Template for Preparing a Waste Management Plan

Use this template to prepare a waste management plan (WMP). WMPs are to accompany all planning permit applications for proposed multi-unit developments (MUDs) in the City of Port Phillip.

Mixed-use and commercial developments, or those within the Fisherman’s Bend Urban Renewal Area (FBURA), a suitable consultant should be engaged to complete the waste management plan in compliance with these guidelines.

For assistance in preparing a waste management plan, please contact ASSIST on (03) 9209 6777.

Development details

| Planning application number |  |
| --- | --- |
| Council contact |  |
| Applicant name |  |
| WMP author (if different from applicant) |  |
| Date of WMP preparation |  |
| Site address |  |
| Site description |  |
| Proposal description |  |

Land use information

| Land use zoning |  |
| --- | --- |
| Number of floors |  |
| Number of residential apartment dwellings by number of bedrooms (studio, one, two, three bedrooms or more) |  |
| Number of commercial / retail outlets |  |
| Type of commercial / retail outlets |  |
| Size of each commercial / retail outlet (gross floor area m2) |  |

Waste generation

No. of tenancies x Litres per week (entitlement) = Total Litres per week per tenancy

| Waste | Recycling | Food waste (recommended) |
| --- | --- | --- |
| x      L =      L | x     L =      L | x     L =      L |
| x      L =      L | x     L =      L | x     L =      L |
| x      L =      L | x     L =      L | x     L =      L |
| L/week | **L/week** | **L/week** |

Bin size, numbers, and colour

| Waste | | | Recycling | | | Food waste (recommended) | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Bin size | Bin no. | Bin colour | Bin size | Bin no. | Bin colour | Bin size | Bin no. | Bin colour |
| 120L |  |  | 120L |  |  | 120L |  |  |
| 240L |  |  | 240L |  |  | 240L |  |  |
| 660L |  |  | 660L |  |  | 660L |  |  |
| 1100L |  |  | 1100L |  |  | 1100L |  |  |

Waste systems

Please provide a description of the following for the proposed MUD:

| Details internal storage space, within each dwelling to enable the separation of waste, recyclables and, where appropriate, food waste |  |
| --- | --- |
| Consideration of and inclusion of details of chutes and in-chute compaction equipment |  |
| Details of carousels, compactors, balers, skips, bin lifters and tugs or towing devices where required |  |
| Details of on-site food waste recycling services |  |
| Details of whether a building manager, or equivalent, will be required to assist in the management of waste and resource recovery |  |
| Details of the consideration of sharing service contracts across multiple buildings for waste and recycling collections |  |
| Other – innovative technologies or additional waste streams |  |

Additional waste services

Please provide a description of the following for the proposed MUD:

| Name of e-waste recycling contractor |  |
| --- | --- |
| Name of charity bin operator |  |

Bin collection

| Collection details | Collection contractors | Collection frequency | Collection days | Height of collection vehicle | Length of collection vehicle |
| --- | --- | --- | --- | --- | --- |
| Name of waste collection contractor |  |  |  |  |  |
| Name of recycling collection contractor |  |  |  |  |  |
| Name of food waste collection contractor |  |  |  |  |  |
| Description of security and access arrangements to the service area |  | | |  |  |

Scaled waste management drawings

Waste management plans must be accompanied by a set of scaled drawings, as an attachment, which address the following requirements for the proposed MUD:

* a generic residential and commercial (if applicable) floor showing waste, recycling and food waste disposal points
* separate refuse rooms in MUDs where there are residential and commercial tenements
* bin room size/s
* chutes, carousels, compactor units, and / or bin lifters
* waste, recycling, and food waste bin numbers and sizes, colour coded per section 3
* hard and green waste storage area
* e-waste skip / bin/s
* charity skip / bin/s
* evidence of a level floor space
* bin wash area
* pollution prevention, including on-site litter and odour management
* vermin prevention
* ventilation of bin storage area
* bin collection location – street or onsite
* bin room access points for individual and truck access
* movement diagrams of each material from disposal, storage, and collection points including any gradient / slope / lift
* sweep path diagrams illustrating sufficient access to collection points for all vehicles required to collect from the development.

Signage and education plan

Please provide a description of how the following will be communicated to tenants of the proposed MUD:

| Information about all available waste and resource recovery services |  |
| --- | --- |
| Information about how to access and use the waste and resource recovery services |  |
| Location of the bin room, waste and recycling chutes (if applicable), and how to use them |  |
| Information on CoPP’s Waste and Resource Recovery Centre |  |

Submitting

Waste management plans are to be submitted with the planning permit application.