



APPENDIX 10 WASTE MANAGEMENT PLAN

AP10



Operational Waste Management Plan

Proposed Short Term Accommodation Development

At 10 Hazelmount Street, Bowen Hills

On Behalf of Focus Developments No. 1



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Revision record

Issue no.	Author	Reviewed/approved	Development stage/ revision description	Date
1.	N. Lee	S. Kenny	Schematic Design – Draft	23/10/2025
2.	N. Lee	S. Kenny	Schematic Design – DA issue	11/11/2025

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1 Introduction

1.1. Background

Colliers International Engineering & Design (TTMC) has been engaged by Focus Developments No. 1 to prepare an Operational Waste Management Plan (OWMP) to support the proposed short term accommodation development located at 10 Hazelmount Street, Bowen Hills. It is understood that this OWMP will accompany a development application lodged with Economic Development Queensland (EDQ).

1.2. Scope

The content of this OWMP is intended to provide information on the typical movement of waste streams from generation to collection. Information on the minimum standard of refuse management is provided as well as recommendations for better practice management to reduce the volume of waste to landfill.

The items covered within the OWMP are described in Table 1.1.

Table 1.1: Scope items

Item	Explanation
Regulatory requirements	Identification of relevant legislative and regulatory controls.
Refuse streams	Identification of refuse streams & anticipated development refuse volumes likely to be produced.
Refuse separation	Recommendations for appropriate segregation of each refuse stream.
Refuse management equipment	Identification of recommended and optional refuse management systems and equipment.
Refuse disposal	Recommendations for refuse disposal within the development.
Refuse storage	Detailed analysis of refuse storage facilities and design.
Building design	Recommendations for design of refuse management facilities.
Refuse transfer	Assessment of refuse transfer between refuse storage and collections areas.
Refuse collections	Assessment of refuse collection vehicle (RCV) access and manoeuvring.
Refuse management operations	Recommendations for operational efficiency and ongoing management, including refuse minimisation, staff/occupant education and safety.

Detailed information including site plans and drawings, recommended refuse management equipment and system specifications, common refuse signage as well as a list of terms and abbreviations are provided in the appendices.

The recommendations in this report relate to the operational phase of the development only. Additional requirements for refuse management during or after demolition or construction phases are not included and require a dedicated plan.

1.3. Site analysis

The site is located at 8-10 Hazelmount Street, Bowen Hills and is formally described as Lots 47 and 48 on Plan RP9895 as depicted in Figure 1.1.

The site has a single road frontage on Hazelmount Street, recognised as a neighbourhood road on BCC's road hierarchy.

The site is located within the mixed use zone of the Bowen Hills Priority Development Area (PDA).

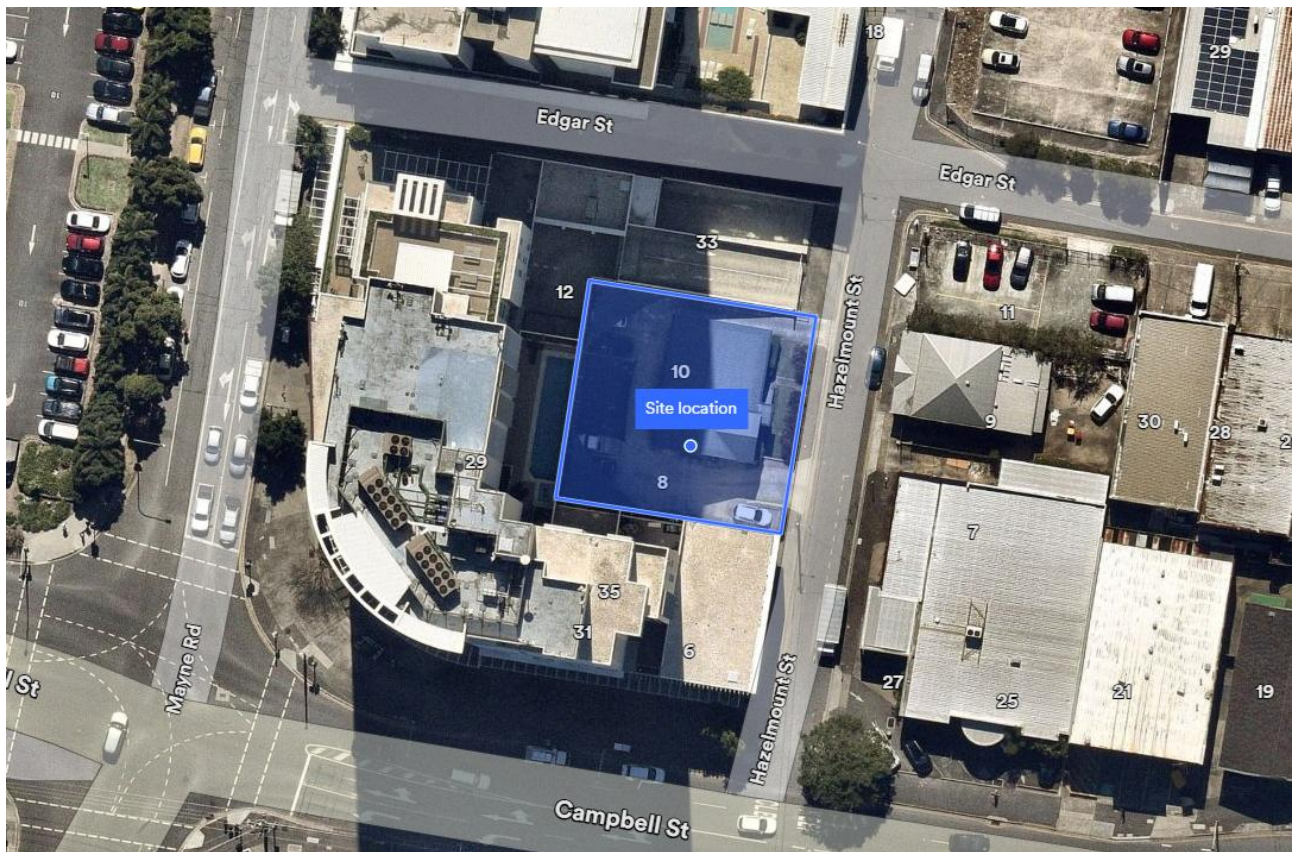


Figure 1.1: Site location

Source: Nearmap, image dated 24/08/2025

1.4. Site statistics

The proposed development consists of a 15-storey building for short term accommodation use only. Hotel reception and management offices are located at ground level. Hotel rooms are provided on levels 1-15 with ancillary amenity on level 2 with a potential option for an entertainment area on level 4. While the potential level 4 entertainment area is flagged as an optional area for the hotel operator to consider, it is envisaged this area would serve as a community/communal based open space only.

Table 1.2 provides a summary of the refuse generating development as context for the volume information provided in Section 2. Areas not considered to be a direct source of refuse generation such as storage, circulation, services and amenities have been excluded.

For further information relating to the development's overall GFA and uses refer to architectural and town planning documentation.

Table 1.2: Development summary

Level	Area description/activity	Quantity
Ground	Reception & Management/security	61.45m ² GFA
Level 1	Hotel suites	6 Rooms
Level 2	Gym & steam room	81.14m ² GFA
	Hotel suites	6 Rooms
Level 3	Housekeeping	68.84m ² GFA
	Hotel suites	6 Rooms
Level 4	Hotel suites	7 Rooms
	Potential entertainment space (<i>optional</i>)	182.59m ² GFA
Level 5	Hotel suites	7 Rooms
Level 6	Hotel suites	7 Rooms
Level 7	Hotel suites	7 Rooms
Level 8	Hotel suites	7 Rooms
Level 9	Hotel suites	7 Rooms
Level 10	Hotel suites	7 Rooms
Level 11	Hotel suites	7 Rooms
Level 12	Hotel suites	7 Rooms
Level 13	Hotel suites	7 Rooms
Level 14	Hotel suites	7 Rooms
Level 15	Hotel suites	7 Rooms
Total relevant GFA		394.02m² GFA
Total hotel suites		102 rooms

2 Regulatory refuse management requirements

This section provides the detailed refuse calculations and describes the arrangements for the collection, storage, transfer and disposal of refuse within the development as deemed to satisfy EDQ's and council's current assessment benchmarks. This includes associated bin quantities, storage capacities, equipment details, collection frequencies and site access details.

2.1. Regulatory and governance considerations

2.1.1. State Government Development Scheme

This plan has been prepared to align with the refuse requirements of the Bowen Hills PDA Development Scheme No.3. Colliers has referred to the requirements of Section 2.5.4.6 and Schedule 3 as these sections outline the waste management controls for all development within the PDA.

Whilst the application will be submitted to EDQ as a Development Application, it is noted that the site is located within the Brisbane City Council local government area. As such, where relevant this development has been designed to align with the respective provisions of the Brisbane City Council City Plan 2014 as outlined in Section 2.1.2.

Table 2.1 details the refuse management items addressed to align with the Bowen Hills PDA Development Scheme No.3.

Table 2.1: Development Scheme waste management requirements

Bowen Hills PDA Development Scheme No.3		
Item	Requirement	Compliance/comment
Section 2.5.4.6 – Waste Management		
Development:		
(i)	provides facilities for recycling, composting and waste reduction, in addition to the provision of facilities for the removal of waste. Where possible, waste management facilities are centrally located on the site, and	Complies – Details throughout this OWMP.
(ii)	ensures that no liquid or solid wastes, other than stormwater, are discharged to neighbouring land or waters to prevent contamination of natural waterways.	Complies – Sewer connected drainage point provided in the refuse storage area.

2.1.2. Council's Refuse Planning Scheme

As a referral agency for EDQ, this plan has been prepared to align with Brisbane City Council's (BCC) refuse requirements of SC6.26 Refuse Planning Scheme Policy (PSP) v34.00/2025. AO8.1, AO8.2 / PO8 of the Infrastructure design code.

As this development relates to a non-residential use site, Colliers has referred to BCC's requirements as outlined in the Refuse PSP under section 2, 3 and 5. These sections relate to the general requirements for all uses and specific controls for non-residential uses.

A checklist detailing the specific design details addressed to achieve compliance with BCC's Refuse PSP requirements is located in *Appendix A*.

2.2. Prescribed refuse volumes

The generation rates and service frequency used for the calculation of refuse produced have been applied based on rates prescribed by Brisbane City Council to achieve compliance. While the development consists of a single tenancy, a mix of refuse generation rates have been applied to refuse generation calculations based on the different activities of the various areas, typical of a hotel. The area activity mix is based on the tenancy test fit indicatively depicted on architectural drawings. Note that the level 4 potential entertainment space is anticipated to be communal open space only and not expected to be a significant source of refuse generation, however, has been included in refuse calculations to account for a worst-case refuse generation scenario.

A collection frequency of 2 days per week has been established for both general waste and commingled recycling. The established frequency complies with BCC's permissible service frequency used for planning purposes for non-residential uses within a 'Mixed use' zone as specified in 'Table 2 – Non-residential service frequency requirement' of the Refuse PSP.

A 7-day trading week has been assumed for all areas within the development.

Table 2.2 details the refuse generation rates applied to refuse calculations in Table 2.3 which form the basis for waste storage area design and sizing.

Table 2.2: Refuse generation rates

Generation rate	Applied to	Measure	General waste	Recycling	Days of operation
Hotel/motel (accommodation room only)	Hotel rooms	L/Bed/Day	5	5	7
Office	Hotel lobby and housekeeping areas	L/100m ² /Day	10	20	7
Library/community hall/community centre/art gallery (no kitchen facilities)	Potential Entertainment space	L/100m ² /Day	10	20	7
Gym	Hotel gym and steam room	L/100m ² /Day	10	10	7

Table 2.3: Refuse calculations

Area description	Measure	Quantity	General waste L/Week	Recycling L/Week
Rooms	Beds	102	3,570	3,570
Hotel lobby and housekeeping	GFA (m ²)	130	91	182
Potential entertainment space	GFA (m ²)	183	128	256
Gym and steam room	GFA (m ²)	81	57	57
Total weekly volumes (L/Week)			3,846	4,065
Volumes per day (L/Day)			549	581
Volumes per collection (L/Collection)			1,923	2,032
Collection and equipment details	Collections per week		2	2
	Storage capacity		4 Days	4 Days
	Equipment size		660L	660L
	Equipment quantity required		2.91	3.08
	Equipment quantity provided		3	4

2.3. Refuse bin, equipment requirements and specification

Table 2.4 and Table 2.5 outline the number of bins and additional equipment required for the development based on the generation calculations above.

As waste volumes may vary over time according to evolving waste streams or operation of the site and operator preference, bin numbers and sizes may need to be altered to suit the building operation. The tables show the maximum number of bins and equipment expected.

Table 2.4: Bin requirements

Refuse stream	Bin/storage – Size or type	Number required
General waste	660L	3
Recycling	660L	4

Table 2.5: Additional equipment

Description	Quantity	Capability/specification – See <i>Appendix D</i> for details.
Individual stream receptacles	TBD	Receptacles for the immediate disposal of refuse into separate streams. Bins to be provided in guest rooms and communal facilities. Typically, bins approximately 10L in volume placed in rooms. Further details in Section 2.4.1.
Housekeeping/cleaners' trolleys	TBD (Optional)	May be used to assist in the manual transfer of bulky or large volumes of refuse to the bulk bins in the refuse room for final disposal.

2.4. Refuse disposal

The tables in this section summarise general recommended disposal arrangements for frequently generated and infrequently generated refuse for each development component. Section 2.4.1 describes the frequently generated refuse streams that are generated in high volumes for any given period and require significant capacity for storage prior to collections. Section 2.4.2 describes the infrequently generated refuse streams that are generated in relatively low volumes, and where minimal provision for storage can be easily managed by collection frequency and ad hoc storage arrangements.

2.4.1. Frequently generated refuse

Table 2.6: Disposal of frequently generated waste

Refuse stream	Disposal details
WASTE	
General waste	Depending on the type of operations of the individual areas within the development, different wastes may be produced. Waste bins should always be lined with bags and the bags tied before removal. Waste bins must be accompanied by a recycling bin in order to facilitate separation of general waste and recycling. Guest Rooms will have receptacles for collection and storage of at least one day of general waste, typically smaller bins from 8-10L are used given the low volumes produced within guest rooms. Waste generated in communal ancillary spaces or refuse generating BoH spaces will be captured by bins typically ranging in size from 30 L to 60 L that will be placed within the back-of-house area to meet the design or layout criteria of the operators. All refuse generating areas will have a sufficient quantity of receptacles within each area of the development for the collection and storage of at least one days' worth of general waste. All waste will be transferred by cleaning staff to the refuse storage area during the housekeeping/cleaning cycle and placed/decanted into the bulk storage. Carts or trolleys may be used for transfer if required, e.g. to transport heavier waste, multiple bags or types of refuse at the same time.
Organic (food) Waste	While only very small volumes of food waste are expected to generated from this site, separating organic or food waste from general waste is recommended to reduce the total amount of general waste produced. Separation may be considered and implemented at any stage during the operational phase of the development. Where food waste is separated, caddy bins or bins no larger than 20L should be used in staffrooms or staff-controlled areas for disposal of food waste. The caddy bins are then transferred to the refuse room and the content is then decanted in bins or composting equipment provided within the refuse room for collection.

Table 2.7: Disposal of frequently generated recycling

RECYCLING	
Commingled, including • glass • aluminium • steel cans • tins • cardboard • semi rigid plastics	Items for recycling must not be bagged and disposed in loose form. This can be done by decanting the materials from the individual receptacles into the bulk bins. Guest Rooms will have receptacles for collection and storage of at least one day of recycling placed next to the general waste bin, typically smaller bins around 10L are used given the low volumes produced within guest rooms. Waste generated in communal ancillary spaces or refuse generating BoH spaces will be captured by bins typically ranging in size from 30 L to 60 L that will be placed within the back-of-house area to meet the design or layout criteria of the operators. All refuse generating areas will have a sufficient quantity of receptacles within each area of the development for the collection and storage of at least one days' worth of general waste. All recycling will be transferred by cleaning staff to the refuse storage area during the housekeeping/cleaning cycle and placed/decanted into the bulk bins. Carts or trolleys may be used for transfer if required, e.g. to transport heavier waste, multiple bags or types of refuse at the same time. Container deposit / refund schemes are currently in place in Queensland. Various models exist including bottle return facilities and (automated) reverse vending machines. Occupants should be encouraged to separate containers that qualify for the schemes from the waste or recycling streams and send back to a return point. Storage space or dedicated bins within the building or refuse enclosure can be provided.

2.4.2. Infrequent waste

Table 2.8: Disposal of infrequently generated refuse

Refuse Stream	Disposal Details
Garden organics refuse/green waste	Garden organic refuse also referred to as green waste will be produced from landscaped areas or potted plants around this development. The volume of green waste is produced on a largely weather or seasonal dependent basis and based on plant selections. Green waste is usually removed by the designated maintenance contractor. Interim storage is not provided. The engaged contractor will be required to send this material to a composting or resource recovery facility rather than to a landfill.
Hard waste/bulky goods	The bulk bins provided will also be utilised for bulky waste disposal. Where items are unsuitable for bulk bin disposal or where significant volumes are generated, such as during refits, coordinated collection arrangements will be made and goods items moved to the loading dock for collection. When storing bulky goods in a loading area, it is recommended that items are placed on a pallet for efficient loading via a pallet jack or forklift onto the RCV.
Hazardous waste – Batteries	Batteries are highly volatile and must be disposed of separately and never in the general waste or commingled recycling bins. Colliers recommend a receptacle/disposal point is provided by site management and located in the refuse room or reception/main office.
Hazardous waste – Other (paints, chemicals, oils etc)	Limited volumes of hazardous or regulated wastes may be generated on site such as chemicals, paints or oils. Hazardous waste must be handled with due care, separated and securely stored for collection by a specialist waste contractor in accordance with the requirements of the <i>Environmental Protection Regulation 2019</i> . Please refer to local and QLD government websites for disposal options.

2.5. Refuse storage, access and rotation requirements

All refuse generated by each area use of the development will be consolidated into the bins provided within the dedicated refuse room referred to as the 'rubbish room' on architectural drawings. The refuse room is located directly adjoining the RCV loading bay on ground level while also being conveniently accessible to the lifts to facilitate efficient disposal.

Access to the refuse room will be limited to building staff/cleaners and the collecting contractor and is not intended to be accessed by hotel guests. The loading dock will be accessed via a doorway from the lift lobby.

Building staff/cleaners will be responsible for the rotation of bins within the room as needed to maintain disposal capacity for each stream.

The bin storage area is sufficiently sized to hold all bins required for the development between collections as detailed in Table 2.4.

Figure 2.1 depicts the layout of the refuse storage areas provided in context of the RCV loading area and access from the lift lobby.

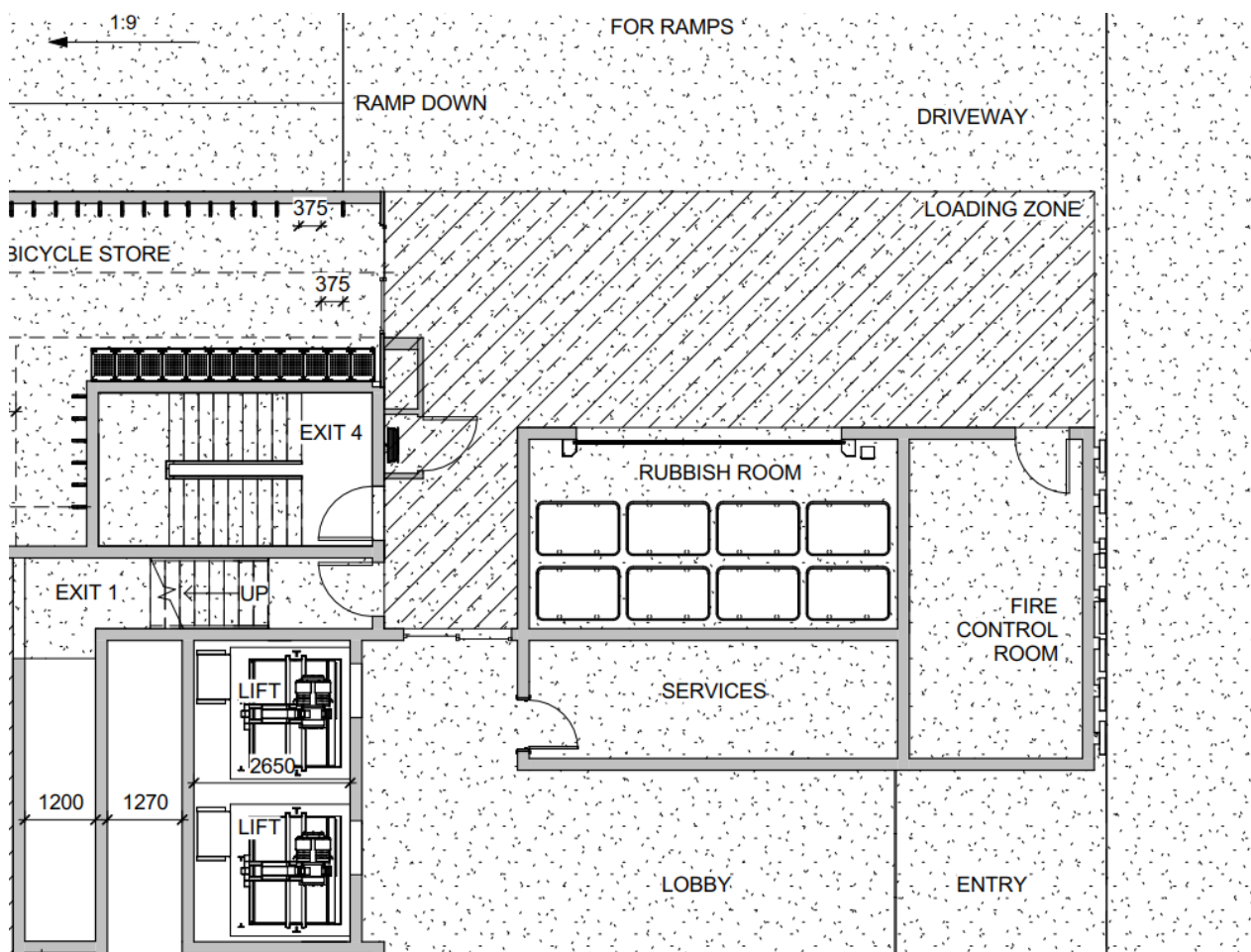


Figure 2.1: Refuse storage area layout

Source: The Architects (Australia) Pty Ltd, Project: The Todd 10 Hazelmount Street, Bowen Hills, Drawing: Ground Floor, Drawing Number: A103, Issue: 2

Table 2.9 outlines the refuse storage area design criteria addressed in order to minimise odours, deter vermin, protect surrounding areas, and make it a user-friendly and safe area.

Table 2.9: Refuse storage area design requirements

Positioning considerations
Positioned in immediate proximity of the designated loading point.
Is in a purpose-built storage area which is unattractive to vermin.
Not located adjacent to or within any habitable portion of a building or place used in connection with food preparation (including food storage).
Is positioned away from entrances to shops or residential premises.
Is over 5m from any door, window or fresh air intake within the development or any adjoining site.
Visual amenity considerations
Is enclosed on all sides except for the access points to ensure bins are not visible from a public place, neighbouring properties, passing vehicles or pedestrian traffic external to the site.
Is designed to minimise their visual impact on the surrounding areas.
Functional design considerations
Is of sufficient size to accommodate the bins with sufficient clearance around the combined bin area
Doors/shutters wide enough to allow for the easy removal of the largest container to be stored.
Permits unobstructed access for removal of the containers to the service point.
The height of the bin storage area allows for waste bins to be opened and closed.
Does not have any steps or lips where bins are required to be moved.
Adequate artificial lighting.
Be ventilated in accordance with the National Construction Code – Building Code of Australia.
Bin washing and room cleaning considerations
A hose cock provided inside the room for cleaning bins and the enclosures.
The walls, ceilings, floors and equipment are to be designed and constructed of impervious material with a smooth finish to allow for easy cleaning.
The floors to be graded to fall to a drainage point.
Drainage points connected to sewer in accordance with trade waste requirements.
Roofed and designed to prevent entry by rainwater.

2.6. Refuse transfer

Housekeeping/hotel staff will transfer all refuse vertically via the hotel lift for final disposal.

Housekeeping/cleaners trolleys may be used to assist in the manual transfer large volumes or bulky items.

The collecting contractor will collect all bins directly from the refuse room, manoeuvre to the RCV lifting mechanism and return bins after service.

Housekeeping/cleaners will be responsible for cleaning bins and the room after service as required.

Table 2.10 demonstrates the criteria addressed in the design of the refuse transfer path.

Table 2.10: Refuse transfer path design

The bins to be transferred via hard stand pathway.
Allows bins to be easily manoeuvred.
Does not impede traffic flow.
Does not extend through any habitable parts of a building or food premise.
Does not have any lips, stairs or steps for bins to be manoeuvred easily.

2.7. RCV and bin servicing arrangements

All refuse will be collected by private contractor utilising rear loading RCV.

RCV's will enter site via Hazelmount Street by performing a single reverse manoeuvre to enter and stand within the designated loading zone. Once the collections service is complete, RCV's will exit site onto Hazelmount Street in a forward gear.

All refuse will be collected directly from the bin storage area directly adjacent the RCV loading area. The driver of the RCV will ensure the RCV stands at least 1200mm from the bin storage area to ensure sufficient space is available between the RCV and the room for bin manoeuvring.

Once the bins have been serviced, they will be returned to the bin storage area where tenancy staff/cleaners will clean the bins as required for everyday use.

Figure 2.2 illustrates the swept path analysis of the largest RCV anticipated to access the site and based on a BCC specification rear loading RCV.

Further details on vehicle access and on-site manoeuvring can be found in the traffic engineering documentation submitted with the development application submission.

Table 2.11 demonstrates the features of the bin servicing area.

Table 2.11: Service area design

Has sufficient access and clearance for the waste and recycling collection vehicles to service the bins, including no overhead obstructions.
Allows bins to be serviced safely while minimising the impediment to vehicle movements during servicing.
Is clearly separated from car parking bays, footpaths and pedestrian access.
Is devoid of stairs, lips or ramps and allows bins to be manoeuvred easily.
Does not block the entry and exit to the property.
Is not adjacent to a kitchen or eating area for public use.
Is over 5m from any door, window or fresh air intake within the development or any adjoining site.
Is screened sufficiently to minimise the view of bins from neighbouring properties or passing vehicles and pedestrian traffic external to the site.
Is positioned away from entrances to shops or residential premises.
Best practice operations include the installation of CCTV or other video monitoring designed to record RCV's collecting bins.

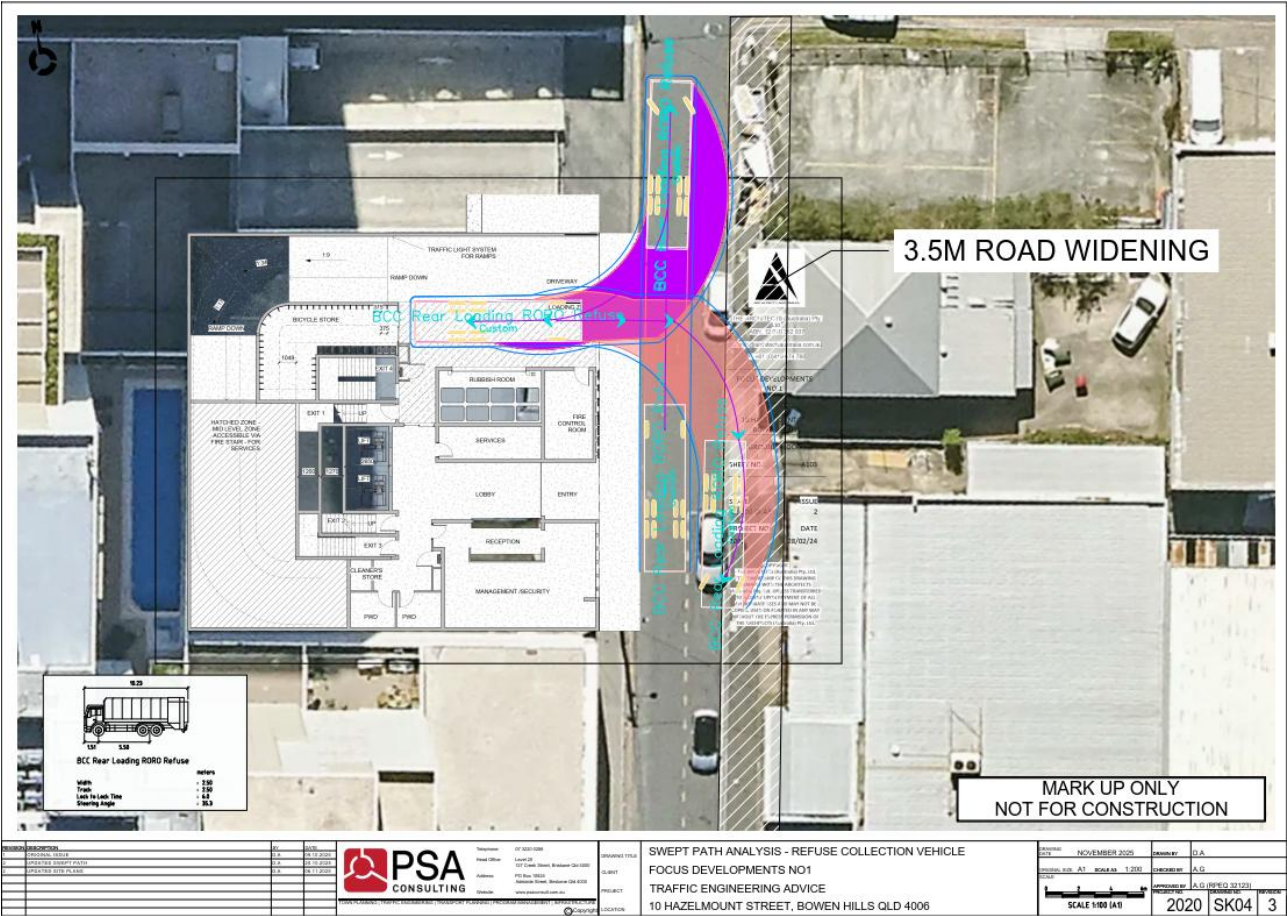


Figure 2.2: RCV swept path

Source: PSA Consulting, Location: 10 Hazelmount Street, Bowen Hills, Drawing: Swept Path Analysis – Refuse Collection Vehicle, Drawing number: SK04, Rev: 3

3 Recommended operational refuse management

This section does not contain information relevant for building design assessment.

This section relates to the outcomes and waste management practices of the development during the operational phase as recommended by Colliers. It is intended for use as a live document by the end user of the development to assist with the ongoing management of the development.

3.1. Anticipated refuse volumes

The volume and composition of refuse produced by the development will be influenced by the hotel operator and their preferences. For instance, higher levels of service and in-room amenity are likely to result in higher volumes of refuse over hotels offering minimal service levels.

Hotel developments that do not include onsite food and beverage outlets, ancillary restaurants or in-room cooking facilities, as is the case for this development, typically generate minimal volumes of refuse. The majority of refuse is expected to originate from guest rooms in the form of food packaging where guests eat externally prepared food within their rooms.

The hotel operating procedures including policies and employment manuals for housekeeping staff will also have an impact on the volumes of each refuse stream and the recoverability of refuse streams.

It is recommended that site specific auditing is undertaken once the development reaches 80% occupancy. Site specific auditing allows the refinement of the waste strategy and related equipment, tailored to the specific operation and may include the further separation of waste streams where an additional level of sustainability through landfill diversion is sought.

3.2. On-going management

The tables below relate to a cycle of ongoing implementation, operation, review and amendment of the refuse strategy. These tables are intended to serve as a live document to be completed and updated during the operational phase of the development and therefore intentionally left blank.

Responsibilities have to be assigned for all on-going refuse management related activities during the operation of the development. Colliers recommend the appointment of dedicated personnel to champion refuse management and sustainability. The following lists (Table 3.1 to Table 3.3) are designed to help manage and assign responsibilities and monitor the refuse operations. On-going management of the refuse strategy will maintain efficient services, a safe environment and improve on sustainability outcomes.

3.2.1. Implementation phase

Refuse management tasks during the implementation of the refuse strategy are required prior to and during the early stages of building occupancy. An opportunity to revisit these tasks is provided at routine intervals with the review of the refuse strategy.

Table 3.1: Implementation checklist

Task	Assigned	Remarks
Verify the as-built form of all refuse related areas. This task does not refer to building certification but is typically undertaken by a specialist waste consultant prior to building certification. This provides an opportunity to identify variances in building form versus design and recommend alternate or mitigating refuse management strategies. This task may also be required during building refits and change of use in tenancies.		
Appoint personnel to oversee or undertake refuse management tasks. An operations or facilities manager is typically appointed to oversee most operational tasks, engaging contractors for specialist tasks.		
Conduct internal safety review. An internal safety review is required to be undertaken to identify potential hazards in the implementation of the refuse strategy and risk mitigation opportunities. This includes the use of any refuse management equipment installed, as well as refuse transfer paths		
Development of policy and procedures Must be undertaken after safety review and abide by all relevant occupational health and safety legislation, regulations and guidelines to ensure site safety for visitors, building management staff and contractors. Also includes assessment of any manual handling risks and preparation of a manual handling control plan for waste and bin transfers.		

Task	Assigned	Remarks
Engage refuse collection contractors. A private collections contractor must conduct a site visit for the purposes of risk assessing the site prior to conducting services. Contractors must ensure that a full risk assessment of equipment, surfaces and related gradients is complete and procedural documentation is provided to the appropriate personnel. RCV manoeuvrability testing and the establishment of service frequency and timing is also undertaken at this time.		
Install signage in all refuse disposal and storage points. Signage is required to be installed to educate building occupants on location of disposal and refuse storage points. Additionally, to identify the accepted items disposed of in each refuse stream. The installed signage should be colour coded in accordance with <i>AS 4123.7 – 2006 Mobile waste containers</i> . Examples of signage are provided in the appendices.		
Leasing agreements Any leasing contracts should contain clauses pertaining to waste management arrangements and use of any associated equipment.		
Education and training. Provision of equipment manuals, induction, training, health and safety procedures, risk assessments and personal protective equipment (PPE) to all staff / contractors associated with all waste management activities in order to control hazards. The step is repeated through the operational phase of the development as required due to changes to users or personnel.		
Consider fit out and move-in refuse. Higher volumes of waste are generated during the initial occupation or final fit out. This typically includes large volumes of cardboard. Additional bins or collections may be required. This also applies to renovations.		
Baseline refuse auditing A baseline audit once the development reaches 80% occupancy undertaken by a specialist waste consultant is recommended to identify refuse volumes and stream composition. This information is then used to establish potential recoverable material percentage based on initial waste practices and set recycling rate targets.		
Establish baseline targets The baseline audit results should be used to establish baseline landfill reduction and recycling rate targets. Baseline targets should be achievable with a view to continual improvement to enable the celebration of success and promote buy-in by building occupants.		

3.2.2. Occupation/operational phase

Refuse management tasks during the occupation or operational phase of the development relate to the day to day and business as usual operational tasks that must be undertaken to execute the refuse strategy.

Table 3.2: Occupation/operation checklist

Task	Assigned	Remarks
Facilitate disposal from guest rooms, communal areas and public realm. Appointed staff are required to transfer refuse generated in rooms, communal areas and the public realm to the refuse storage area for final disposal, this includes litter removal.		
Manage rotations of bins to ensure convenient access. Check bin fill levels and rotate / swap bins as required. Sufficient capacity must be provided for the disposal of all streams at all times including reduced personnel on site (such as weekends or public holidays). Where equal access to a refuse stream is not maintained, other streams may be contaminated leading lost resources.		
General cleaning. Regular cleaning and maintenance of all refuse management facilities is important to maintain a safe and hygienic environment for visitors, staff and contractors. General cleaning is required for all refuse holding and transfer areas including - Refuse bins, rooms and storage areas - Refuse transfer areas including lifts and staircases - Any other refuse management equipment		
Perform spot checks on bin contents and refuse streams. Appointed staff regularly check for compliance and stream contamination. Early intervention prevents the development of poor practice and lost resources. Feedback and education is provided to the relevant parties (see below).		
Ongoing education and communication. On-going education is important to ensure staff continue to use the facilities as originally intended and to avoid ongoing contamination of recoverable refuse streams. Appointed personnel should be actively involved in education of occupants and encouraging participation in recycling activities. Widespread communication of the achievements of the refuse strategy and areas for improvement encourage participant buy-in.		

3.2.3. Review and amendment phase

The review and amendment refuse management tasks relate to tasks undertaken on a routine (e.g. quarterly, bi-annually or annually) or ad hoc basis. At the completion of the review and amendment phase, the cycle restarts with the implementation of the amended refuse strategy.

Table 3.3: Review and amendment checklist

Task	Assigned	Remarks
Coordination of specialised cleaning contractors as required. Typical specialised cleaning services may include cleaning internal areas of compaction equipment or specialist waste management equipment (if selected); this reduces risk of blockage and risk of fire.		
Maintenance and servicing of refuse management equipment as per schedule. Frequency depends on equipment, building operation and manufacturer specification. Routine maintenance reduces downtime and detrimental impact of unscheduled equipment breakdown.		
Coordination of specialised equipment contractors as required. May extend to ad hoc services requiring specialist equipment such as bulky waste removal.		
Internal safety review. Routine safety reviews are required to identify changes to the site, work practices or legislation that may impact existing policies and procedures. Reviews should include visual inspection of equipment and user PPE. Any policy or procedure updates arising from a safety review must be immediately communicated.		
Audit operational refuse volumes and composition. As similarly undertaken at the beginning of occupancy a review by a specialist waste consultant is recommended to identify refuse volumes and stream composition. This information is then used to establish potential recoverable material percentage and identify opportunities for improvement in refuse strategy. Alternatively, an internal audit may be undertaken by visual inspection during on-site waste management handling activities. For example, cleaners may observe contents of waste receptacles when decanting caddies in larger bins and recording results, this method is less accurate than a comprehensive audit, however, give immediate indicative results and may be undertaken on an ongoing basis.		
Review bin quantities and refuse management equipment. Reviewing bin quantities and equipment is required ensure operational sustainability of refuse volumes and equipment remains fit for purpose. Consideration should be given where alternate equipment may provide improved outcomes. This review may form part of an external audit and review process as recommendations made.		

Review service frequency and methodology on 6 monthly intervals with collecting contractor. The service frequency and service methodology should be reviewed to ensure the optimum cost efficiency in services provided and explore options for additional services. Any potential changes to the bin numbers or bin sizes should be made in liaison with the appointed contractor to confirm cost or contract implications.		
Review of recycling rate target to target continual improvement. Once benchmarked performance has been assessed against the existing targeted recycling rate a new target can be established that strives for continual improvement. Any changes in targeted recycling rates and the achievements of the refuse strategy should be widely communicated to all uses.		
Update and amend OWMP based on review outcomes. On completion of the refuse strategy review the OWMP should be updated to reflect refuse strategy amendments and to enable implantation of refuse strategy.		

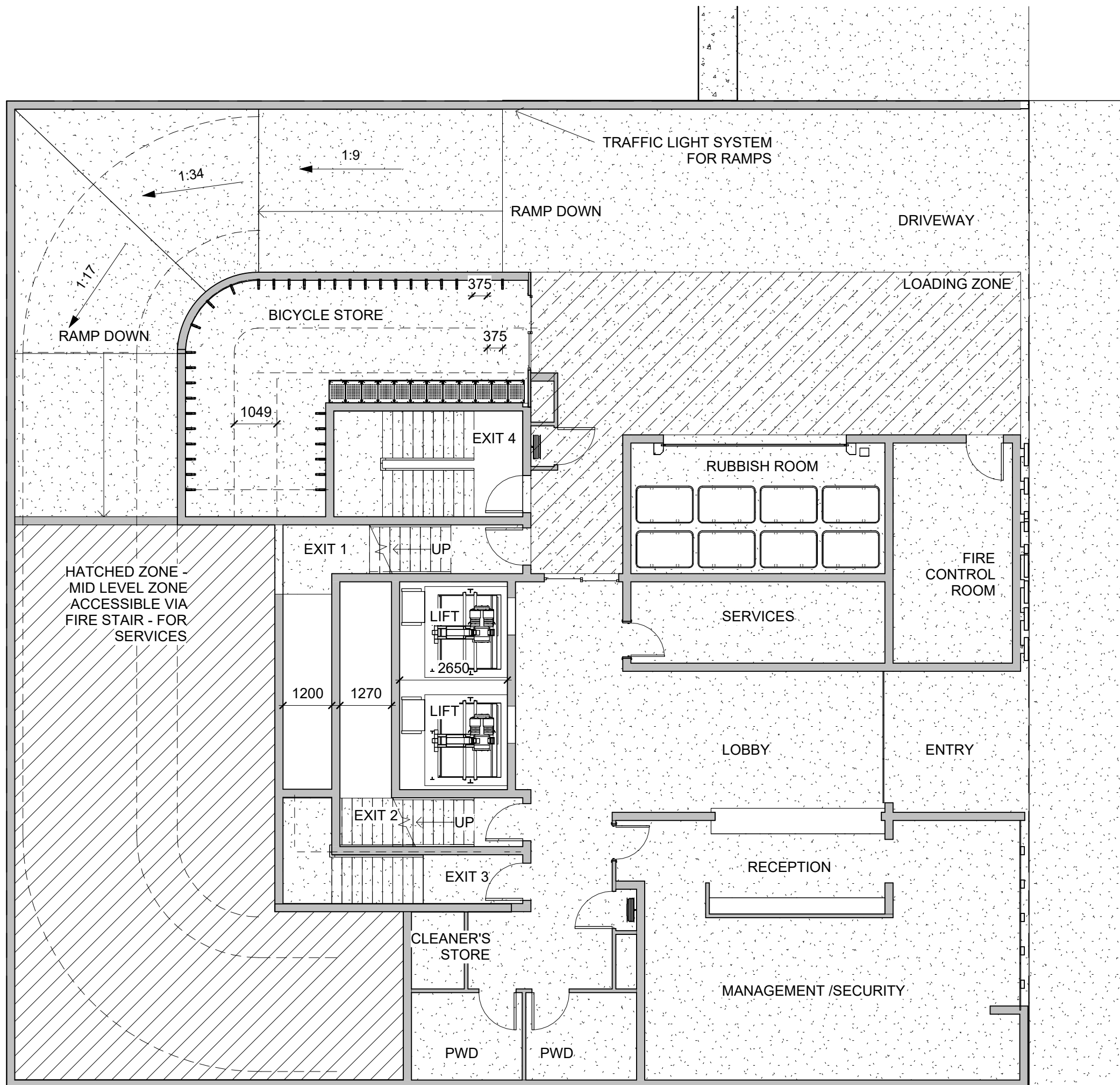
Appendix A OWMP compliance checklist

BCC SC6.26 Refuse Planning Scheme Policy		
Item	Requirement	Compliance / Comment
Section 2 – General Requirements		
(1)	A written design proposal for waste collection is to be provided giving full details of the proposed solution, bin sizes, number of bins and the storage and collection areas, frequency of collection and the refuse collection vehicle size. Table 1 provides the dimensions and types of bins. Table 3 provides the specifications and types of collection vehicles.	Details provided in this OWMP.
(2)	The collection of refuse is to be considered during the planning phase of development. This includes the physical manoeuvring area for the refuse collection vehicle and the bin storage areas and collection points. Access for other road users including pedestrians, cyclists, motorists and other service providers (e.g. postal) is to be maintained.	Considerations provided within this OWMP and Transport Engineering documentation.
(3)	The type of refuse service that is to be used (domestic or commercial) is identified, including whether the refuse collection vehicle is to be front loading, side loading or rear loading (sufficient height must be available).	Non-residential refuse collected by rear loading RCV. 3.6m available.
(4)	Uses with high trip-end densities provide a transport impact assessment report in accordance with the Transport, access, parking and servicing planning scheme policy with an assessment of refuse storage and collection included.	See Traffic Engineering documentation for details.
(5)	Where a Refuse Collection Vehicle (RCV) is required to manoeuvre from an on-site position, allow an additional 500mm clearance for vehicle turning dimensions (swept paths) and servicing. Three clear swept path lines must be demonstrated for the RCV, namely wheel path, vehicle body path and 500mm clearance path.	See Traffic Engineering documentation for details.
(6)	The waste collection system is to achieve the following outcomes: a. both the customer and service provider can access the bin storage area and collection point conveniently; b. the location, design and operation of the bin storage and collection system do not have unreasonable adverse acoustic, odour or visual impacts on the development, surrounding properties or the streetscape; c. the supply and servicing of either mobile garbage bins or bulk bins or refuse compactors complies with the requirements of this planning scheme policy.	Complies Complies – Collection service will be undertaken onsite. Complies
Section 3 - Access and Manoeuvrability		
(1)	The manoeuvring of the refuse collection vehicle is undertaken in a safe and efficient manner, without detrimental impacts to pedestrian amenity or safety, Council or private infrastructure or the function of the road network.	See Traffic Engineering documentation for details.
(2)	For multiple dwelling development accessed via a local, neighbourhood, district or suburban road, the refuse collection vehicle may enter the site in a reverse gear in a single movement.	N/A
(3)	For multiple dwellings development accessed via an arterial road, or where the refuse collection vehicle cannot reverse onto the site in a single movement, the refuse collection vehicle must enter and leave the site in a forward gear.	N/A
(4)	For development (other than a multiple dwelling) accessed via an arterial, suburban, district or minor road adjacent to an intersection with a major road, the refuse collection vehicle must enter and leave the site in a forward gear.	Complies – Reverse entry manoeuvre proposed.
(5)	Where refuse collection is from an on-site position, the area trafficked by the refuse collection vehicle must comply with requirements under the Transport, access, parking and servicing planning scheme policy including a minimum aisle/carriageway width of 6.5m wide.	Complies
(6)	For detached dwellings on rear lots, pavements/carriageways trafficked by a refuse collection vehicle have a minimum width of 5.5m.	N/A

Section 3 - Access and Manoeuvrability - Continued		
(7)	All entry and exit points are of a width and design that allows for sufficient ingress and egress for the refuse collection vehicle, including a minimum 6.5m crossover which is free from overhead projections inclusive of gardens or trees.	Complies
(8)	To maximise safety, the distance required for refuse collection vehicles to reverse on-site is minimised. Where on-site turnaround of the refuse vehicle cannot be achieved, the bin storage area and collection point is located within 20m of the street frontage.	Complies – Minimal reversing required.
(9)	Turnaround facilities for a refuse collection vehicle exist or are provided for where involving staged subdivision developments or where development is located on a no through road. Turning and manoeuvring facilities for refuse collection vehicles are provided to meet design requirements for the vehicles identified in Table 3.	N/A
(10)	Subdivision layouts are to provide for the safe and efficient operation and manoeuvring of a side-lift loading refuse collection vehicle. Layouts that require a refuse collection vehicle to reverse more than 20m are to be avoided. Where the provided transport network results in a stub road for a proposed future road connection, interim turnaround facilities must be provided in compliance with the Transport, access, parking and servicing planning scheme policy and the Infrastructure design planning scheme policy.	N/A
(11)	Adequate lift clearances are provided to overhanging trees and wires in accordance with Table 3.	Complies – 3.6m provided
(12)	The required vertical and horizontal clearances are provided for the service to operate safely and efficiently. Operational clearance dimensions are shown in Table 3 for various types of collection arrangements.	Complies
(13)	Access for a refuse collection vehicle to the collection point is maintained at all times.	Servicing occurs in shared loading zone.
(14)	Where non-residential development is proposing to use an alternative design vehicle other than those named in Table 3, written confirmation from the proposed licensed waste collection contractor giving full details of the bin size and the refuse collection vehicle size must be provided.	N/A
(15)	In instances where the gradient of the on-site manoeuvring area is greater than 5% (1:20), the pad that the collection vehicle will stand on while accessing refuse bins at the collection point, is to have a maximum gradient of 2% (1:50).	Complies – RCV will stand on a flat grade for servicing.
Section 4 - Residential Refuse Collection – N/A Non-residential development only.		
Section 4.1 - Kerbside Collection (MGB's) – N/A Non-residential development only.		
Section 4.2 – On-site Collection (Bulk Bins) – N/A Non-residential development only.		

Section 5 – Non-Residential Refuse Collection		
(1)	Non-residential development is to provide sufficient capacity to achieve low-frequency servicing in line with Table 2.	Complies 2 services per week proposed.
(2)	Refuse generation rates for specific uses are provided in Table 4. These figures are to be used to calculate the refuse and recycling capacity required. <i>Note—Where a refuse generation rate is not defined in Table 4, the applicant is responsible for providing evidence in support of the refuse generation proposed.</i>	Complies
(3)	Sufficient information is provided to demonstrate that refuse collection can occur in an efficient and safe manner on site without adverse impact on amenity (acoustic, odour or visual impacts) and pedestrian and vehicular traffic.	Complies
(4)	This information may include evidence from a refuse collection contractor to demonstrate that collection will occur outside normal service/delivery or business times, where seeking permission to allow a refuse collection vehicle to use service bays or parking spaces on the site for access.	Details on servicing provided within this OWMP.
(5)	Bulk bins of 1.1m ³ or less are positioned so that collection personnel do not have to move them more than 5m. If a gradient is evident, speed bumps are provided to stop bulk bins from rolling away from the collection point. <i>Note—Standard design arrangements, including gradients, are contained in the Transport, access, parking and servicing planning scheme policy.</i>	Complies
(6)	Bulk bins of 1.5m ³ or more are positioned so that front-lift refuse collection vehicles can drive directly to the container without relocating the bulk bin. If this cannot be achieved due to physical constraints, then the bulk bins are not moved more than 3m from the storage area to the collection point.	N/A 0.66m ³ bins proposed.
(7)	The storage area for refuse bins are: a. contained either within a building or a roofed and wholly screened enclosure of sufficient size for the bin quantity required. Table 1 provides the bin types and dimensions; <i>Note—Where screening is utilised to form part or all of a refuse storage area, the screening is to have a maximum of 25% openings, with a maximum opening dimension of 50mm, and are to be permanently fixed, durable and maintainable.</i> b. easily accessible for occupants and for the required servicing of bins; <i>Note—Allow for at least an additional 0.5m clearance surrounding each container, or for the storage of multiple bins, 1.5m clearance around the combined bin area (whichever is lesser).</i> c. screened from neighbouring properties to mitigate impacts from odour, amenity and noise; d. of a design to mitigate the harbourage of vermin or attraction of scavenging animals; e. provided with natural or temperature-controlled ventilation if in an enclosed room; f. of a design which maintains a minimum internal vertical clearance of 2.1m; g. kept clear of obstructions, such as fixed bay separators, that impede the ability to change from existing bin sizes or which otherwise limit future refuse collection options; h. are not to contain other amenities such as air-conditioning compressors, hot water systems or electrical hubs.	Complies
(8)	Best practice may include allowing additional space for the storage of extra containers to separately store either organic waste or other recyclables in the future.	Refuse area sufficiently sized.
(9)	Where disposal of industrial or commercial liquid waste by discharge to a road tanker, the road tanker is to be wholly on-site during collection.	N/A

Appendix B Relevant site plans



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FOCUS DEVELOPMENTS
NO.1

THE TODD
10 HAZELMOUNT ST,
BOWEN HILLS

GROUND FLOOR

SHEET NO. A103

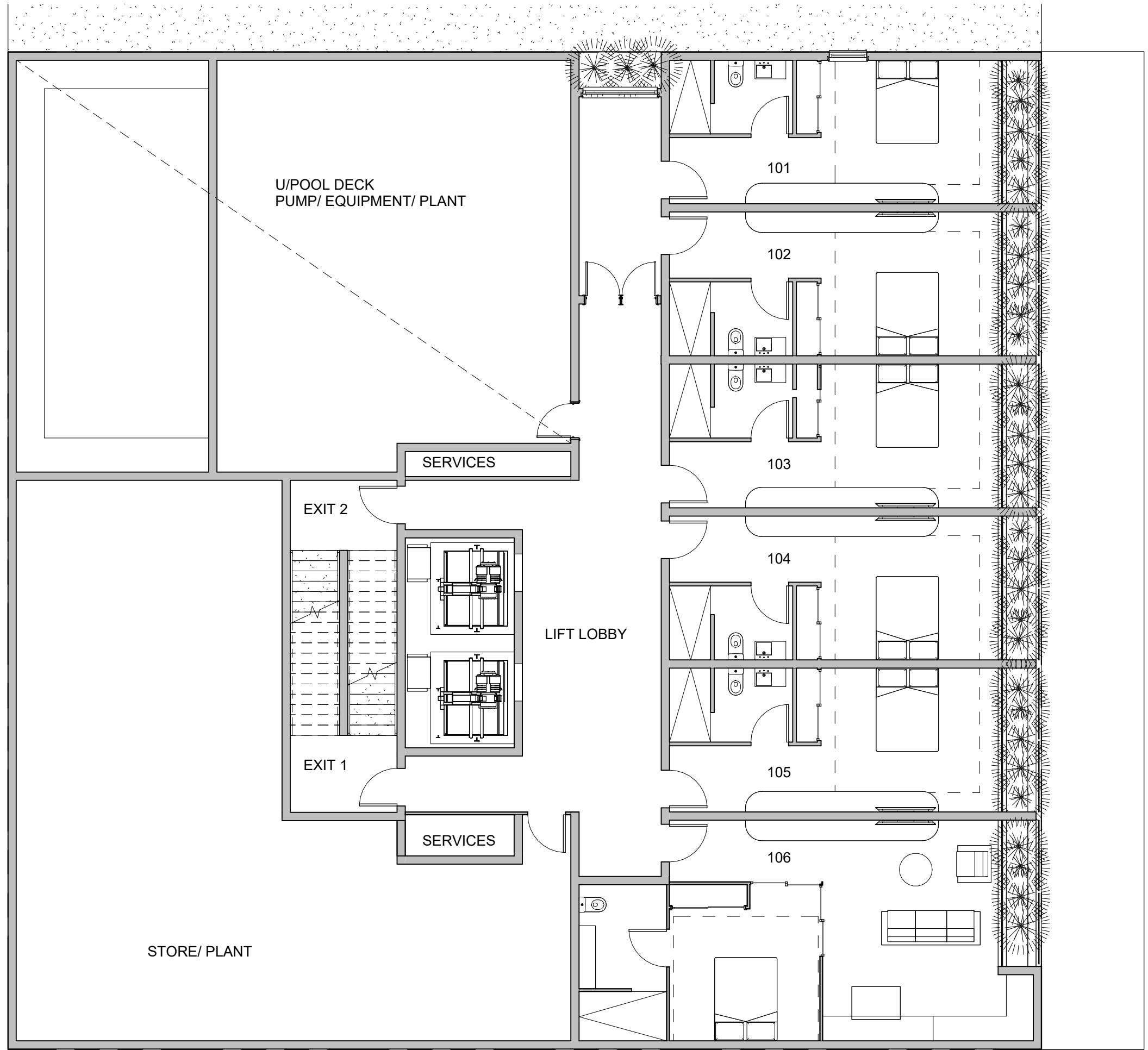
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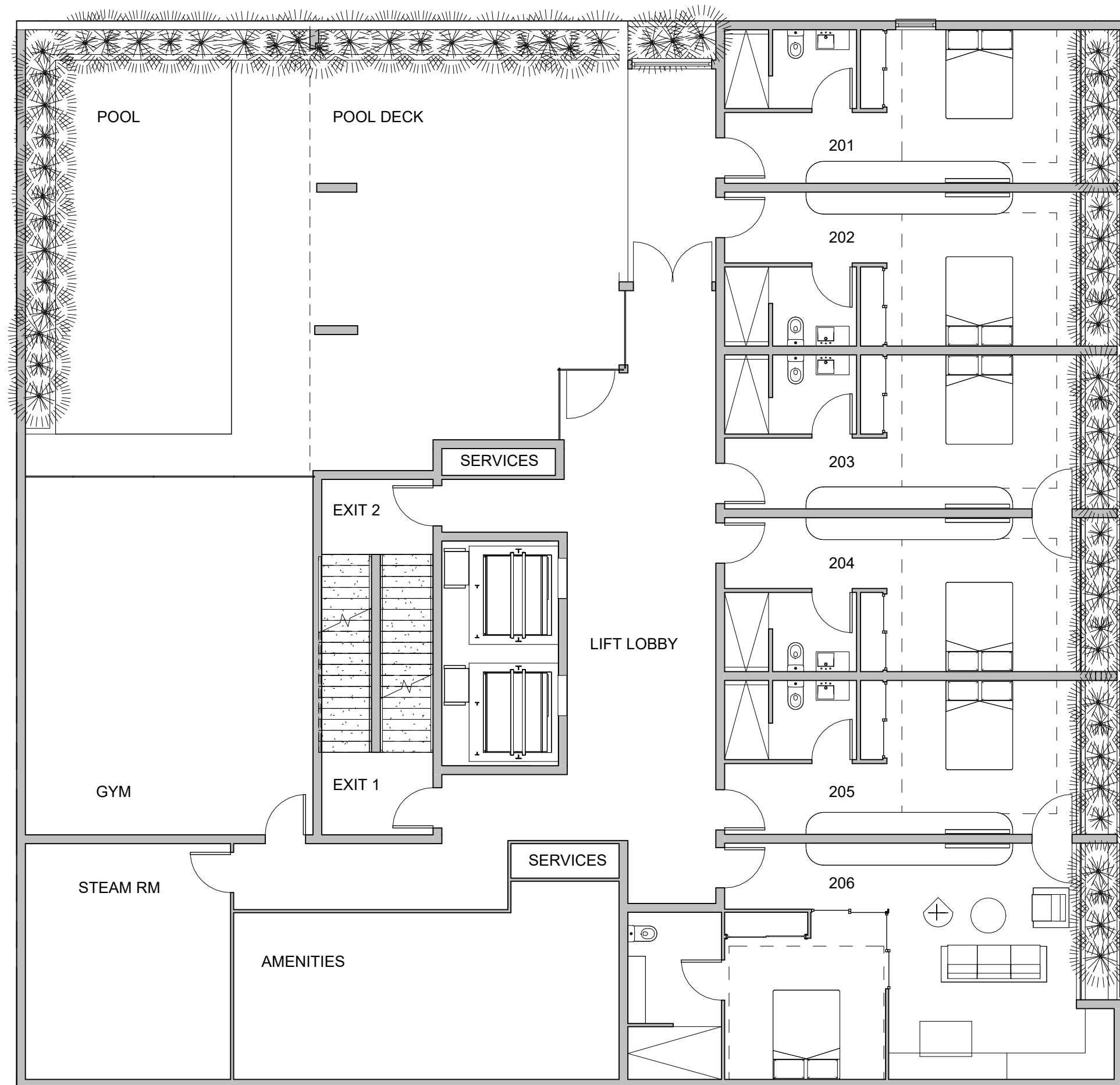
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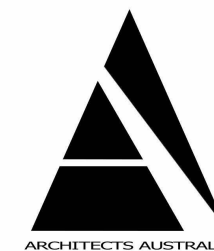
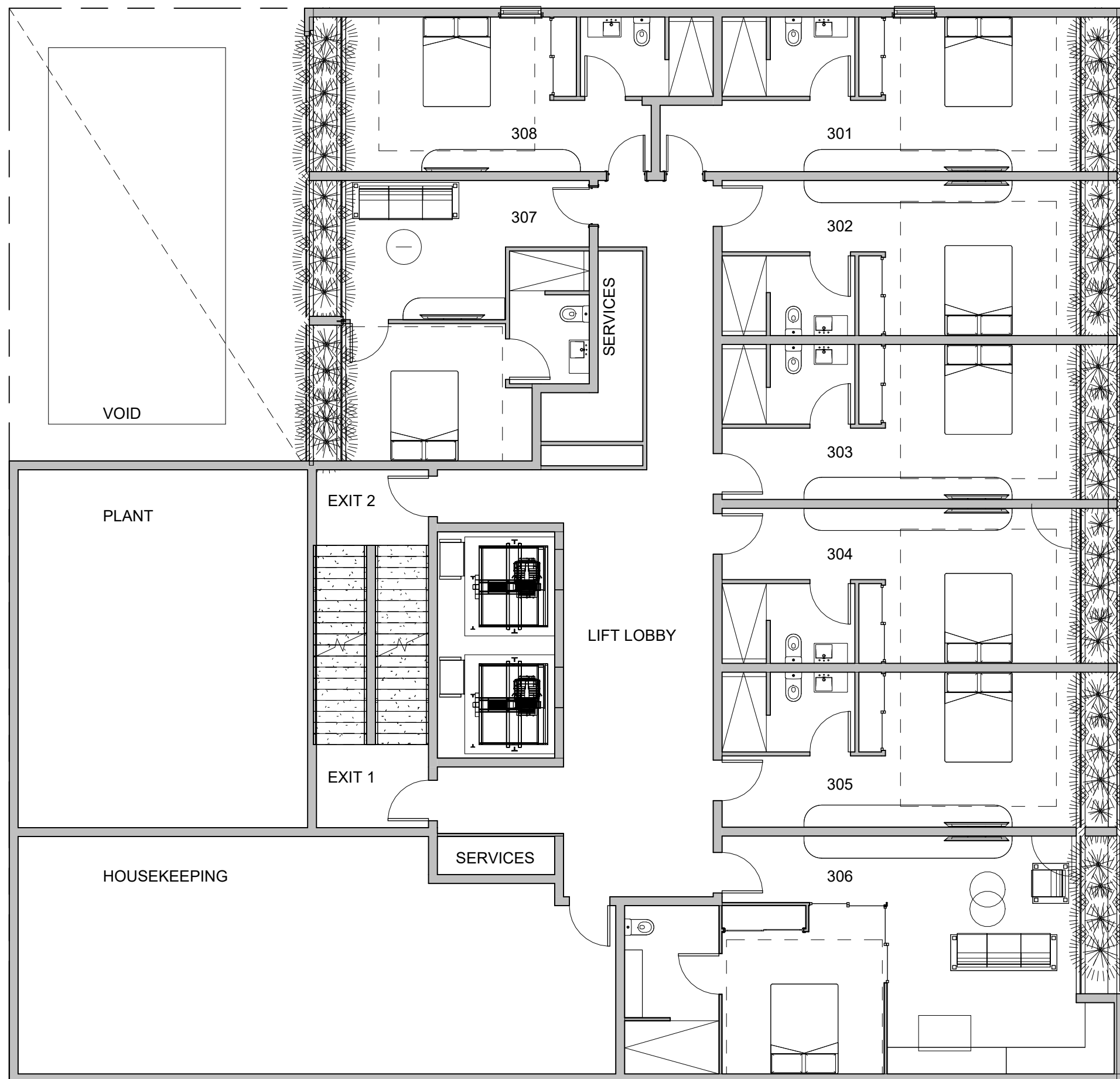
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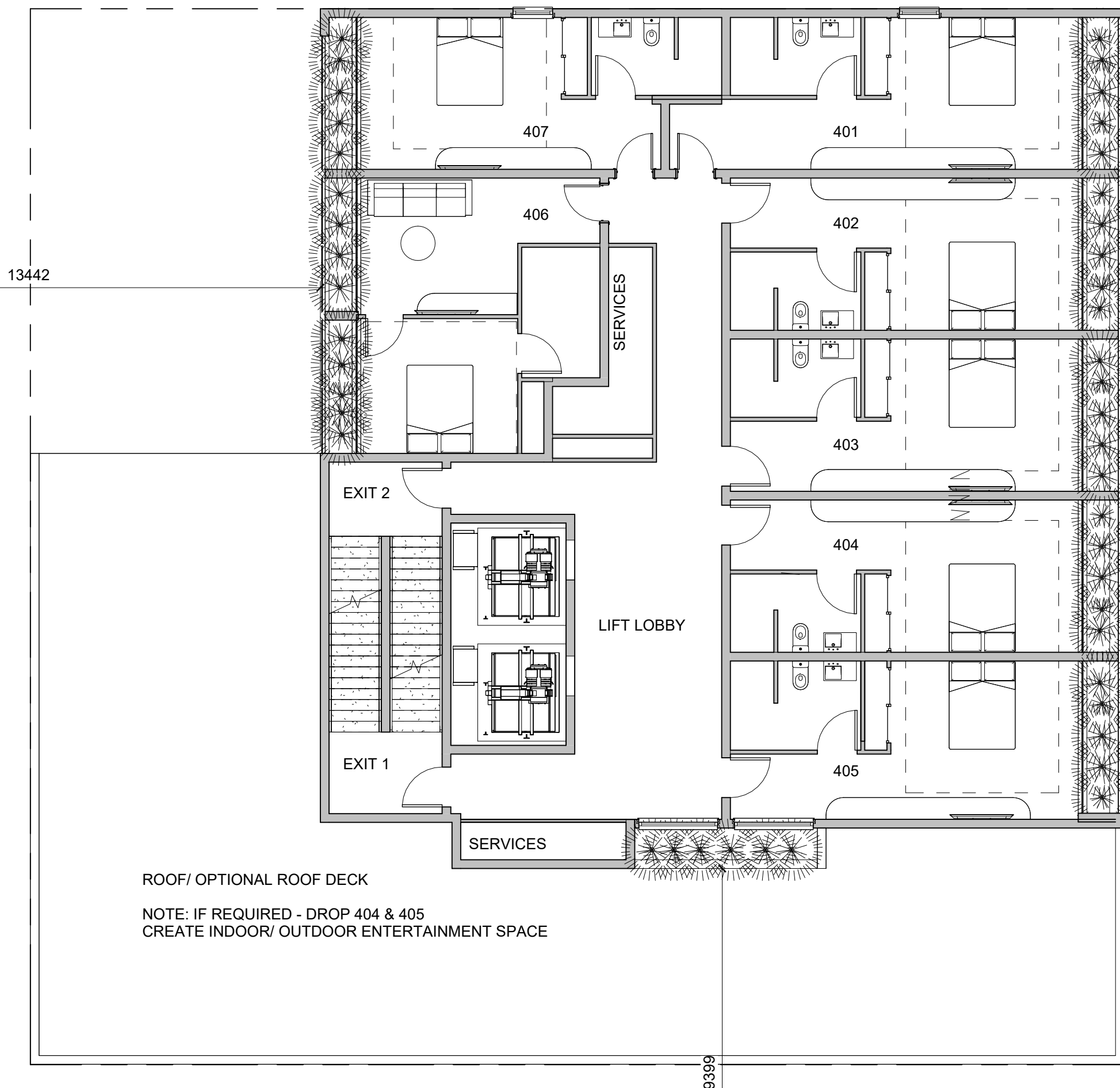
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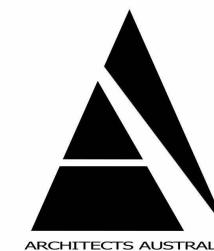
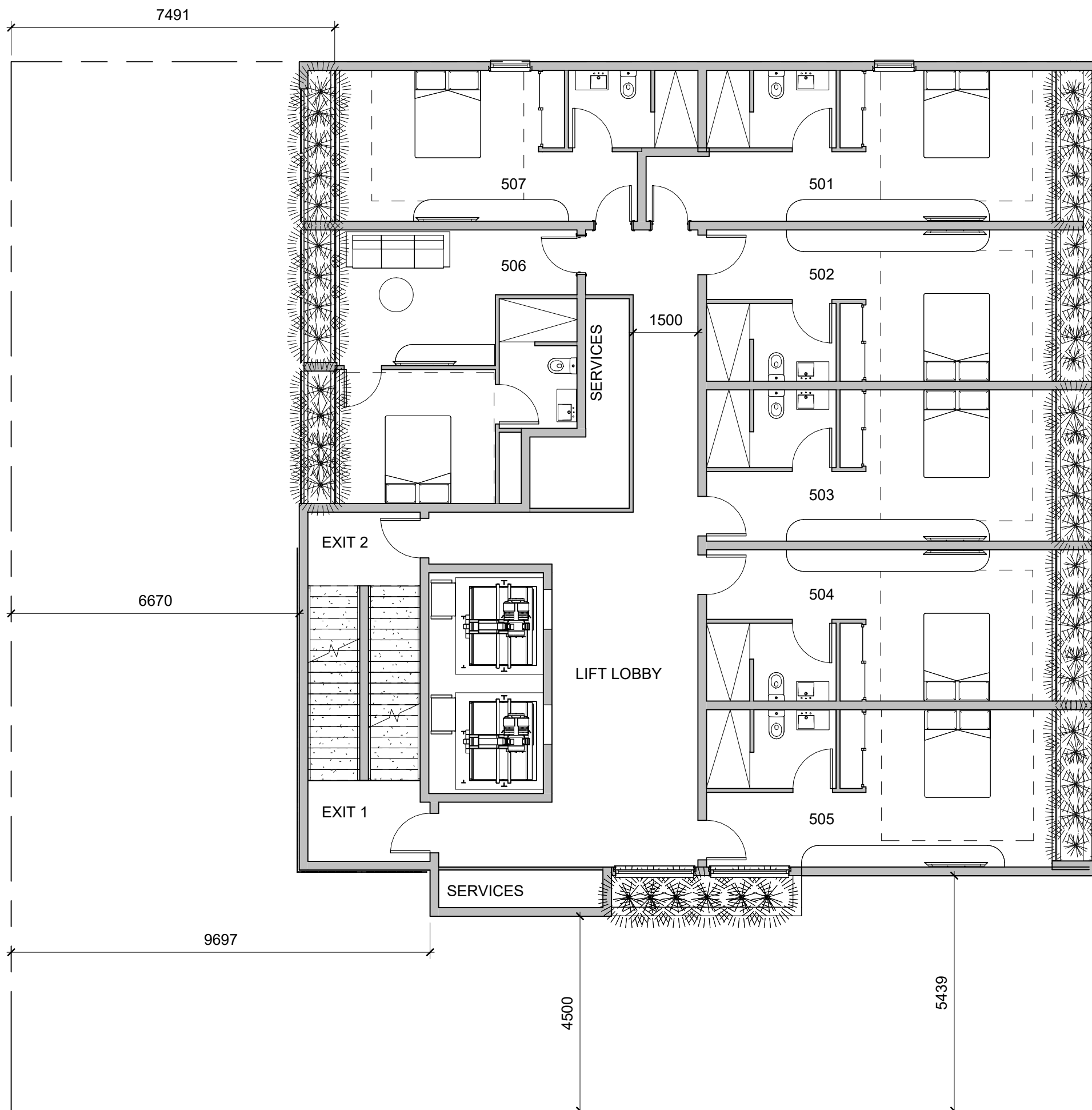
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TYPICAL PLAN LVL 5-15

SHEET NO. A108

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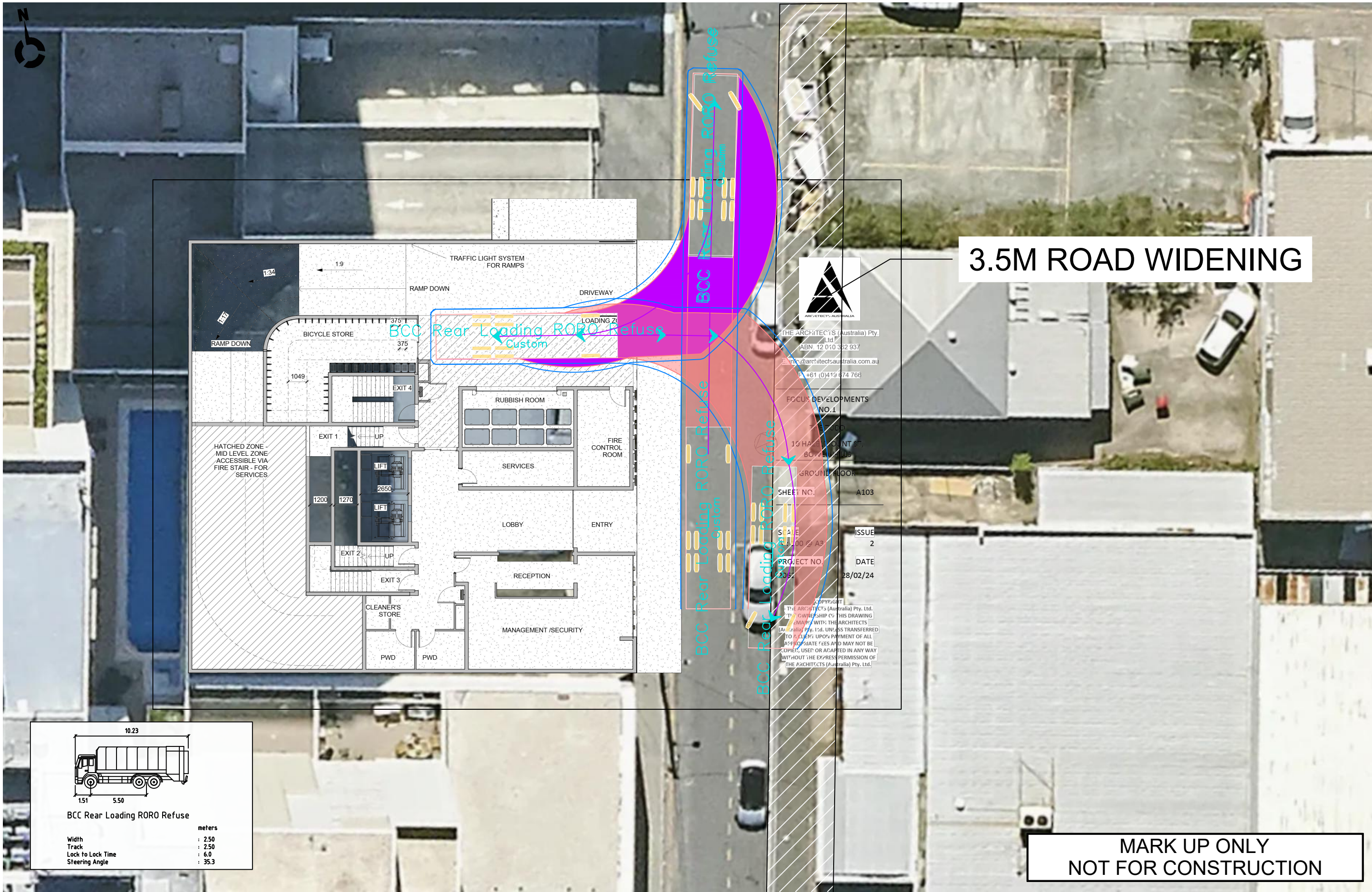
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Appendix C RCV swept path



REVISION	DESCRIPTION	BY	DATE
1	ORIGINAL ISSUE	D.A	09.10.2025
2	UPDATED SWEEP PATH	D.A	20.10.2025
2	UPDATED SITE PLANS	D.A	06.11.2025



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DRAWING TITLE

CLIENT

PROJECT

LOCATION

SWEPT PATH ANALYSIS - REFUSE COLLECTION VEHICLE

FOCUS DEVELOPMENTS NO1

TRAFFIC ENGINEERING ADVICE

10 HAZELMOUNT STREET, BOWEN HILLS QLD 4006

DRAWING DATE	NOVEMBER 2025	DRAWN BY	D.A
ORIGINAL SIZE	A1	SCALE A3:	1:200
SCALE		CHECKED BY	A.G
		APPROVED BY	A.G (RPEQ 32123)
		PROJECT NO.	
		DRAWING NO.	2020 SK04
		REVISION	3

Appendix D Systems and specifications

D.1 Specified refuse management equipment

The table below provides contextual examples of the specific equipment types specified in this OWMP and is not intended to provide an exhaustive list of all potential options of the required equipment.

Bin types	Waste streams	Examples	Information
Guest room bins	General waste, recycling, food waste, paper/ cardboard		Various options and sizes available. To be supplied depending on preference and space available. Bins typically up 8-10L provided. Examples https://tomkin.com.au/products/round-recycle-waste-bin-2-sections-3-0l https://tomkin.com.au/products/noble-price-recycle-waste-bin-black-2x3-8lt
Individual stream bins	General waste, recycling, food waste, paper/ cardboard		Various options and sizes available. To be supplied depending on preference and space available. Examples: https://www.sourceseparationsystems.com.au/product/multisort https://methodrecycling.com.au/
660L bins	General waste, recycling, paper/ cardboard, food, organic waste		Dimensions approx. 780 x 1260 x 1330mm (L x W x H) (dimensions depend on contractor) Examples: http://www.justwheeliebins.com.au , https://www.australianwastemanagement.com.au
Refuse/ cleaners trolleys (Optional)	All streams		Assisted manual transfer of refuse Examples: https://rubbermaidcommercial.com.au/products/waste-management/mega-brute https://www.materialshandling.com.au/products/deluxe-compact-cleaning-carts
Counter-top E-waste recycling (Optional)	Electronic waste		Prepaid battery collection Example: https://envirostream.com.au/product/prepaid-countertop-battery-recycling-box/ https://www.ecoactiv.com.au/product/4l-battery-recycling-prepaid-service/ Toner cartridge collection https://zerowasteboxes.terracycle.com.au/products/ink-and-toner-cartridges-zero-waste-boxes

Appendix E Refuse signage

E.1 Refuse signage

Waste signage guideline are provided by the Queensland government:

<https://www.qld.gov.au/environment/pollution/management/waste/recovery/recycling/signage>.

General refuse signage



Other refuse signage



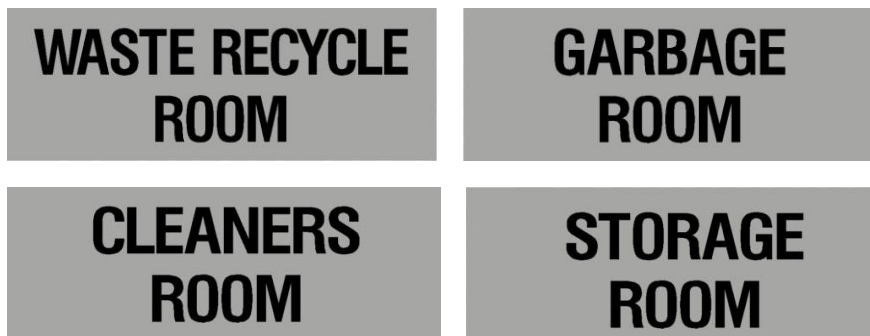
Colour coding as per AS 4123.7-2006

Mixed (Commingled) Recycling	PMS 108
General waste (landfill)	PMS 032C
Organics	PMS 15-0343
Paper and cardboard recycling	PMS Process Blue C
Soft Plastics	PMS 1655
Used Cooking Oil	Grey

E.2 Other refuse, facility and safety signage

Various signage including refuse area, safety and facility signage should be arranged through certified signage providers. Example signs can be found at <http://www.signblitz.com.au>, <https://www.wayout.com.au> or <https://www.smartsign.com>.

Example refuse room signage



Example facility signage



Example safety signage



Appendix F Terms and abbreviations

In this OWMP, a term or abbreviation has the following meaning unless indicated otherwise:

TERM	ABBREVIATION	DEFINITION
Equipment		
Bin (Refuse Bin)		A plastic or steel container for disposal and temporary storage of waste or recycling items. Various types and sizes exist for different items and purposes. Examples include residential unit bins, bulk bins, MGB, steely bins and specialised for medical waste or cigarette butts.
Bin Storage Area		An enclosed area designated for storing on-site refuse bins or a refuse compactor within the property.
Bulk Bin		A galvanized or steel bin receptacle that is greater than 360L in capacity generally ranging from 1.00m ³ to 4.50m ³ used for the storage of refuse that is used for on-site refuse collection.
Bulk Mobile Garbage Bin	Bulk MGB	A plastic (polypropylene) receptacle that is greater than 360L in capacity generally ranging from 660L to 1100L used for the storage of refuse.
Collection Point		An identified position where refuse bins are stored for collection and emptying. The collection point can also be the bin storage area.
Compactor		A receptacle that provides for the mechanical compaction and temporary storage of refuse. It allows to reduce bin numbers and collection frequency.
Composter		A container or machine used for composting specific food scraps and/or organic materials.
Food Waste Recycling System		Defined as a vacuum or pump-based system for shredding, macerating or pulping of food waste. The food waste is transferred through pressure (service) pipes to sealed liquid storage tanks.
Green Waste		All vegetated organic material such as small branches, leaves and grass clippings, tree and shrub pruning, plants and flowers.
Liquid Waste		Non-hazardous liquid waste generated by commercial premises should be connected to sewer or collected for treatment and disposal by a liquid waste contractor (including grease trap waste).
Mobile Garbage Bin	MGB	A plastic (polypropylene) bin or bins used for the temporary storage of refuse that is up to 360L in capacity and may be used in kerbside refuse collection or on-site collection.
Putrescible Waste		Putrescible waste is the component of the waste stream liable to become putrid and usually breaks down in a landfill to create landfill gases and leachate. Typically applies to food, animal and organic products.
Recycling		Recycling contains all material suitable for re-manufacture or re-use, e.g. glass bottles and jars; plastics such as PET, HDPE and PVC; aluminium aerosol and steel cans and lids; milk and juice cartons; soft drink, milk and shampoo containers; paper, cardboard, junk mail, newspapers and magazines.
Refuse		Refuse is material generated and discarded from residential and commercial buildings including general waste, recyclables, green waste and bulky items.
Refuse Storage Room		An area identified for storing on-site MGBs or Bulk Bins within the property.
Refuse Trolley		A cart on wheels that can be used to collect smaller quantities of refuse from different areas or rooms of a building or site, and wheel the collected refuse to a (bulk) bin storage area where it is disposed. Refuse trolleys are commonly used in hotels or offices.
Regulated Waste		Regulated waste is waste prescribed under legislation as regulated waste.

TERM	ABBREVIATION	DEFINITION
Transfer (Manual Transfer)		Manual transfer means physical transfer of refuse material and associated bulk bins or trolleys without assistance.
Waste		Waste is referred to as refuse material with the exclusion of recycling, green waste, hazardous waste, special waste, liquid waste and restricted solid waste.
Waste (General Waste)		General waste is generally referred to as material free of any actual or apparent contamination such as pathological / infectious, radioactive materials and / or hazardous chemical. Reporting use is for material considered to be free of food waste.
Wheelie Bin		A MGB of up to 360L, usually with 2 wheels for easy transfer. A common type is a 240L wheelie bin used for kerbside collection in many residential areas.
Measures		
Cubic Metre	m ³	Volume in cubic metre(s) related to refuse management equipment.
Ground Floor Area	GFA	The GFA of all storeys of a building is measured from the outside of the external walls or the centre of a common wall. It is commonly measured in square metres.
Kilogram	kg	Kilogram(s) related to refuse weight.
Litre	L	Litre(s) related to refuse volumes.
Square Metre	m ²	Square metre(s) related to refuse areas.
Ton	T	Ton(s) related to refuse weight.
Collection Vehicles		
Body Truck		A conventional heavy vehicle with a covered loading area. It is generally not specifically designed for emptying the content of bins into the truck during refuse collections, but can be used to carry entire (full) bins for servicing by bin swap-over.
Refuse Collection Vehicle	RCV	A vehicle specifically designed for collecting and emptying refuse bins and refuse compactors.
Heavy Rigid Vehicle	HRV	A vehicle specifically designed for collecting and emptying refuse bin.
Rear-End-Loading Refuse Collection Vehicle	REL RCV	A truck specially designed to collect municipal solid waste and recycling, typically 240L wheelie bins to 1100L bulk bins, from rear loading mechanism and haul the collected waste to a solid waste treatment facility.