



Leigh Design

waste management plans for all urban developments

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Waste Management Plan



Proposed Development:

4 Margaret Street, Oakleigh, Victoria

Prepared for:

Sankat Mochan Samiti

Document Control

Report Date: 16 December 2024

Prepared By: Andrew McIntosh, Associate

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WASTE MANAGEMENT SUMMARY

- The Operator, as defined below, shall be responsible for managing the waste system, and for developing and implementing safe operating procedures.
- Waste shall be stored within the development (hidden from external view).
- Users shall place sorted waste into shared collection bins.
- Waste shall be collected on Margaret Street. The collection contractor shall transfer bins between the site and the truck.
- A private contractor shall provide waste collection services.

GLOSSARY

Operator: refers to the Site Management, who shall manage site operations (via cleaners and contractors, if required).

User: refers to site staff, who shall utilise the waste system.

1 SPACE AND SYSTEM FOR WASTE MANAGEMENT

1.1 Development Description and Use

This single-storey development shall consist of a Place of Assembly (floor-areas are stated in Table 1, below). This Waste Management Plan has been prepared as part of proposed amendments to Planning Permit Number TPA/51344. The current land use is a former industrial/commercial premises. Street frontage to the site are on Margaret Street and Caranish Road, the main access for vehicles being on Margaret Street.

In general, this report complies with Council's 2020 guidelines for preparing a Waste Management Plan. Refer to the enclosed City of Monash WMP purpose, which states the following points:

- Demonstrate the development of an effective waste management system that is compatible with the design of the multi-unit development (MUD) and the adjacent built environment. An effective waste management system is hygienic, clean and tidy, minimises waste going to landfill, and maximise recycling.
- Provide a waste management system for a MUD that is supported by scaled drawings to ensure the final design and construction of the MUD is compliant with the WMP, and is verifiable.
- Form a document that achieves effective communication of the waste management system so that all stakeholders can be properly informed of its design, and the roles and responsibilities involved in its implementation. Stakeholders are defined (but not limited to): owners, occupiers, body corporate, property managers/real estate agents, Council, neighbours and collection contractors.
- Ensure residents of MUDs are not disadvantaged in their access to recycling and other responsible waste management options.
- Avoid existing legacy issues that plague many MUDs due to poor design and insufficient consideration for waste management.
- Improve outcomes for compliance with regulatory tools and the State Planning Strategies, such as:
 - Town Planning Permits.
 - Monash Planning Scheme.
 - Clause 19.03-5 of the State Planning Policy Framework.
 - Direction 6.7 of Plan Melbourne.
 - Clause 55 Standard B34 of the Planning Scheme.
 - Clause 55.07 and Clause 58.06 of the Planning Scheme.

1.2 Estimated Waste Generation

The following table summarises the estimate for major waste streams:

Table 1: Waste Estimate (Litres/week)

Waste Source	Base Qty (est.)	Garbage	Food	Recyc.	Glass
Place of Assembly areas	area (m ²) = 475	1,496	166	299	33
Serving & Dining areas	area (m ²) = 152	5,969	1,053	1,702	426
TOTAL (Litres/Week)		7,465	1,220	2,002	459

Note: Waste figures are based on Council Guidelines.

1.3 Collection Services

Based on the anticipated waste volume, a private contractor shall be required to collect waste. The Operator shall choose a waste collection provider, negotiate a service agreement and pay for these services.

1.4 Location, Equipment and System for Managing Waste

The waste management system is summarised as follows:

- Internal receptacles in rooms/work/amenity areas.
- Bin Enclosure located at Ground Level.
- Collection bins (kept within the Bin Enclosure - refer to Table 2).

The various collection waste streams are summarised as follows:

Garbage: General waste shall be placed in tied plastic bags and stored within bins.

Recycling: Two types of bins shall be provided. One type of bin for glass, and a second type for all other recyclables (paper, cardboard, aluminium, steel, and plastics).

Green Waste: Based on minor landscaping, minimal garden waste generation is anticipated (however, the Operator shall engage a contractor, if required).

Food Waste: Users shall place suitable food waste into organics bins.

Other Waste Streams: The disposal of hard/electronic/liquid and other wastes (polystyrene, batteries, paint, chemicals, detox items, etc) shall be organised with the assistance of the Operator. E-waste must not be disposed in landfill.

The Operator shall arrange the storage of used cooking oil and its collection by a recycler, and shall organise Grease Interceptor Trap servicing, if any.

The following table summarises bin quantity/capacity, collection frequency, and area requirements (based on Table 1):

Table 2: Bin Schedule and Collection Frequency

Waste Source	Waste Stream	Bin Qty	Bin Litres	Collection Frequency	Net Area m ²
Whole Development (shared private bins)	Garbage	3	1,100	3/week	4.8
	Food Waste	2	240	3/week	1.0
	Recycling	1	1,100	3/week	1.6
	Glass	1	240	3/week	0.5
	Hard/E-Waste/Other	-	-	At Call	2.0
Net Waste Storage Area (excludes circulation), m²:					9.9

Notes:

- Private bins shall be sourced by the Operator (either purchased from a supplier or leased from the collection contractor).
- Subject to stakeholders' preference/capability (and as built constraints), bin sizes and quantities can be changed. Also, recyclables can be either commingled or split into bins for separate recycling streams.

1.5 Planning Drawings, Waste Areas, and Management of the Waste System

The attached Ground Floor Plan illustrates sufficient space for onsite bin storage, as required by the above schedule. Hard/other waste items shall be stored within the building until disposal is arranged.

Notwithstanding the above, collection days shall be staged appropriately and the Operator shall stipulate procedures for effective management of the available space.

1.6 Collection Bin Information

The following bins shall be utilised (see Sect. 4.4 for signage requirements):

Table 3: Bin Details

Capacity (litres)	Height (mm)	Width (across front, mm)	Depth (side on, mm)	Empty Weight (kg)	Average* Gross Weight (kg)
240	1060	585	730	13	45
1100	1330	1240	1070	65	210

Notes:

- * = Average Gross Weight is based on domestic waste studies (which vary subject to locality and waste-type). Expect greater weight for wet or compacted waste.
- Use the above details as a guide only – variations will occur. The above is based on Sulo plastic flat-lid bins.

Table 4: AS 4123.7-2006 Plastic Bin Colour Coding

Bin	Garbage	Recyclables	Green Waste
Lid	Red	Yellow	Lime Green
Body	Dark Green / Black	Dark Green / Black	Dark Green / Black

Note: Victorian publications illustrate bins with lime-green lids for food/green waste and purple lids for glass bins. Private bins shall be labelled to identify the waste generator and site address. For Food Waste / Organics bins, AS 4123.7 bins have a Burgundy lid and a Dark Green or Black body.

2 ACCESS FOR USERS, COLLECTORS AND COLLECTION VEHICLES

2.1 User Access to Waste Facilities

Users shall transfer waste from the internal receptacles to the bins located within the Bin Enclosure (if required, using a suitable trolley).

Note: The Operator shall have access to the Bin Enclosure to rotate the bins, ensuring that empty bins are available along the circulation area so that users are able to reach the bins.

2.2 Collection Arrangements and Access to Waste Facilities

- A private contractor shall collect waste on Margaret Street (site's frontage).
- Collection staff shall have access to the Bin Enclosure, and transfer bins to the truck and back to the enclosure.
- The waste collection shall be carried-out by rear-lift vehicles (nom. 8.8m long and 4m operational height).

Notes:

- For improved safety, waste collections and bin transfers shall be carried-out during off-peak traffic periods.
- The project's traffic engineer shall provide traffic management information.

3 AMENITY, LOCAL ENVIRONMENT AND FACILITY DESIGN

3.1 Noise Minimisation Initiatives

- Rear-lift bins shall feature rubber wheels for quiet rolling during transfers.
- The waste system and collections shall meet relevant acoustic requirements.
- Local laws shall be observed for all operations in public and private areas.
- For private collections, Council's Community Local Law No. 3 requires wastes collections between the following hours: 7am to 8pm Monday to Saturday, and 9am to 8pm Sundays. Also, the waste collector shall protect the acoustic amenity by minimising noise during the collection.

3.2 Litter Reduction and Prevention of Stormwater Pollution

The Operator shall be responsible for:

- Promoting adequate waste practices and avoiding waste-dumping (see Sect. 4).
- Securing the waste areas (whilst affording access to users/staff/contractors).
- Preventing overfilled bins, keeping lids closed and bungs leak-free.
- Abating any site litter, and taking action to prevent dumping and/or unauthorised use of waste areas.
- Requiring the collection contractor to clean-up any spillage that might occur when clearing bins.

The above will minimise the dispersion of site litter and prevent stormwater pollution (thus avoiding impact to the local amenity and environment).

3.3 Ventilation, Washing and Vermin-Prevention

Waste areas shall feature:

- Natural ventilation in accordance with Australian Standard AS1668.
- Impervious flooring (also, smooth, slip-resistant, and appropriately drained).
- A graded bin wash area, hot/cold mixing hosecock, hose and a suitable floor-waste connected in accordance with relevant authority requirements (alternatively, the Operator shall engage a suitable contractor to wash bins in a mobile bin-wash vehicle). The bin and wash areas may overlap, as stored bins can be moved so that a bin can be washed.

The Operator shall regularly clean waste areas/equipment. Also, access doors and bin-lids shall be kept closed.

3.4 Design and Aesthetics of Waste Storage Areas and Equipment

Waste shall be placed within collection bins and stored in designated onsite areas (hidden from external view). Following waste collection activities, bins shall be returned to the storage areas as soon as practicable.

Waste facilities shall be constructed of durable materials and finishes, and maintained to ensure that the aesthetics of the development are not compromised. These facilities and associated passages shall be suitably illuminated (this provides comfort, safety and security, to users, staff and contractors). Access doors shall feature keyless opening from within.

The design and construction, of waste facilities and equipment, shall conform to the Building Code of Australia, Australian Standards and local laws.

4 MANAGEMENT AND SUSTAINABILITY

4.1 Waste Sorting, Transfer, and Collection Responsibilities

Garbage shall be placed within tied plastic bags prior to transferring into collection bins. Cardboard shall be flattened, and recycling containers un-capped, drained and rinsed prior to disposal into the appropriate bin. Bagged recycling is not permitted.

Refer to Section 1.4 for all other waste streams and details of the waste system. Also, Section 2 outlines waste transfer requirements and collection arrangements.

4.2 Facility Management Provisions Including Maintenance & Improvements

The development's owner/applicant shall appoint an Operator, whilst providing the planning permit, this report and any other relevant documentation associated with the waste system.

The Operator shall be responsible for managing the waste system, and for developing and implementing safe operating procedures (refer to the glossary in page 2).

It shall be the responsibility of the Operator, to maintain all waste areas and components, to the satisfaction of users, staff and the relevant authority (users shall maintain their internal waste receptacles).

The Operator shall ensure that maintenance and upgrades are carried-out, on the facility and components of the waste system. When required, the Operator shall engage an appropriate contractor to conduct services, replacements or upgrades.

4.3 Arrangements for Protecting Waste Equipment from Theft and Vandalism

It shall be the responsibility of the Operator to protect the equipment from theft and vandalism. This shall include the following initiatives:

- Secure the waste areas.
- Label the bins according to property address.
- The private collection contractor shall transfer bins between the site and the truck (bins shall not be placed for collection outside the site boundary).

4.4 Communication Strategy - Arrangements for System Labelling and Ensuring Users and Staff are Aware of How to Use the System Correctly

- The Operator shall provide appropriate signage for the bins. Signage is available at the following internet address: www.sustainability.vic.gov.au.
- The Operator shall publish/distribute "house rules" and educational material to:
 - Inform users/staff about the waste management system and the use/location of the associated equipment (provide the summary in page 2 of this report).
 - Improve facility management results (lessen equipment damage, reduce littering and achieve cleanliness).
 - Advise users/staff how to sort waste with care to minimise contamination of various waste streams.
- For safety when disposing waste and shifting bins, the Operator shall develop and provide safety instructions.

4.5 Sustainability and Waste Avoidance/Reuse/Reduction Initiatives

The *Environment Protection Amendment Act 2018* (and the principal EPA Act of 2017) includes fundamentals of environment protection and guidance for waste management decision making. Also, the *Sustainability Victoria Act 2005* established Sustainability Victoria as the statutory authority for delivering programs on integrated waste management and resource efficiency.

From a design perspective, the development shall support the Acts by providing an adequate waste system with ability to sort waste.

The Operator shall promote the observance of the Acts (where relevant and practicable) and encourage users and staff to participate in minimising the impact of waste on the environment. For improved sustainability, the Operator shall consider the following:

- Observe the *Environment Protection Amendment Act 2018* principle of waste management hierarchy, which states that waste should be managed in accordance with the following order of preference, so far as reasonably practicable: a) avoidance, b) reuse, c) recycling, d) recovery of energy, e) containment, and f) waste disposal.
- Peruse the Sustainability Victoria website: www.sustainability.vic.gov.au.
- Participate in Council and in-house programs for waste minimisation.
- Establish waste reduction and recycling targets; including periodic waste audits, keeping records, and monitoring of the quantity of recyclables found in landfill-bound bins (sharing results with users/staff).

4.6 Waste Management Plan Revisions

For any future appropriate Council request, changes in legal requirements, changes in the development's needs and/or waste patterns (waste composition, volume or distribution), or to address unforeseen operational issues, the Operator shall be responsible for coordinating the necessary Waste Management Plan revisions, including (if required):

- A waste audit and new waste strategy.
- Revision of the waste system (bin size/quantity/streams/collection frequency).
- Re-education of users/staff.
- Revision of the services provided by the waste collector(s).
- Any necessary statutory approval(s).

5 **SUPPLEMENTARY INFORMATION**

- The Operator shall observe local laws and ensure that bins aren't overfilled or overloaded.
- Waste incineration devices are not permitted, and offsite waste treatment and disposal shall be carried-out in accordance with regulatory requirements.
- For bin traffic areas, either level surfaces (smooth and without steps) or gentle ramps are recommended, including a roll-over kerb or ramp. Should ramp gradients, bin weight and/or distance affect the ease/safety of bin transfers, the Operator shall consider the use of a suitable tug.
- The Operator and waste collector, shall observe all relevant OH&S legislation, regulations and guidelines. The relevant entity shall define their tasks and:
 - Comply with Worksafe Victoria's Occupational Health and Safety Guidelines for the Collection, Transport and Unloading of Non-hazardous Waste and Recyclable Materials (June 2003).
 - Assess the Manual Handling Risk, and prepare a Manual Handling Control Plan for waste and bin transfers (as per regulatory requirements and Victorian COP for Manual Handling).
 - Obtain and provide to staff/contractors: equipment manuals, training, health and safety procedures, risk assessments and adequate personal protective equipment (PPE) to control/minimise risks/hazards associated with all waste management activities. As a starting point, these documents and procedures shall address the following:

Task (to be confirmed)	Hazard (TBC)	Control Measures (TBC)
Sorting/disposing waste and cleaning the waste system	Bodily puncture. Biological & electrical hazards	Personal protective equipment (PPE). Develop a waste-sorting procedure
Waste/bin manual handling	Sprain, strain, crush	PPE, staff training. Maintain bin wheel-hubs. Limit waste/bin weight. Provide mechanical assistance to transfer bins
Bin transfers and collections. User access to waste areas.	Vehicular strike/run-over (and equipment hazards listed above)	PPE. Develop a Hazard Control Plan. Maintain visibility. Use a mechanical bin-tipper.
Truck access.	Vehicular incident, strike, run-over	PPE. Use a trained spotter. Develop a truck-manoeuvring and traffic-control procedure

Note: The above shall be confirmed by a qualified OH&S professional, who shall also prepare site-specific assessments, procedures and controls (refer to Section 6).

6 CONTACT INFORMATION

Monash City Council (local Council), ph 03 9518 3555

Cleanaway (private waste collector), ph 131339

KS Environmental (private waste collector), ph 03 9551 7833

FJP Safety Advisors (OH&S consultant), ph 03 9255 3660

Electrodrive (tug & trailer supplier – for bin transfers), ph 1300 934 471

Warequip (tug supplier – for bin transfers), ph 1800 337 711

Sabco Commercial (supplier of cleaner's trolleys), ph 1800 066 522

Sulo MGB Australia (bin supplier), ph 1300 364 388

One Stop Garbage Shop (bin supplier), ph 03 9338 1411

Note: The above includes a complimentary listing of contractors and equipment suppliers. The stakeholders shall not be obligated to procure goods/services from these companies. Leigh Design does not warrant (or make representations for) the goods/services provided by these suppliers.

7 LIMITATIONS

The purpose of this report is to document a Waste Management Plan, as part of a Planning Permit Application.

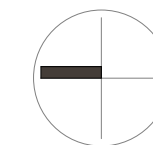
This report is based on the following conditions:

- Operational/ongoing use of the development (excludes demolition/construction phases). In particular, for occupation and fit-out phases, owners shall determine specific waste procedures.
- Drawings and information supplied to us.
- The figures presented in this report are estimates only. The actual amount of waste will depend on the development's patronage, occupancy rate, waste generation intensity, the user's disposition toward waste and recycling, and the resident's approach to waste management. The Operator shall make adjustments, as required, based on actual waste volumes (if the actual waste volume is greater than estimated, then the number of bins and/or the number of collections per week shall be increased, STCA).
- This report shall not be used to determine/forecast operational costs, or to prepare feasibility studies, or to document operational/safety procedures.



**PROPOSED BIN STORE
AREA - enclosed by
solid 1.8 metre high
metal screening in
colorbond monument
colour**

DRAWING NUMBER:
TP-01



What is a Waste Management Plan?

A Waste Management Plan is a document which outlines the waste management system, and the assumptions and building design elements that have driven the design of the waste management system. A WMP can be updated and endorsed as the requirements of the development change.



The Purpose of the Waste Management Plan (WMP) is to:

- » Demonstrate the development of an effective waste management system that is compatible with the design of the multi-unit development (MUD) and the adjacent built environment. An effective waste management system is hygienic, clean and tidy, minimises waste going to landfill, and maximises recycling
- » Provide a waste management system for a MUD that is supported by scaled drawings to ensure the final design and construction of the MUD is compliant with the WMP, and is verifiable
- » Form a document that achieves effective communication of the waste management system so that all stakeholders can be properly informed of its design, and the roles and responsibilities involved in its implementation. Stakeholders are defined (but not limited to): owners, occupiers, body corporate, property managers/real estate agents, Council, neighbours and collection contractors
- » Ensure residents of MUD's are not disadvantaged in their access to recycling and other responsible waste management options
- » Avoid existing legacy issues that plague many MUD's due to poor design and insufficient consideration for waste management
 - › Improve outcomes for compliance with regulatory tools and the State Planning Strategies, such as:
 - Town Planning Permits
 - Monash Planning scheme
 - Clause 19.03-5 of the State Planning Policy Framework
 - Direction 6.7 of Plan Melbourne
 - Clause 55 Standard B34 of the Planning Scheme
 - Clause 55.07 and Clause 58.06 of the Planning Scheme.

Applicants and site operators should note that failure to comply with the endorsed Waste Management Plan can attract a fine of 10 Penalty Units under the City of Monash Local Law No.3 Clause 164.