

A Site Waste Minimisation Management Plan (SWMMP) is to be submitted for applications involving the following:

- erection or alteration of a building or structure
- major demolition works
- carrying out subdivision earthworks
- clearing of land.

A SWMMP estimates the volume and type of waste and recyclables to be generated and outlines waste avoidance and resource recovery activities to be carried out during demolition, construction, and operation of a proposed development. The level of detail required will vary with the size and complexity of the proposed development.

A SWMMP provides an opportunity to investigate how the waste and recyclables can be better managed and reused on site.

See the table below for ideas on how to re-use or recycle common site waste.

Materials and their potential for re-use and recycling

Material	Re-use/ Recycling potential
Concrete	Re-used for filling, levelling, or road base
Bricks	Can be cleaned for re-use or rendered over or crushed for use in landscaping and driveways
Roof tiles	Can be cleaned and re-used or crushed for use in landscaping and driveways
Hardwood beams	Re-used as floorboards, fencing or furniture or sent to secondhand timber suppliers
Other timber	Re-used as formwork, bridging, blocking, and propping, mulching or sent to secondhand timber suppliers
Doors, windows, fittings	Sent to secondhand building suppliers
Glass	Re-used as glazing or aggregate for concrete production
Synthetic rubber (carpet underlay)	Reprocessed for use in safety devices and speed humps
Overburden	Power screened and used as topsoil
Green waste	Can be used for mulching, composting
Carpet	Can be sent to recyclers or reused in landscaping
Plasterboard	Removed for recycling, returned to supplier
Excavated material	Re-used on site or disposal to approved site
Plumbing and metal fittings	Recycled off-site

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Note: Please download this form to complete and submit electronically.

Part A: Construction waste and recycling management plan

Site Address

Development Application Number

A1. All excavation material (including from swimming pool excavations)

Less than 10 m³

More than 10 m³ Specify estimated volume:

Re-use on-site

Re-use off-site

Landfill disposal

A2. Address if reused off site

Name

ABN

Address

Phone

Email

A3. Name and address of licensed landfill

Name

ABN

Address

Phone

Email

Table A1: How will you manage this waste?

Type of material	Less than 10m ²	Please specify volumes if more than 10m ²	Re-use on site	Recycle (separate collection from site)	Recycle (off-site separation)	Landfill	% of material diverted from landfill
Bricks	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Concrete	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tiles	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Timber (clean)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Timber (treated)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Plasterboard	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Glass	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Ceiling tiles	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Metals (ferrous)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Metals (non-ferrous)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Carpet	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Electronic waste	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

Total diversion of waste from landfill (must be minimum 80% diversion):

A4. Recycler/ licensed landfill details

A4.1. Principal off-site recycler/s

Name		ABN	
Address			
Phone		Email	

A4.2. Off-site recycler's primary markets for materials (for principal off-site recycler/s residential developments over principal licensed landfill site three storeys and all non-residential developments)

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A4.3. Principal licensed landfill site

Name		ABN	
Address			
Phone		Email	

Part B: Demolition waste and recycling management plan

B1. Does demolition contain asbestos	<input type="checkbox"/> Yes <input type="checkbox"/> No
B2. All asbestos waste is to be managed in accordance with provisions of the NSW <i>Work Health and Safety Regulation 2011</i> . Further information can be found on the CN webpage .	<input type="checkbox"/> under 10m ² <input type="checkbox"/> over 10m ²

B3. WorkCover licence No. and class	
B4. Demolition contractor details	
B5. Licensed landfill	

Table B1: General demolition waste

Type of material	Less than 10m ²	Please specify volumes if more than 10m ²	Re-use on site	Recycle (separate collection from site)	Recycle (off-site separation)	Landfill	% of material diverted from landfill
Bricks	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Concrete	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tiles	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Timber (clean)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Timber (treated)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Plasterboard	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Glass	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ceiling tiles	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Metals (ferrous)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Metals (non-ferrous)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Carpet	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Electronic waste	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Total diversion of waste from landfill (must be minimum 80% diversion):

B6. Recycler/ licensed landfill details

B6.1. Principal off-site recycler/s

Name		ABN	
Address			
Phone		Email	

B6.2. Off-site recycler's primary markets for materials (for principal off-site recycler/s residential developments over principal licensed landfill site three storeys and all non-residential developments)

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B6.3. Principal licensed landfill site

Name		ABN	
Address			
Phone		Email	

Part C: Operational waste and recycling management plan

Type of Development	<input type="checkbox"/> Residential only development <input type="checkbox"/> Mixed residential <input type="checkbox"/> Non- residential development
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Table C1. Generation of waste
 Refer to the Waste generation rates in the most recent 'Better practice guide for resource recovery in residential developments' as amended or replaced by the EPA.

Residential Dwelling (2 or more dwellings)	GENERAL WASTE					COMINGLED RECYCLING					GARDEN ORGANICS				
	Litres / Week	No. Dwellings	Total	Bin Size and No.	Service Frequency	Litres / Week	No. Dwellings	Total	Bin Size and No.	Service Frequency	Litres / Week	No. Dwellings	Total	Bin Size and No.	Service Frequency
1 Bed / Studio															
2 Bed															
3+ Bed															
TOTAL															
240															
360														N/A	
660														N/A	
1100														N/A	

Residential Dwelling (Single)	GENERAL WASTE					COMINGLED RECYCLING					GARDEN ORGANICS							
	Litres / Week	No. Dwellings	Total	Bin Size and No.	Service Frequency	Litres / Week	No. Dwellings	Total	Bin Size and No.	Service Frequency	Litres / Week	No. Dwellings	Total	Bin Size and No.	Service Frequency			
1 Dwelling	140	1	140	1 x 140	Weekly/ Fortnightly (W or F)	120	1	120	1 x 240	Weekly/ Fortnightly (W or F)	120	1	120	1 x 240	Weekly/ Fortnightly (W or F)			
Non-Residential Type Calculate based on premises type and m3	GENERAL WASTE					COMINGLED RECYCLING					GARDEN ORGANICS							
	Litres per unit per day	No. Units	No. Days	Total	Bin size and no.	Service frequency	Litres per unit per day	No. Units	No. Days	Total	Bin size and no.	Service frequency	Litres per unit per day	No. Units	No. Days	Total	Bin size and no.	Service frequency
TOTAL																		
240																		
360																	N/A	
660																	N/A	
1100																	N/A	

Part D: General requirements

All multi-unit residential and non-residential development is to address the following.

Refer to the General requirements section in Guidelines.

Part D1. Waste and Recycling	Yes	No
D1.1. Have the Guidelines been considered in conjunction with the CN's Development Control Plan?	<input type="checkbox"/>	<input type="checkbox"/>
D1.2. Is there a waste and recycling storage area provided?	<input type="checkbox"/>	<input type="checkbox"/>
D1.3. Is the waste and recycling areas located in a position that is convenient for both users and waste collection staff?	<input type="checkbox"/>	<input type="checkbox"/>
D1.4. a) Location of waste and recycling storage areas: (e.g. level 2)		
b) Distance (m) from the waste and recycling storage area to the collection point		
c) Size of waste and recycling storage areas (m ²)		
d) What is the total area of bin storage provided?		
D1.5. Is the layout of the waste and recycling storage area designed to encourage easy recycling and separation of different waste types by all users?	<input type="checkbox"/>	<input type="checkbox"/>
D1.6. What is the ceiling height of the waste and recycling storage area?		
D1.7. a) Have you submitted a detailed plan of the waste and recycling storage area, together with the nominated collection point and access pathway marked?	<input type="checkbox"/>	<input type="checkbox"/>
b) Please include name and location of relevant drawings:		
D1.8. Is there sufficient space provided for the estimated general waste and recycling bins plus handling?	<input type="checkbox"/>	<input type="checkbox"/>
D1.9. How much separate space is dedicated for storing bulky waste and problem waste (m ²)?		
D1.10. What type of storage space for bulky and problem waste has been allocated? (e.g. designated area, lockable cage, within waste and recycling storage room or other)		

Part D2. Access	Yes	No
D2.1. Is food waste or compostable material managed in any way? (tick the applicable management system/s below) <ul style="list-style-type: none"> a) <input type="checkbox"/> Suitable space available for composting and worm farming b) <input type="checkbox"/> On-site food waste processing system, system type: <input style="width: 200px;" type="text"/> c) <input type="checkbox"/> Other <input style="width: 300px;" type="text"/> 		
D2.2. Is the collection point sufficiently accessible by collection operators?	<input type="checkbox"/>	<input type="checkbox"/>
D2.3. What is the maximum manual handling distance between the storage point and the collection point for bins (m)?		
D2.4. Are any collection and vehicle access points located adjacent to a habitable room?	<input type="checkbox"/>	<input type="checkbox"/>
D2.5. What is the maximum grade of the path for wheeling bins between a storage point and the collection point?	:	
D2.6. Are all externally located on-site collection points constructed within 15 metres from the property boundary?	<input type="checkbox"/>	<input type="checkbox"/>
Part D3. Collection vehicles	Yes	No
D3.1. What is the clearance height allowed for collection vehicles to enter the site for collection (m)?		
D3.2. Is entry and exit of a collection vehicle from the site in a forward direction?	<input type="checkbox"/>	<input type="checkbox"/>
D3.3. Can collection vehicles service the development with minimal reversing?	<input type="checkbox"/>	<input type="checkbox"/>
D3.4. Have the following allowances been made for all collection points: <ul style="list-style-type: none"> a) vehicle access for collection and loading will provide for a maximum grade of 1:20 for the first 6 metres from the street, then a maximum of 1:8 with a transition of 1:12 for 4 metres at the lower b) a minimum width of driveway of 3.6 metres c) a minimum radius turning circle of 10.5 metres or provision for changing the facing direction 	<input type="checkbox"/>	<input type="checkbox"/>
D3.5. Who will be responsible for waste management (waste storage area management, cleaning, bin transfer, educating occupants etc.) for the development? 		
D3.6. Will appropriate signage for waste storage areas and equipment (including bins) for effective waste management and safe handling be implements where necessary?	<input type="checkbox"/>	<input type="checkbox"/>

Part D4. Summary

Please provide an overview summary of the development's waste management system and arrangements, including a description of how occupants, cleaners and/or building management will use the waste management facilities and how waste will be stored, transported and collected. (This is to be consistent with the drawings attached. Please attach additional pages if more space required)

Part E: Residential development of two or more dwellings Waste and recycling storage area

All residential developments which shared waste and recycling bins are to address the following.

Refer to multi-unit residential developments dwellings section in Guidelines.

	Yes	No
E1. Has the space for at least two days generation of waste and recycling been provided per unit?	<input type="checkbox"/>	<input type="checkbox"/>
E2. Is the waste and recycling storage area(s) easily accessible by all residents of the development?	<input type="checkbox"/>	<input type="checkbox"/>
E3. How far is the waste and recycling storage area from the farthest residential dwelling (m)?		
E4. Are you requesting any additional infrastructure in the waste and recycling storage room (carousel, optic sensors, number of bins, automatic bin exchange, size) If yes, please provide additional details:	<input type="checkbox"/>	<input type="checkbox"/>
E5. If a compactor is included, what is the proposed compaction ratio (it is not to exceed 2:1)?	<input type="checkbox"/>	<input type="checkbox"/>
E6. Will the development elect to have kerbside collection? (only applies to developments with less than 5 units)	<input type="checkbox"/>	<input type="checkbox"/>
E7. What type of problem waste will be dealt with in this development? (e.g. electronic waste, batteries, fluorescent tubes and mobile phones)		
E8. Will a chute system be utilised in the new development? If yes, will the chute system be a single (general) waste or dual system (two separate chutes for waste and recycling)? *If no, move to Part E1.15.	Yes	<input type="checkbox"/>
	Single	<input type="checkbox"/>
	Dual	<input type="checkbox"/>
	No	<input type="checkbox"/>
E9. Has the chute system been designed according to the relevant minimum manufacturing standard?	<input type="checkbox"/>	<input type="checkbox"/>
E10. What is the total maximum travel distance from any residential dwelling entry to a chute system on any given storey? (it is not to exceed 30 metres)		
E11. Has the chute system been designed and certified according to the relevant acoustic standards	<input type="checkbox"/>	<input type="checkbox"/>
E12. Is there a chute room on each habitable floor of a development with a chute system?	<input type="checkbox"/>	<input type="checkbox"/>

<p>E13. Does the chute room include space for:</p> <ul style="list-style-type: none"> a) recycling mobile garbage bins (if a single chute system is used) b) the chute inlet hopper c) spare mobile garbage bins d) large cardboard and/or bulky items to reduce the likelihood of blockages in chutes 	<input type="checkbox"/>	<input type="checkbox"/>	
<p>E14. In which of the following ways will on-site collection of waste, recycling, textile waste and bulky items take place?</p> <ul style="list-style-type: none"> a) in the building's basement b) at grade within the building in a dedicated collection or loading bay c) at grade and off-street within a safe vehicular circulation system where, in all cases, vehicles will enter and exit the premises in a forward direction 	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Part F: Residential single dwellings All single-dwelling houses, small-scale villas or townhouse-type developments with bins allocated to and managed at each individual dwelling is to address the following. Refer to Residential single dwellings section in Guidelines.</p>			
	Yes	No	
<p>F1. Has space for at least two day's generation of waste, recycling and food waste been provided per dwelling?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>F2. Has storage area for one each of council's specified waste bins been allocated per unit? (including general waste, recycling, food waste and garden organics)</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>F3. Has appropriate access between the waste and recycling storage area and kerbside collection point been allocated?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>F4. Has sufficient space for the storage of bulky waste, textile waste and problem waste been allocated?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>Part G: Non-residential developments All new non-residential developments are to address the following. Refer to Non-residential developments section in Guidelines.</p>			
<p>G1. How much space is dedicated for storing bulky waste and problem waste for recycling (m)?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>G2. Dedicated space (in or attached to the waste and recycling storage area) is provided for the storage and recycling of food waste for collection.</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>G3. How much space has been allocated for management of re-usable items (such as crates, pallets, kegs and fit-out waste) (m)?</p>			
<p>G4. Have kitchens, office tearooms, service and food preparation areas been designed with dedicated space to collect and recycle food waste?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>G5. Has secure space for the storage of liquid wastes been allocated (such as chemicals, paints, solvents, and motor and cooking oil)?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>G6. Will collection of non-residential waste take place inside the new development?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>G7. Will the site employ the use of a waste caretaker or cleaner for managing non-residential waste?</p>	<input type="checkbox"/>	<input type="checkbox"/>	

G8. Has the 'Non-Residential Developments' section of the Guidelines been consulted for specific requirements of different non-residential occupancies at the site?	<input type="checkbox"/>	<input type="checkbox"/>
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Part H: Mixed use developments
All developments containing both residential and non-residential units are to address the following.
Refer to Mixed use developments section in Guidelines

	Yes	No
H1. Has separate waste and recycling storage been allocated for residential and non-residential aspects of the site?	<input type="checkbox"/>	<input type="checkbox"/>
H2. Will the collection point be shared for residential and non-residential waste?	<input type="checkbox"/>	<input type="checkbox"/>
H3. Have relevant site plans identified the storage areas, collection points and management systems for both residential and non-residential waste streams?	<input type="checkbox"/>	<input type="checkbox"/>

Part I: Applicants signature

Name of person signing			
Signature		Date	

Part J: Protecting your privacy

CN is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and CN's Privacy Management Plan.

You are advised the information you provide in this application will enable your application to be assessed by CN and any relevant state agency.

The application and supporting documentation will be kept in a register by the council that can be viewed by the public at any time. Please contact CN if the information you have provided in your application is incorrect or changes.

Purpose of collection: To enable CN as the consent authority to assess your application.

Intended recipients: CN staff and other government agencies that may be required to assess the application.

Supply: The information is a statutory requirement related to the assessment of the application.

Consequence of non-provision: Your application may not be accepted or processed due to a lack of information.

Storage and Security: City of Newcastle, 12 Stewart Avenue Newcastle West will store details of the application. Individuals can access the details of the application under the *Government Information (Public Access) Act 2009*.

Access: Your information can be checked for accuracy by calling 02 4974 2000.