

ITEM 3

PUBLIC EXHIBITION - DRAFT WOLLONGONG DEVELOPMENT CONTROL PLAN 2009: CHAPTER E7 WASTE MINIMISATION AND MANAGEMENT

A key deliverable identified in the Wollongong Waste and Resource Recovery Strategy 2024-2034 is a review of Wollongong Development Control Plan (DCP) 2009 – Chapter E7 Waste Management. The review of this Chapter has occurred to reflect contemporary legislative and policy amendments and update its currency. In addition, draft Development Assessment Guidelines: Waste Minimisation and Management Planning have been prepared to be read in conjunction with the DCP Chapter.

The review of Wollongong DCP 2009 Chapter E7 Waste Management has produced a revised chapter, “Waste Minimisation and Management,” which updates the chapter structure, aligns it with current legislation and Council strategies, and strengthens the focus on reducing landfill waste through reuse, recycling and resource recovery. New objectives require waste management to be considered early in demolition, construction and building design, including provisions for FOGO and sustainable waste management practices.

The revised chapter also strengthens development application requirements by requiring a Waste and Recycling Management Plan (WRMP) as part of the Statement of Environmental Effects. Applicants will need to provide more detailed information on demolition, construction and operational waste management, including plans to recycle at least 80% of construction and demolition waste, detailed waste storage and collection arrangements, and evidence that waste and recycling systems have been integrated into the development design from the outset.

It is recommended that the revised draft DCP Chapter E7 Waste Minimisation and Management and accompanying draft Guidelines be exhibited for a minimum 28 day period to allow community consultation.

RECOMMENDATION

The revised draft Wollongong Development Control Plan 2009 – Chapter E7 Waste Minimisation and Management, and accompanying draft Development Assessment Guidelines: Waste Minimisation and Management Planning, be exhibited for a minimum period of 28 days.

REPORT AUTHORISATIONS

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ATTACHMENTS

- 1 Draft Revised Wollongong DCP 2009 – Chapter E7 Waste Minimisation and Management
- 2 Draft Development Assessment Guidelines: Waste Minimisation and Management Planning

ACRONYMS USED IN REPORT

Abbreviation	Meaning
DCP	Development Control Plan
EPA	Environmental Protection Authority
ESD	Ecological Sustainable Development
FOGO	Food Organics and Garden Organics
SEE	Statement of Environmental Effects
WRMP	Waste and Recycling Management Plan

BACKGROUND

In 2009 Council prepared and exhibited the Wollongong Development Control Plan (DCP) to accompany the Wollongong Local Environmental Plan 2009. On 15 December 2009, Council adopted the Wollongong DCP 2009 and it came into force on 3 March 2010. DCP Chapter E7 Waste Management was part of the adopted DCP. Periodic review, update and amendment of Wollongong DCP 2009 occurs as required, to ensure plans continue to be useful and relevant.

DCP Chapter E7 Waste Management outlines the objectives, development controls and design guidance for the management of waste associated with demolition, construction and ongoing use of sites in the Wollongong Local Government Area. The Chapter outlines Council's requirements for waste minimisation, management and recycling for new and change of use developments requiring development consent, and development assessment criteria.

DCP Chapter E7 Waste Management was reviewed and updated in 2018 as a consequence of recommendations of the 2017 Contaminated Lands Review. The DCP review comprised updates to legislative context and references; expanded information on waste management and storage; and the inclusion of an additional key objective "to promote and ensure informed and appropriate action to minimise the impact on public health and the environment from hazardous materials."

The current chapter can be viewed on Council's website [Wollongong-DCP-Chapter-E07-Waste-Management.pdf](#).

Since the last review there have been further updates to legislation, State Government guidelines and Council Policy relevant to this Chapter of the Wollongong DCP 2009.

On 12 August 2024 Council adopted the Wollongong Waste and Resource Recovery Strategy 2024-2034. The Strategy provides an overview of Council's waste services and data, and outlines four goals to guide us for the next 10 years in our efforts to reduce waste:

- Goal 1: Reduce waste to landfill.
- Goal 2: Transition to a circular economy.
- Goal 3: Reduce our waste related emissions.
- Goal 4: Improve our waste management.

Under Goal 4 Improve our waste management, the Strategy identifies as Priority 4.1 "*Update the Waste Management Chapter of Council's Development Control Plan*". The specific actions include:

- 4.1.1 Update the Waste Management chapter of the DCP to include FOGO; and
- 4.1.2 Update the Waste Management chapter of the DCP to include the best practice construction and demolition waste management.

In December 2025 Council awarded a new seven-year tender for kerbside waste collection services to commence in July 2027, with implications for the size of collection vehicles that need to be planned for in development objectives and controls relating to this Chapter of the DCP.

PROPOSAL

Consistent with the actions identified in the Wollongong Waste and Resource Recovery Strategy 2024-2034, a review of DCP Chapter E7 has occurred, incorporating the following process:

- Review of relevant contemporary legislation, Australian Standards, guidelines and Council policy.
- Consultation with the Waste Services Team.
- Consultation with the Regulation and Enforcement Division to understand the on-site waste management issues associated with demolition and construction.
- Internal consultation with other Council teams to understand how DCP Chapter E7 Waste Management is referenced, with the aim of incorporating improvements.
- An audit of selected high rise residential and mixed use buildings in the City Centre to identify what current requirements are working and what needs improvement through better guidance and

planning controls. This was attended by Council's waste service contractor (Remondis) in order to also understand the issues from a waste collection perspective, and representatives from a variety of Council Divisions.

- A desktop review of other Councils' approaches to waste minimisation and management, including relevant DCP Chapters and guidelines, including City of Sydney, Lane Cove, Parramatta, Penrith, Willoughby and Newcastle Councils. Many of these Councils have adopted Development Assessment Guidelines for Waste Minimisation and Management Planning, to be read in conjunction with the DCP Chapter.

Legislation, Australian Standards and Guidelines

The review identified the need to incorporate the following updates to legislation, Standards and guidelines into the DCP planning controls:

- SEPP (Sustainable Buildings) 2022
- Protection of the Environment Operations (Waste) Regulation 2014
- Protection of the Environment Legislation Amendment (FOGO Recycling) Act 2025
- National Construction Code (2022)
- Australian Standard AS1428 – Design for Access and Mobility
- Australian Standard AS1668 – Mechanical Ventilation for Buildings
- Australian Standard AS4123 – Mobile Garbage Containers
- Australian Standard AS4299 – Adaptable Housing
- Australian Standard AS4674 – Design, Construction and Fit Out of Food Premises
- NSW Waste and Sustainable Materials Strategy 2041
- NSW Waste and Circular Infrastructure Plan 2025
- Construction and demolition waste: a management toolkit (EPA 2020)
- NSW EPA Guide to Food Waste Recovery in Multi-Unit Dwellings (2022)
- NSW EPA Better Practice Guide for resource recovery in residential developments (2019)
- NSW EPA Waste Classification Guidelines (2014)
- NSW EPA Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities (2013)

In March 2025 the NSW Parliament passed legislation requiring food organics and garden organics (FOGO) waste to be separately collected from certain businesses from July 2026 and from all residential properties from July 2030. Council has been collecting FOGO from residential properties since November 2020, excluding residential flat buildings. On 12 August 2024, as part of the adoption of the Wollongong Waste and Resource Recovery Strategy 2024-2034, Council resolved to update the DCP to include FOGO requirements.

Overview of Council policy considerations

Since the last Chapter E7 review, Council has progressed the following strategic policy work, necessitating an update of the DCP Chapter to include relevant objectives and development controls –

- Wollongong Waste and Resource Recovery Strategy 2024-2034
- Our Wollongong Our Future 2035 Community Strategic Plan
- Sustainable Wollongong 2030 A Climate Healthy City Strategy
- Climate Change Mitigation Plan 2023-30
- Urban Heat Strategy (2023)
- Wollongong City Centre Urban Design Framework (2020)
- Updates to Wollongong DCP 2009: Chapter A2 Ecologically Sustainable Development (May 2025)

Some key findings from the Wollongong Waste and Resource Recovery Strategy 2024-2034 include:

- A key focus for Council continues to be waste diversion and the use of landfill as a place of last resort. As an ongoing measure of success, the aim is to see the amount of material being diverted from landfill to increase over the next 10 years.
- Approximately 40 percent of the waste received at the Wollongong Waste and Resource Recovery Park is commercial waste. This does not include construction and demolition waste which is collected at other privately-run waste facilities.

DCP Chapter A2 Ecologically Sustainable Development (ESD) (adopted May 2025) incorporates the following principles that are relevant to the Chapter review:

- An expanded focus on ESD principles to incorporate waste reduction (prioritising the use of sustainable building materials, minimising construction waste and encouraging recycling and reuse of materials), to guide proponents when considering ESD as part of their development proposal.
- The need to minimise the amount of demolition and construction waste going to landfill (e.g. improved guidance on early planning through the preparation of Waste & Recycling Management Plans).
- Encouragement of the provision of on-site facilities for recycling and FOGO storage and collection in the design of multi-unit and commercial developments, to facilitate resource recovery and reduce waste going to landfill.

Proposed updates to Wollongong DCP 2009: Chapter E7 Waste Management

As a result of the review, a revised draft DCP Chapter E7 has been prepared (Attachment 1) which includes:

- An updated name to reflect Council's focus on waste minimisation and reducing the amount of waste going to landfill – "Chapter E7 Waste Minimisation and Management".
- An updated format in line with a new DCP Chapter template, being used for all DCP Chapter reviews.
- A significantly reduced format, in line with the recommendation to adopt the best practice approach of the use of detailed Development Assessment Guidelines (incorporating more detailed development controls and best practice examples) to be read in conjunction with the DCP Chapter.
- Section 1 Introduction includes the purpose and aims of the DCP chapter. The aims have been updated to align more closely with:
 - The State's legislation and mandatory FOGO collection requirements.
 - Council's environmental sustainability objectives, incorporated in the Wollongong Waste and Resource Recovery Strategy 2024-2034 and Sustainable Wollongong 2030 A Climate Healthy City Strategy.

The aims have been expanded to emphasise the importance of diverting waste from landfill and maximising resource recovery, by encouraging source separation of waste, reuse, sustainable resource selection and recycling. A key requirement introduced in this regard is ensuring a best practice waste minimisation strategy and effective waste and recycling management systems are considered early in the planning of demolition and construction works, and in the design/architectural planning of buildings (and not as an afterthought).

Other new aims include raising awareness that demolition and construction activities can generate a wide range of waste materials which often consists of valuable recyclable items, and ensuring buildings are designed so that waste management and collection arrangements do not adversely impact pedestrian amenity, active street frontages and availability of on street parking.

- Section 2 Legislation includes updated references to legislation, Government guidelines, Australian Standards and Council policies/strategies.
- Section 3 Development Application Requirements has a focus on clarifying that all new and change-of-use developments that will generate demolition, construction and ongoing operational waste are

required to submit a Waste and Recycling Management Plan (WRMP) as part of the application for assessment.

The Review identified the need to tighten the guidance around the level of detail to be included in the WRMP – feedback from the Development and Compliance team is that plans submitted with applications for development have become increasingly generic and lacking the level of upfront planning detail required for the effective delivery of waste management systems and infrastructure. The updated DCP Chapter requires these Plans to now meet the development control requirements detailed in Council's (draft) "Development Assessment Guidelines for Waste Minimisation and Management Planning", which also contain WRMP forms/templates to guide applicants in considering waste issues upfront in their planning stages, and then in preparing more detailed applications for development.

The draft DCP Chapter includes the following development controls to assist in the submission of more detailed WRMPs at the development application stage:

- 1 **Demolition and Construction Waste:** WRMPs are proposed to include details of measures to reuse or recycle at least 80% of demolition and construction waste, either onsite or diverted and recycled with receipts sufficient to demonstrate the target will be achieved; nomination of the role/person responsible for ensuring targets are met and responsible for retaining waste dockets from facilities appropriately licensed to receive the development's waste; and the submission of a Site Plan showing storage areas for materials away from public access, separating and clearly signposting the areas for reusable materials, recyclables and disposal, and the vehicle access to these areas. The Guidelines document provides detailed information to assist site operators achieve best practice waste minimisation and management outcomes through a combination of planning and onsite controls, including the preparation of the Site Plan.
- 2 **Minimisation and collection of waste during occupation:** WRMPs are proposed to include the submission of architectural plans and drawing (to scale) at the development application phase showing the location and space allocated to the waste and recycling management systems, the nominated waste collection point(s) for the site, and identifying the path of access for users and collection vehicles – this includes the need for the WRMP to identify critical information such as collection vehicle swept paths, vehicle clearance heights, internal manoeuvring, loading requirements and the like – it will no longer be acceptable for a WRMP to simply refer to a "traffic consultant report".

WRMPs will be required to contain all the required information necessary to fully assess the provisions for the generation of ongoing operational waste from the occupants and residents of a development. Planning for the development must ensure waste management and collection of waste and recyclables is user friendly for all stakeholders considering factors such as access, ease of use, safety, container sizes and pathways to storage and collection points. Opportunities to separate recycling and waste must be considered, including appropriate provision for the storage and collection of FOGO, bulky waste (e.g. furniture, mattresses etc) and problem waste (e.g. batteries, electronic waste). Waste collection and loading is to be accommodated wholly within new development, onsite.

Draft Development Assessment Guidelines: Waste Minimisation and Management Planning

A key element of the review was an investigation of best practice approaches to encouraging waste minimisation and the consideration of waste management early in the planning process of development. This relates to not only the design of buildings to cater for the waste generated through the ongoing operation of buildings for residential, commercial and industrial uses, but applies equally to the consideration of these issues early in the process of planning demolition and construction at building sites.

The review revealed that a key initiative of other Councils that are active in promoting waste minimisation and management has been the development of guidelines to accompany its DCP Chapter. This initiative has largely been driven by a growing concern about the amount of waste going to landfill. The purpose of the Guidelines is to produce a user-friendly guide, incorporating best practice examples, to encourage a more sustainable and considered approach to waste minimisation and management (including early planning in the development process).

The DCP chapters adopted by these Councils have been reduced in size to contain key references to applicable legislation and other documents, the overall objectives or aims of the chapter in guiding waste management associated with new and change-of-use development and the identification of the WRMP guidelines as the central document of compliance with the DCP requirements. The accompanying WRMP guidelines document provides the minimum waste management and recycling requirements that are to be used in the design, management and operation of a demolition/construction site and a building's ongoing operational waste and recycling systems.

The review proposed that Council also develop draft Development Assessment Guidelines for Waste Minimisation and Management Planning (Attachment 2). The Guidelines would be read in conjunction with the updated (more concise) DCP Chapter E7 Waste Minimisation and Management.

The draft Guidelines are structured as follows:

- An introduction outlining the purpose of the Guidelines, where and when they apply, how to use the Guidelines and the need to prepare a WRMP to be submitted with all applications for new or a change-of-use development. The focus of the Introduction is that everyone can make a difference to the problem of the amount of waste going to landfill by understanding how to manage waste better – this includes looking for opportunities to separate waste from materials that can be recycled and reused wherever possible, with landfill being the last resort.
- The purpose of the Guidelines is *“to promote the efficient storage, separation, collection and handling of demolition, construction and ongoing operational waste to maximise resource recovery and provide safe and healthy spaces for people to live and work in”*. The overall aim is to *“reduce the amount of waste going to landfill”*.
- The Guidelines have been developed to provide a step-by-step guide to reducing and managing waste, to meet the requirements of the development assessment process, reduce waste going to landfill and create more liveable places to live, work and play. They are to be used by those involved in development – builders, site operators and managers, architects, designers, developers, building managers, planners and waste consultants. They provide guidance to applicants on how to prepare a WRMP for each development stage, information to be included in the submission, and technical requirements.
- Section 1 sets out the requirements for managing Demolition and Construction waste – provided is a step-by-step guide to help in the preparation of the required WRMP as well as best practice examples to guide waste minimisation and management. WRMP templates are provided as Appendix 1.
- Section 2 is divided into general Operational Waste provisions and best practice guidance for all development, followed by specific provisions based on development type (multi-unit residential; residential single dwellings – including small scale villas, townhouses, dual occupancies; non-residential; and mixed-use developments). Provided is a step-by-step guide to help in the preparation of the required WRMP as well as best practice examples and diagrams to guide waste minimisation and management.
- Appendices: WRMP templates; Waste and Recycling generation rates; Waste, Recycling and FOGO storage area construction requirements; Collection vehicles (noting Council in December 2025 awarded a new tender for kerbside waste collection services with implications for the size of collection vehicles); and waste chutes, compactors and balers: technical requirements.

Development controls from the current DCP Chapter have been reviewed, updated and expanded to align with best practice approaches to waste management, and moved into the Guideline document.

In response to *Wollongong Waste and Resource Recovery Strategy 2024-2034 Action 4.1.2 Update the waste management chapter of the DCP to include the best practice construction and demolition waste management*, and following consultation with Regulation and Enforcement about waste issues encountered on site, the following controls have been expanded on/added to strengthen guidance:

- Guidelines provide a user friendly approach to encouraging more sustainable management of waste by raising awareness of the importance of waste minimisation and recycling and adopting best practice waste management planning. Practical ways to save money are flagged – waste materials often consist of valuable recyclable items, and the consideration of a waste minimisation and

management strategy prior to demolition or construction can save money in procurement and landfill costs, in addition to supporting best practice recycling and waste minimisation outcomes

- Guidelines specifically identify those involved with the planning of demolition and construction, and the operation/management of construction sites, as the intended users of this document
- Step-by-step guidance provided to plan ahead for waste reduction – understand the nature and extent of the waste likely to be generated; create a WRMP; consider demolition method (and opportunities to recycle and reuse resources); minimise unnecessary excavation; sustainable building design options; materials selection and ordering; tendering; recycling and reuse strategies that should be implemented; waste management training and site induction; and transport to licensed facilities
- Requirement to draw up a Site Plan included (to be submitted as part of the WRMP at the development application stage) – showing the area(s) to be used for the storage of materials, separating and clearly sign posting the areas for recycling and disposal in order to maximise source separation and resource recovery, while reducing the cost and quantity of materials disposed of at landfill. Storage bins are to have lids and cage style bins are not to be used (based on feedback from Council teams on site reporting that rubbish can blow out onto adjoining sites). Site Plan examples are provided in the Guidelines.

It is recommended that Council resolve to exhibit the revised draft DCP Chapter E7 Waste Minimisation and Management and accompanying draft Development Assessment Guidelines: Waste Minimisation and management Planning for a minimum period of 28 days.

CONSULTATION AND COMMUNICATION

Internal consultation was conducted with relevant Council divisions to understand how the Wollongong DCP 2009 Chapter E7 Waste Management is referenced, with the aim of incorporating improvements. The Council teams consulted included Development Assessment and Certification, Land Use Planning, Environment, Regulation and Enforcement, Transport and Infrastructure Planning, and Open Space and Environmental Services.

An audit of selected high rise residential and mixed-use buildings in the city centre was undertaken and identified what waste management practices are working and what needs improvement. This was attended by the waste service contractor (Remondis) to understand the issues from a waste collection perspective, and representatives from a variety of council teams including Waste Services, Development Assessment and Certification, and Traffic and Infrastructure Planning.

If endorsed, the draft DCP chapter and draft Guidelines will be exhibited for a minimum period of 28 days. Following exhibition, submissions will be reviewed and a post exhibition report prepared for Council's consideration.

PLANNING AND POLICY IMPACT

This report contributes to the delivery of Our Wollongong Our Future 2035 Goal 1 '*We are a sustainable and climate resilient city*'. It specifically delivers on the following:

Community Strategic Plan 2035		Delivery Program 2025-2029	
Strategy		Service	
1.6	Reuse, repurpose, redirect, or recycle, to drive a circular economy, and reduce the amount of waste going to landfill.	Land Use Planning	

RISK MANAGEMENT

Council regularly reviews its Development Control Plan chapters to ensure they remain current and aligned with relevant legislation and policy. The review of Chapter E7 incorporates content to address a range of matters that will result in better management of waste impacts through development processes.

CONCLUSION

A review of Wollongong DCP 2009 Chapter E7 Waste Management has been conducted and identified the need for amendments in line with current legislation and updated Council Policy.

This report recommends that the revised draft Wollongong DCP 2009 Chapter E7 Waste Minimisation and Management, and the accompanying draft Development Assessment Guidelines: Waste Minimisation and Management Planning be endorsed for exhibition for a minimum period of 28 days.



Part E General Controls – Design Controls

Chapter E7 Waste Minimisation and Management

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Document Control

Rev No.	Adoption Date	In Force Date	Revision Details
0	15 December 2009	3 March 2010	Original chapter
1	12 January 2018	12 January 2018	2017 Contaminated Lands Review recommended updates
2	XX Month 2026	TBA	Comprehensive review

Chapter E7 Waste Minimisation and Management

1. INTRODUCTION

1.1 This DCP Chapter

1.1.1 Purpose of this Chapter

The Wollongong Development Control Plan (WDCP) 2009 - Chapter E7 Waste Minimisation and Management, and accompanying *Development Assessment Guidelines for Waste Minimisation and Management Planning* outline the objectives, controls and design guidance for waste minimisation, management and recycling for all new and change-of-use developments requiring consent in the Wollongong Local Government Area.

Wollongong's "*Development Assessment Guidelines for Waste Minimisation and Management Planning*" (the Guidelines) provide the minimum waste management and recycling requirements that are to be used in the design, management and operation of a demolition/construction site and a building's on-going operational waste and recycling systems.

The purpose of the Guidelines is to promote the efficient storage, separation, collection and handling of demolition, construction and operational waste to maximise resource recovery and reduce the amount of waste going to landfill.

Waste and Recycling Management Plans are to be prepared in accordance with the Guidelines and submitted as part of a Development Application (DA).

This DCP Chapter is informed by the following Council policies and strategies:

- *Wollongong Waste and Resource Recovery Strategy 2024 - 2034*
- *Our Wollongong Our Future 2032 Community Strategic Plan*
- *Sustainable Wollongong 2030 A Climate Healthy City Strategy*
- *Climate Change Mitigation Plan 2023-30*
- *Urban Heat Strategy (2023)*
- *Wollongong City Centre Urban Design Framework (UDF) (2020)*

This Chapter includes specific reference to recognised best practice design standards and guidelines, where appropriate.

1.1.2 Where this DCP chapter applies

This DCP Chapter applies to any development requiring development consent under Part 4 or approval under Part 5 of the Environmental Planning and Assessment Act 1979 in the Wollongong Local Government Area (LGA). This Chapter should be read in conjunction with other parts of the DCP, especially Part B (Land Use Planning Controls), Part C (Specific Land Use Controls), Part D (Locality Based DCPs/Precinct Plans) and Part E (General City Wide Controls).

1.1.3 Aims of this Chapter

The determining authority will take the provisions of this Chapter into consideration in determining all development applications within the Wollongong LGA. Development applications must demonstrate conformity with the aims, objectives and controls of this and other relevant Chapters in the *Wollongong DCP*.

The aims of this DCP Chapter are to:

- a) reduce the amount of waste generated during demolition, construction and the operation of a development from going to landfill and maximise resource recovery;

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- b) minimise the volume of waste generated during the demolition and construction phases of development and ongoing management of a property, by encouraging source separation of waste, reuse, sustainable resource selection and recycling;
- c) ensure applicants are aware of their obligation to satisfy Council's waste minimisation and management requirements by providing Development Assessment (DA) Guidelines, including guidance on how to prepare a Waste and Recycling Management Plan (WRMP) as part of a DA for development or change of use that will generate demolition, construction and/or operational waste;
- d) ensure a waste minimisation strategy and effective waste and recycling management system is considered early in the planning of demolition and construction works, and in the design/architectural planning of buildings;
- e) raise awareness that demolition and construction activities can generate a wide range of waste material, which often consists of valuable recyclable items;
- f) ensure developments incorporate best practice design and operation of waste management systems, which are integrated and compatible with Council and private waste collection services, and comply with relevant legislation and Australian Standards;
- g) ensure collection facilities for waste, recycling and FOGO, and bin storage areas are well designed and conveniently located, safe, hygienic, easy to use and accessible for occupants and waste collectors;
- h) ensure buildings are designed so that waste management and collection arrangements do not adversely impact pedestrian amenity, active street frontages and availability of on-street parking;
- i) maximise amenity and minimise adverse environmental, health and safety related impacts associated with the storage, use and collection of waste and recyclables, including odour from bin storage areas, waste being blown or otherwise escaping into the environment and noise and traffic congestion at collection points; and
- j) avoid illegal dumping of waste and ensure the safe removal and disposal of hazardous building waste.

2. RELEVANT LEGISLATION, STANDARDS AND GUIDELINES

The following are relevant to this Chapter:

- Environmental Planning and Assessment Act 1979
- SEPP (Sustainable Buildings) 2022
- Water Management Act 2000
- Protection of the Environment Operations Act 1997
- Protection of the Environment Operations (Waste) Regulation 2014
- Protection of the Environment Legislation Amendment (FOGO Recycling) Act 2025;
- Waste Avoidance and Resource Recovery Act 2001
- National Construction Code (2022)
- Australian Standard AS1428 – Design for Access and Mobility
- Australian Standard AS1668 – Mechanical Ventilation for Buildings
- Australian Standard AS4123 – Mobile Garbage Containers

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- Australian Standard AS4299 – Adaptable Housing
- Australian Standard AS4674 – Design, Construction and Fit Out of Food Premises
- NSW Waste and Sustainable Materials Strategy 2041
- NSW Waste and Circular Infrastructure Plan 2025
- Construction and demolition waste: a management toolkit (EPA 2020)
- NSW EPA Guide to Food Waste Recovery in Multi-Unit Dwellings (2022)
- NSW EPA Better Practice Guide for resource recovery in residential developments (2019)
- NSW EPA Waste Classification Guidelines (2014)
- NSW EPA Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities (2013)
- NSW Department of Environment and Climate Change Model Waste Not DCP Chapter 2008 July 2008

3. DEVELOPMENT APPLICATION REQUIREMENTS

3.1 Waste and Recycling Management Plans

All new and change-of-use developments that will generate demolition, construction and ongoing operational waste are required to complete a Statement of Environmental Effects (SEE) to be submitted with the Development Application. This SEE is to include a Waste and Recycling Management Plan (WRMP) as the central document of compliance with this Chapter's requirements. The Plan needs to meet the requirements of Council's *Development Assessment Guidelines for Waste Minimisation and Management Planning*. The Guidelines contain Waste and Recycling Management Plan forms/templates.

3.1.1 Demolition and Construction Waste

- 1) The Waste and Recycling Management Plan (WRMP) is to address the waste generated through demolition and construction activities. The contents of the WRMP must be consistent with the Wollongong *Development Assessment Guidelines for Waste Minimisation and Management Planning* and include as a minimum:
 - i) details regarding how waste is to be minimised during demolition and construction works
 - ii) estimations of quantities and types of materials to be reused or left over for removal from the site
 - iii) details regarding the types of waste and likely quantities of waste to be produced
 - iv) a site plan showing storage areas for materials away from public access, separating and clearly signposting the areas for reusable materials and recyclables, and disposal during demolition and construction, and the vehicle access to these areas
 - v) targets for recycling and reuse
 - vi) nomination of the role/person responsible for ensuring targets are met and the person responsible for retaining waste dockets from facilities appropriately licensed to receive the development's demolition and construction waste
 - vii) confirmation that all waste going to landfill is not recyclable or hazardous
 - viii) measures to reuse or recycle at least 80% of demolition and construction waste, either on-

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site or diverted for reuse and recycling with receipts sufficient to demonstrate the target will be achieved.

3.1.2 Minimisation and Collection of Waste During Occupation

- 1) The Waste and Recycling Management Plan (WRMP) is to address the generation of on-going operational waste from the occupants and residents of the development. The contents of the WRMP must be consistent with the Wollongong *Development Assessment Guidelines for Waste Minimisation and Management Planning* and include as a minimum:
 - i) architectural plans and drawings of the proposed development showing the location and space allocated to the waste and recycling management systems; the nominated waste collection point(s) for the site; and identifying the path of access for users and collection vehicles
 - ii) details of the on-going management of the storage and collection of waste and recycling, including responsibility for cleaning, transfer of bins between storage areas and collection points, maintenance of signage, and security of storage areas
 - iii) where appropriate to the nature of the development, a summary document for tenants and residents to inform them of waste and recycling management arrangements.
- 2) Kitchens within developments are to include sufficient space to separate food waste for collection (FOGO).
- 3) Larger residential, commercial and industrial developments are to include a separate space in a room or screened area for the storage and management of bulky waste (eg furniture, mattresses etc) and problem waste (eg batteries, electronic waste) for recycling collection. Applications for dwelling houses and secondary dwellings should consider appropriate and safe storage of bulky and problem waste (eg batteries).
- 4) Waste incineration devices are not permitted.

3.2 Site Plan (Demolition and Construction Waste Management)

- 1) A Site Plan must be submitted with the development application showing the area(s) on site to be used for the storage of materials, separating and clearly sign posting the areas for recycling and disposal (giving consideration to safety, access, slope, drainage, location of waterways, stormwater outlets, vegetation and visual amenity). The contents of the Site Plan must be consistent with the Wollongong *Development Assessment Guidelines for Waste Minimisation and Management Planning* and the WRMP.

3.3 Architectural Plans and Drawings (On-going Operational Waste Management)

- 1) Architectural Plans and Drawings (to scale) must be submitted with the development application showing the allocation of sufficient space and the most appropriate location for waste, recycling and bulky good storage to encourage opportunities to separate recycling and waste. Planning of the development must ensure waste management and collection of waste and recyclables is user friendly for all stakeholders considering factors such as access, ease of use, safety, container sizes and pathways to storage and collection points. The contents of the Architectural Plans and Drawings must be to scale and consistent with the Wollongong *Development Assessment Guidelines for Waste Minimisation and Management Planning* and the WRMP.

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3.4 Design and Location of Waste Collection Points and Loading Areas

- 1) Waste collection and loading is to be in accordance with Wollongong's *Development Assessment Guidelines for Waste Minimisation and Management Planning* and accommodated within new developments, in the following order of preference:
 - i. Collection point at ground level from within the confines of private property in a dedicated collection or loading bay and designed to ensure a heavy rigid class vehicle can safely access and manoeuvre within the site;
 - ii. Collection point at ground level and appropriate storage areas to enable a Wheel Out Wheel Back service (ie waste collection staff or contractors collect the bins from the bin room or temporary storage area to the waste collection vehicle);
 - iii. Collection point from the building basement (below ground level), provided requirements are met including (but not limited to) vehicle manoeuvrability/swept paths, clearance for operational height of waste vehicle, method of transporting bins to the collection point are outlined including any storage for bin tug/trolley, and the provision of fire fighting equipment;
 - iv. Collection point from a front, side or rear frontage suitable to enable a waste collection vehicle to stand and provide kerbside collection services with bins and bulky waste presented kerbside. [Applicants must note this method is only supported for residential dwellings with bins allocated/managed at each individual dwelling e.g. dwelling-house, dual occupancies, small scale villas and townhouses etc where developments comprise ten (10) residential units or less and subject to conditions outlined in the Guidelines.

Consideration will only be given to less preferable options if the consent authority is satisfied the preferred options are unreasonable.

Draft Development Assessment Guidelines

Waste Minimisation and Management Planning

Demolition, Construction and Operational Waste

RECYCLING COLLECTION SERVICE

Bin must be placed out before 6AM on your collection day and removed from the kerbside on the day they are serviced.

YES

- Unsoiled Paper & Cardboard
- Steel & Aerosol Cans
- Glass Bottles & Jars (Separate Lids)
- Aluminium Cans, Trays & Clean Foil
- Milk & Juice Cartons
- Rigid Plastic Containers (Keep Plastic Lids On)

NO

- Plastic Bags, Soft Plastics & Biodegradable Bags
- Food Scraps
- Shredded Paper, Soiled Paper & Pizza Boxes
- Paints, Oils & Other Hazardous Materials*
- Batteries*
- Polystyrene Foam
- Building Waste & Scrap Metal
- Crockery, Pyrex & Glassware
- Disposable Cups, Plates & Utensils
- Clothing & Linen
- Garden Hose & Planting Pots
- Garden Waste
- e-Waste*
- Disposable Nappies & Personal Hygiene Products

Plastic bags are NOT accepted in the Recycling Bin. These will contaminate the recycling. If you place the wrong items into the Recycling Bin, it may not be collected.

*FREE safe disposal of problem waste at the Community Recycling Centre (CRC), Kembla Grange, open 7 days.

Download the Wollongong Waste App today | 1300 362 360 | www.wollongongwaste.com.au

Wollongong City of Innovation

FOGO (ORGANICS) COLLECTION SERVICE

Bin must be placed out before 6AM on your collection day and removed from the kerbside on the day they are serviced.

YES

- Compostable Liners AS 4736
- Fruit & Vegetable Scraps
- Tea Leaves & Coffee Grounds
- All Food Scraps & Leftovers
- Meat, Bones & Seafood
- Garden Clippings & Flowers
- Eggs & Dairy
- Pasta, Bread, Rice & Cereal

NO

- Plastic Bags, Soft Plastic & Biodegradable Bags
- Shredded Paper, Soiled Paper & Pizza Boxes
- Building Waste, Rocks & Soil
- Coffee & Tea Bags
- Fruit Stickers
- Paints, Oils & Other Hazardous Materials*
- e-Waste* & Batteries*
- Pet Waste & Kitty Litter
- Disposable Nappies & Personal Hygiene Products
- Polystyrene Foam
- Garden Hose & Planting Pots

Plastic bags are NOT accepted in the FOGO Bin. These will contaminate FOGO. If you place the wrong items into the FOGO Bin it may not be collected.

*FREE safe disposal of problem waste at the Community Recycling Centre (CRC), Kembla Grange, open 7 days.

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Wollongong City of Innovation

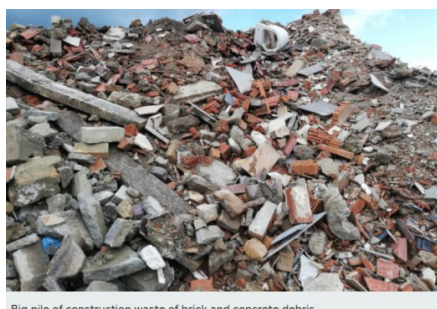
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Introduction

The amount of waste going to landfill in Wollongong LGA is a big problem.

Everyone can make a difference to this problem by understanding how to manage waste better – which includes looking for opportunities to separate waste from materials that can be recycled and reused wherever possible, with landfill being the last resort.



Big pile of construction waste of brick and concrete debris



Reusable waste from old houses and buildings

What is the Purpose of the Guidelines?

To promote the efficient storage, separation, collection and handling of **demolition, construction and on-going operational waste** to maximise resource recovery and provide safe and healthy spaces for people to live and work in.

Overall Aim: Reduce the amount of waste going to landfill

Where and When do the Guidelines Apply?

The **Waste Minimisation and Management Guidelines** apply to all development within the Wollongong Local Government Area.

They are the minimum **demolition, construction and operational waste** management requirements for all development and are designed to assist in the preparation of **Waste and Recycling Management Plans** for Development Applications (DAs).

The Guidelines are designed to be read in conjunction with Council's **Development Control Plan Chapter E7: Waste Minimisation and Management**. This DCP Chapter outlines the objectives, development controls and design guidance for waste minimisation, management and recycling for all developments in the Wollongong Local Government Area. Development applications must demonstrate conformity with the aims, objectives and controls of this and other relevant Chapters in the WDCP 2009. **The preparation of a Waste and Recycling Management Plan (WRMP) is the central document of compliance with this Chapter's requirements.**

How to Use the Guidelines

These **Guidelines** have been developed to provide a step-by-step guide to **reducing and managing waste**, to meet the requirements of the Development Application process, reduce waste going to landfill and create more liveable places to live, work and play.

The **Guidelines** should be used by those involved with the:

- a) **planning of demolition and construction, and the operation/management of construction sites; and**
- b) **design, construction, management and operation of a building's waste and recycling systems.**

This includes builders, site operators and managers, architects, designers, developers, building managers, planners, and waste consultants.

These Guidelines provide guidance to applicants on:

- + **How to prepare a Waste Minimisation & Management submission**
- + **How to develop a WRMP for each development stage**
- + **Information to include in the submission**
- + **The technical requirements**

Section 1 of the Guidelines set out the requirements for managing **Demolition and Construction Waste** from new and change-of-use developments. Provided is a step-by-step guide to help in the preparation of the required **Waste and Recycling Management Plan (WRMP)** as well as best practice examples to guide waste minimisation and management.

Section 2 of the Guidelines is divided into *general Operational Waste* provisions and best practice guidance for all development, followed by *specific* provisions based on *development type*.

Specific Development Types include:

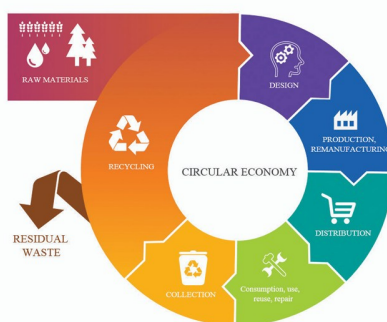
1. Multi-unit residential developments
2. Residential single dwellings (including small scale villas, townhouses, dual occupancies)
3. Non-residential developments
4. Mixed-use developments

Provided is a step-by-step guide to help in the preparation of the required **Waste and Recycling Management Plan (WRMP)** as well as best practice examples and diagrams to guide waste minimisation and management.

Preparation of a Waste and Recycling Management Plan

All applications for development or a change-of-use that will generate demolition, construction and/or on-going operational waste are required to submit a **Waste and Recycling Management Plan (WRMP)** as part of a **Development Application (DA)**. This includes residential, industrial, commercial, leisure, accommodation and community facility proposals.

The focus of the WRMP must be **reducing the amount of waste going to landfill and maximising resource recovery**, in line with Council's *Waste and Resource Recovery Strategy 2024-34*. All Development Applications submitted for approval must show that the resources and waste generated through the **Site Preparation, Construction and Occupancy** stages of the development will be responsibly managed in a way that creates safety, is efficient, protects amenity and builds a circular economy.



Accurate, site specific details in relation to **site preparation, construction and occupancy** as applicable must be provided within the required WRMP submission. The WRMP must be consistent with Architectural Plans and must be updated after every revision of the Architectural Plans. Additional details may be requested subject to the complexity, scale and nature of a proposal.

Some applicants can complete a simplified Waste and Recycling Management Plan using one or more of the Waste and Recycling Management Plan Templates contained in Appendix 1. This is acceptable for certain types of developments only. Larger and/or more complex residential, non-residential and mixed-use developments require a suitably qualified **waste management professional** to complete the Waste and Recycling Management Plan, using the Template.

Note: a professional is considered suitably qualified if holding a tertiary education qualification in planning, environmental science or a related field, and has demonstrated practical experience (at least 10 years) either planning for or managing systems for waste and recycling generated by building sites and new or upgraded developments.

Table 1 below provides a guide as to the type of Waste and Recycling Management Plan (WRMP) to be submitted for each development type, as well as the specific on-going waste management requirements. **Note:** any developments with a construction value of \$5 million or greater will require a suitably qualified waste management professional to complete the WRMP, regardless of development type.

Table 1: Waste and Recycling Management Plan (WRMP) and specific on-going waste management requirements by development type

Development Type	Waste & Recycling Management Plan Type Required	Additional specific on-going waste management requirements
Alterations and additions (residential)	WRMP Template	Refer to Part C Residential single dwellings
Carports, garages	WRMP Template	Not applicable
Swimming pools	WRMP Template	Not applicable
New single dwellings, secondary dwellings	WRMP Template	Refer to Part C Residential single dwellings
Residential flat buildings, multi-unit dwellings, shop top housing, boarding houses	A suitably qualified waste management professional is required to complete the WRMP Template	Refer to Part B Multi-unit residential developments
Mixed use developments that include a residential component	A suitably qualified waste management professional is required to complete the WRMP Template	Refer to Part B Multi-unit residential developments and Part D Non-residential developments
Childcare centres, places of public worship	WRMP Template	Refer to Part D Non-residential developments
Alterations and additions (non-residential)	WRMP Template	Refer to Part D Non-residential developments
Commercial, retail, and industrial buildings, fit-out, change of use	WRMP Template	Refer to Part D Non-residential developments
Demolition of dwelling, outbuilding and/or other buildings	WRMP Template	Not applicable
Subdivision of land: removal of vegetation and excavation	WRMP Template	Not applicable

Section 1: Demolition and Construction Waste & Recycling Requirements

This Section details the requirements for the minimisation and management of waste from **demolition and construction activities** for new and change-of-use developments:

Demolition and construction activities can generate a wide range of waste materials, which often consists of valuable recyclable items

Considering your waste minimisation and management strategy prior to demolition or construction can save money; support best practice recycling and waste minimisation outcomes; and satisfy Council planning process requirements

Waste generated on site is to be minimised and managed through a combination of waste planning and on site controls

As a minimum the following conditions apply to the management of waste from demolition and construction activities:

Understand your waste

- 1.1 Prepare a list of the types and quantities of waste your demolition/construction site will generate – this is the first step to effective waste management, and helps in planning how to appropriately reduce, reuse and recycle them. The *NSW EPA's Waste Classification Guidelines* (link) should be referred to.

Plan ahead for waste reduction

- 1.2 Create a **Waste and Recycling Management Plan (WRMP)** before starting your project - this can significantly reduce waste generation. A step-by-step guide to preparing a WRMP is included below in these Guidelines.
- 1.3 The WRMP must be submitted with any new Development Application (this includes DAs for a change-of-use of the development), complying with relevant legislation and Council Policies and Guidelines. This Plan should detail how waste will be managed and identify opportunities for waste reduction during the following activities:
 - a) Demolition of buildings or structures;
 - b) Excavation works and activities;
 - c) Construction of buildings or structures; and
 - d) Landscaping and site remediation works.

- 1.4 The work site must be prepared in accordance with the WRMP.

Consider demolition method

- 1.5 Where possible consider selective deconstruction as the demolition method, whereby various materials are carefully dismantled and sorted to enable effective reuse and recycling.

Excavation

1.6 Minimise site disturbance and eliminate unnecessary excavation.

1.7 Strip topsoil from areas subject to excavation and store it on site for reuse.

Designing the building

1.8 Minimise on site cutting of components and maximise on site assembly tasks.

1.9 Include building materials, fittings and furnishings with consideration to their longevity, adaptation, disassembly, reuse and recycling potential, and pursue adaptive reuse opportunities of buildings/structures.

1.10 Use low VOC (volatile organic compounds) paints, floor coverings and adhesives.

Materials selection and ordering

1.11 Order materials to size and pre-cut, prefabricated and recycled materials where possible.

1.12 Accurately calculate materials needed to minimise waste from overordering, purchase in bulk and ensure on time ordering to prevent degradation of materials through weathering and moisture damage.

1.13 Request metal straps rather than shrink wrap and returnable packaging such as pallets and reels, and use suppliers that will accept the return of packaging and excess materials.

Tendering

1.14 Advise contractors, sub-contractors and suppliers of the requirements to minimise waste on site.

1.15 Include provision in the tender documentation for the monitoring of the use of waste and recycling bins on site, and ensuring wastes are only disposed to licenced facilities.

Implement recycling and reuse strategies

1.16 Recycling is a key component of effective waste management. A sufficient quantity and size of **clearly labelled** recycling bins are to be used on site to ensure materials like metal, glass, timber, plasterboard, polystyrene and cardboard are separated from general waste for recycling collection. It is important to separate the different materials and keep them uncontaminated to guarantee the highest possible reuse value. For large items or specific materials like concrete, a construction skip bin (with a lid/cover) hire service that specialises in recycling construction waste should be considered.

1.17 Ensure all recycling and waste areas are sign posted and individual bins are clearly labelled, and are conveniently located for safe and easy access and collection on site. Collection trucks are to enter and exit the site in a forward direction. Footpaths, public reserves and street gutters are not to be used as places to store demolition waste or materials of any kind without Council approval.

1.18 Waste storage areas are to be secure, lockable, well ventilated and screened.

- 1.19 Separate receptacles are to be provided for the safe disposal of hazardous waste (ie light bulbs, batteries etc).
- 1.20 Provide bins in common areas for the collection of commingled recyclables such as beverage containers (glass, plastic, aluminium), paper products, recyclables food containers.
- 1.21 All waste placed in skips or bins for disposal or recycling must be adequately contained to ensure the waste does not fall, blow, wash or otherwise escape from the site – a lid, tarp or cover is required and cage style bins are not permitted for this reason.
- 1.22 Minimising waste starts with optimising the way materials are used. Store materials properly to avoid damage (eg weather protection), consider design choices that minimise waste and plan carefully to reduce offcuts.
- 1.23 Wherever possible reuse materials, either on site or in other projects. Materials like formwork, pallets and certain fixtures can be reused reducing the demand for new products and waste production.
- 1.24 The WRMP should include a target for resource recovery that aims to achieve a minimum 80 percent recovery rate.

Waste management training and site induction

- 1.25 Educating the team about the importance of proper waste management is crucial. Training of employees and sub contractors during site induction and tool box talks should cover how to sort waste, the benefits of recycling, and techniques they can use to reduce or reuse materials. This training of workers/contractors must take place before demolition or construction works begin and the site manager must continually monitor to ensure construction remains compliant with waste reduction goals.
- 1.26 Induction training is to include as a minimum:
 - ❖ Legal obligations
 - ❖ Emergency response procedures on site
 - ❖ Waste storage locations and separation of waste
 - ❖ Safe paths of travel
 - ❖ Litter management in transit and on site
 - ❖ The implications of poor waste management practices
 - ❖ Correct use of general-purpose spill kits
 - ❖ Responsibility and reporting (including identification of personnel responsible for waste management and individual responsibilities)

Transport to licensed facilities

- 1.27 All waste generated on site is to be transported to an approved and appropriately licensed resource recovery facility and/or landfill site or facility legally authorised to accept such waste, and in accordance with the requirements of the Protection of the Environment Operations Act 1997 and any other relevant legislation (noting that Council's Whytes Gully does **not** accept building waste – this will need to be transported to a private facility). These details are to be included in the relevant Construction Management Plan submitted with the Development Application.
- 1.28 Records need to be kept of quantities of waste and recycled materials disposed of, and the destinations of these materials - evidence, such as weighbridge dockets and invoices for waste disposal or recycling services for presentation to regulatory authorities upon request such as Council Officers and the EPA. This information must be submitted to Council's satisfaction before an Occupation Certificate can be issued.
- 1.29 Hazardous and special waste (including asbestos) is to be managed in accordance with the provisions of the NSW WHS Regulation 2011, EPA requirements and Protection of the Environment Operations (Waste) Regulation 2014 and the Wollongong Policy: Asbestos Management. The temporary storage of asbestos waste at worksites is regulated by SafeWork NSW.

Guide to preparing the Waste and Recycling Management Plan (WRMP) – Demolition & Construction:

Step 1: complete the section in the WRMP (link) showing:

1. the type and amount of waste the demolition or construction is likely to generate in accordance with the *NSW EPA's Waste Classification Guidelines* (link)
2. how you plan to minimise and manage this waste (on site reuse / recycling opportunities / landfill as last resort)
3. how demolition and construction waste will be sorted and stored in a source-separated manner on site to maximise reuse and recycling opportunities, or if not practical, the details of any waste collection providers who are able to sort mixed loads of demolition and construction waste at appropriately licensed management facilities
4. that you can meet the requirement to divert a minimum 80% of the generated demolition and construction waste from landfill – include the measures to reuse or recycle at least 80% of demolition and construction waste, either on site or diverted for reuse and recycling with receipts sufficient to demonstrate the target will be met
5. the role/person responsible for ensuring targets are met and the person responsible for retaining waste dockets from facilities appropriately licensed to receive the development's demolition and construction waste
6. details of appropriately licensed facilities to receive the development's demolition and construction waste
7. confirmation that all waste going to landfill is not recyclable or hazardous

8. full disclosure of any asbestos-contaminated material known to be at the site, details of quantities, the licence details of any asbestos removalist, and the designated disposal site licensed to accept asbestos-related waste.

Waste Quantities - the quantity of potential waste material is estimated by:

1. Quantifying materials for the project
2. Applying waste margins allowed in ordering materials
3. Copying these amounts of waste into the waste management plan.

Normal waste percentages applicable to site preparation/construction work include:

Timber 5 - 7% Plasterboard 5 - 15% Concrete 3% Bricks / Blocks 5% Tiles 5 - 10%

Conversion to volume of waste materials:

Timber 0.5 tonne per m³ Tiles 0.75 tonne per m³ Bricks / Blocks 1.0 tonne per m³

Concrete 2.4 tonne per m³ Steel 2- 4 tonne per m³

The following are some examples of potential **reuse, recycling and disposal options** for materials likely to be used/generated in demolition and construction, saving waste going to landfill:

Table 2: Reuse/Recycling Potential and Disposal Guidance

Material	Reuse/Recycling Potential and Disposal Guidance
Bricks, Pavers	Cleaned and/or rendered for reuse, crushed for fill/landscaping/driveways, sold or provided to a recycled materials yard
Cardboard Packaging	Recycled at a paper/cardboard recycling facility
Concrete, Mortar, Masonry, Asphalt, Gravel	Reused on site as fill, levelling or crushed for road base
Doors, Windows, Fittings	Reused in new or existing buildings or sold or provided to a recycled materials yard
Glass	Recycle at glass recycling facility, aggregate for concrete production, crushed for termite barrier, reused as glazing
Hardwood Beams	Reused as floorboards, fencing, furniture or sent to second hand timber supplier
Other Timber (non-treated)	Reused in formwork/fencing/floorboards, ground into mulch for garden or sent to second hand timber supplier
Other Timber (treated)	Reused in formwork/bridging/blocking and propping or sent to second hand timber supplier
Wood, Plywood, MDF, Hardboard	Reused in formwork/bridging/blocking and propping or sent to second hand timber supplier
Pallets	Sent to second hand timber supplier

Material	Reuse/Recycling Potential and Disposal Guidance
Carpet	Cleaned and reused for the same purpose, reused in landscaping or garage/sheds, recycled at an appropriate processing facility
Insulation Material	Reprocessed to remove impurities and reused for the same purpose or as off cuts, compressed for ceiling tile manufacture
Metal, Steel/Copper Pipe, Galvanised Iron Sheetting	Recycled at a metal recycling facility, melted into secondary materials for structural steel, roofing, piping etc, copper sold for reuse
Plasterboard/Gyprock, Cladding	Crushed for reuse in manufacture of new plasterboard, returned to supplier or used in landscaping
Plastics	Reused as secondary materials for playgrounds, park benches etc
Roof Tiles	Cleaned and reused, crushed for reuse for landscaping and driveways or sold or provided to a recycled materials yard
Excavated Soil	If the excavated soil can be classified as Virgin Excavated Natural Material or Excavated Natural Material it can be stockpiled onsite for reuse as fill or exported to another site that can lawfully accept that material as fill. If the excavated soil is contaminated or contains asbestos, acid sulfate soils, potential acid sulfate soils or sulfidic ores it must be disposed of lawfully.
Topsoil	Stockpiled onsite for reuse in landscaped areas
Excavated Rock	Reused on site or at approved development sites
Green Waste/ Organics	Mulched, composted for reuse, trees chipped for use in landscaping or removed carefully and reused onsite or sold
Synthetic & Recycled Rubber	Reused for the same purpose or reprocessed for use in manufacture/construction of safety barriers, speed humps
Plumbing & Fittings	Metal fittings can be recycled at scrap metal yards, PVC fittings can be reused
Paint and Paint Tins	Free disposal at Whytes Gully
Waffle Pod Offcuts	Place in designated recycling bags from waffle pod supplier for return – ensure no contamination from concrete, paint or other building materials
Fibro Sheetting/ Asbestos Waste	All asbestos waste is to be managed in accordance with the provisions of the NSW WHS Regulation 2011, EPA requirements and Protection of the Environment Operations (Waste) Regulation 2014 and the Wollongong Policy: Asbestos Management. The temporary storage of asbestos at worksites is regulated by SafeWork NSW



Demolition waste can be recycled to save on landfill costs

Step 2: draw up a **Site Plan** (to be submitted with the Development Application) showing the area(s) on site to be used for the storage of materials, separating and clearly sign posting the areas for recycling and disposal (giving consideration to safety, access, slope, drainage, location of waterways, stormwater outlets, vegetation and visual amenity). This will maximise source separation and resource recovery, while reducing the costs and quantity of materials disposed of at landfill. Include the following as a minimum (refer to **example Site Plans** below as a guide):

- **Storage/Bin locations:** clearly mark on the site plan the area(s) on site to be used for the storage of materials, separating and clearly sign posting the area allocated for recycling and disposal waste bins (giving consideration to safety, a location away from public access, slope, drainage, location of waterways, stormwater outlets, vegetation, visual amenity and practicality of access for workers and collection vehicles).
- **Recycling and Waste Streams:** *disposal of waste to landfill must be a last resort only*. Label on the plan the type of recycling or waste that each bin will be used for. Examples include concrete, timber, plasterboard, cardboard, general waste etc. Provide separate receptacles for the safe disposal of hazardous waste types (i.e. light bulbs, batteries, etc).
- **Bin Type, Sizing and Capacity:** provide details on the size and capacity of each bin to accommodate anticipated recycling and waste volumes. Bins must have a lid to ensure waste does not blow out. **NOTE: cage style bins are not to be used** as they do not adequately contain waste.

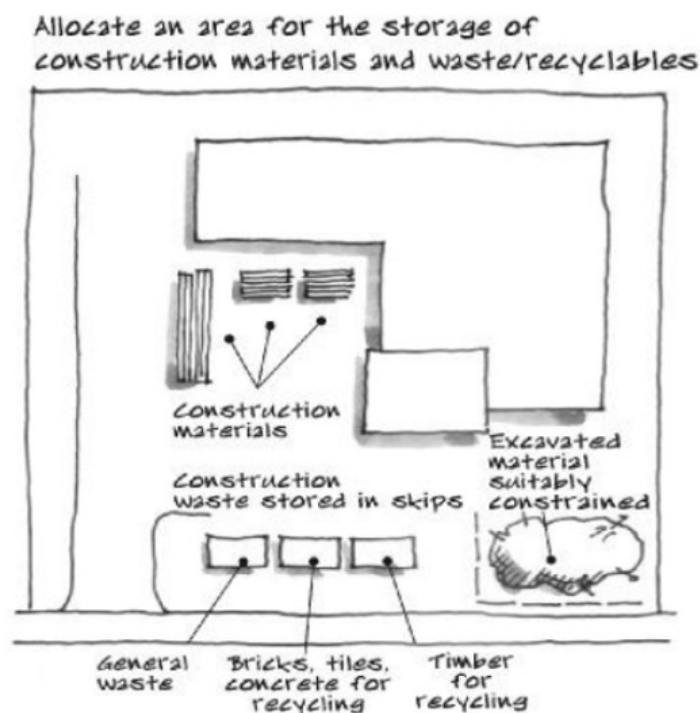




- **Access routes:** show the pathways for collection vehicles to safely access and service the bins.
- **Loading/Unloading Areas:** if applicable, designate areas for safe loading and unloading of materials that may be recycled or reused.
- **Storage of Building Materials:** segregating construction materials and providing weather protection for stored materials on site, to maximise their fitness for use.

Site Plan Example

The following example is provided to guide the preparation of a Site Plan, clearly identifying the areas on site for storage of construction materials, waste and recycling.



Section 2: Operational/Occupancy Waste & Recycling Requirements

This Section details the requirements for the minimisation and management of waste generated during the ongoing **Operation/Occupancy** of a building, facility or business. It includes the requirements for all new and change of use development types. It is to be read in conjunction with the requirements for the specific development types that are set out in the sub sections that follow:

- ✦ the operation or occupancy of a building, facility or business must focus on waste minimisation, maximising recycling and ensuring responsible disposal
- ✦ early waste minimisation and management planning in architectural designs is crucial – ensuring the allocation of sufficient space and the most appropriate location for waste, recycling and bulky goods storage to encourage opportunities to separate recycling and waste. Planning of the development must ensure waste management and collection of waste and recyclables is user friendly for all stakeholders (building occupants, neighbours, waste contractors and other service providers), considering factors such as access, ease of use, safety, container sizes and pathways to storage and collection points.
- ✦ a **Waste and Recycling Management Plan** (WRMP) must be submitted with a Development Application, complying with relevant legislation and Council Policies and Guidelines. It outlines the proposed methods for the on site minimisation and management of all waste generated during the **occupation, use of, or the continuation of activities on any land or premises on an ongoing basis.**

This Section of the Guidelines is divided into **general operational waste provisions** and best practice guidance, followed by **specific development type provisions**.

Provisions for waste minimisation and management for each development type consider the following key issues:

- ❖ Space – allocate sufficient areas within developments for efficient access, storage and collection of waste and recycling
- ❖ Access – ensure waste systems are easy to use and that collection vehicles are able to access buildings to remove waste safely and efficiently
- ❖ Amenity – maintain a visually appealing streetscape and minimise impacts of noise and odour from waste and recycling handling on building occupants and local area
- ❖ Safety – ensure safe practices for storage, handling and collection of waste and recycling
- ❖ Services – guidance on the Council's expectations for delivering effective waste services including bin handling and collection points, and managing bulky and problem waste
- ❖ Management – ensure clarity regarding responsibility for management of waste systems and waste, recycling and FOGO storage areas, and collection points

Provided is a step-by-step guide to help in the preparation of the required **Waste and Recycling Management Plan** for the ongoing operation/occupancy of a building, facility or business, as well as best practice examples and diagrams to guide waste minimisation and management.

Part A. General operational waste requirements

This section sets out the minimum requirements for all development types and is to be read in conjunction with requirements for specific development types that are set out in the sub sections that follow. All waste and recycling management systems are to comply with the National Construction Code (NCC) and all relevant Australian Standards. Wollongong City Council is the Residential Waste Collection Authority and obligated to service all residential development within the Wollongong Local Government Area. Domestic Waste Management charges are applied in line with the Local Government Act 1993.

Preparation and Submission of a Waste and Recycling Management Plan (WRMP)

A1.1 A **Waste and Recycling Management Plan (WRMP)** must be submitted with a Development Application, which outlines the proposed methods for the on site minimisation and management of all waste generated during the occupation, use of, or the continuation of activities on any land or premises on an ongoing basis. The WRMP must comply with relevant legislation, standards and Council Policies and Guidelines.

Waste, Recycling and Food Organics Garden Organics (FOGO) Storage Areas

A2.1 All **waste, recycling and FOGO** is to be wholly located within the confines of the private property in a dedicated room or storage area that is flat, level and ensures bins are not visible from the public domain.

Storage areas are to provide adequate capacity for storing all waste, recycling and FOGO bins required (based on expected waste generation rates and bin types selected – see Appendix 2: Waste and Recycling Generation Rates) and accommodate likely peak demand for waste storage capacity.

A2.2 Storage area location(s) and the volume of space allocated to the waste and recycling management systems are to be detailed on Development Application architectural plans/drawings and in the WRMP submitted to Council. The plans/drawings and WRMP are to be consistent.

A2.3 Storage areas are to be located within the premises in a position that is convenient and safe for both users, cleaners and waste collection staff. They should be in close proximity to the proposed on site collection point and at street level. Waste storage areas are to be easily accessible by the residents and occupiers of the development, consistent with relevant Australian Standards.

A2.4 The siting and layout of storage areas are to be designed to encourage easy recycling and separation of different waste types by all users, and reduce contamination. Storage area design should consider as a minimum accessibility, safety, ease of use, bin layout, manoeuvring space and educational signage, and be well lit.

- A2.5 Waste storage areas are not to be located adjacent a habitable room, occupied units or tenanted lots of a development (to prevent odour and noise impacts).
- A2.6 Residential and non-residential waste storage areas must not be shared.
- A2.7 Waste storage area surfaces must be flat, constructed of non-slip material and free from obstructions, stairs or lips that impede the wheeling of bins.
- A2.8 To allow for safe handling of bins by collection staff and building management, storage areas must provide space for:
- 50cm between all bins
 - Bins to be stored no more than two deep
 - Aisle space of 1.5m wide
- A2.9 The design requirements of storage areas are found in Appendix 3: Waste, Recycling and FOGO Storage Area Construction Requirements.
- A2.10 Arrangements must be in place for the regular maintenance and cleaning of waste management facilities. Waste management facilities must be suitably enclosed, covered and include taps for hot and cold water, provided through a centralised mixing valve/hose cock. The taps must be protected from bins and be located where they can be easily accessed. The floor is to be graded so that any water is directed to a Sydney Water approved drainage connection to ensure no discharge into the stormwater. These cleaning facilities are to be clearly shown on Development Application architectural plans/drawings and described in the WRMP submitted to Council.



Bin room with an area for cleaning bins, including hot and cold water tap, drain and barrier to prevent water spilling over, and a roller door to access the room (Photo: Andrew Quinn)

Source: Better practice guide for resource recovery in residential developments

- A2.11 A separate dedicated space within the premises, such as a room or screened area (in or attached to the waste, recycling and FOGO storage area), is to be provided for the storage and recycling of bulky waste and problem waste, prior to the scheduled day of collection.

Residential and commercial bulky waste must be separated. Bulky waste storage must be clearly indicated on architectural plans and described in the WRMP.

What is bulky and problem waste?

Bulky waste are those recyclable items too large to fit into bins and includes furniture, whitegoods, electronics and mattresses. These items are collected from **residential** properties as part of the Council's waste and recycling services.

Many **business premises** rely on transport packaging, such as kegs, pallets, rates and boxes. A space for the interim storage of these re-usable items is required to minimise breakage and loss, reduce reliance on single-use packaging and minimise waste.

Problem wastes are hazardous items that are not permitted in the general waste bin. This includes paints, chemicals, batteries, light bulbs, gas bottles, polystyrene, motor and cooking oils which can be recycled if separately collected and managed.

Council's **Community Recycling Centre (CRC)** at Whytes Gully is a free and easy way to recycle certain problem waste and regular household recyclables. Check the list of items accepted (wollongong.nsw.gov.au/residents/waste/community-recycling-centre).



Collection area for problem wastes Photo: Andrew Quinn

Waste, Recycling and FOGO Collection Points

General waste, recycling and FOGO collection points are the designated positions or areas where general waste, recyclables and FOGO are loaded onto the collection vehicle(s).

and the path of access for collection vehicles are all to be detailed/nominated on the Development Application architectural drawings/plans and in the WRMP submitted to Council. Collection points for residential and non-residential loads may be shared, but methods for managing collection times of non-residential waste must be outlined in the WRMP.

A3.2 The collection point must be level (bins not placed on elevated loading bays), free of obstructions and allow sufficient height, side and rear clearance to enable on site access by garbage collection vehicles and the safe mechanical/manual pick up and set down of bins and bulky waste, clear of any walls, ceilings, ducts, pipes and other services (see Appendix 4). The collection point must be designed to ensure the relevant heavy rigid class vehicle can safely access and manoeuvre within the site. The proposed collection vehicle and dimensions must be nominated in the development application documentation, along with details of turning specifications.

A3.3 Collection points are not to be adjacent a habitable room or window.

A3.4 Each collection point is to be easily accessible from the waste, recycling and FOGO storage areas. The access pathway for transferring bins and bulky waste between storage areas and the collection point must be direct, level and free of obstructions, steps or kerbs, solid, concrete and non-slip, adequately lit, a minimum 2.5m in width (including all doorways and entry points, or hallways) and wholly within property boundaries. This path for wheeling bins must not exceed a grade of 1:14 at any point. The proposed method and transfer pathway for bins and bulky waste must comply with the requirements of Work Health and Safety Legislation and relevant Codes of Practice. The transfer of bins from the basement via vehicle ramps is not permitted.

A3.5 Maximum unassisted manual handling distance for wheeling bins and transferring bulky waste between the storage point and collection point, and surface grades for the movement of bins, are determined by the bin size as per Table 3 below:

Table 3: Bin Handling distance and design standards – Waste and Bulky Goods

Bin Capacity	Up to 360L	660L – 1100L	More than 1100L
Maximum distance (metres)	30	5	3
Maximum surface grade	1:14	1:24	1:30
Steps or kerbs	None	None	None

Any proposed variations require further assessment and discussion with Council. The Applicant can consider the use of equipment to aid the movement of bins (e.g. bin tug device) and outline such equipment in the WRMP – provision for the storage of this equipment must be clearly indicated in the architectural drawings/plans.

A3.6 The collection point must be located where the waste, recycling or FOGO collection vehicle can stand safely, on a level surface and away from vehicle ramps. It must be located so that it does not impede or restrict other vehicle and pedestrian movements

during collection times. It must be clearly separated from car parking bays, footpaths and landscaped areas.

- A3.7 All on site waste collection vehicles are to enter a site in a forward direction, turn in no more than 3 turning movements and leave in a forward direction. If a collection vehicle needs to reverse to complete a collection run, this needs to be detailed in both the development's Traffic Management Plan and WRMP. The site must be configured so that collection vehicles do not impede or restrict general access to, from or within the site (vehicle or pedestrian movements) during collection times. Access driveways and route of travel to be used by collection vehicles must be adequately surfaced and the correct strength to support such vehicles, and be designed in accordance with AS 2890 Parking Facilities – Off-Street Commercial Vehicle Facilities for heavy rigid vehicles.
- A3.8 Residential developments are to provide **on site** collection of general waste and recycling, and **kerbside** collection of FOGO and bulky items, by Council contractor vehicles. For residential waste collection the applicant must design for Council's 10.54 metre long rear loader heavy rigid collection vehicles to enter and exit a site in a forward direction. **On-site** waste collection and loading is to be accommodated within new developments, in the following order of preference:
- i. Collection point at ground level from within the confines of private property in a dedicated collection or loading bay and designed to ensure a heavy rigid class vehicle can safely access and manoeuvre within the site;
 - ii. Collection point at ground level and appropriate storage areas to enable a Wheel Out Wheel Back service (ie waste collection staff or contractors collect the bins from the bin room or temporary storage area to the waste collection vehicle);
 - iii. Collection point from the building basement (below ground level), provided requirements are met including (but not limited to) vehicle manoeuvrability/swept paths, clearance for operational height of waste vehicle, method of transporting bins to the collection point are outlined including any storage for bin tug/trolley, and the provision of fire fighting equipment;
 - iv. Collection point from a front, side or rear frontage suitable to enable a waste collection vehicle to stand and provide kerbside collection services with bins and bulky waste presented kerbside. [Applicants must note this method is only supported for residential dwellings with bins allocated/managed at each individual dwelling e.g. dwelling-house, dual occupancies, small scale villas and townhouses etc where developments comprise ten (10) residential units or less and subject to conditions outlined in A3.12 below].
- A3.9 For all developments, the loading docks, ramps and waste collection points must provide access and bays for vehicles as per the requirements outlined in WDCP Chapter E3.
- A3.10 For developments comprising residential uses, refer to the design requirements for vehicle access and turning requirements in Appendix 4: Collection Vehicles.

A3.11 Residential developments where it can be demonstrated to Council's satisfaction that on site vehicle access is not possible due to site specific constraints must provide a waste, recycling and FOGO storage area or temporary waste holding area that is:

- Sized to accommodate all bins and bulky waste on collection day
- Directly accessible from the street

A3.12 Residential waste (presented in mobile garbage bins or as bulky clean up waste materials) from developments with ten (10) residential units or less are permitted to have kerbside collection in the following circumstances:

- Where the space required for presentation at kerb does not exceed one third of the width of the property frontage
- Where collection activity does not create an obstruction of the pathway/footpath or roadway or cause an illegal hazard
- Where the collection point is to be located so as to minimise the impacts from noise and odour during collection
- Where dwelling occupants take responsibility to move bins to the identified collection point no earlier than the evening before collection day and then return the bins to their storage area no later than the evening of collection day. Bins are to remain in their on site storage area at all other times

A3.13 All collection of non-residential waste is to be conducted on site. Consideration will be given to smaller developments where this is not possible.

On Site Waste Management Requirements

A4.1 The owners/strata/managing body are responsible for the regular cleaning of waste, recycling and FOGO storage areas (including bins) and transfer of bins and bulky waste from storage areas to/from collection areas – this must be detailed in the Waste and Recycling Management Plan.

A4.2 All waste, recycling and FOGO storage areas, chute rooms and access paths are to be kept clean and free of obstruction at all times.

A4.3 All storage containers for waste, recycling and FOGO are to be kept in serviceable condition and at the agreed bin numbers at all times. Bin cleaning and bin number audits will be conducted on a regular basis by the managing body, and a site may be audited by Council.

A4.4 Waste, recycling and FOGO storage containers must be stored within the boundary of the development at all times. No waste infrastructure can be stored within a fire exit path.

A4.5 Standard signage on how to use the waste management system for residential dwellings, how to separate waste and what materials are accepted in the recycling is to be posted in all waste, recycling and FOGO storage areas, including chute rooms. Signage is available from Council.

- A4.6 “DANGER” warning signs and other appropriate Workplace Health Safety (WHS) signage are to be prominently displayed at any point of entry to an area of waste chute discharge, or where balers, crushers or compactors operate. This must be a locked area.
- A4.7 No waste incineration devices are permitted.
- A4.8 All waste and recycling containers are to be clearly and correctly labelled to identify which materials are to be placed into each container. Mobile Garbage Bins will be designed and colour-coded in accordance with the Australian Standard 4123: Mobile Garbage Containers. The containers are to have a fixed tight-fitting lid and smooth, washable internal surface.
- A4.9 Non-residential waste collection containers are to display contractor information.
- A4.10 Heritage conservation considerations may alter some requirements of the Guidelines for the refurbishment of an existing building, in consultation with Council.

Part B Multi-unit residential developments

This section applies to residential flat buildings, boarding houses, student accommodation, co-living housing, serviced apartments, shop top housing, multi dwelling housing and “build-to-rent” developments.

It details the waste and recycling requirements with shared waste and recycling bins. Applicants should also apply the waste management criteria set out in the ***Apartment Design Guide***. This Part is to be read in conjunction with Part A: General Operational Waste Requirements.

All of the following requirements must be addressed/illustrated in the Waste and Recycling Management Plan, Site Plan and Architectural/ Floor Layout Plans as appropriate. As a minimum the following conditions apply to any development classified according to the above description:

Space within each residence

- B1.1 Space is to be allocated inside each residence for the storage of at least two days generation of waste, recycling and FOGO, including a space for a FOGO kitchen caddy for the separate collection of food waste (refer to Appendix 2: Waste and Recycling Generation Rates).

Waste, recycling and FOGO storage area

- B2.1 A shared or communal waste, recycling and FOGO storage area(s) is to be provided for developments incorporating six or more dwellings. This area must provide space for waste, recycling and FOGO (food waste and communal green waste) mobile garbage bins required for the total development, as well as a separate storage area for bulky waste and problem waste.



Best practice waste separation in multi-unit residential developments.

B2.2 A lockable cage, designated screened area or room is to be dedicated for the temporary storage of bulky waste awaiting removal (e.g. furniture, mattresses) and problem waste (e.g. batteries, electrical waste, polystyrene). The space should be appropriate with the minimum being 10m² of space for up to 40 units and then 2m² for every 10 units after that.

Note: For boarding houses and co-living housing, a boarding room or private room is equivalent to a unit for the purposes of the calculation of bulky/problem waste storage space to be provided.

B2.3 Storage space for mobile garbage bins will be calculated based on a once weekly Council collection of general waste and FOGO, and a fortnightly collection of recycled material, and the waste generation rates (Appendix 2).

B2.4 Arrangements must be made prior to construction completion for the facilities manager to meet Council's waste collection contractor on site for a formal inspection – the manager is required work with the contractor to facilitate collections. All residential bins are to be provided by Council after construction is completed, and a written request is submitted by the Developer or Strata Manager to Council.

B2.5 Storage for paper and cardboard is to be provided for all developments with 50 or more units – minimum 1x 1100L bin for every 50 units.

B2.6 Where a development is proposing the use of 660L or 1100L bins, or consists of 21 or more residential units, the design must include suitable paths of bin travel and door widths for these larger bin sizes.

B2.7 Waste storage areas are to be easily accessible by the residents of the development, consistent with relevant Australian Standards, and designed to be conveniently used by residents. The Access report submitted with the development application must include details to demonstrate access is provided to all common areas, including the waste, recycling and FOGO storage area(s).

- B2.8 The maximum walking distance from any entrance of a residential dwelling to the storage area should not exceed 30 metres (lift travel distance not included) and should be located close to lifts and/or stairwells. More than one waste storage area may be required.
- B2.9 Applicants may propose a private waste collection contractor for the ongoing service of proposed **non-residential** uses, however this does not exempt the development from any requirements outlined in this document or other relevant regulations, including Council vehicle access requirements and bin number requirements. The dimensions of the private waste collection vehicle need to be stated and swept paths must be provided which demonstrate that the vehicle is able to enter the site, turn in no more than 3 turning movements and leave in a forward direction, with a maximum longitudinal grade of 15.4%
- B2.10 Private waste collections services for proposed non-residential uses are to occur entirely within the confines of private property with bins or bulky waste originating from commercial tenants prohibited from being placed on public land. Private waste collection services must occur in a source-separated manner with all wastes collected separately according to the following streams: general waste, commingled recycling and FOGO, as a minimum.
- B2.11 The design requirements of storage areas are found in Appendix 3: Waste, Recycling and FOGO Storage Area Construction.
- B2.12 Lift sizes and dimensions for bin movements must be adequate to accommodate the largest bin size to be used for the site.

Chute systems

- B3.1 The use of a chute system is only permitted for buildings comprising **8 storeys or more**. If a chute system is used, **a single waste chute for general waste only is permitted** – a chute system for recycling material is NOT permitted due to problems such as glass breakage, cardboard blockage etc, and e-diverter chutes are NOT permitted as they are prone to breakdowns. Trays/MGBs (240L) for recycling and a FOGO receptacle are to be provided within an enclosed chute room on each floor.
- B3.2 Chutes are to be provided with an opening on each floor, designed to be used for all residents and enclosed within a chute room. A chute room is required on each habitable floor of a development that has a chute system. Chutes are not to open onto any habitable space and chute openings are to have an effective self-sealing system.
- B3.3 Chutes are to terminate in a waste storage area and discharge directly into a waste container in a manner designed to avoid spillage and overflow. Protective skirting between the chute and containers is required to prevent spillage and minimise dust or spray.
- B3.4 For safety reasons, residents are not to be able to access the area where the chute discharges. All chute discharge rooms must be secured and locked.

- B3.5 The total maximum travel distance from any residential dwelling entry to a chute system on any given storey is not to exceed 30 metres. Additional chutes may be required for buildings in order not to exceed the maximum travel distance.
- B3.6 Garbage chutes must be designed in accordance with the NCC and the technical requirements outlined in Appendix 5: Waste Chutes, Compactors and Balers.
- B3.7 The enclosed chute room on each floor will include:
- ❖ The chute intake hopper
 - ❖ Space for at least one 240L Recycling MGB for each six (6) residences serviced by that chute
 - ❖ Space for a FOGO receptacle
 - ❖ Space for large cardboard and/or bulky items to reduce the likelihood of blockage in chutes (or a suitable proposal to collect and manage this material)
- B3.8 Each chute room is to provide access for all persons. Chute rooms are to allow sufficient space to permit easy opening of the chute and chute room door and the storage and manoeuvring of MGBs. The floor must be sealed in a non-slip material and free from steps
- B3.9 A chute room is not to be located adjacent a habitable room. The chute must incorporate a damping application to prevent excessive vibration and noise.
- B3.10 Chute rooms are to display instructions on the use of the waste chute, including instructions on the correct use of the chute, waste material separation guide, instructions not to dispose hazardous and bulky material, recyclables or FOGO into the chute, and what materials can be placed in the recycling bin(s) and FOGO bins/receptacles provided
- B3.11 Responsibility for cleaning and operating chute rooms rests with the managing body

Part C Residential single dwellings

This section details the waste and recycling requirements for residential dwellings with bins allocated to and managed at each individual dwelling. This includes single-dwelling houses, secondary dwellings, dual occupancies, small-scale villas and townhouses and each dwelling in an integrated housing/lot development.

As a minimum the following conditions apply to any development classified according to the above description:

- C1.1 Space is to be allocated inside each dwelling for the storage of at least two days generation of waste, recycling and FOGO. Storage must allow for these three waste streams to be source separated.
- C1.2 Space (for a kitchen caddy or similar) should be allocated in the kitchen for the separation of food waste or compostable material.

- C1.3 Space is to be allocated within each property boundary for the storage of all bins and services as provided by Council (3x240L bins as a minimum). This space is to be detailed on the Development Application Plans and drawings.
- C1.4 There is to be an access path with sufficient clearance and suitable grade (no greater than 1:14) to wheel waste and recycling bins from the bin storage within the property boundary to the collection point. The collection point may be a Council footpath in proximity to the residence or a nominated collection point within the development agreed to by Council. The access path is not to enter or traverse a dwelling.
- C1.5 The distance from a dwelling to the collection point is not to exceed 30 metres.
- C1.6 A secured and private location (within the development boundary) for bulky waste/kerbside clean up material (eg furniture, mattresses) and problem waste (eg batteries, gas bottles, electronic waste) storage is to be nominated for multiple villas, townhouses or similar developments.
- C1.7 The distance from the bin storage within the property boundary to the collection point is not to exceed 30 metres.
- C1.8 The location of the proposed bulky/problem waste storage, and collection point for waste, recycling and FOGO, is to be detailed on Development Application plans and drawings.
- C1.9 All waste bins must be presented to the kerbside (noting they are not to be placed on the roadway) no earlier than 12 hours prior to collection time (from 6am on collection day) and are expected to be returned to the storage areas within 12 hours or as soon as practicable after collection. Bins will not be permitted to be stored on public land for greater than 12 hours before or after the collection services.

Part D Non-residential developments

This section includes special provisions for waste and recycling management in **industrial and commercial developments (new developments and change of use)** including food and drink premises, small-scale commercial premises, offices, accommodation and entertainment premises (e.g. hotels, restaurants and pubs) and retail outlets (e.g. supermarkets, groceries and convenience stores). This section also applies to community facilities, child care centres, education establishments and places of public worship.

This Part is to be read in conjunction with Part A: General Operational Waste & Recycling Requirements.

All of the following requirements must be addressed in the Waste and Recycling Management Plan and Architectural Plans as appropriate. As a minimum the following conditions apply to any development classified according to the above description:

Space

D1.1 There is to be space dedicated for storing bulky waste materials and problem waste for recycling of at least:

- 2m² for developments under 100m²
- 4m² for developments between 100m² and 2,000m²
- An additional 4m² is required for each retail, accommodation or entertainment development over 2,000m² and for every 20,000m² of office space.

D1.2 From 1 July 2026 businesses and institutions must separate food waste from general waste. Dedicated space (in or attached to the waste and recycling storage area) is to be provided for the storage of FOGO for collection. Larger developments may wish to consider the use of an on site food processing unit (eg dehydrators).

D1.3 A designated secure space is to be provided on site in reasonable proximity to retail or commercial premises to store re-usable commercial items such as crates, pallets, kegs, demolition/stripout waste and similar items so that storage in a public place is completely avoided. Storage of such materials in public places without approval is prohibited.

D1.4 Kitchens, office tearooms, and service and food preparation areas are to be designed with sufficient dedicated space to collect and recycle food waste.

D1.5 A secure space is to be allocated for the separate storage of each waste stream, including liquid wastes, commercial cleaning products, chemicals, paints, solvents, motor and cooking oil, medical or hazardous waste. These areas for liquid waste storage are to be bunded, and drained to a grease trap, in accordance with legislation and the requirements of State government authorities and agencies.

D1.6 The use of cardboard balers/compactors and glass crushers for developments with a high generation of cardboard and glass recyclable waste should be considered. The space allocation for storage of recycling in Mobile Garbage Bins may be reduced if alternative systems demonstrate the need for less storage space.

D1.7 Space should be provided for the separate collection of beverage containers suitable for redemption under the NSW Container Deposit Scheme.

Access

D2.1 Where collection takes place inside a building/development, appropriate clearances need to be allowed for collection vehicles to enter the premises, clear the waste and recycling bins, and exit the premises. Waste collection vehicles must enter and exit the site in a forward direction, and turn around in no more than 3 turning movements. Note that some systems require bins to be lifted above the collection vehicle in order to be emptied (such as front-lifted bulk bins or hook lift bins).

D2.2 The location of collection points for waste, recyclables and FOGO must be located wholly within the boundary of a development and in an area that minimises any noise or odour

impacts on the amenity of nearby premises. On site access will need to consider waste industry collection vehicle specifications. The WMRP must outline the specifications of the vehicles proposed to undertake collections and show vehicle swept path diagrams detailed in the architectural drawings/plans.

Management

- D3.1 Businesses, commercial building tenants and building managers should have written evidence of a valid and current contract (held on site) with a licensed contractor for the regular collection of waste and recycling for disposal or processing. If glass crushers will be used, recycling contracts that accept crushed glass will need to be provided.
- D3.2 All businesses should include provisions in their waste contracts that allow for the collection and recycling of high-grade and low-grade office paper, cardboard packaging, paper from secure document destruction, soft plastics, food organics and other recyclable resources from the waste stream.
- D3.3 Contracts with cleaners, building managers and tenants are to clearly outline the waste management and collection system, and are to clearly allocate responsibilities.

Requirements for specific non-residential premises

Offices

- D4.1 Provision is to be made on each floor, and in the waste and recycling storage area or an interim holding area, for the separation and storage of all recyclable items (including mixed containers, cardboard, paper and paper products) likely to be produced from the premises. Storage of paper and cardboard is to be in a dry, vermin-proof area. Paper and cardboard are not to be stored for more than two weeks to prevent the breeding of vermin in the stored material.
- D4.2 Rooms or areas designated for printing or photocopying are to provide space for the interim storage of wastepaper (in Mobile Garbage Bins up to 240L) and used toner and/or printer cartridges for recycling in dedicated recycling facilities.
- D4.3 Each tenancy and common area should have centrally located bin stations for each stream to remove the need for individual bins under desks. Provision is to be made in cleaning contracts for waste to be transferred to a central waste and recycling storage area at least once daily.
- D4.4 If the development includes more than 20,000m² of office space, an area for a cardboard baler or compactor is to be provided within, or in close proximity to, the waste and recycling storage area.

Retail

- D4.5 For premises with high volumes of cardboard waste, or if the development includes more than 2,000m² of retail space, an area for a cardboard baler/compactor is to be provided within or in close proximity to the waste and recycling storage area.

D4.6 Additional space or reduction systems for handling and storing plastic shrink-wrap should be allocated where applicable.

Food retailers and producers

(ie restaurants, cafes, grocery stores, supermarkets, pubs, clubs and commercial kitchens)

D4.7 Food premises are to comply with the requirements of AS 4674 – 2004 Design, construction and fit-out of food premises, including the general waste and recyclable material requirements. These Guidelines are not intended to alter obligations under that Australian Standard, and in the event of any inconsistency between these Guidelines and the Australian Standard, the Standard prevails.

D4.8 The following waste is to be collected daily or stored in a refrigerated waste room until collection:

- i. Equal to or greater than 50 litres of seafood, poultry and/or meat waste in total each day of operating
- ii. Waste that contains 20 percent fish, poultry or meat by weight of volume

D4.9 Premises preparing food for wholesale distribution or retail should include waste separation systems within or in close proximity to the preparation area to allow for plastic and cardboard waste to be collected and handled separately from food organics. If within the preparation area, all waste is to be removed daily.

D4.10 Waste oils should be kept separate from food and other wastes.

Pubs, clubs and hotels

D4.11 Dedicated space is to be provided within food preparation areas, as well as waste and recycling storage areas, for the storage and recycling of food waste for collection.

D4.12 Hotel accommodation premises are to provide on each habitable floor an interim waste storage room or area for separated waste and recycling sufficient for one days generation of waste and recycling. The storage room or handling system is to comply with the building's fire management system. Provision is to be made in cleaning contracts for this material to be transferred to a central waste and recycling storage area at least once daily.

Industrial development

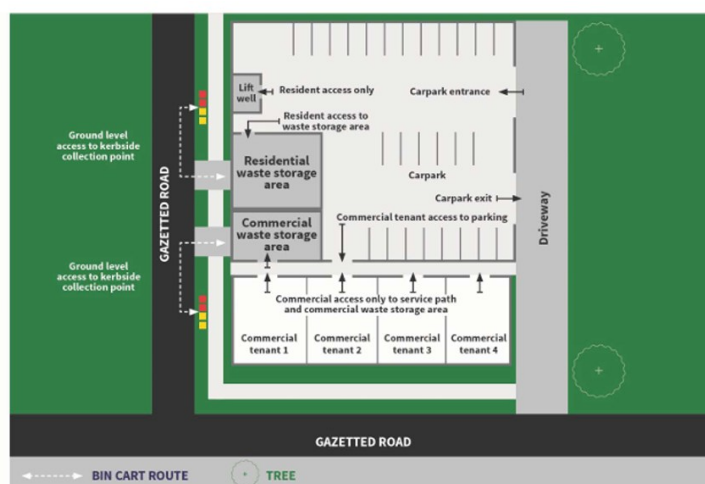
D4.13 Waste collection and storage facilities must not be located within the front landscaped area.

Part E Mixed use developments

This section details the waste and recycling requirements for developments where residential and non-residential premises occupy the same overall site. Applicants should also apply the relevant criteria set out in the **Apartment Design Guide**.

As a minimum the following conditions, along with the residential and non-residential development requirements in Parts A,B and D, apply to any development classified according to the above description:

- E1.1 Where a residential and non-residential development occupy the same site the waste and recycling handling and storage systems for residential and non-residential waste are to be separate, secured, self contained and include clear signage to this effect. Commercial and retail tenants are not permitted to access residential waste and recycling storage areas or interim storage containers or chutes used for residential waste and recycling. Larger mixed-use developments may be required to provide separate lift services.



Low-rise mixed-use separate waste and recycling storage areas

Source: Better practice guide for resource recovery in residential developments

- E1.2 Collection points for both residential and non-residential waste, recycling and FOGO may be shared.
- E1.3 The collection point is to be designed to accommodate collection vehicles wholly on site.
- E1.4 The Waste and Recycling Management Plan is to identify the storage areas, collection points and management systems for both residential and non-residential waste streams. The waste management systems must be designed to avoid conflict between residential and non-residential waste storage and collection, in terms of preserving amenity, minimising noise when residents are sleeping, avoiding disruption to peak residential and commercial traffic flows etc.

- E1.5 For non-residential uses, interim waste storage bins for waste and recycling are to be located on each occupied floor at a minimum, sufficient for at least one day generation of waste and recycling. Provision is to be made in cleaning contracts for this material to be transferred to a central waste and recycling storage area at least once daily.
- E1.6 Any chute located within the residential component of a mixed use development is not permitted to carry waste generated by non-residential premises.

Guide to preparing the Waste and Recycling Management Plan (WRMP) – On-going Operational/Occupancy of Building, Facility or Business:

Step 1: Calculate Waste, Recycling and FOGO Storage Space

Complete the number of residential dwellings and commercial tenancies on the property, intended uses and sizes of commercial tenancies.

Calculate the required number of bins and size of bins, and the resultant waste, recycling and FOGO storage space required for the development, using the **Waste and Recycling Generation Rates** included as Appendix 2 and based on collection frequencies supported by Council. The NSW EPA's Better practice guidelines (link) should be referenced for non-residential development types.

The development must include a separate area for the storage of bulky waste, and where the building is mixed use, separate bin rooms must be provided for residential and commercial uses.

Step 2: prepare **Architectural Plans / Drawings / Floor plans to scale** (to be submitted with the Development Application) showing the following details as a minimum (refer to examples below as a guide):

- **Location of Waste, Recycling and FOGO Storage Area(s):** consider safety, accessibility, practicality of access for occupants and collection vehicles, convenient location. Separate areas/rooms are to be provided for residential and commercial uses. The location of an indoor waste/recycling/FOGO cupboard (or other appropriate storage space) must be shown on floor layout plans for each dwelling/tenancy.
- **Layout of Bin Room(s):** show the dimensions of the bin rooms, demonstrating that the door width and height is adequate to cater for the maximum bin sizes, and include surface grades. Show the placement of the required number of bins and size of bins needed to store on site, based on waste generation rates and collection frequencies supported by Council. Clearly mark the specific locations of all recycling and waste bins, showing the position of separate bins to collect glass, FOGO, plastics, cardboard, problem waste (eg batteries). Show the location of the bin wash areas (with specifications). Refer to Appendix 3: Waste, Recycling and FOGO Storage Area

Construction Requirements for details on how to design a Waste and Recycling Area and for indicative bin sizes.

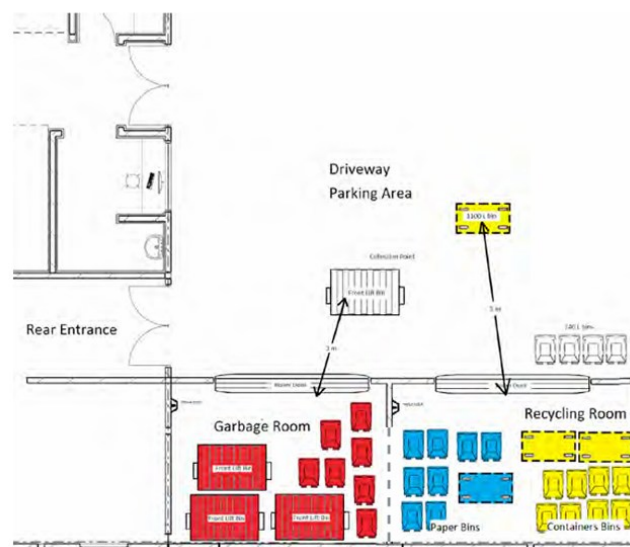
- **Location (and dimensions) of Bulky Waste Room(s):** clearly show where bulky waste for residential and commercial parts of the property will be stored awaiting collection, noting the need for separate rooms for residential and commercial bulky items. Provide the dimensions of the rooms/areas allocated to the storage of bulky waste.
- **Location of Waste Equipment Storage Room(s):** show the location of separate rooms for commercial and residential waste management equipment proposed (eg tow-tug).
- **Path and distance of travel from each dwelling/tenancy to nominated waste, recycling and FOGO storage area(s):** the maximum walking distance from any entrance to a residential dwelling to the waste storage areas must not exceed 30 metres (lift travel distance not included) and be located close to lifts and/or stairwells. Show surface grades for all travel paths
- **Location and Size of Bin Collection area(s):** show bin carting routes from storage area to collection points, bin carting surface grades that meet Australian Standards for accessibility and the pathways for collection vehicles to access and service the bins. Clearly show where bins and bulky waste for residential and commercial parts of the property will be stored awaiting collection. Describe the collection process and include details of appropriate building clearance heights and widths and grades for the collection vehicles and a vehicle swept path analysis showing entrance to and exit from the collection point in a forward moving direction (in no more than 3 turning points). The swept path analysis must be prepared by an appropriately qualified traffic engineer in accordance with AS-2890.2. Note AS2890.2 requires a maximum grade of 15.4% for service vehicles.
- **Location of waste chutes where proposed (for general waste only):** detailed description of the chute system and any other waste management equipment, if applicable (eg waste compaction equipment). This should include the location, dimensions and floor area (m²) of the waste chute rooms provided on each habitable floor of a development, and the waste chute discharge room, including the proposed layout of the rooms.

Architectural Plan and Drawing Examples



Typical bin storage room with mix of mobile bins and bulk bins

Source: Better practice guide for resource recovery in residential developments



Example storage area and collection point

Source: Better practice guide for resource recovery in residential developments

Step 3: complete the **WMRP** by providing a **Plan of Operation**:

Details of Ongoing Management: include details of who will be responsible (e.g. Strata Management/Owners Corporation, Building Management, caretaker) for the ongoing:

- collaboration with Council to facilitate community education, source separation and resource recovery at the development
- implementation of separate Food Organics and Garden Organics (FOGO) services, as required by the NSW State Government legislation
- transfer of waste, recycling and FOGO bins and bulky waste between storage and agreed collection points, and at the specified time frame as per Council and collection contractor requirements
- regular monitoring of bins/waste streams and educating residents/tenants on how to use the different waste stream bins, and more broadly informing them of the waste and recycling management arrangements
- overseeing that all waste handling equipment and systems used in conjunction with the provision of waste and recycling services shall be manufactured, installed and maintained in accordance with any applicable regulatory requirements, relevant Australian Standards and relevant manufacturer's specifications
- maintaining and checking of all waste management equipment and systems (e.g. chutes, bin lifts, compactors, tow-tug) and storage areas in accordance with all applicable regulatory requirements, and relevant health, safety and environmental standards
- cleaning of bins and ensuring all bin and waste storage areas are maintained in a clean, safe, tidy and hygienic manner
- liaison with Council or collection contractor on waste management issues
- arranging of the collection of containers and bins when full where the service is not provided by Council e.g. e-waste, polystyrene, soft plastics, batteries, problem waste
- overseeing that all residential tenants have access to residential bins and residential bulky waste disposal areas and do not have access to commercial waste areas. Ensuring commercial tenants have no access to any residential waste areas
- implementation and management of signage and security of storage areas

Education Measures: provide details of the planned initiatives to inform building occupants of waste and recycling management arrangements, as well as promote waste education and recycling practices (e.g. signage, training, communication).

Waste collection contractor: provide details of the waste collection contractor proposed to collect bins and bulky waste for non-residential parts of the development.

Step 4: Submission of Development Application

The completed Waste and Recycling Management Plans, including architectural plans and drawings, will be used in the Council assessment of the waste management provisions for the proposed development.

Pre-Lodgement Advice: Council can be contacted prior to the lodgement of a plan with questions about the requirements contained in these Guidelines. For large developments a pre-lodgement meeting to discuss the proposed development, including the associated Waste and Recycling Management Plan requirements, is recommended.

Submission of Development Application:

- the **Waste and Recycling Management Plan** and associated Architectural Plans, Drawings and Floor Plans will form part of the DA application and will be assessed as part of the development assessment process
- inaccurate or incomplete WRMP(s) can delay assessment
- conditions of consent will require a development to comply with the submitted and approved WRMP(s), which may require the employment of a caretaker

Appendices

Appendix 1: WRMP Templates

Applicant and Project Details (All Developments)	
Applicant Details	
Application No.	
Name	
Address	
Phone number(s)	
Email	
Project Details	
Address of development	
Existing buildings and other structures currently on the site	
Description of proposed development	

This development achieves the waste minimisation and management aims and objectives set out in WCP Chapter E7 and the Wollongong's Development Assessment Guidelines for Waste Minimisation and Management Planning. The details on this form are the provisions and intentions for minimising waste relating to this project. All records demonstrating lawful disposal of waste will be retained and kept readily accessible for inspection by regulatory authorities such as Wollongong City Council, NSW EPA or Safework NSW.

Name	
Signature	
Date	

Demolition Waste and Recycling Management Plan

Refer to the Demolition Waste Requirements and Guide to Preparing the Waste and Recycling Management Plan (page 9)

Site Address:

DA Number:

Does the demolition contain asbestos? Yes No (indicate if under/over 10m²)

All asbestos, hazardous and/or intractable wastes are to be disposed of in accordance with SafeWork NSW and EPA requirements

SafeWork NSW Licence No. and Class:

Demolition contractor details:

Licensed landfill details:

General Demolition Waste

Type of Material on site	Less than 10m ³	Please specify estimated volumes if more than 10m ³	How will you manage this waste?				
			Re-use on site	Recycle (separate collection from site)	Recycle (off site separation)	Landfill	% of material diverted from landfill
Bricks/Pavers							
Cardboard packaging							
Concrete, Mortar, Masonry, Spoil (clean), Asphalt, Gravel							
Doors, Windows, Fittings							
Glass							
Timber (treated)							
Timber (untreated)							
Pallets							
Carpet/Floor Covering							
Insulation Material							
Metals (ferrous)							
Metals (non ferrous)							
Plasterboard/Gyprock, Cladding							
Plastics							
Roof Tiles							

Type of Material on site	Less than 10m ³	Please specify estimated volumes if more than 10m ³	How will you manage this waste?				
			Re-use on site	Recycle (separate collection from site)	Recycle (off site separation)	Landfill	% of material diverted from landfill
Soil							
Excavated Rock							
Green Waste/Organics							
PVC (piping etc)							
Rubber							
Furniture							
Plumbing & Fittings							
Paint and Paint Tins							
Waffle Pod Offcuts							
Electronic Waste (appliances, batteries, smoke detectors etc)							
Fibro Sheeting/Asbestos Waste							
Other (specify)							
Total diversion of waste from landfill (needs to be minimum 80% diversion)							

1. How will materials and waste be separated and stored on site for reuse, recycling and disposal?

2. How will the site be managed to ensure minimum waste is created and maximum reuse and recycling?

3. Please specify method(s) of On Site Re-Use

Principal Off-Site Recycler/s	Off-Site Recycler's Primary Markets for Materials (for residential developments over three storeys and all non-residential developments)	Principal Licensed Landfill Site

Attach a Site Plan clearly showing the areas on site to be used for the storage of building materials and separate area(s) for the storage of materials to be reused, recycled or disposed (demonstrating that consideration has been given to safety, access, slope, drainage, location of waterways, stormwater outlets, vegetation and visual amenity).

The **Site Plan** must show details* such as:

- Size and location(s) of materials, waste and recycling storage area(s)
- Types, sizes and numbers of waste and recycling storage bins to be provided
- Proposed signage to facilitate correct use of storage bins
- Access route for waste collection vehicles
- Areas to be excavated

**refer to Development Assessment Guidelines: Waste Minimisation and Management Planning for more details.*

Declaration

Name of applicant (please print):

Signature of applicant:

Date:

Construction Waste and Recycling Management Plan

Refer to the Demolition Waste Requirements and Guide to Preparing the Waste and Recycling Management Plan (page 9)

Site Address:

DA Number:

Will you use Site Cleaners? Yes (for all work) Yes (for some work) No

Estimated total volume or weight:

Please provide details of site cleaners used: ABN Number/Name/Phone

Excavation contractor details:

All Excavation Material (including from swimming pool excavations): Less than 10m³ / More than 10m³ (specify estimated volume) / Reuse on site / Reuse off site / Landfill disposal

Address if reused off site:

Licensed landfill details:

General Construction Waste

			How will you manage this waste?				
Type of Material on site	Less than 10m ³	Please specify estimated volumes if more than 10m ³	Re-use on site	Recycle (separate collection from site)	Recycle (off site separation)	Landfill	% of material diverted from landfill
Bricks/Pavers							
Cardboard packaging							
Concrete, Mortar, Masonry, Spoil, Asphalt, Gravel							
Doors, Windows, Fittings							
Glass							
Timber (treated)							
Timber (untreated)							
Pallets							
Carpet/Floor Covering							
Insulation Material							
Metals (ferrous)							
Metals (non ferrous)							

Type of Material on site	Less than 10m ³	Please specify estimated volumes if more than 10m ³	How will you manage this waste?				
			Re-use on site	Recycle (separate collection from site)	Recycle (off site separation)	Landfill	% of material diverted from landfill
Plasterboard/Gyprock, Cladding							
Plastics							
Roof Tiles							
Soil							
Excavated Rock							
Green Waste/Organics							
PVC (piping etc)							
Rubber							
Furniture							
Plumbing & Fittings							
Paint and Paint Tins							
Waffle Pod Offcuts							
Electronic Waste (appliances, batteries, smoke detectors etc)							
Fibro Sheeting/Asbestos Waste							
Other (specify)							
Total diversion of waste from landfill (needs to be minimum 80% diversion)							

1. How will materials and waste be separated and stored on site for reuse, recycling and disposal?

2. How will the site be managed to ensure minimum waste is created and maximum reuse and recycling?

3. Please specify method(s) of On Site Re-Use

Principal Off-Site Recycler/s	Off-Site Recycler's Primary Markets for Materials (for residential developments over three storeys and all non-residential developments)	Principal Licensed Landfill Site

Attach a Site Plan clearly showing the areas on site to be used for the storage of building materials and separate area(s) for the storage of materials to be reused, recycled or disposed (demonstrating that consideration has been given to safety, access, slope, drainage, location of waterways, stormwater outlets, vegetation and visual amenity).

The **Site Plan** must show details* such as:

- Size and location(s) of materials, waste and recycling storage area(s)
- Types, sizes and numbers of waste and recycling storage bins to be provided
- Proposed signage to facilitate correct use of storage bins
- Access route for waste collection vehicles
- Areas to be excavated

**refer to Development Assessment Guidelines: Waste Minimisation and Management Planning for more details.*

Declaration

Name of applicant (please print):

Signature of applicant:

Date:

Operational Waste and Recycling Management Plan

Refer to the On-going Operational Waste Requirements and Guide to Preparing the Waste and Recycling Management Plan (page 31)

Address of development:

Lot: DP:

DA Number:

1: Complete the following information for the proposed Residential and/or Non Residential development:

Residential Development

	Number of Dwellings/Units by size (ie number of bedrooms)				
	1 BR	2 BR	3 BR	4+ BR	
Residential Single Dwellings ie where bins are allocated to & managed at each individual dwelling - (houses; secondary dwellings; dual occupancies; small scale villas & townhouses)					
Multi Unit Residential Development ie residential flat buildings; boarding houses; student accommodation; co-living housing; serviced apartments; shop top housing; multi-dwelling housing; and build-to-rent where communal waste facilities are provided/required					
TOTAL					

Non Residential (Commercial, Retail, Industrial, Community etc) Development

	Tenancy Type (eg Café, Office, Retail, Warehouse etc)	Size (m ²)	Intended Use(s)
Tenancy 1			
Tenancy 2			
Tenancy 3			
Tenancy 4			
Tenancy 5			

2: Calculate the required number of waste, recycling and FOGO bins, and the resultant waste, recycling and FOGO storage room(s) space required for the development, using the Waste and Recycling Generation Rates (Appendix 2) and the formats below as examples:

Residential Single Dwellings: Waste, Recyclables and FOGO Volumes

Dwelling Type (specify - house; secondary dwelling; dual occupancy; small scale villa/ townhouse)	Number of Dwellings /Units	Waste Generation rate (L/unit/week)	Generated Waste (L/week)	Recyclables Generation Rate (L/unit/week)	Generated Recyclables (L/week)	FOGO Generation Rates (L/unit/week)	Generated FOGO (L/week)
Type A:		120		120		120	
Type B:		120		120		120	
Type C: (add more rows as appropriate)		120		120		120	
TOTAL							
Bins and Collections		General Waste Bin Size (L)		Recyclables Bin Size (L)		FOGO Bin Size (L)	
		General Waste Collections per week		Recyclables Collections per week		FOGO Waste Collections per week	
		Total General Waste Bins Required		Total Recyclables Bins Required		Total FOGO Bins Required	
Bins Required for Development		Dwelling Type	Number of Bins	Dwelling Type	Number of Bins	Dwelling Type	Number of Bins
		Type A		Type A		Type A	
		Type B		Type B		Type B	
		Type C (add more rows as appropriate)		Type C (add more rows as appropriate)		Type C (add more rows as appropriate)	

Multi Unit Residential Development: Waste, Recyclables and FOGO Volumes

Building	Number of Units	Waste Generation rate (L/unit/week)	Generated Waste (L/week)	Compacted General Waste (2:1) (L/week) (where applicable)	Recyclables Generation Rate (L/unit/week)	Generated Recyclables (L/week)	FOGO Generation Rates (L/unit/week)	Generated FOGO (L/week)
Building A		120			120		25	
Building B		120			120		25	
Building C (add more rows as appropriate)		120			120		25	
TOTAL								
Bins and Collections		General Waste Bin Size (L)			Recyclables Bin Size (L)		FOGO Bin Size (L)	
		General Waste Collections per week			Recyclables Collections per week		FOGO Waste Collections per week	
		Total General Waste Bins Required			Total Recyclables Bins Required		Total FOGO Bins Required	
Bins Required per Building		Building	Number of Bins		Building	Number of Bins	Building	Number of Bins
		Building A			Building A		Building A	
		Building B			Building B		Building B	
		Building C (add more rows as appropriate)			Building C (add more rows as appropriate)		Building C (add more rows as appropriate)	

Provide the **calculated amount of floor area (m²)** to be provided in the form of a waste, recycling and FOGO storage room(s), to accommodate the above number of bins required for the development:

Non Residential Development: Waste, Recyclables and FOGO Volumes

Tenancy (specify – e.g. commercial, retail, industrial, community etc)	Waste Generation Rate Type	Floor Area (m ²)	Waste Generation rate (L/100m ² /day)	Generated Waste (L/week)	Recyclables Generation Rate (L/100m ² /day)	Generated Recyclables (L/week)	FOGO Generation Rates (L/100m ² /day)	Generated FOGO (L/week)
Tenancy A:								
Tenancy B:								
Tenancy C: (add more rows as appropriate)								
TOTAL								
Bins and Collections			General Waste Bin Size (L)		Recyclables Bin Size (L)		FOGO Bin Size (L)	
			General Waste Bins per day		Recyclables Bins per day		FOGO Bins per day	
			General Waste Collections per week		Recyclables Collections per week		FOGO Waste Collections per week	
			Total General Waste Bins Required		Total Recyclables Bins Required		Total FOGO Bins Required	

Provide the **calculated amount of floor area (m²)** to be provided in the form of a waste, recycling and FOGO storage room(s), to accommodate the above number of bins required for the development:

3: Attach Architectural Plans / Drawings / Floor Plans (drawn to scale)

All components of how waste collection and servicing will occur must be demonstrated in the Development Application. Architectural plans/drawings/floor plans (to scale) **must be submitted** as part of this WRMP showing*:

	Checklist	Architectural Plan/ Drawing/ Floor Plan (to scale) included to demonstrate provision
1	The location, dimensions and floor area (m ²) of general waste, recycling and FOGO storage areas; location, dimensions and floor area (m ²) of bulky waste storage room(s); location of problem waste storage areas, including consideration of amenity	Plan Reference Number:

2	Layout of bin room(s) as outlined in Appendix 3, including location and size of all bin types, sewer connection, lighting, ventilation, security, wash down provisions, and door dimensions/clearances	Plan Reference Number:
3	Location, dimensions and floor area (m ²) of waste equipment storage room(s) (eg if equipment such as a bin tug are proposed)	Plan Reference Number:
4	Travel paths from residential units/tenancies to waste storage areas, and from waste storage areas to collection point(s). This must be shown for all waste streams (ie for general waste, recycling, FOGO, bulky waste and problem waste). Information to be shown includes the bin carting routes, surface grades	Plan Reference Number:
5	A vehicle swept path analysis showing entrance to and exit from the collection point in a forward moving direction (in no more than 3 turning points), and that the design and strength of internal access driveways and roads are adequate to accommodate the collection vehicles – roads must be provided at a maximum gradient 1:6.5 (15.4%). The swept path analysis must be prepared by an appropriately qualified traffic engineer in accordance with AS-2890.2, with the relevant details incorporated into the architectural plans and drawings provided as part of this WRMP	Plan Reference Number:
6	Location and size (m ²) of onsite bin collection area(s) including dimensions and building clearance heights (floor to ceiling height including any required services) to demonstrate the operational height and width of the waste service vehicle is achievable (NB to be shown on floor plans and detailed section plans)	Plan Reference Number:
7	Location and size (m ²) of the area proposed for any kerbside collection (eg FOGO) – the dimensions and number of bins must be shown to illustrate the planned presentation of bins to the kerbside and to demonstrate collection can be accommodated with minimum amenity impacts in the nominated location	Plan Reference Number:
8	Location of waste chutes where proposed (general waste only - chutes not permitted for recyclables), and the location, dimensions, floor area (m ²) and proposed layout of the waste chute rooms provided on each habitable floor of a development, and the waste chute discharge room.	Plan Reference Number:

**refer to Development Assessment Guidelines: Waste Minimisation and Management Planning for more details.*

4: Provide a **Plan of Operation**, detailing who is responsible for the ongoing management of the waste, recycling, FOGO, bulky waste and problem waste of the property (e.g. Strata Management / Owners Corporation etc):

Operational Waste and Recycling Management: Plan of Operation	
Strata Company/Building Manager/Contact Person	
Name	
Company Name	
Address	
Phone	
Email	
Plan of Operation to include: • That the owners' corporation take responsibility for the management of waste and recyclable materials generated on the property • Proposed arrangements for management and collection of waste including contact details of relevant stakeholders e.g. building manager • Proposed arrangements for the management, maintenance and cleaning of all waste management areas • Proposed arrangements for management and collection of bulky waste and problem waste • Provisions for additional recycling/garbage disposal throughout the move in phase, such as bulk cardboard collection • Proposed method(s) to inform building occupants of waste and recycling management arrangements, as well as promote waste education and recycling practices (see Appendix 6)	

5: Provide details of the **waste collection contractor** proposed to collect bins and bulky waste for non-residential parts of the development:

Declaration

Name of applicant (please print):

Signature of applicant:

Date:

Appendix 2: Waste and Recycling Generation Rates

The following are minimum requirements only. Industry information should be referred to for further details on waste generation rates where available and for specific building developments not covered in this section.

Residential developments	Litres per week			
	waste	recycling	FOGO	food organics
Multi-unit Residential Developments (per unit)*	120	120	120**	25
Single-dwellings (houses, small-scale villas or townhouse – type developments)	120	120	120	N/A
Boarding houses and co-living housing with communal facilities (including student accommodation) per occupant	60	60	120**	8

* This includes serviced apartments and build-to-rent developments

** Only applies to multi-unit residential dwellings or boarding houses that generate garden organics (eg garden pruning and leaves)

NOTE: a smaller waste bin size or fortnightly collection will be considered where it is demonstrated that comprehensive overall waste management can be provided.

The waste generation rates below for non-residential premises are provided as a guide only – each development will be assessed according to site specific characteristics and merit.

Applicants are advised to refer to the **Better Practice Guidelines for Waste Management and Recycling in Commercial and Industrial Facilities** (NSW EPA 2012) for further information and generation rates for activities not listed below.

Non-residential developments	Expected litres per 100m ² per day		
	waste	recycling	food organics
Accommodation and entertainment			
Hotels	20	25	15
Backpackers	30	30	20
Convention/conference/event centres (no accommodation)	50	225	20
Entertainment venues	100	125	30
Restaurant/eating	100	500	100
Pubs/clubs	100	150	40
Commercial offices			
Commercial offices	15	25	5
Retail			
Supermarkets	75	450	25
Specialised grocery	150	300	50
Convenience stores	50	250	10

Non-residential developments	Expected litres per 100m ² per day		
	waste	recycling	food organics
Bulky goods/department store	40	300	10
General retailing	25	200	5
Community			
General (including libraries)	20	50	5
Child care centres and facilities with kitchens	50	50	15

Source: City of Sydney Guidelines for Waste Management in New Developments

NOTE: from 1 July 2026 businesses and institutions must separate food waste from general waste – this mandate requires a business to calculate and be responsible for this FOGO estimate.

Australian standard sizes for mobile garbage bins (MGBs)

Standard measurements

Bin type	120L MGB	240L MGB	660L MGB	1100L MGB
Height	940 mm	1080 mm	1250 mm	1470 mm
Length	560 mm	735 mm	850 mm	1245 mm
Width	485 mm	580 mm	1370 mm	1370 mm



120 litre MGB



240 litre MGB



660 litre MGB

Bin type	Height	Depth	Width
80 Litre Bin	870mm	530mm	450mm
120 Litre Bin	940mm	560mm	485mm
140 Litre Bin	1065mm	540mm	500mm
240 Litre Bin	1080mm	735mm	580mm
660 Litre Bin	1250mm	850mm	1370mm
2m ³ Skip Bin	865mm	1400mm	1830mm
3m ³ Skip Bin	1225mm	1505mm	1805mm
4.5m ³ Skip Bin	1570mm	1605mm	1805mm

These dimensions are only a guide and differ slightly according to manufacturer, if bins have flat or dome lids and are used with different lifting devices.

Appendix 3: Waste, Recycling and FOGO Storage Area Construction Requirements

Good design of communal waste, recycling and FOGO bin storage areas can help deliver better practice and improve resource recovery. Bin storage areas must be integrated into the overall design of the development to improve functionality and visual amenity.

Construction

Minimum standards for construction are as follows:

- 1.1 Ensure NCC and Australian Standards compliance.
- 1.2 Storage areas to be provided with artificial light controlled by switches located both outside and inside the storage area, with lighting available 24 hours a day
- 1.3 Floor constructed of concrete at least 75mm thick. The floor is to be provided with a ramp to the doorway where necessary
- 1.4 Floors, walls and ceilings of waste, recycling and FOGO storage areas and chute rooms are to be finished with a rigid, durable and impermeable material capable of being easily cleaned.
- 1.5 Provision of bin washing facilities, including taps for hot and cold water provided through a centralised mixing valve/hose cock. The taps must be protected from bins and be located where they can be easily accessed. Floor to be graded so that any water is directed to a Sydney Water approved drainage connection to ensure no discharge into the stormwater drain.
- 1.6 Provide 50cm between all bins allocated for the development and ensure they can be placed side-by-side (no stacking)
- 1.7 Minimise potential obstructions and provide a minimum 1.5m aisle
- 1.8 Ensure doors, gates or roller doors are durable, close-fitting, self-closing, lockable and able to be opened from both inside and outside the storage area
- 1.9 Doors/gates to the waste, recycling and FOGO storage rooms are to provide a minimum clearance width of 1800mm (2.5m in RFBs for bulk bins)
- 1.10 The design shall restrict the entry of trespassers, vermin or other animals into the area
- 1.11 The waste, recycling and FOGO storage area is to be adequately ventilated by either natural ventilation openings to external air (the dimension of the openings are not to be less than 5 percent of the bin bay or bin room floor area), or a mechanical exhaust ventilation system in accordance with relevant Australian Standards.
- 1.12 Any compactors or mechanical devices, if permitted for the mechanical handling and storage of waste and recycling, are to be fitted with safety operating and cut-off systems

- 1.13 Any facet of the waste and recycling management system that is visible from outside the building is to be in keeping with the dominant design of the remainder of the development.

Refrigerated waste storage

- 2.1 Council may require that waste storage be refrigerated – where large quantities of food waste are generated and on site waste removal from this site is difficult due to its location or long trading hours. Where a waste room is refrigerated, the temperature is to be mainlined at or below 5 degrees with all refrigeration equipment installed with sufficient space for cleaning
- 2.2 The floor, walls and ceiling of the refrigerated waste room are to be constructed of rigid, impermeable material capable of being easily cleaned
- 2.3 The floor of the refrigerated waste room of to be graded to the doorway
- 2.4 An adequate supply of hot and cold water is to be provided though a centralised mixing valve with a hose cock located as close as practicable to the doorway
- 2.5 The refrigerated waste room is to comply with the NCC as well as being provided with artificial light controllable from within the room
- 2.6 Noise from the use of refrigeration equipment associated with the waste room is not to give rise to “offensive noise” as defined under the *Protection of the Environment Operations Act 1997*.

Appendix 4: Collection Vehicles

Waste collection vehicles may be side loading, rear-end loading, front-end loading or crane trucks. The size of vehicle varies according to the collection service. The following characteristics represent the typical collection vehicle, however, these are only for guidance. It may be possible to engage a collection service provider to use smaller collection vehicles to service developments with narrow roadways and laneways, or for on-site collections. However, as the availability of smaller vehicles to make services is limited, developments should be designed to accommodate vehicles of a similar size to that reported below.

Frontlift

Measurement	Metres
Length Overall	10.52
Wheelbase	5.84
Front Overhang	1.51
Rear Overhang	3.17
Front of Vehicle to Collection Arm	N/A
Maximum Reach Side Arm	N/A
Clearance Width for Side Arm	N/A
Clearance Height for Loading	6.1
Travel Height	3.82
Turning Circle Kerb to Kerb	22.1
Turning Circle Wall to Wall	23.66

Sidelift - Waste

Measurement	Metres
Length Overall	8.67
Wheelbase	4.53
Front Overhang	1.43
Rear Overhang	2.71
Front of Vehicle to Collection Arm	3.37
Maximum Reach Side Arm	2.9
Clearance Width for Side Arm	5.5
Clearance Height for Loading	4.5
Travel Height	3.64
Turning Circle Kerb to Kerb	20
Turning Circle Wall to Wall	21

Bulky Cleanup Rear-Loader

Measurement	Metres
Length Overall	10.54
Wheelbase	4.5
Front Overhang	1.88
Rear Overhang	4.16
Front of Vehicle to Collection Arm	N/A
Maximum Reach Side Arm	N/A
Clearance Width for Side Arm	N/A
Clearance Height for Loading	3.4
Travel Height	3.4
Turning Circle Kerb to Kerb	19
Turning Circle Wall to Wall	22

Sidelift - Recycling

Measurement	Metres
Length Overall	10.33
Wheelbase	5.58
Front Overhang	1.43
Rear Overhang	3.33
Front of Vehicle to Collection Arm	3.43
Maximum Reach Side Arm	2.9
Clearance Width for Side Arm	5.5
Clearance Height for Loading	4.5
Travel Height	3.92
Turning Circle Kerb to Kerb	23
Turning Circle Wall to Wall	24

Small Rear-Loader

Measurement	Metres
Length Overall	8.02
Wheelbase	4.4
Front Overhang	1.32
Rear Overhang	2.3
Front of Vehicle to Collection Arm	N/A
Maximum Reach Side Arm	N/A
Clearance Width for Side Arm	N/A
Clearance Height for Loading	2.88
Travel Height	2.88
Turning Circle Kerb to Kerb	16
Turning Circle Wall to Wall	17

Sidelift - FOGO

Measurement	Metres
Length Overall	9.61
Wheelbase	5.18
Front Overhang	1.43
Rear Overhang	3.01
Front of Vehicle to Collection Arm	3.43
Maximum Reach Side Arm	2.9
Clearance Width for Side Arm	5.5
Clearance Height for Loading	4.5
Travel Height	3.65
Turning Circle Kerb to Kerb	21
Turning Circle Wall to Wall	22

Appendix 5: General Waste Chutes, Compactors and Balers: Technical Requirements

General Waste Chutes

The use of a chute system is only permitted for buildings comprising **8 storeys or more**. If a chute system is used, **a single waste chute for general waste only is permitted** – a chute system for recycling material is NOT permitted due to problems such as glass breakage, cardboard blockage etc, and e-diverter chutes are NOT permitted as they are prone to breakdowns.

- 1.1 Chutes, service openings and inlet hoppers are to be constructed of metal or other smooth-faced, durable, fire-resistant and impervious material of a non-corrosive nature, capable of being easily cleaned.
- 1.2 Chutes are to be cylindrical in cross-section and the internal diameter is to be a minimum 500 mm and adequate for material being deposited.
- 1.3 Chutes are to be vertical without bends or 'off-sets' and not reduce in diameter over the fall.
- 1.4 Chutes are to be ventilated to ensure that air does not flow from the chute through any service opening.
- 1.5 A cut-off is to be provided at or near the base of the chute to effectively close off the chute while the storage container or compacting device is withdrawn.
- 1.6 Chute rooms are to be provided with an inlet hopper and be in a convenient, well-lit and ventilated positions.
- 1.7 The floor below each charging device and service opening is to be finished with an impervious material with a minimum area of not less than one square metre (1 m²) situated centrally below the inlet hopper.
- 1.8 Inlet hoppers are to be designed to:
 - 1.8.1 Effectively close off the service opening in the chute when the device is opened for loading
 - 1.8.2 Automatically return to the closed position after use
 - 1.8.3 Permit free flow of waste into the chute
 - 1.8.4 Not project into the chute
 - 1.8.5 Permit easy cleaning of the device and connection between the service opening and the chute
 - 1.8.6 Be not less than one metre (1 m) or more than one and one-half metres (1.5 m) above the floor level.
- 1.9 Inlet hoppers are to be capable of delivering the waste to the chute without using force.

Compactors

Compactors are used to compress waste into collection containers to reduce the volume of waste and are often used in conjunction with chute systems. There are many types of compaction systems. The compaction ratio is typically set at a maximum of 2:1.

Compactors must be fitted with optical or visual sensors to provide warning to a nominated caretaker that a bin needs to be replaced. A closed circuit camera may be used, providing it is frequently monitored, such as part of a building security system.

Compactors require regular ongoing maintenance. In particular, systems fed from a chute can be prone to blockages or failure of the 'electronic eye', which can result in waste overflowing or backing up the chute. They also require electricity for operation, which may not be an advantage in buildings seeking to reduce energy demand.

The building management where a waste chute system and/or existing waste compaction system is in use that compacts directly into a Council bin will be responsible for the costs of bin replacements.

Residential use

Council does not encourage the use of compaction systems for residential general waste, due to issues related to weight, handling and the reduction of bin life.

The management of residential buildings using a waste chute system and/or existing waste compaction system that compacts directly into a Council bin will be responsible for the costs of bin replacements.

Compactors will only be considered by Council as a development condition if other options to reduce waste storage issues, such as optimal bin sizes, have been thoroughly considered and have been proven unable to be used. Compactors are not to be used for recycling material.

Balers

Balers compress bulky materials such as cardboard and plastic film and tie them into bales so they remain compacted.

They are advantageous in situations where large amounts of bulky materials are produced, space is limited and the materials can be compressed so as not to occupy valuable bin capacity.

Balers come in a wide variety of sizes and capacities and have a small footprint. Balers can be customised by size and use requirements. Although some balers operate automatically, someone is normally required to load and operate the baler, which is a disadvantage. The bales can also be large, heavy and difficult to move by hand. Sometimes equipment such as a forklift is required to move them.

Appendix 6: Educational Stickers and Posters



FOGO (ORGANICS) COLLECTION SERVICE

YES

- Compostable Liners AS 4736
- Fruit & Vegetable Scraps
- Tea Leaves & Coffee Grounds
- All Food Scraps & Leftovers
- Meat, Bones & Seafood
- Garden Clippings & Flowers
- Eggs & Dairy
- Pasta, Bread, Rice & Cereal

NO

- Plastic Bags, Soft Plastic & Biodegradable Bags
- Shredded Paper, Soiled Paper & Pizza Boxes
- Building Waste, Rocks & Soil
- Coffee & Tea Bags
- Fruit Stickers
- Paints, Oils & Other Hazardous Materials*
- Pet Waste & Kitty Litter
- Disposable Nappies & Personal Hygiene Products
- Polystyrene Foam
- Garden Hose & Planting Pots
- e-Waste* & Batteries*

KNOW YOUR BIN!

① Bins must be placed out before 6AM on your collection day and removed from the kerbside on the day they are serviced.

Plastic bags are NOT accepted in the FOGO Bin. These will contaminate FOGO. If you place the wrong items into the FOGO Bin it may not be collected.

*FREE safe disposal of problem waste at the **Community Recycling Centre (CRC)**, Kembla Grange, open 7 days.

Download the **Wollongong Waste App** today | 1300 362 360 | www.wollongongwaste.com.au

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