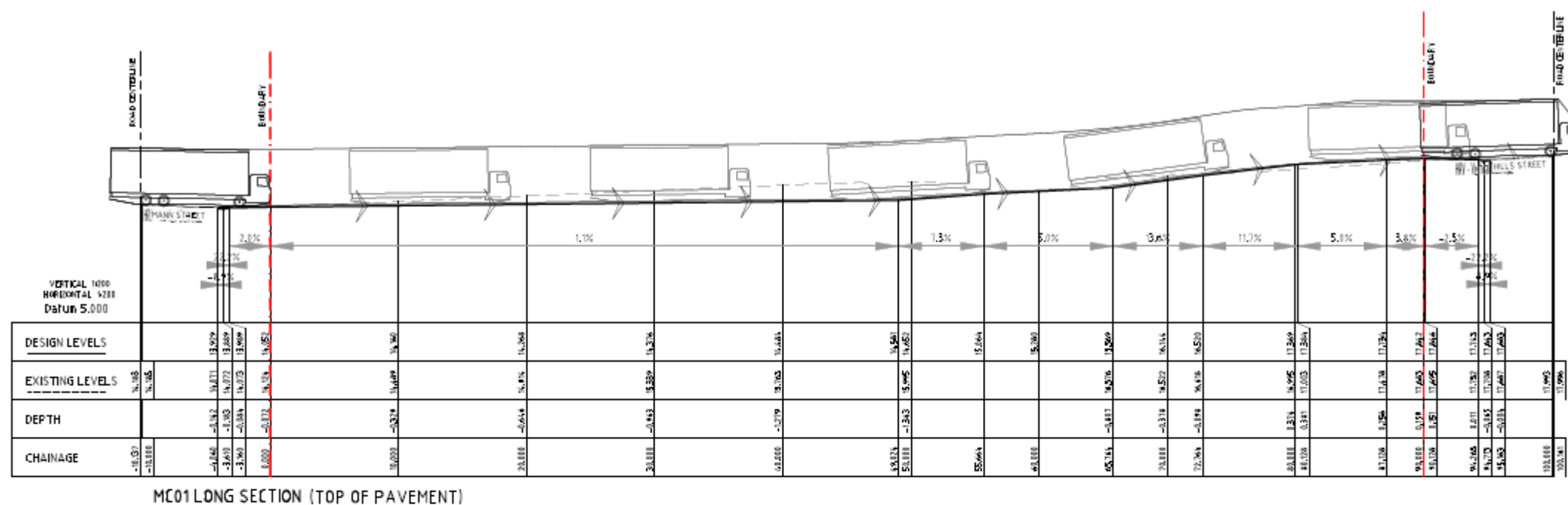
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APPENDIX: A.1 GROUND FLOOR PLAN

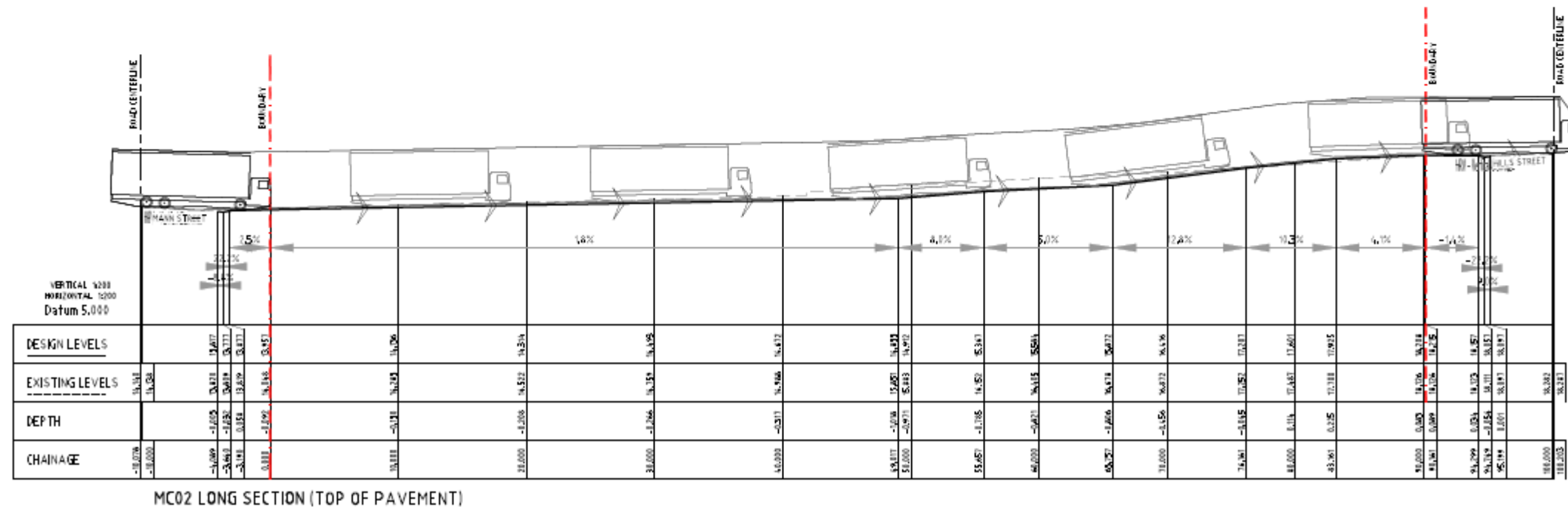


Source: Lyons, Drawing No. SD-A-3000[8], Context Plan – Ground Level, 08.2022

APPENDIX: A.2 LONG SECTIONS THROUGH LOADING/SERVICES ZONE



MC01 LONG SECTION (TOP OF PAVEMENT)



MC02 LONG SECTION (TOP OF PAVEMENT)

Source: Lyons, Drawing No. C4.10[1], Internal Civil Works Long Sections, 21.11.2022



## APPENDIX B: PRIMARY WASTE MANAGEMENT PROVISIONS

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## APPENDIX: B.1 TYPICAL BIN SPECIFICATIONS


### Mobile bins

Mobile bins come in a variety of sizes and are designed for lifting and emptying by purpose-built equipment.

Mobile bins with capacities of up to 1700L must comply with *AS4123.6-2006 Mobile waste containers* which specifies standard sizes and sets out the colour designations for the bodies and lids of mobile waste containers indicating the type of materials they are used to collect.

The most common bin sizes are provided below, although not all sizes are shown. The dimensions are a guide only and differ slightly between manufacturers. Some bins have flat or domed lids and are used with different lifting devices. Refer to *AS4123.6-2006* for further details.

Table G1.1: Average dimension ranges for two-wheel mobile bins




Bin capacity	80L	120L	140L	240L	360L
Height (mm)	870	940	1065	1080	1100
Depth (mm)	530	530	540	735	820
Width (mm)	450	485	500	580	600
Approximate footprint (m <sup>2</sup> )	0.24	0.26–0.33	0.27-0.33	0.41–0.43	0.49
Approximate weight (kg)	8.5	9.5	10.4	15.5	23
Approximate maximum load (kg)	32	48	56	96	Not known

**Wheelie bin**

Sources include Sulo, Single Waste, Cleanaway, SUEZ, just wheelie bins and Perth Waste for two-wheel mobile bins

Table G1.2: Average dimension ranges for four-wheel bulk bins



Bin capacity	660L	770L	1100L	1300L	1700L
Height (mm)	1250	1425	1470	1480	1470
Depth (mm)	850	1100	1245	1250	1250
Width (mm)	1370	1370	1370	1770	1770
Approx footprint (m <sup>2</sup> )	0.86–1.16	1.51	1.33–1.74	2.21	2.21
Approx weight (kg)	45	Not known	65	Not known	Not known
Approx maximum load (kg)	310	Not known	440	Not known	Not known

**Dome or flat lid container**

Sources include Sulo, Signal Waste, Cleanaway, SUEZ, Just Wheelie Bins and Perth Waste

Source: *Better Practice Guide For Resource Recovery In Residential Developments 2019*, NSW Environmental Protection Authority

## APPENDIX: B.2 SIGNAGE FOR WASTE AND RECYCLING BINS

### Waste signs

Signs and educational materials perform several functions including:

- informing residents why it is important to recover resources and protect the environment
- providing clear instructions on how to use the bins and services provided
- alerting people to any dangers or hazards within the bin storage areas.

All waste, recycling and organic bins should be Australian Standard colours and clearly and correctly labelled, such as by a sticker on the lid and/or the body of the bin.

Communal bin storage areas should be clearly signposted with signs outlining how to correctly separate waste into the bins provided. The local council responsible for waste services may be a good source of signs and posters and can advise on what signs are suitable.

Information on who to contact to find out more about the recycling and/or other resource recovery services in the building should also be displayed in communal areas, such as on a noticeboard.

The Planet Ark website also has resources available free of charge for use by businesses and councils. These signs can be found at [businessrecycling.com.au/research/signage.cfm](http://businessrecycling.com.au/research/signage.cfm)

Figure I1.1: Examples of waste wall posters (EPA supplied)



Figure I1.2: Examples of bin lid stickers (EPA supplied)



Source: *Better Practice Guide For Resource Recovery In Residential Developments 2019*, NSW Environmental Protection Authority

## Problem waste signs

The EPA has also produced a range of images and signs that can be used for problem wastes, such as fluoro globes and tubes, household and car batteries, e-waste and smoke detectors. To access these resources, contact the NSW EPA. Some examples are shown below.

Figure I2.1: Problem waste signs



## Safety signs

The use of safety signs for waste resource recovery rooms must comply with *AS1319 Safety signs for occupational environments*. Safety signs must be used to regulate and control safety related to behaviour, warn of hazards and provide emergency information, including fire protection information. Suitable signs should be decided for each development as required.

Figure I3.1: Example safety signs



Source: *Better Practice Guide For Resource Recovery In Residential Developments 2019*, NSW Environmental Protection Authority

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## APPENDIX: B.3 TYPICAL COLLECTION VEHICLE INFORMATION

### General

Appropriate heavy rigid vehicle standards should be incorporated into the road and street designs in new developments where onsite collections are proposed. Road and street designs must comply with relevant Acts, regulations, guidelines, and codes administered by Austroads, Standards Australia, NSW Roads and Maritime Services, WorkSafe NSW and any local council traffic requirements.

Applicants and building designers should consult with councils and other relevant authorities before designing new roads or streets and access points for waste collection vehicles to establish specific design requirements.

**Table H4.1: Australian Standards for turning circles for medium and heavy rigid class vehicles**

Vehicle class	Overall length (m)	Design width (m)	Design turning radius (m)	Swept circle (m)	Clearance (travel) height (m)
Medium rigid vehicle	8.80	2.5	10.0	21.6	4.5
Heavy rigid vehicle	12.5	2.5	12.5	27.8	4.5

Source: *Better Practice Guide For Resource Recovery In Residential Developments 2019*, NSW Environmental Protection Authority

### Large collection vehicles

Waste collection vehicles may be side-loading, rear-loading, front-lift-loading, hook or crane lift trucks. Vehicle dimensions vary by collection service, manufacturer, make and model. It is not possible to provide definitive dimensions, so architects and developers should consult with the local council and/or contractors.

The following characteristics represent typical collection vehicles and are provided for guidance only. Reference to *AS2890.2 Parking facilities: off-street commercial vehicle facilities* for detailed requirements, including vehicle dimensions, is recommended.

**Table B2.1: Collection vehicle dimensions**

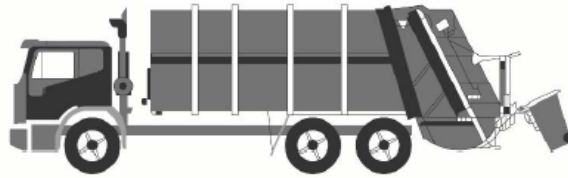
Vehicle type	Rear-loading	Side-loading*	Front-lift-loading	Hook truck	Crane truck
Length overall (m)	10.5	9.6	11.8	10.0	10.0
Width overall (m)	2.5	2.5	2.5	3.0	2.5
Travel height (m)	3.9	3.6	4.8	4.7	3.8
Operational height for loading (m)	3.9	4.2	6.5	3.0	8.75
Vehicle tare weight (t)	13.1	11.8	16.7	13.0	13.0
Maximum payload (t)	10.0	10.8	11.0	14.5	9.5
Turning circle (m)	25.0	21.4	25.0	25.0	18

\* The maximum reach of a side arm is 3 m.

Sources: JJ Richards, SUEZ, MacDonald Johnson, Cleanaway, Garwood, Ros Roca, Bingo and Edbro. Figures shown represent the maximum dimensions for each vehicle type.

### Rear-loading collection vehicles

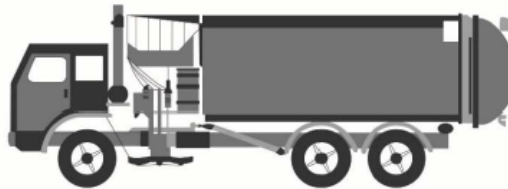
These vehicles are commonly used for domestic waste collections from MUDs and RFBs and sometimes for recycling. They can be used to collect waste stored in mobile bins or bulk bins, particularly where bins are not presented at the kerbside. They are also used for collecting bulky waste.



Rear-loading waste collection vehicle

### Side-loading collection vehicles

This is the most commonly used vehicle for domestic waste, recycling and organics collections. It is only suitable for collecting mobile bins up to 360L in capacity.



Side-loading waste collection vehicle

### Front-lift-loading collection vehicles

These vehicles are commonly used for collecting commercial and industrial waste. They can only collect specially designed front-lift bulk bins and not mobile bins.



Front-lift-loading waste collection vehicle

### Small collection vehicles

Typically, councils and their contractors operate with large collection vehicles (heavy rigid class vehicles) because they carry greater payloads and allow for more cost-effective collection services. Some councils, or their contractors, may have smaller collection vehicles in their fleet. Early discussion with the council is important to confirm this, but it should not be assumed that the council will have access to small collection vehicles.

The waste management systems and the location of the collection point should always be designed so that the council can provide the standard domestic waste service.

Source: *Better Practice Guide For Resource Recovery In Residential Developments 2019*, NSW Environmental Protection Authority

APPENDIX C: SECONDARY WASTE MANAGEMENT  
PROVISIONS

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**APPENDIX: C.1 TYPICAL COOKING OIL CONTAINERS**



**Drums 205L**



**Pour in Bulk Tank**

[View Brochure](#)



**Oil Kaddy System**

[View Brochure](#)



Eco System 700L Fixed      Eco System 310L mobile

**Eco Systems**



**Direct-Connect to Fryer**

Source: <http://www.auscol.com/services/collection-systems/>

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APPENDIX: C.2 TYPICAL SOURCE SEPARATION BINS



Source: <https://www.sourceseparationsystems.com.au/>

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