



PROPOSED PRIMARY EDUCATION AND EARLY LEARNING FACILITY

MCGLONE ROAD, DROUIN

WASTE MANAGEMENT PLAN

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PROPOSED PRIMARY EDUCATION AND EARLY LEARNING FACILITY, MCGLONE ROAD, DROUIN

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EXECUTIVE SUMMARY

SALT has been engaged by Smith and Tracey Architects to prepare a Waste Management Plan (WMP) for a proposed Primary Education and Early Learning facility located at McGlone Street, DrouinMcglone road, drouin.

SALT understands that the proposal involves the development of a combined 5581m² Early learning Centre and Primary School, consisting of learning areas inclusive to early childhood and Prep to Year 6, Sports Hall, Staff Buildings, Administrative spaces, outdoor amenities and a Discovery Centre, which will support the capacity of approximately 440 students and required staff.

Waste would be stored within in the bin storage area located onsite.

All waste generated would be collected by private contractor, with the following requirements:

- 2 x 1100L garbage bin collected twice per week;
- 2 x 1100L commingled recycling bin collected twice per week;
- 5 x 240L organics bins collected once per week; and
- 2m² hard waste area collected on an as-required basis.

Waste vehicles would enter the subject site from the northern vehicle entrance, located on McGlone Road and travel and prop safely at the waste storage area.

Vehicle operators would perform a rear-lift transfer of the required waste stream and return bins upon emptying, before exiting the subject site onto McGlone Road.

In the opinion of SALT, the enclosed Waste Management Plan would provide efficient waste management for the proposed development. This report must be read in detail prior to implementation of the waste management strategy.

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CONTENTS

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TABLE OF CONTENTS

1	INTRODUCTION	1
2	INCLUDED IN THIS REPORT	1
3	LAND USE	1
4	WASTE MANAGEMENT PLAN	2
4.1	WASTE GENERATION.....	2
4.2	WASTE SYSTEMS.....	2
4.2.1	BIN STATIONS.....	3
4.2.2	GARBAGE (GENERAL WASTE).....	3
4.2.3	COMMINGLED RECYCLING.....	3
4.2.4	FOOD ORGANICS AND GARDEN ORGANICS.....	4
4.2.5	HARD WASTE.....	4
4.3	BIN QUANTITY, SIZE AND COLLECTION FREQUENCY.....	4
4.4	BIN COLOUR AND SUPPLIER.....	5
4.5	WASTE STORAGE AREA.....	5
4.6	WASTE COLLECTION.....	5
4.6.1	GENERAL WASTE, COMMINGLED AND ORGANICS RECYCLING COLLECTIONS.....	6
	RESPONSIBILITIES	6
5	SIGNAGE	6
6	SUSTAINABILITY ACTION PLAN AND INITIATIVES	7
7	WASTE AREA DESIGN REQUIREMENTS	7
7.1	VENTILATION.....	7
7.2	LITTER MANAGEMENT, WASHING AND STORMWATER POLLUTION PREVENTION.....	7
7.3	NOISE REDUCTION.....	8
7.4	DDA COMPLIANCE.....	8
8	RISK AND HAZARD ANALYSIS	8
9	SUPPLIER CONTACT INFORMATION	10
9.1	EQUIPMENT SUPPLIERS.....	10
9.1.1	BIN SUPPLIER.....	10
9.1.2	BIN LIFTER.....	10
9.1.3	BIN TUG.....	10
9.2	WASTE COLLECTORS.....	10
9.2.1	GARBAGE, RECYCLING AND ORGANICS.....	10
9.2.2	HARD WASTE.....	10
9.3	BIN WASHING SERVICES.....	10
10	PURPOSE AND LIMITATIONS	11
APPENDIX 1	DESIGN DRAWINGS	12
APPENDIX 2	SWEEP PATH ANALYSIS	14
	LIST OF FIGURES	
FIGURE 1	EXAMPLE BIN STATION WITH VERTICAL SIGNAGE.....	3
FIGURE 2	AUSTRALIAN STANDARD COMPOSTABLE LOGO.....	4

FIGURE 3	SUSTAINABILITY VICTORIA SIGNAGE.....	6
FIGURE 4	WASTE HIERARCHY.....	7

LIST OF TABLES

TABLE 1	WASTE GENERATION RATES.....	2
TABLE 2	WASTE GENERATION ASSESSMENT.....	2
TABLE 3	BIN SIZE AND COLLECTION FREQUENCY.....	5
TABLE 4	TYPICAL WASTE BIN DIMENSIONS.....	5
TABLE 5	WASTE AREA SPACE REQUIREMENTS.....	5
TABLE 6	POTENTIAL RISKS AND CONTROL METHODS DURING WASTE COLLECTIONS.....	9
TABLE 7	HIGH LEVEL PURCHASING SCHEDULE.....	10

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1 INTRODUCTION

SALT has been requested by Smith and Tracey Architects to prepare a Waste Management Plan for the proposed development of a Primary Education and Early Learning facility located at McGlone Road, Drouin

This Waste Management Plan (WMP) has been prepared based on industry best practice and Sustainability Victoria *Better Practice Guide for Waste Management and Recycling in Multiunit Developments* (2019), with reference to the appropriate waste generation rates and the relevant assessment criteria enclosed within.

In the circumstance that the development plans are amended or new legal requirements are introduced, a revision of the enclosed WMP may be required by the Responsible Authority. The developer would be responsible in engaging with a waste consultant or engineer to prepare the updated report accordingly.

2 INCLUDED IN THIS REPORT

Enclosed is the Waste Management Plan for the proposed development at McGlone Road, Drouin. Included are details regarding:

- Land use;
- Waste generation;
- Waste systems;
- Bin quantity, size and colour;
- Collection frequency;
- Bin storage area;
- Signage;
- Waste collection;
- Responsibilities;
- Ventilation, washing and vermin-prevention;
- Noise reduction;
- DDA compliance;
- Supplier contact information; and
- Scaled waste management drawings.

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3 LAND USE

Permit application number: PA2101304

Land Zone: Urban Growth Zone

Land use type: Mixed-use (Early learning and Junior School Campus)

Commercial Space:

- Early Learning Centre 743m²
- Learning Areas (Primary School) 3253m²
- Administration & Staff Facilities 549m²
- Sports Hall 1036m²

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4 WASTE MANAGEMENT PLAN

4.1 WASTE GENERATION

Commercial waste generation rates are shown in Table 1. Calculations are based on 5 days per week operation for the proposed site.

Generation rates have been adopted based on commercial waste generation rates enclosed in the Sustainability Victoria *Better Practice Guide for Waste Management and Recycling in Multiunit Developments* 2019. These rates are considered appropriate for the development of a combined Early and Primary Level Education facility located within the Baw Baw Shire municipality.

Generation rates for organic material within Childcare Centres are based on City of Melbourne's Guidelines for Waste Management Plans 2021, which note that 25% of garbage generated (based on the total garbage and organics volume generated) consists of organics waste. Therefore, an assumption of 30% of the total general waste generation at the site will consist of organics waste, which has been applied to the waste assessment referred to in Table 2 below. This rate has been adopted to accommodate for an organics collection service for the proposed site.

Any common spaces located which include lobbies, foyers, circulation and travel spaces, have not been included in these calculations as any waste generated in these areas is generated in service of the commercial areas and therefore incorporated into the below rates.

Table 1 Waste Generation Rates

Use	Garbage (L/100m ² /week)	Commingled Recycling (L/100m ² /week)	Organics Recycling (L/100m ² /week)
Early Learning Centre	245L	350L	105L
Learning Areas (Primary School)	25L	25L	-
Administration & Staff Facilities	50L	50L	-
Sports Hall	50L	50L	-

A waste generation assessment is provided in Table 2 below.

Table 2 Waste Generation Assessment

Use	Area	Waste Per Week		
		Garbage	Recycling	Organics
Early Learning Centre	743m ²	1820L	2601L	780L
Learning Areas (Primary School)	3253m ²	813L	813L	-
Administration & Staff Facilities	549m ²	275L	275L	-
Sports Hall	1036m ²	518L	581L	-
Total Waste Generated per Week*		3426L	4270L	780L

4.2 WASTE SYSTEMS

Waste would be sorted on-site by staff and cleaners as appropriate into the following streams:

- Garbage (General Waste);
- Commingled Recycling;
- Organics Recycling; and
- Hard waste removal

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4.2.1 BIN STATIONS

Based on Method *Westpac NZ Case Study*, the use of bin stations throughout their office spaces have reduced waste to landfill by 40%. The case study discusses the significance of accountability in ensuring diversion of waste from landfill. It is therefore recommended that bin stations are provided throughout all usable and communal areas within the proposed site, where appropriate.

Each bin station should be equipped with one bin for each waste stream. This would encourage the user to make a conscious decision before depositing their waste product into a specific bin and encourage appropriate segregation especially when bins are placed within an area open to public view.

An example bin station with vertical signage is shown in Figure 1. The vertical signage is recommended to be implemented at each bin station to educate the users on the appropriate separation methods. This would allow for maximum diversion of waste from landfill and recovery of the respective waste streams to be achieved.

Figure 1 Example Bin Station with vertical signage



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4.2.2 GARBAGE (GENERAL WASTE)

Early learning spaces would be furnished with plastic lined bins for the temporary holding of garbage waste, to have minimum cumulative capacity of 49 litres per 100m² of floor area. This capacity is based on the transfer of waste to the bin room occurring once per day.

Primary level learning areas and buildings would be furnished with plastic lined bins for the temporary holding of garbage waste, to have minimum cumulative capacity of 5 litres per 100m² of floor area. This capacity is based on the transfer of waste to the bin room occurring once per day.

Administration and staff facilities would be furnished with plastic lined bins for the temporary holding of garbage waste, to have minimum cumulative capacity of 10 litres per 100m² of floor area. This capacity is based on the transfer of waste to the bin room occurring once per day.

The proposed Sports hall would be furnished with plastic lined bins for the temporary holding of garbage waste, to have minimum cumulative capacity of 10 litres per 100m² of floor area. This capacity is based on the transfer of waste to the bin room occurring once per day.

Building management, and appropriate staff or cleaners would dispose of waste from these bins directly into the appropriate 1100L bin provided within the onsite waste storage area, as shown in Appendix 1 below.

Garbage is to be disposed of bagged.

4.2.3 COMMINGLED RECYCLING

Early learning spaces would be furnished with unlined bins for the temporary holding of commingled recyclables, to have minimum cumulative capacity of 70 litres per 100m² of floor area. This capacity is based on the transfer of recyclables to the bin room occurring once per day.

Primary level learning areas and buildings would be furnished with unlined bins for the temporary holding of commingled recyclables, to have minimum cumulative capacity of 5 litres per 100m² of floor area. This capacity is based on the transfer of recyclables to the bin room occurring once per day.

Administration and staff facilities would be furnished with unlined bins for the temporary holding of commingled recyclables, to have minimum cumulative capacity of 10 litres per 100m² of floor area. This capacity is based on the transfer of recyclables to the bin room occurring once per day.

The proposed Sports hall would be furnished with unlined bins for the temporary holding of commingled recyclables, to have minimum cumulative capacity of 10 litres per 100m² of floor area. This capacity is based on the transfer of recyclables to the bin room occurring once per day.

Building management, and appropriate staff or cleaners would dispose of waste from these bins directly into the appropriate 1100L bin provided within the onsite waste storage area, as shown in Appendix 1 below.

Commingled recyclables would be disposed of loosely.

4.2.4 FOOD ORGANICS AND GARDEN ORGANICS

Early learning spaces would be furnished with unlined bins for the temporary holding of food organics and garden organics, to have minimum cumulative capacity of 21 litres per 100m² of floor area. This capacity is based on the transfer of waste to the bin room occurring once per day.

Building management, and appropriate staff or cleaners would dispose of waste from these bins directly into the 240L bins provided within the onsite waste storage area, as shown in Appendix 1 below.

Organics waste is to be disposed of loosely or in compostable bags that have been approved by the waste contractor.

All compostable bags should be marked with the Australian Standard compostable logo as shown in **Error! Reference source not found.** below. It should be noted that non-compostable bags should not be placed into the organics bins as it cannot be composted and thus will affect the quality of the organic product.

Figure 2 Australian Standard Compostable Logo



Green waste generated by the maintenance of landscaped areas would be disposed of via the engaged landscaper.

Food waste is to be disposed of loosely.

4.2.5 HARD WASTE

Hard waste will be managed by the respective building management and or directed staff. All hard waste material as required should be stored within the respective waste storage area prior to when collections occur.

Building management would arrange for hard waste collections to occur via a private contractor, as required or when needed.

4.3 BIN QUANTITY, SIZE AND COLLECTION FREQUENCY

The bin quantity, size and the frequency of collection are shown below in Table 3 and Table 4.

A twice-a-week collection schedule is recommended given the volume and nature of general waste and recyclables generated onsite. Once a week collection schedule is recommended for organic wastes generated onsite. All scheduled waste collections would be coordinated with residential waste collections to reduce truck movements in the local area.

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Table 3 Bin Size and Collection Frequency

Waste Stream	Collections per Week	Bin Size	No. Bins	Weekly Capacity	Weekly Volume
Garbage	2	1100L	2	4400L	3426L
Commingled Recycling	2	1100L	2	4400L	4270L
Organics	1	240L	5	1200L	780L

Table 4 Typical Waste Bin Dimensions

Capacity (L)	Width (mm)	Depth (mm)	Height (mm)	Area (m ²)
1100	1240	1070	1330	1.33
240	585	730	1060	0.43

*Note: The above dimensions are based on SULO's flat lid bin specifications**

4.4 BIN COLOUR AND SUPPLIER

All bins would be provided by private supplier. The below bin colours are specified by Australian Standard AS4123.7-2006, however due to the private nature of the collection, these are only recommendations and are not mandatory:

- Garbage (general waste) shall have red lids with dark green or black body;
- Recycle shall have yellow lids with dark green or black body; and
- Organics shall have green lids with dark green or black body.

Note: private contractors often supply bins for collection.

4.5 WASTE STORAGE AREA

Table 5 demonstrates the cumulative space requirements and provision of waste areas per the operational requirements of the proposed development.

Please refer to scaled drawing shown in Appendix 1, for bin layout and area size.

Table 5 Waste Area Space Requirements

Stream	Space Required (excluding circulation)	Space Required (Including circulation)	Space Provided
General Waste	2.65m ²	4.51m ²	70m ²
Commingled Recycling	2.65m ²	4.51m ²	
Organics	2.13m ²	3.62m ²	
Hard Waste	2m ²	2m ²	
TOTAL	9.43m²	14.64m²	70m²

Waste management would be overseen by building management.

4.6 WASTE COLLECTION

Commercial waste would be collected by private contractor as follows:

- 2 x 1100L Garbage bin collected once per week;
- 2 x 1100L Commingled recycling bin collected once per week;
- 5 x 240L Organics bins collected once per week; and
- 2m² Hard waste area collected on an as required basis.

All waste bins would be stored within the ground level bin storage area provided onsite.

Waste would be routinely transferred onsite (as required) from all School Buildings and Early Learning areas to the waste storage area by building management, cleaners or directed staff. The transfer of waste onsite would occur at a once-a-day minimum via a utility vehicle, with a routine schedule to be implemented once the site is operational and volume capacities are established.

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Waste collections would occur between 6 30am to 8pm on Mondays to Saturdays and between 9am to 8pm on Sundays and public holidays, in accordance with EPA Victoria *Noise Control Guidelines 2021*. This is to ensure minimal noise impacts to the neighboring properties and residential areas.

Hard waste collections would be performed by a utility vehicle or AustRoads B99 design vehicle equivalent.

4.6.1 GENERAL WASTE, COMMINGLED AND ORGANICS RECYCLING COLLECTIONS

Waste collections would occur via an 8.8m medium rigid vehicle with an operating height of 3.4m and a 2.5 travel height clearance. This height clearance allows the waste truck to safely operate and perform collections within the car park area provided.

Waste collection vehicles would enter the subject site from the northern vehicle entrance, located on McGlone Road and travel safely in a forward motion towards the waste storage area.

Vehicle operators would prop safely at the waste storage area to perform a rear-lift transfer of the required waste stream and return bins upon emptying.

Waste collection vehicles would exit in a forward direction, exiting the subject site onto McGlone Road, as shown in the swept paths referenced in Appendix 2 below.

Building management would ensure that waste vehicle operators are able to access the bin storage area.

Allocated waste bins would not be presented to street kerb at any point. Waste bins would not be permanently stored on the street.

5 RESPONSIBILITIES

Building management would be responsible for overseeing waste management within the development. Responsibilities would include:

- Provide relevant staff, maintenance and cleaners with a waste management handbook which would include information on bin storage areas, transfer paths and waste management methods onsite;
- Ensure that all bins throughout the site and the bin room are equipped with appropriate signages to guide users on appropriate segregation methods for their waste and recyclables;
- Inspecting waste stores;
- Reviewing contamination within bins (if required);
- Investigating incidents of inappropriate waste storage (or aggregation) if required.

Building management and appropriate staff would ensure anyone found responsible for inappropriate waste disposal would be appropriately educated and made aware of correct waste disposal techniques.

Building management conducts a waste audit if waste is found to be inappropriately deposited by users or if the bin capacities need to be reviewed.

6 SIGNAGE

Waste storage areas and bins would be clearly marked and signed with the industry standard signage approved by Sustainability Victoria or equivalent. The typical Sustainability Victoria signage is illustrated in Figure 3.

Figure 3 Sustainability Victoria Signage



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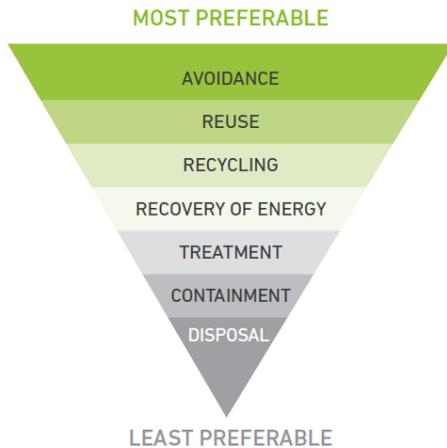
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7 SUSTAINABILITY ACTION PLAN AND INITIATIVES

The importance of restructuring the institutional waste management methods in developments is becoming more apparent as we experience the adverse impacts of increasing waste volumes and declining recycling rates. Developments such as the proposed subject site can contribute towards the prevention and reduction of nationwide waste generation volumes as well as to promote a local circular economy system.

Building management should encourage users by demonstrating a commitment towards waste avoidance and minimisation initiatives. The waste hierarchy as detailed in the *Environmental Protection Act 2017* should be observed in order of preference (refer to Figure 4).

Figure 4 Waste Hierarchy



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In addition to the waste management strategy detailed in the enclosed report, building management can establish landfill diversion and recycling targets and conduct periodic waste audits to monitor contamination levels in recycling and organics bins. The results of the audit could be shared with relevant personnel to encourage them to continue or to improve their waste separation efforts. The audit may also be beneficial from a cost perspective as it would inform building management of opportunities to reduce bin numbers or collection frequencies.

Staff, visitors and relevant management should be inducted on on-site waste management practices and on the development's sustainability action plan via the provision of a handbook or in-person training, as deemed necessary. All occupants and visitors should be encouraged to minimise single use packaging and promote re-usable alternatives by promoting the use reusable containers or bags.

8 WASTE AREA DESIGN REQUIREMENTS

8.1 VENTILATION

Ventilation would be provided in accordance with Australian Standard AS1668.

8.2 LITTER MANAGEMENT, WASHING AND STORMWATER POLLUTION PREVENTION

An appropriately drained wash down area would be provided within the bin storage area to enable bins to be washed regularly by building management. Bin washing areas must discharge to a litter trap. Bin wash areas should not discharge into stormwater drainage.

Alternatively, a third-party bin washing service can be engaged to perform this service. Bin washing suppliers must retain all waste water to within their washing apparatus so as to not impact on the drainage provisions of the site.

Building management, cleaners and relevant staff would be responsible in ensuring the following to prevent or minimise the dispersion of litter throughout the site:

- Prevent overfilling of bins by ensuring bin lids are closed at all times;

- Require waste contractor to remove any spillage that may occur during waste collections; and
- Ensure anyone found responsible for inappropriate waste disposal or dumping would be appropriately educated and made aware of correct waste disposal techniques.

8.3 NOISE REDUCTION

All waste areas would meet EPA, BCA and AS2107 acoustic requirements as appropriate within operational hours assigned to minimise acoustic impact on surrounding premises.

Waste collection timings in accordance with EPA Victoria *Noise Control Guidelines 2021* have been stipulated in the waste collection section above.

Waste contractors should also abide by the following regulations to ensure minimal noise impacts to the neighboring properties:

- Compaction only to be carried while on the move;
- Bottles should not be broken up at the point of collection
- Routes that service entirely residential areas should be altered to reduce early morning disturbances; and
- Noisy verbal communication between operators should be avoided where possible.

8.4 DDA COMPLIANCE

All accessible waste areas, access by the appropriate staff and building management would comply with AS1428.1:2009.

9 RISK AND HAZARD ANALYSIS

Table 6 shows the potential risks, severity and suggested control methods that could be considered to avoid the risks from occurring during waste collections.

Note that this is a preliminary risk assessment and does not replace the need for the building management and collection contractors to complete their respective OHS assessment for waste collections.

The information provided below have been adopted from WorkSafe Victoria *Non-Hazardous Waste and Recyclable Materials* (2003). The severity of each risk has been determined based on the risk rating table enclosed in Department of the Environment *Environmental Management Plan Guidelines 2014*.

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Table 6 Potential Risks and Control Methods During Waste Collections

Area	Risk	Severity	Suggested controls
Waste collection	Incidents during waste collection vehicle ingress or egress movements	Low	<p>Vehicle operators would be trained in ensuring the following</p> <p>Tailgate is closed after clearing waste area</p> <p>Move vehicle slowly when tailgate or body is raised</p> <p>Clear waste from tailgate seal and from rear of machine before departure from the subject site</p> <p>Ensure tailgate is locked after unloading operation</p> <p>Vehicle operators should not exit the vehicle body unless engine is switched off, ignition key is removed, safety prop is in position and the vehicle body is well ventilated. Regular safety checks and inspection of vehicles should be conducted.</p>
	Incidents during manual handling of bins	High	<p>Vehicle should meet relevant Australian Design Rules. Ensure that vehicles with low bowl height are used to avoid lifting of bins above shoulder height. Vehicle operator should be clear of the equipment before activation of packing or tipping controls.</p>
	Slip and trip hazards in moving into and out of the vehicle	Medium	<p>Maintain sufficient and frequent communication between driver and runner. The hose should not be used as handholds when mounting or dismounting.</p>
Surrounding traffic	Conflict with other vehicle operators and staff, management and visitors within the car park during collection	Medium	<p>Ensure that collection is to occur only at off-peak hours.</p> <p>The collection area should also be well-lit to allow for better visibility of oncoming traffic and pedestrians.</p>
Waste bins	Type of wastes handled – risk associated in contact with unknown hazardous substances or sharp objects	Medium	<p>Building management and relevant staff should be educated on safe disposal of hazardous substances and sharp objects.</p> <p>Waste vehicle operators should be trained and informed on safe handling of unknown substances. Operators could be provided with PPE to avoid infections and to assist in handling of waste bins.</p>
Waste Bins	Overflowing bins affecting the transport of bins to the waste collection vehicle or presenting as a trip hazard.	Low	<p>The recommended number of bins enclosed in this WMP provides a larger capacity than the volume generated for all waste streams hence there would be a low likelihood of this occurring.</p>

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10 SUPPLIER CONTACT INFORMATION

Table 7 provides a list of equipment specified by this waste management plan.

Below is a complimentary listing of contractors and equipment suppliers. You are not obligated to procure goods/services from these companies. This is not, nor is it intended to be, a complete list of available suppliers.

SALT does not warrant (or make representations for) the goods/services provided by these suppliers.

Table 7 High Level Purchasing Schedule

Item	Quantity	Supplier	Notes
1100L Bins	4	Private Supplier*	2 x 1100L Garbage Bins
240L Bins	5		2 x 1100L Commingled recycling
Bin Stations	As required*		5 x 240L Organic Recycling Bin
			Internal and external bin stations. Each bin station will contain one bin per waste stream.

Note: Private waste collection contractors often supply their own bins for collection.

10.1 EQUIPMENT SUPPLIERS

10.1.1 BIN SUPPLIER

- Sulo MGB Australia (wheelie bin) – 1300 364 388
- Method Recycling (bin stations) – 0477 630 220
- Source Separation System (wheelie bin and bin stations) – 1300 739 913

10.1.2 BIN LIFTER

- Electrodrive – 1300 934 471

10.1.3 BIN TUG

- Electrodrive – 1300 934 471
- Hercules – 1800 649 603
- Sitecraft – 1300 363 152

10.2 WASTE COLLECTORS

10.2.1 GARBAGE, RECYCLING AND ORGANICS

- Cleanaway – 13 13 39
- Remondis – 13 73 73
- JJ Richards – 03 9794 5722
- VISY Waste Management – 03 9369 7447
- Veolia Environmental Services – 132 955
- Wanless – 1300 926 537

10.2.2 HARD WASTE

- 1CALL Rubbish Removal – 1300 557 772
- WM Waste Management Services – 03 9721 1915

10.3 BIN WASHING SERVICES

- The Bin Butler – 1300 788 123
- Calcorp Services – 1888 225 267
- WBCM Environmental – 1300 800 621

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11 PURPOSE AND LIMITATIONS

This Waste Management Plan has been prepared to form a part of the development application. The report is prepared to:

- Demonstrate that an effective waste management system is compatible with the design of the development. An effective waste management system comprises of a system that is hygienic, clean, tidy, minimises waste being landfilled and maximises recycling and resource recovery;
- Ensure stakeholders are well informed of the design, roles and responsibilities required to implement the system;
- Provide supporting scaled drawings to confirm that the final design and construction is compliant with the report;
- Define the relevant stakeholders involved in ensuring the implementation of the waste management system; and
- Ensure relevant staff, management and occupants are not disadvantaged in access to recycling and other sustainable waste management options.

The following should be noted regarding the enclosed information:

- The waste generation volumes provided are estimates based on the best available waste generation rates. The actual waste volumes generated on-site may differ slightly from that estimated as it would depend on the operational capacities and actual occupancy rate of the development (inclusive of all staff and visitors);
- The report does not discuss management of construction and demolition waste for the proposed development hence a separate report discussing the management of these waste streams would be required; and
- The equipment specifications and any information provided regarding the recommended equipment are provided for reference purposes only and should not be relied upon for procurement. SALT recommends that the developer attains the latest specifications of the required equipment and service provisions from the respective contractor(s) prior to engaging them or purchasing the relevant equipment.
- The report should be updated if the development plans are amended or if new legal requirements are introduced.

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**ADVERTISED
PLAN**

APPENDIX 1 DESIGN DRAWINGS

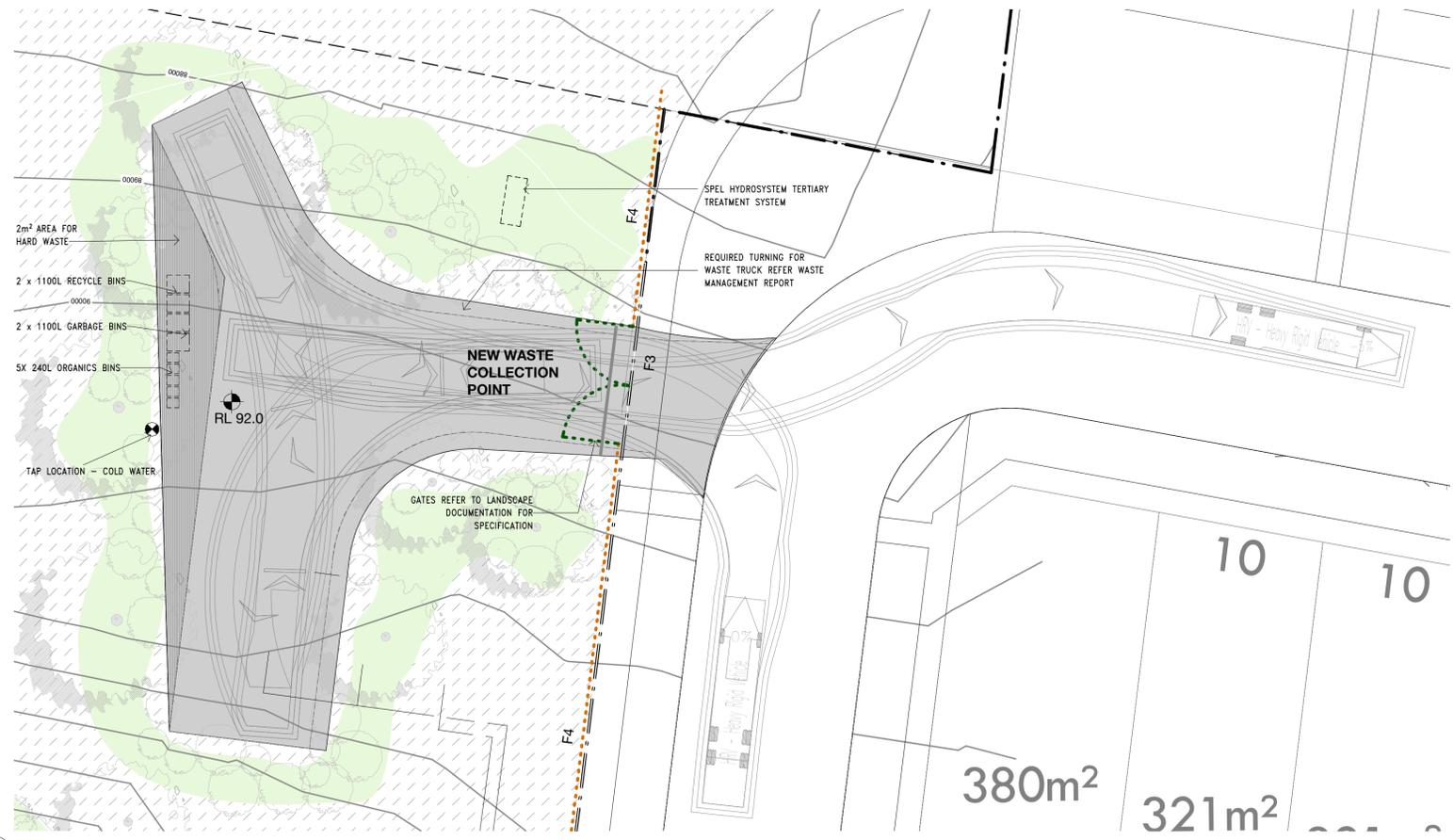
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APPENDIX 2 SWEPT PATH ANALYSIS

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1 WASTE COLLECTION POINT (STAGE 1)
A2100 1:200

3 UPPER CARPARK PLAN (STAGE 2)
A2100 1:200

ADVERTISED PLAN



2 LOWER CARPARK PLAN (STAGE 1)
A2100 1:200

LEGEND

CAR PARKS EXCLUSIVELY FOR STAFF USE (32 TOTAL)

CARPARK TOTALS

LOWER CAR PARK	27 SPACES
UPPER CAR PARK	25 SPACES
TOTAL	52 SPACES

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smith+tracey architects

No.	Date	Desc
A	17/11/23	DA AMENDMENTS

PROJECT :
**St Paul's AGS Drouin Campus
Early Learning Centre
Stage 1**

ADDRESS:
Part Lot 2 McGlone Road Drouin 3818

DRAWING :
**PROPOSED CARPARK
STAGE 1 AND 2**

SCALE :
1:400 @A3 1:200 @A1

JOB NUMBER: 21047 DATE: 10/11/23

DRAWING NUMBER:
DA0501 /A

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**Development
Application**



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