

Waste Management Guidelines for Development Applications



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Terms

Term	Description / Definition
CALD	Culturally and Linguistically Diverse
DA	Development Application
FOGO	Food Organics Garden Organics
MUD	Multi-Unit Dwelling Development comprising of 3 or more units
ROW	Right of Way
WALGA	Western Australian Local Government Association
WMP	Waste Management Plan

This guideline is intended to assist architects, designers, developers and other professionals in incorporating innovative and sustainably designed waste management into new developments within the City of Bayswater. These guidelines focus on development applications (DAs) for multi-unit dwellings (MUDs), commercial and industrial properties. The aim of this document is to ensure that waste management is incorporated in the design phase, not only for current waste management needs, but accounting for future changes as well.

Objectives

- Ensure the long-term waste management needs of each development are met in an efficient and sustainable manner.
- Minimise the impact of waste services and facilities on the streetscape and surrounds, in relation to both the footpath/public realm and the frontage of the development.
- Ensure waste services and facilities do not have a negative impact on the amenity of a locality, particularly in terms of noise, odour and visual appeal.
- Maximise safety for both waste collection staff and the public.
- Reduce impacts to waste collection vehicles and protecting street trees by limiting the number of bins on the verge.
- Minimise traffic and footpath obstruction.

Guideline relevance

Under the R-Codes, a Waste Management Plan (WMP) is mandatory for all MUDs where there are 5+ grouped dwellings proposed. A WMP would be required in all other scenarios listed in the following categories.

- Residential (MUDs)
 - MUDs where there is insufficient lot, road or verge frontage for bin presentation and/or collection vehicle access (as determined by the City)
 - MUDs that may have a shared bin storage arrangement
 - Large MUD complexes
- Commercial, Industrial and other non-residential developments
- Mixed-use developments (commercial and residential).

Waste management must be considered at the design stage of a development to satisfy all waste management requirements of the DA. The City encourages early consultation regarding waste management requirements to avoid the need for resubmission of the WMP. Applicants are encouraged to call 9272 0622 or email mail@bayswater.wa.gov.au to discuss waste management requirements for your DA.

Waste Management Plan inclusions

Please refer to Appendix 1, 2 and 3 for the minimum requirements for a WMP for residential, mixed-use and commercial/industrial applications. Additionally, the *WALGA Waste Management Plan Guidelines for New Multi Dwelling Developments* (prepared by Talis Consultants) can be used to further guide the development of a WMP. As part of the WMP, you must provide relevant drawings, figures and/or detailed site plans depicting:

- Bin store(s) area plan(s), including:
 - Location onsite
 - Dimensions and access widths
 - Any chutes/compaction equipment etc. with all associated details and specifications where proposed
 - Bin arrangement and the different waste streams
 - Location of permanent water supply and floor waste
 - If within public view, evidence that the bin store will be screened to a height of 1.8 metres.
- Where kerbside collection is proposed (for 240L and 360L bins only):
 - Demonstrate that there is sufficient space on the verge for the number of bins proposed (1.1 metre per bin and at least 1 metre clearance from all obstructions, including power poles, light posts, cars, tree trunks and tree canopies etc).
- Where onsite collections are proposed:
 - Vehicle manoeuvring diagrams, including how the collection vehicles are going to service the premises and enter and exit the property in forward gear
 - Access to bin store area, including access widths and access method
 - Contingency plan for non-collected waste if onsite collection is not possible due to access issues
 - Provide detail as to how the crossover and hardstand have been designed to accommodate the size and weight of the waste vehicles.

Supporting information has been included in this document to assist with developing the WMP and understanding the waste and recycling requirements for each development.

City of Bayswater Waste services

Residential

The City provides the following services to all residential rateable properties as part of its statutory requirements under the *Local Government Act 1995*, *Waste Avoidance Resource Recovery Act 2007* and the *City of Bayswater Waste Local Law 2020*.

The City currently provides the following standard kerbside residential waste services for single unit dwellings and MUDs without a shared bin arrangement:

Bin/Waste Type	Collection Frequency	Additional Comments
240L General Waste	Fortnightly	Red lid
240L Recycling	Fortnightly (alternating fortnight)	Yellow lid
240L Food Organics Garden Organics (FOGO)	Weekly	Lime-green lid
8L FOGO Kitchen Caddy	N/A	Used to collect food scraps**
FOGO Caddy Liners	N/A	To line kitchen caddy**
Bulk Bins for General and Green Waste*	Pre-booked	Three (3) per household, per financial year
Mattress/White Goods	Pre-booked	Two (2) collections per financial year
Baywaste Transfer Station & Recycling Centre	N/A	Range of items free to drop off

*Pending assessment of the verge size by the City.

** Can be collected from the City's Civic Centre or libraries.

Multiple Unit Dwellings with shared bin arrangements

Residential MUDs that propose a shared bin and bin store arrangement (i.e., individual bins not supplied to each unit) may operate using a different schedule and/or waste receptacle sizes. Options available for waste receptacles are outlined in 'Bin Dimensions' below. Bulk waste disposal options are consistent across all residential properties.

The number of bins provided will be based on the estimated waste generation rates, which can be calculated using the WALGA and Waste Authority's [Waste Calculator](#) (note: volumes are provided based on weekly generation and conversion to fortnightly volumes may be required). Please note that for MUDs, only 240L and 360L bins will be permitted to be collected from the verge, all other bin sizes must be collected onsite. Please include detail of the proposed bin sizes and numbers in the WMP.

Bin servicing

The City's collection services for residential properties operate Monday to Friday, between 7am and 7pm (unless an alternative arrangement is approved). The City does not normally collect waste from residential properties on weekends, except for when Good Friday, Christmas Day and New Year's Day Public Holidays occur on a Friday, in which case collections will occur the following day (Saturday).

Education materials

The City's Waste Education Officer may assist Strata Managers and / or Caretakers with relevant waste sorting materials for a three bin FOGO service, where applicable. The following resources may be offered per unit: one kitchen caddy, three waste sorting fridge magnets, rolls of certified compostable caddy liners, a *Waste in my apartment flyer* and *Waste & Recycling Guide* (Appendix 4). Digital versions are also available for circulation via email by Strata, upon request. Please contact waste@bayswater.wa.gov.au for more information.

Commercial and Industrial

New commercial and industrial businesses are no longer able to be serviced by the City's commercial waste services and must therefore receive waste services through a private waste contractor. The City

cannot recommend specific commercial waste service providers, however, suggests investigating waste collection options through WALGA's preferred suppliers.

Estimated waste generation rates should be reflective of land use from the WALGA and Waste Authority's [Waste Calculator](#). If the applicable land use is not listed, the applicant needs to provide justification for the selected bin type, collection frequency and bin store design. Please see Appendix 2 for minimum requirements of the WMP.

Bin store and waste storage

The WMP for residential, commercial and industrial properties should address the following and demonstrate compliance.

Internal bin store area

- The bin room(s) for storage of general waste, recycling and FOGO (if applicable) should be located in a position that is convenient for both users and collection staff but not fronting the street. Bin stores are to be screened by a wall of masonry or other approved building material, to a height of 1.8 metres. Generally, materials/colours that match the proposed building are acceptable.
- Mains water supply with floor graded to sewer plumbed drainage outlet/s should be installed in all bin stores to allow for the washing of all room surfaces and for the cleaning of bins as required.
- General waste, recycling and FOGO (where applicable) streams should be separated at the source and clearly labelled in appropriate receptacles.
- In large developments, the WMP should demonstrate solutions to ensure waste collection and storage is efficient and tidy between collections, including the management of bulky waste.
- Where a waste chute system is planned, the City encourages a dual chute system for both general waste and recycling. Contingencies should be in place if the chute system is out of order, to ensure that waste will not overflow. Maximum bin weights and rotation of bins will also need to be discussed with the contractor to ensure bins are capable of being emptied.
- All bin stores and bin chute areas should allow universal access for all occupants.
- Where the property is mixed-use, the bin stores should be separate for residential and commercial units.

Waste storage

- Waste and recycling bins should always be stored within the boundaries of the property but not fronting the street.
- Sufficient space should be provided for bins and associated equipment in dedicated bin stores to manage all waste, recyclables and organics likely to be generated on the premises between collections.
- Bin stores should meet the minimum 10m² requirements under the City's planning regulations, however, may need to be larger depending on the proposed number and size of bins.
- Contingency plans should be in place if there is a delay in waste collection, to prevent waste from accumulating on the property.

- The design of the bin stores should be functional, to allow all bins to be easily moved and washed/cleaned. All personnel access ways should be a minimum width of 800mm. All bins should have a minimum 50mm clearance on all sides (between bins, against walls etc).
- The bin store must be large enough for the bins to sit next to each other, not behind each other as residents/tenants may not take responsibility for rotating bins.
- The City encourages the use of larger bin sizes (660L and 1100L) where practical to ensure efficient storage and collection of waste and recycling streams. FOGO bins provided by the City are only available in 240L at this time.
- Waste or recycling bin room(s) should have a minimum 1100mm wide opening to allow easy removal and return of all bin sizes.
- All bin stores should comply with the relevant local health laws.

Bin presentation

- To be eligible for kerbside collection, there should be 1.1 metres per bin available on the verge to accommodate weekly bin presentation. All bins should also have at least 1 metre clearance from all obstructions, including power poles, light posts, cars, tree trunks and tree canopies etc.
- For all developments submitting a WMP, responsibility for ensuring compliance with the WMP should be allocated to a person of appropriate authority (e.g. a property manager, strata manager, caretaker). This person shall be responsible for:
 - Cleaning of the bin store and facilities; and
 - Presentation and retrieval of bins from the kerb (if applicable) within the acceptable timeframe set by the City of Bayswater.
- In larger developments, residents should not be responsible for the presentation of bins for collection, as there is usually no individual ownership of bins. In this type of development, a caretaker or equivalent should be allocated and responsible for bin management.

Bin dimensions

Below are the typical dimensions for the various bin sizes available for residential properties.

Plastic

	240L	360L*	660L*	1100L*
Height	1060mm	1100mm	1200mm	1390mm
Depth	730mm	857mm	770mm	1090mm
Width	550mm	659mm	1360mm	1360mm

**Approval required by the City of Bayswater and its waste collection contractor.*

The City's waste collection contractor services 240L and 360L bins using a side loader collection vehicle, whereas 660L and 1100L are collected using a rear loader collection vehicle. This arrangement may differ for other waste contractors and the City recommends contacting the specific waste contractor for confirmation prior to submitting a WMP.

Metal (for residential MUDs only)

	1.5m ³	3m ³	4.5m ³
Height	1150mm	1460mm	1800mm + 925mm angled lid
Depth	950mm	1450mm	1800mm
Width	2020mm	2020mm	2020mm

The City's waste collection contractor services the above bin types by front loader collection vehicle. This arrangement may differ for other waste contractors and the City recommends contacting the specific waste contractor for confirmation prior to submitting a WMP.

Bin collection

Collection of bins may be permitted to occur in Right of Ways (ROWs); however, these will be assessed on a case-by-case basis to ensure that safe and efficient servicing of bins can be achieved, noting existing traffic and parking conditions. This will be assessed by the City's Traffic Engineering Officers. To ensure safe and efficient servicing of 240L and 360L bins from a ROW, the minimum width of the ROW should be 4150mm. This allows the waste collection vehicle to safely operate the side arm lift mechanism without risk of damaging private property.

For all properties that have a lockable waste presentation point, waste collectors must have independent access via the use of a pin code, key or remote device.

Onsite collection must comply with the regulations under the *Environmental Protection (Noise) Regulations 1997* (Noise Regulations), requiring collection to occur only between 7am and 7pm.

Please contact the City of Bayswater's Waste Management team for waste collection vehicle dimensions specific to the City's waste collection contractor.

Further Information

The information contained in this document is intended as a guide only and all WMPs and requests will be subject to approval by the relevant City officers. It is recommended that discussions with the City's Statutory Planning and Waste Management team should be undertaken to address waste management at the early stages of the development proposal to understand the limitations.

Should you require any further information, please contact the City's Statutory Planning or Waste Management team.

Phone: (08) 9272 0622

Fax: (08) 9272 0665

E-mail: mail@bayswater.wa.gov.au

Web: www.bayswater.wa.gov.au

This pamphlet contains limited information and is intended as a guide only. The City of Bayswater disclaims any liability for any damages sustained by any person acting on the basis of this information.

Appendices

Appendix 1: Minimum requirements for WMP – Checklist – Residential

Summary of the Development	
Location of the development	
Number of floors	
Number of dwelling units by size (i.e. number of bedrooms)	
Waste Generation	
Waste generation for general waste, recycling and other wastes (refer to Waste Calculator)	
Number and type of waste receptacles, waste containers and waste facilities used or to be used and how bulk waste will be managed	
Bin Storage Area Design details of the bin storage area must be included in the Waste Management Plan	
Bin store size and layout (separation of waste stream is desired, including bulk waste)	
Wash-down area / tap and drain	
Ventilation	
Vermin prevention	
Noise reduction	
Stormwater ingress prevention	
If bin store located near public view, demonstration of screening to 1.8m	
Collection Method and Frequency Waste Management Plans must contain details on collection method to be used in servicing the development	
Collection vehicle to be utilised	
How and where the waste collection vehicles are to enter, exit and service the premises (vehicle manoeuvring) – applicable to onsite collections only	
Collection location	
Verge space to accommodate bins on collection day (1.1m per bin) – applicable to kerbside collections only	
Transfer of waste to the collection vehicle	
Frequency of collection	
Waste System Details of any waste systems intended for use must be provided	
Chutes	
Compactor	
Bin lifter	
Education	
Has the City's Waste Management team been contacted to provide the relevant educational signage for the bins and bin storage areas	
Ongoing Management	
Has/will a handover been completed so that a building manager is aware of what waste management systems have been planned in the development	
Note the person responsible for maintaining and cleaning the receptacles, waste containers, waste facilities and storage area	
Note the person responsible for presentation and retrieval of bins to the verge (applicable to kerbside collection only)	
Other	
Is future service flexibility incorporated in the design?	
Provide a contingency if the waste cannot be collected and measures to prevent waste from accumulating on the property	

Appendix 2: Minimum requirements for WMP – Checklist – Commercial and Industrial

Summary of the Development	
Address	
Development area	
Nature and scale of the development	
Ownership and management details	
Projected occupancy	
Details of any contact with City of Bayswater in relation to waste management in the development	
Waste Contractor	
Proposed waste collection contractor	
Waste Generation	
Projected waste generation rates based on occupancy and uses (refer to Waste Calculator)	
Bin Store Area	
Details on the size and location of the proposed storage area/s	
Details on how businesses will separate waste between units, and where applicable, allocate specific bins to each unit	
Proposed number and size of bins	
Justification for the location of the storage facility	
Description of how better practice waste management has been included to minimise noise, odour, vermin and to consider hygiene, security, health safety and the environment	
Access	
Details of the route for any movement from temporary storage areas to presentation areas [including diagram]	
Collection	
Proposed bin collection frequencies, based on bin numbers and waste volumes	
Scale drawing including proposed collection points (onsite or off-site)	
Details of the internal road and driveway lay out including how collection vehicles will service the site – applicable to private onsite collections only	
Education	
Details of the signage which will be used to inform workers/occupants about the use of the waste management system	
Potential Issues	
Details on the potential issues which may arise during occupancy and how these issues will be addressed	
Contingency for if the waste cannot be collected and measures to prevent waste from accumulating on the property	
Details on how litter (generated via customers of the commercial business) will be managed onsite to avoid environmental hazards	
Implementation Schedule	
Details on how the system will be monitored and by who	

Appendix 3: Additional Checklist Requirements for Mixed Use Developments, in addition to Appendix 1 and 2.

Summary of Mixed-Use Component	
Size of each commercial unit	
Type of premises (i.e. commercial, industrial, residential).	
Waste Generation	
Total number of bins, considering waste generation differences between residential and commercial properties (refer to Waste Calculator)	
Bin store area	
Separate bin store area for residential and commercial units, with separate access codes/methods	
Ongoing Management	
Summary of waste management for complex provided to each commercial unit and available for new tenants upon occupancy	
Note whether residential and commercial units will share property management	

Appendix 4: Education Materials

4.1 Waste Sorting Fridge Magnet



4.2 Waste and Recycling Guide

Examples of the current Waste and Recycling Guides can be found at [Waste and Recycling Guide - City of Bayswater](#)

4.3 Waste in my apartment flyer

Be a GREAT Sort by placing items inside the correct bin.

Consider your neighbours when using shared bins.

To replace broken bins or check if you have enough bins for your apartment building please contact your Building Manager. They are there to help.

Recycling is easy!

Just these 5 things:

- ✓ Paper
- ✓ Cans
- ✓ Cardboard (flattened)
- ✓ Plastic bottles and containers
- ✓ Glass jars and bottles.

Small plastic drink lids cannot be recycled in the recycling bin, so take them to a special collection point or put them in your general waste bin.

Please flatten large cardboard boxes before placing them in the recycling bin located in the bin storage area.

Take to a drop-off

Household Hazardous Waste (HHW), batteries, paints, chemicals and e-waste cannot go in any bin. Take them to a specialist drop-off point.

Find your nearest drop-off at recycleright.wa.gov.au/find-my-nearest/

Kitchen caddy instructions

Use your kitchen caddy to collect food scraps before taking them to the FOGO bin. Empty and remove all food packaging.

- 1. Caddy**
Line your caddy with a certified compostable liner. These are provided by your local government.
- 2. Food scraps**
Put in food scraps including fruit and vegetable scraps, meat, dairy, bread, coffee grounds, eggshells and out-of-date food.
- 3. FOGO Bin**
After 2-3 days, or when your liner is full, put it in your lime-green lidded FOGO bin.



If you have just moved into your apartment you will be provided with:

- Certified compostable caddy liners
- Fridge magnets
- Waste and Recycle guide

Contact your Building Manager if you don't have these.

Moving out? Please make sure your kitchen caddy is left behind when you move out of the apartment.

Run out of liners? If you run out of caddy liners contact your local government.

Getting WasteSorted in my apartment

A guide to using your three-bin FOGO system






What goes in your Recycling bin?

Recycle these 5 things

Paper

Cardboard (flattened)

Glass bottles and jars

Aluminium & steel cans

Plastic bottles & containers

Items must be rinsed, loose with lids off

What goes in your FOGO bin?

Food and garden organics

Food scraps including meat & dairy

Fruit & vegetable scraps

Garden organics

Compostable caddy liners

No plastic bags, nappies or glass

What goes in your General waste bin?

Waste that cannot be composted or recycled

Soft plastics

Nappies & hygiene products

Damaged clothing and ceramics

Packaging (including polystyrene)

No household hazardous waste

Hazardous waste cannot go in any bin. Take to a special drop-off point.

Aerosol cans

Fluorescent lights and tubes

Batteries

Paint

E-waste



Find your nearest drop-off location
recycleright.wa.gov.au/find-my-nearest/