



RESPECT



INNOVATION



INTEGRITY



TEAMWORK



EXCELLENCE

Date approved/adopted	17 June 2021
Resolution No	Click to enter Minute No or N/A if an approved document.
Date effective	17 June 2021
Date last reviewed	12 July 2023
Next review date	12 July 2024
Department	Waste Services
Author	Waste Management Officer
TRIM reference	21/77875
Supporting documents	Council's Waste Management for Proposed Development Guideline

Table of contents

1.0	Introduction	5
1.1	Purpose of the Guideline	5
1.2	Aims and objectives	5
1.3	Relationship of this Guideline to other plans	5
1.4	Development applications	5
1.5	Waste Management Plans	6
2.0	Councils Waste Collection Services	6
2.1	Domestic Service – Residential Urban area	6
2.2	Commercial Developments	11
3.0	Councils Waste Collection Frequency for Low Density Developments	11
3.1	Outline of dwelling type	11
3.2	General Requirements	12
3.3	Council’s standard of service	12
3.4	Waste bins	12
4.0	Councils Waste Collection Frequency for Medium Density Developments	13
4.1	Outline of dwelling Type	13
4.2	General requirements	13
4.3	Councils standard services	13
4.4	Shared bin arrangement	14
4.5	Waste bins	14
5.0	Commercial Developments	14
5.1	Outline of dwelling type	14
5.2	General requirements	14
5.3	Councils standard services	15
6.0	Education facilities	15
6.1	Outline of dwelling type	15
6.2	General requirements	15
6.3	Councils standard services	16
7.0	Mixed Use Developments	16
7.1	Outline of development	16
7.2	General requirements	16
7.3	Councils standard services	16
7.4	Waste bins	19
8.0	Industrial Development	20
8.1	Outline of development	20
8.2	General requirements	20
9.0	Glossary:	20

10.0 Document Control -----	22
Appendix A: List of acceptable materials -----	24
Appendix B: Waste bin dimensions and bin pads -----	28
Appendix C: Waste collection vehicles-----	34
Appendix D: Waste Signage-----	38

1.0 Introduction

1.1 Purpose of the Guideline

The purpose of this Guideline is to assist with incorporating ecologically sustainable development principles through adequate provisions for waste handling, storage and collection in the design of new developments.

This guideline promotes the efficient storage, separation, collection and handling of waste to maximise resource recovery and provide safe and healthy spaces for people to live and work in. The information provided will help you prepare your Waste Management Plan for proposed developments.

This Guideline contains information relevant to Kiama Municipal Council's Development Control Plan 2020 (KMC DCP 2020) Chapter 3 – Common Requirements.

1.2 Aims and objectives

The aims and objectives of this Guideline is to:

- maximise avoidance, reuse, recycling of building/construction materials and industrial/commercial waste, and to minimise disposal of materials
- support resource conservation and foster the principles of ecological sustainable development (ESD)
- encourage selective or complete deconstruction rather than straight demolition of buildings
- facilitate improved project planning, purchasing and management resulting in efficient use of resources, efficient building techniques and waste minimisation
- contribute to state-wide initiatives to achieve the target aims for waste reduction and resource recovery and reuse as specified in the NSW Waste Avoidance and Resource Recovery Strategy 2014-2021.

1.3 Relationship of this Guideline to other plans

This Guideline has been prepared to meet the objectives of legislation including:

- Environmental Planning and Assessment Act 1979
- Waste Avoidance and Resource Recovery Act 2001
- Protection of the Environment Operations Act 1997.

This Guideline is to be read in conjunction with KMC DCP 2020, Council's Waste Management for Proposed Development Guideline and any other relevant Council policy. If there is an inconsistency between the requirements of this Guideline and other parts of the KMC DCP 2020, this Guideline shall prevail. 3. Council's waste collection services

Note: Where the proposed development involves the need to place a waste storage container (eg. skip bin) in a public place then a separate application needs to be made under Section 68 of the Local Government Act 1993.

1.4 Development applications

Development Applications must include a Waste Management Plan and be prepared in accordance with this Guideline, Council's Waste Management for Proposed Development Guideline and KMC DCP 2020.

1.5 Waste Management Plans

A Waste Management Plan (WMP) must be submitted with a DA. Council cannot provide waste services to buildings and developments that do not meet its requirements in terms of access, physical space and layout.

A WMP is required for demolition and building work and for any proposed development that generates household, commercial or industrial wastes, except for single-unit dwellings and minor dwelling alterations.

Refer to Council's Waste Management for Proposed Development Guideline for requirements when preparing a waste management plan, resource list and WMP examples.

Glossary: Please refer to section 9 for glossary.

2.0 Councils Waste Collection Services

2.1 Domestic Service – Residential Urban area

For Council's requirements for waste minimisation and waste management for all development within the Kiama Municipality, refer to Chapter 3 – Common Requirement in the KMC DCP 2020.

2.1.1 Urban residential (single unit dwellings)

In accordance with Section 496 of the Local Government Act, 1993 Council levies an annual charge for the provision of domestic waste management services to those properties, which fall within the urban areas of the Kiama Municipality and are categorised by legislation as residential for rating purposes.

The service is provided by Council's Waste Services contractor and is summarised in Table 1.

The Kiama Municipality is divided into ten (10) urban waste collection zones.

Table 1: Urban Waste Collection Service

Service	Description	Composition
Garbage service (red lid) Fortnightly collection	Fortnightly service provided to all residents within the urban area and collected at the kerb on a specific weekday. Single dwelling residents have the option of an 80L, 140L or 240L red lid garbage bin.	All domestic garbage except recyclables and food/garden waste. Refer to Appendix A – List of acceptable materials
Recycling service (yellow lid) Weekly collection	Weekly service is provided to all residents within the urban area and collected at the kerb on a specific weekday. Single dwelling residents have 240L yellow lid recycling bin. Senior citizens or duplex/villa/townhouse property owners can apply, subject to application and approval, for an 80L or 140L yellow lid recycling bin.	All domestic recyclables except garbage and food/garden waste. Refer to Appendix A – List of acceptable materials

Service	Description	Composition
Food/garden waste service (green lid) Weekly collection	Weekly service provided to all residents within the urban area and collected at the kerb on a specific weekday. Single dwelling residents have a 240L green lid food/garden waste bin. Senior citizens or duplex/villa/townhouse property owners can apply, subject to application and approval, for an 80L or 140L green lid food/garden waste bin.	All food and garden waste except domestic garbage and recyclables. Refer to Appendix A – List of acceptable materials
Household bulky waste drop off	This twice a year service is free to all households in the urban area that pay the Domestic Waste Management Charge through their rates. Residents are able to register one booking per household at each event. Household bulky items are dropped off at the Minnamurra Waste and Recycling Facility on the allocated booking day and time.	Refer to Appendix A – List of acceptable materials
On-call user pays kerbside clean up service	Allows households in the urban area that pay the Domestic Waste Management Charge up to 100kg or 1m ³ (1m wide x 1m high x 1m deep) of household items to be collected from the property. A service fee of \$85 applies and must be paid at the time of booking.	Refer to Appendix A – List of acceptable materials

2.1.2 Urban multi-unit residential developments and residential component of mixed-use developments

In accordance with Section 496 of the Local Government Act, 1993 Council levies an annual charge for the provision of domestic waste management services to those properties, which fall within the urban areas of the Kiama Municipality and is categorised by legislation as residential for rating purposes.

The service is provided by Council's Waste Services contractor and is summarised in Table 2.

The Kiama Municipality is divided into ten (10) urban waste and recycling collection zones.

Table 2: Urban residential multi-unit developments waste service collection

Service	Description	Composition
Garbage service (red lid) Fortnightly collection	Fortnightly service provided to all residents within the urban area and is collected at the kerb on a specific weekday. Unit residents have the option of an 80L, 140L or 240L red lid garbage bin, however, the number of bins to be allocated to each residential development will depend upon the number of units.	All domestic garbage except recyclables and food/garden waste.

Service	Description	Composition
	<p>To minimise the number of bins per residential development a shared bin option would need to be considered in addition to a more frequent service. In a shared bin arrangement, each unit will be rated the 140L Domestic Waste Management Charge which allows 70L of garbage per week per unit.</p> <p>Refer to Table 3 for the calculation method applied for shared bin arrangements.</p>	<p>Refer to Appendix A – List of acceptable materials</p>
<p>Recycling service (yellow lid) Weekly collection</p>	<p>Weekly service is provided to all residents within the urban area and is collected at the kerb on a specific weekday.</p> <p>Unit residents have 240L of recycling, however, the number of bins to be allocated to each residential development will depend upon the number of units.</p> <p>To minimise the number of bins per residential development a shared bin option would need to be considered in addition to a more frequent service. In a shared bin arrangement, each unit will be granted 120L recycling per unit per week.</p> <p>Refer to Table 3 for the calculation method applied for shared bin arrangements.</p>	<p>All domestic recyclables except garbage and food/garden waste.</p> <p>Refer to Appendix A – List of acceptable materials</p>
<p>Food/garden waste service (green lid) Weekly collection</p>	<p>Weekly service is provided to all residents within the urban area and is collected at the kerb on a specific weekday.</p> <p>Unit residents have 240L green lid recycling bin, however, the number of bins to be allocated to each residential development will depend upon the number of units.</p> <p>To minimise the number of bins per residential development a shared bin option would need to be considered in addition to a more frequent service. In a shared bin arrangement, each unit will be granted 20L food waste or 40L food and garden waste per unit per week.</p> <p>Refer to Table 3 for the calculation method applied for shared bin arrangement.</p>	<p>All food and garden waste except domestic garbage and recyclables.</p> <p>Refer to Appendix A – List of acceptable materials</p>

Service	Description	Composition
Household bulky waste drop off	<p>Held twice a year this service is free to all households in the urban area that pay the Domestic Waste Management Charge through their rates. Residents are able to register one booking per household at each event.</p> <p>Household bulky items are dropped off at the Minnamurra Waste and Recycling Facility on the allocated booking day and time.</p>	Refer to Appendix A – List of acceptable materials
On-call user pays kerbside clean up service	<p>Allows households in the urban area that pay the Domestic Waste Management Charge up to 100kg or 1m³ (1m wide x 1m high x 1m deep) of household items to be collected from the property.</p> <p>A service fee of \$85 applies and must be paid at the time of booking.</p>	Refer to Appendix A – List of acceptable materials

2.1.3 Shared bin arrangement for urban multi-unit developments

If Council determines that a shared bin arrangement is to be established, prior to tenancy, it will be the responsibility of the property developer to purchase the agreed number of bins as determined by Council, prior to occupancy.

Table 3: Shared bin collection service for multi-unit developments

Garbage (red lid)	70L per unit per week – serviced fortnightly
Recycling (yellow lid)	120L per unit per week – serviced weekly
Food waste only (green lid)	20L per unit per week – serviced weekly
Food and garden waste (green lid)	40L per unit per week – serviced weekly

Example: 16 residential unit development		
Garbage	16 x 70L per week = 1,120L	Equates to: 5 x 240L red lid garbage bins <i>serviced fortnightly</i>
Recycling	16 x 120L* per week = 3,840L	Equates to: 8 x 240L bins yellow lid recycling bins <i>serviced weekly</i> *additional 240L yellow lid recycling bins can be requested to allow up to 240L per unit per week if space allows within waste bin room/enclosure and collection point
Food or food and	Food waste only: 16 x 20L = 320L	Equates to 2 x 240L food waste only bins <i>serviced weekly OR</i>

garden waste Note: Compostable liners will be provided by Council	Food and garden waste: 16 x 40L = 640L	3 x 240L food and garden waste bins serviced weekly 360L garbage and recycling bins may be considered for developments greater than 25 residential units.
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2.1.4 Onsite waste servicing arrangement for multi-unit developments

If an on-site waste service arrangement is to be considered, the developer would need to seek approval from Council and then enter into a Waste Deed of Agreement indemnifying Council against any damage to person or property whilst undertaking on-site waste servicing. Each unit within the development would incur the on-site waste service fee per week. This fee would be charged to the Strata Plan.

2.1.5 Use of private waste service providers

Where it has been determined that the standard domestic waste management service or an on-site waste servicing arrangement cannot be undertaken, then a private waste service provider may need to be engaged.

If a private waste service provider is to be engaged a waste management plan will need to be submitted with the DA and the provisions in Council's **Waste Management for Proposed Development Guideline under section 3.2** are to be met.

If a private waste service provider is used, Council is still required to levy an annual charge for domestic waste services to each residential premise. This fee will have to be paid to Council by the owner of each dwelling, even if the waste service is not provided by Council. This will be in addition to the waste service fee charged by the private waste service provider.

Where a private waste service provider is the best option, an agreement should be put in place between the strata manager or body corporate, and Council requires the private waste service provider to supply quarterly, or by some other regular interval, waste data reports. This data will help Council monitor the performance of the waste systems, assess contamination rates, and provide any necessary education materials to the residents of the building.

2.1.6 Rural Residential Waste Collection Service

In accordance with Section 501 of the Local Government Act, 1993, an annual charge will apply for the provision of fortnightly garbage and fortnightly recycling collection services to rural residential premises.

The service provided by Council is summarised in Table 4.

Table 4: Rural waste service collection

Service	Description	Composition
Garbage service (red lid) Fortnightly collection	Subject to application and approval, a fortnightly service is provided to residents within the rural area and collected at the kerb on a specific weekday.	All domestic garbage except recyclables. Refer to Appendix A – List of acceptable materials

Service	Description	Composition
Recycling service (yellow lid) Fortnightly collection	Subject to application and approval, a fortnightly service is provided to residents within the rural area and collected at the kerb on a specific weekday.	All domestic recyclables except garbage. Refer to Appendix A – List of acceptable materials
Household Bulky Waste Drop Off	Held twice a year service, this is free to all households in the rural area that pay the Rural Waste Management Charge through their rates. Residents are able to register one booking per household at each event. Household bulky items are dropped off at the Minnamurra Waste and Recycling Facility on the allocated booking day and time.	Refer to Appendix A –List of acceptable materials

2.2 Commercial Developments

In accordance with the business type, adequate waste storage and a presentation area should be allocated for all commercial premises.

The use of large front lift bins is prohibited unless approved by Council and will be subject to compliance with any required access for servicing and storage and other requirements as specified by Council – refer to Section 3 Chapter 3 – Common Requirements of the KMC DCP 2020.

The number and size of bins required for each commercial unit is largely dependent upon the type of business that would operate from that unit. Bins provided will be allocated per commercial unit and not shared due to billing arrangements. Therefore, as a minimum, each commercial unit will require:

- 1 x 240L garbage (red lid) bin serviced weekly
- 1 x 240L or 1,100L co-mingled recycling bin (yellow lid) serviced weekly

A more frequent service can be arranged should the commercial tenant wish to engage Council's Waste Commercial Service. This may then minimise the size of the bins to be provided and thereby reduce the waste bin storage area.

3.0 Councils Waste Collection Frequency for Low Density Developments

3.1 Outline of dwelling type

This section applies to low density residential developments of 1 to 2 dwellings only, including;

- single dwellings
- dual occupancy developments
- secondary dwellings
- semi-detached dwellings.

3.2 General Requirements

All developments are to include the necessary provisions to enable Council to provide effective and efficient waste collection services to the development. Waste management provisions shall be constructed, arranged and equipped to meet the requirements of this Guideline and Council's Waste Management for Proposed Development Guideline.

3.3 Council's standard of service

In accordance with Section 496 of the Local Government Act, 1993 Council levies an annual charge for the provision of domestic waste management services to those properties which fall within the urban areas of the Kiama Municipality and are categorised by legislation as residential for rating purposes.

Under these provisions, the collection services can only be provided by Council's waste contractor. The standard waste collection service for low density developments is described in Table 5 below:

Low density developments are developments of 1 to 2 dwellings only. These include; single dwellings, dual occupancy, secondary dwellings and semi-detached dwellings.

Table 5: Councils waste collection service for low density developments

Waste stream	Collection frequency	Standard collection point
Garbage	Fortnightly	Kerbside
Recycling	Weekly	Kerbside
Food/Garden waste	Weekly	Kerbside
Household bulky waste drop off	Twice a year	Drop off at Minnamurra Waste and Recycling Facility
On-call user pays clean up collection	On call (one per household per calendar year)	Kerbside

3.4 Waste bins

All garbage, recycling and food/garden waste generated by a development are to be stored in the appropriate waste bins as determined by Council.

For single unit dwellings, Council prefers the use of 80L, 140L or 240L bins for storage of garbage, 240L bins for storage of recycling and 240L bins for storage of food/garden waste. Examples of bins provided by Council are shown in Appendix B (240L MGBs).

It is the responsibility of the property owner/property developer to submit a waste service application which includes the purchasing of the bins, through Council prior to tenancy. Application must include a copy of the OC.

Refer to Council's Waste Management for Proposed Development Guideline for requirements of preparing a WMP, WMP design considerations and information on waste bins, storage areas and collection points for designing your development.

For multi-unit dwellings, Council provides 240L bins for storage of garbage, recycling and food/garden waste. However, upon Council approval, 360L recycling bins for recycling may be more appropriate for use in some developments.

4.0 Councils Waste Collection Frequency for Medium Density Developments

4.1 Outline of dwelling Type

This section applies to medium density residential developments including;

- multi dwelling housing development (3 or more dwellings)
- residential flat buildings up to 3 storeys in height (no lift access)
- residential flat buildings of 4 storeys or more (including lift access)
- residential care facilities
- seniors housing.

4.2 General requirements

All developments are to include the necessary provisions to enable Council to provide effective and efficient waste collection services to the development. Waste management provisions shall be constructed, arranged and equipped to meet the requirements of requirements of this Guideline and Council's Waste Management for Proposed Development Guideline.

4.3 Councils standard services

In accordance with Section 496 of the Local Government Act, 1993 Council levies an annual charge for the provision of domestic waste management services to those properties, which fall within the urban areas of the Kiama Municipality and are categorised by legislation as residential for rating purposes. Council's standard waste collection service for medium density development is described in Table 6.

Table 6: Councils waste collection service for medium density developments

Waste stream	Collection frequency	Standard collection point
Garbage	Fortnightly	Kerbside where adequate kerbside space exists, otherwise onsite collection is required.
Recycling	Weekly	
Food/Garden waste	Weekly	
Household bulky waste drop off	Twice a year	Drop off at Minnamurra Waste and Recycling Facility
User pays on call clean up collection	Once a year	Kerbside (booked in service for each unit not the entire unit complex)

Where shared bins are to be used, each property unit, flat, or dwelling will be charged the 140L Domestic Waste Management Charge and the waste collection services can only be provided by Council's waste contractor.

The standard collection point is the kerbside of public roads. In certain circumstances, Council may require a proposed development to have an on-site collection point. For more information on on-site bin collection service refer to of Council's Waste Management for Proposed Development Guideline.

Refer to Council's Waste Management for Proposed Development Guideline for requirements of preparing a WMP, WMP design considerations and information on waste bins, storage areas, collection and access or residents for designing your proposed development.

4.4 *Shared bin arrangement*

To reduce the number of bins per development, bins may be shared between dwellings and/or frequency of service may be increased. This will be considered and assessed by Council for each application. In this instance, each property, unit, flat or dwelling will be charged the 140L Domestic Waste Management Charge and all bins provided will be 240L for garbage and food/garden waste and 240L or 360L for recycling. Property developers will be responsible for purchasing the bins, prior to tenancy, and on receipt of the OC, through Council's Waste Services.

Consideration should also be given to the appointment of a caretaker or appointed tenant, to ensure the bins are presented to the nominated roadside or onsite collection point for servicing and returned to the property same day after servicing.

4.5 *Waste bins*

Council will provide waste bins to each dwelling within a medium density development with the following waste bins:

- One 80L or 140L or 240L MGB for garbage (landfill)
- One 80L*, 140L* or 240L MGB for recycling
- One 80L*, 140L* or 240L MGB for food/garden waste.

* Senior citizens or duplex/villa/townhouse property owners can apply, subject to application and approval, for an 80L or 140L yellow lid recycling bin and/or green lid food/garden waste bin.

However, if a shared bin arrangement is to be considered, the size of bins will be as stated in 2.1.3.

It is the responsibility of the property owner to request a new waste service. An initial bin establishment fee is payable upfront, per bin and the applicable Domestic Waste Management Charge is applied to the annual rates, which is dependent upon the size of the red lid garbage bin.

Council's standard collection point for residential multi-unit dwellings and the residential component of mixed use developments, is the kerbside of public roads.

5.0 **Commercial Developments**

5.1 *Outline of dwelling type*

This section applies to commercial developments which include;

- child care centres (class 3 buildings)
- office premises, retail premises, shops, food and drink premises (class 5 and 6 buildings)
- medical centres (class 9a buildings)
- assembly buildings, theatres, cinemas (class 9b buildings)
- entertainment and sporting facilities/ events.

5.2 *General requirements*

All developments are to include the necessary provisions to enable Council to provide effective and efficient waste collection services to the development. Waste management provisions shall be constructed, arranged and equipped to meet the requirements of requirements of this Guideline and Council's Waste Management for Proposed Development Guideline.

5.3 Councils standard services

Council operates a commercial waste collection service that offers collection of garbage and recycling up to 7 days per week.

The commercial service includes:

- (a) a garbage collection service; and
- (b) a co-mingled recycling collection service; and/or
- (c) a paper and cardboard collection service.

Other waste collection providers may offer these services and should be consulted when determining waste provisions.

Council's standard waste collection service for commercial developments is described in Table 7.

Table 7: Councils waste collection service for commercial developments

Waste stream	Collection frequency	Standard collection point
Garbage	Up to 7 days per week	Kerbside (preferred) or onsite (where approved or required by Council)
Co-mingled recycling	Up to 2 days per week	Kerbside (preferred) or onsite (where approved or required by Council)
Paper and cardboard recycling	Up to 2 days per week	Kerbside (preferred) or onsite (where approved or required by Council)

Development applicants should contact Council to discuss commercial waste servicing arrangements prior to submitting their development application.

Refer to Council's Waste Management for Proposed Development Guideline for requirements of preparing a WMP, WMP design considerations and information on waste bins, storage areas, collection and access or residents for designing your proposed development.

6.0 Education facilities

6.1 Outline of dwelling type

This section applies to education facilities.

Examples of educational facilities located within Kiama Local Government Area include:

- child care centres
- primary schools
- secondary schools

Many educational facilities contain food outlets, gymnasiums and other retail outlets.

6.2 General requirements

All developments are to include the necessary provisions to enable Council to provide effective and efficient waste collection services to the development. Waste management provisions shall be constructed, arranged and equipped to meet the requirements of requirements of this Guideline and Council's Waste Management for Proposed Development Guideline.

6.3 Councils standard services

Waste generated by educational facilities is commercial waste. Educational facilities can therefore utilise Council's commercial waste collection service.

Council's commercial waste collection service is described in Section 5.

Bins that are typically used by educational facilities include MGBs and / or bulk bins. Council prefers the use of 240L MGBs for garbage and 240L and/or 1,100L MGBs for recycling, placed at the kerbside for waste collection. Bins should be chosen that are appropriate for the type of waste generated.

7.0 Mixed Use Developments

7.1 Outline of development

Mixed-use developments typically contain both commercial and residential facilities. Mixed-use developments may also contain recreational or other facilities.

Small mixed-use developments are typically two storey developments with the residential dwelling located above the commercial outlet on the ground floor (street level). Small mixed-use developments typically have one or two levels (or more) with the residential dwelling located above the commercial outlet on the ground floor (street level).

Larger mixed-use developments typically have one or two levels (or more) of commercial dwellings beneath low-rise or larger residential developments.

7.2 General requirements

All developments are to include the necessary provisions to enable Council to provide effective and efficient waste collection services to the development. Waste management provisions shall be constructed, arranged and equipped to meet the requirements of requirements of this Guideline and Council's Waste Management for Proposed Development Guideline.

7.3 Councils standard services

Council provides domestic waste collection services to residential dwellings in mixed-use developments.

Waste generated in commercial tenants (or recreational and educational facilities) of mixed-use developments, is commercial waste. Council provides a commercial waste collection service.

7.3.1 Residential component of mixed use developments

In accordance with Section 496 of the Local Government Act, 1993 Council levies an annual charge for the provision of domestic waste management services to those properties, which fall within the urban areas of the Kiama Municipality and is categorised by legislation as residential for rating purposes.

The service is provided by Council's Waste Services contractor and is summarised in Table 8.

The Kiama Municipality is divided into ten (10) urban waste and recycling collection zones.

Table 8: Urban residential component of mixed use developments waste service collection

Service	Description	Composition
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<p>Garbage service (red lid) Fortnightly collection</p>	<p>Fortnightly service provided to all residents within the urban area and is collected at the kerb on a specific weekday.</p> <p>Unit residents have the option of an 80L, 140L or 240L red lid garbage bin, however, the number of bins to be allocated to each</p>	<p>All domestic garbage except recyclables and food/garden waste.</p> <p>Refer to Appendix A – List of acceptable materials</p>
Service	Description	Composition
	<p>residential development will depend upon the number of units.</p> <p>To minimise the number of bins per residential development a shared bin option would need to be considered in addition to a more frequent service. In a shared bin arrangement, each unit will be rated the 140L Domestic Waste Management Charge which allows 70L of garbage per week per unit.</p> <p>Refer to Table 3 for the calculation method applied for shared bin arrangements.</p>	
<p>Recycling service (yellow lid) Fortnightly collection</p>	<p>Weekly service is provided to all residents within the urban area and is collected at the kerb on a specific weekday.</p> <p>Unit residents have 240L of recycling, however, the number of bins to be allocated to each residential development will depend upon the number of units.</p> <p>To minimise the number of bins per residential development a shared bin option would need to be considered in addition to a more frequent service. In a shared bin arrangement, each unit will be granted 120L recycling per unit per week.</p> <p>Refer to Table 3 for the calculation method applied for shared bin arrangements.</p>	<p>All domestic recyclables except garbage and food/garden waste.</p> <p>Refer to Appendix A – List of acceptable materials</p>
<p>Food/garden waste service (green lid) Weekly collection</p>	<p>Weekly service is provided to all residents within the urban area and is collected at the kerb on a specific weekday.</p> <p>Unit residents have 240L green lid recycling bin, however, the number of bins to be allocated to each residential development will depend upon the number of units.</p> <p>To minimise the number of bins per residential development a shared bin option would need to be considered in addition to a more frequent service. In a shared bin arrangement, each unit will be granted 20L food waste or 40L food and garden waste per unit per week.</p>	<p>All food and garden waste except domestic garbage and recyclables.</p> <p>Refer to Appendix A – List of acceptable materials</p>

	Refer to Table 10 for the calculation method applied for shared bin arrangement.	
Service	Description	Composition
Household bulky waste drop off	Held twice a year this service is free to all households in the urban area that pay the Domestic Waste Management Charge through their rates. Residents are able to register one booking per household at each event. Household bulky items are dropped off at the Minnamurra Waste and Recycling Facility on the allocated booking day and time.	Refer to Appendix A – List of acceptable materials
On-call user pays kerbside clean up service	Allows households in the urban area that pay the Domestic Waste Management Charge up to 100kg or 1m ³ (1m wide x 1m high x 1m deep) of household items to be collected from the property. A service fee of \$85 applies and must be paid at the time of booking.	Refer to Appendix A – List of acceptable materials

7.3.2 Shared bin arrangement for residential component of mixed use developments

If Council determines that a shared bin arrangement is to be established, it will be the responsibility of the property developer to purchase the agreed number of bins as determined by Council, prior to occupancy. Refer to Table 3 for a shared bin mixed use development calculation example.

Table 9: Shared bin collection service for multi-unit developments urban waste collection service

Garbage (red lid)	70L per unit per week – serviced fortnightly
Recycling (yellow lid)	120L per unit per week – serviced weekly
Food waste only (green lid)	20L per unit per week – serviced weekly
Food and garden waste (green lid)	40L per unit per week – serviced weekly

7.3.3 Onsite waste servicing agreement for residential component of mixed use developments

If an on-site waste service arrangement for the residential component only is to be considered, the developer would need to seek approval from Council and then enter into a Waste Deed of Agreement indemnifying Council against any damage to person or property whilst undertaking on-site waste servicing. Each unit within the development would incur the on-site waste service fee per week. This fee would be charged to the Strata Plan.

7.3.4 Use of private waste service providers

If a private waste service provider is to be engaged a WMP will need to be submitted with the DA and the provisions are to be met. Refer to the Council's Waste Management for Proposed Development Guideline for the provisions of a private waste service provider and WMP.

If a private waste service provider is used, Council is still required to levy an annual charge for domestic waste services to each residential premise. This fee will have to be paid to Council by the owner of each dwelling, even if the waste service is not provided by Council. This will be in addition to the waste service fee charged by the private waste service provider.

7.3.5 Commercial component of mixed use developments

Council operates a commercial waste collection service that offers collection of garbage and recycling up to 7 days per week.

The commercial service includes:

- (a) a garbage collection service; and
- (b) a co-mingled recycling collection service; and/or
- (c) a paper and cardboard collection service.

Other waste collection providers may offer these services and should be consulted when determining waste provisions.

Council's standard waste collection service for commercial developments is described in Table 10.

Table 10: Councils waste collection service for commercial developments

Waste stream	Collection frequency	Standard collection point
Garbage	Up to 7 days per week	Kerbside (preferred) or onsite (where approved or required by Council)
Co-mingled recycling	Up to 2 days per week	Kerbside (preferred) or onsite (where approved or required by Council)
Paper and cardboard recycling	Up to 2 days per week	Kerbside (preferred) or onsite (where approved or required by Council)

All developments are to include the necessary provisions to enable Council to provide effective and efficient waste collection services to the development. Waste management provisions shall be constructed, arranged and equipped to meet the requirements of requirements of this Guideline and Council's Waste Management for Proposed Development Guideline.

7.4 Waste bins

In mixed use developments, waste collection is treated separately ie. Urban waste service for the residential component and a commercial waste service (if preferred) for the commercial component.

7.4.1 Residential component – waste bins

Council will provide waste bins to each dwelling within a medium density development with the following waste bins:

- One 80L or 140L or 240L MGB for garbage (landfill)
- One 80L*, 140L*, 240L or 360L MGB for recycling
- One 80L*, 140L* or 240L MGB for food/garden waste.

* Senior citizens or duplex/villa/townhouse property owners can apply, subject to application and approval, for an 80L or 140L yellow lid recycling bin and/or green lid food/garden waste bin.

However, if a shared bin arrangement is to be considered, the size of bins will be as per section 7.3.2.

It is the responsibility of the property owner to request an urban waste service. An initial bin establishment fee is payable upfront, per bin and the applicable Domestic Waste Management Charge is applied to the annual rates, which is dependent upon the size of the red lid garbage bin.

Council's standard collection point for residential units within mixed use developments, is the kerbside of public roads.

7.4.2 Commercial component – waste bins

Council collects commercial waste bins of varying sizes depending on the needs of each commercial operation. Council offers commercial customers 240L MGBs for garbage and recycling or 1,100L MGBs for recycling. As a minimum, Council requires one 240L MGB for garbage and one 1100L for each commercial unit. Refer to Appendix B of this Guideline for bin dimensions.

Refer to Council's Waste Management for Proposed Development Guideline for requirements of preparing a WMP, WMP design considerations and information on waste bins, storage areas, collection and access or residents for designing your proposed development.

8.0 Industrial Development

8.1 Outline of development

Industrial developments include:

- general industry, heavy industry and light industry

Does not include: rural industry, or extractive industry or mining.

The range of industrial development uses presents an array of unique waste minimisation opportunities and management requirements. Flexibility in size and layout is often required to cater for the different needs of multiple tenants as well as future changes in use.

8.2 General requirements

Council does not offer an industrial waste collection service therefore a suitably qualified private contractor must conduct industrial waste collection.

Refer to Council's Waste Management for Proposed Development Guideline for waste bin storage requirements, onsite collection and other requirements for proposed industrial developments.

9.0 Glossary:

Term	Definition
Caretaker	Person or party appointed by managing agent to be responsible for the management of waste at a development. A caretaker could be a resident of the development or a third party.
Clean-up waste	Bulky household goods as identified acceptable by Council. This can include, but is not limited to, small furniture, white goods, appliances.

Collection	Servicing of waste and recycling bins to remove contents into a waste/recycling collection vehicle for transport to a centralised waste facility.
Collection point	Point where garbage, recycling and green waste are loaded onto collection vehicles.
Compaction equipment	Equipment that reduces the volume of material including shredding, pulverising and compressing devices.
Co-mingled recycling	System of recycling where the generator segregates wastes according to material type and places them into a container for collection in co-mingled form for transportation to a material recycling facility.
Compost	A stable and pasteurised material, high in organic matter, which is the product of an aerobic composting process. Compost is suitable for use as a soil conditioner and can improve soil structure, water retention, aeration erosion control and other soil properties.
Compostable material	Domestic food and garden waste.
Coved	Concave curve of not less than 25mm in the angles formed by the intersection of the floor of a waste bin enclosure/room with walls and plinths.
Chute	Duct in which deposited material descends from one level to another within the building.
Dwelling	A habitable building or property.
Domestic waste	Represents all household waste placed on the kerbside for collection by Council.
Food waste	Any organic matter derived from plant or animal.
Garbage	Refuse or waste material other than trade waste, effluent, compostable material, food waste, green waste or recyclable material.
Garden waste	Vegetative matter including trees, branches, shrubs, cuttings, lawn clippings, and untreated timber and wood products.
Internal bins/containers	Bins and containers used within each dwelling for the storage of waste.
Receptacle	Approved container, bin, or other device designed and used for reception and storage of garbage, recycling, food and/or garden waste.
Recyclable	Capable of being reprocessed into useable material or reused.

Recycling	Materials collected separately for recycling. These include (but are not limited to): Paper and cardboard, co-mingled containers such as glass, PET plastic, aluminium and steel cans. Refer to Appendix A for list of acceptable items.
Recycling bin	Mobile garbage bins (MGB) for the purpose of collecting recyclable materials in accordance with Council's requirements.
Storey	Habitable floors excluding underground parking.
Trade waste	Refuse or waste material arising from any trade or industry but excludes liquid waste, demolition waste, building waste, special waste, contaminated waste, recyclable waste or green waste.
Waste	Substance or items that are to be disposed. It covers garbage, recyclables, food waste and garden waste.
Waste bin	MGBs for the purpose of collecting waste materials in accordance with Council requirements
Waste bin enclosure	Storage facility for garbage and recycling receptacles. For the purposes of this Guideline, a garbage and recycling enclosure is taken to be a detached structure within the property boundary.
Waste bin room	Storage facility for garbage, recycling and food/garden waste receptacles. For the purposes of this Guideline, a waste bin room is taken to be a room internal to a main building.
Waste receptacle	Receptacle into which waste is placed within a dwelling.
Waste space	Area within each dwelling for the storage of waste.
Waste storage area	An area for the storage of waste receptacles within the property boundary.
Waste storage facility	Facility (or combination of areas) for the storage of waste bins. A waste storage facility includes waste bin enclosures and rooms and waste storage areas.

10.0 Document Control

Date reviewed	Date adopted	Amendment
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

11.0 Signature

Name: Click or tap here to enter name.	Date: Click or tap to enter a date.
Signature: 	

Appendix A: List of acceptable materials

Recycling bin (yellow lid), FOGO bin (green lid), Landfill bin (red lid)

Household Bulky Waste Drop Off Event

On-Call User Pays Kerbside Collection (urban households only)

Recycling bin (yellow lid)



- Clean paper and cardboard (newspapers, magazines, junk mail, envelopes, egg cartons, cardboard boxes - flattened)
- Juice and milk cartons
- Glass bottles and jars
- Aluminium/steel cans and lids
- Aerosol cans (empty)
- Aluminium foil sheet, trays (clean and collected into at least a fist-sized ball)
- All rigid plastic containers (drink bottles, shampoo and detergent bottles, ice cream and yoghurt containers, plastic plant pots)

FOGO (green lid)

- Small pruning's and cuttings
- Small branches (up to 10cm thick)
- Lawn clippings
- Leaves
- Weeds
- Cut flowers
- Pet poo (never in plastic bags)
- Paper towel and tissues
- Pizza boxes
- Hair
- Shredded paper (mix the shredded paper with your garden and food waste or damp it down so it does not blow down the street when the bin is emptied)



You can also put any food waste in this bin, which includes:

- Fruit & vegetable scraps.
- Takeaway foods.
- Cooked leftovers.
- Teabags & coffee grounds.
- Seafood (cooked or raw)
- Meat and bones (cooked or raw)
- Egg shells, seafood shells and nut shells
- Bread.
- Grains & pasta.
- Cake.
- Cheese and yoghurt.

Landfill (Red lid)



The landfill bin (red lid) is for general household rubbish that cannot go in the recycling or food and garden organics bins, including:

- Soft plastics (eg. plastic wrap, cling film, newspaper sleeves, plastic bags, bin liners)
- Nappies
- Kitty litter (wrapped)
- Clothing and rags
- Rope
- Garden hoses
- Broken glassware and crockery (wrapped)
- Polystyrene and foam packaging
- Foam meat and food trays
- Bubble wrap and plastic strapping

Other waste disposal options

Kiama Council offers residents the option to dispose of large bulky items through the Household Bulky Waste Drop Off Events (held twice a year) and/or through the User Pays On-Call Kerbside Collection.

Household Bulky Waste Drop Off Event

This event enables households that pay for a waste service through their rates, to dispose of bulky items that would not normally go in the red lid landfill bins. This event is held twice a year, March and September and households are able to register one booking at each event, with bookings open one month prior.

Items that will not be accepted:

- Asbestos
- Building and demolition waste
- Waste from commercial premises (shops or offices)
- Household garbage or food scraps
- Garden waste (unless fees are paid)
- Pane/sheet glass or mirrors
- Toxic chemicals and hazardous waste
- Tyres

On-Call User Pays Kerbside Collection (urban households only)

This service allows urban households that pay for a waste service through their rates to book in for up to 1m³ (1m x 1m x 1m) of eligible material. A service fee of \$85 applies at the time of booking.

Items accepted:

- small indoor and outdoor furniture
- toys and sporting goods
- whitegoods (fridges, freezers, stoves – these must be dismantled such as removing doors)
- small rugs and carpet scraps (must be less than 1m length)
- scrap metal.

Items not accepted:

- glass or mirrors (such as sheet, pane, glass top tables.)
- household garbage, food scraps or garden waste
- asbestos, hazardous materials or chemicals – take these to our Household Chemical Clean Out
- paints, oils, batteries, gas bottles, extinguishers, smoke detectors, fluoro globes
- building materials, demolition/renovation (bricks, concrete, tiles, sinks, baths, gyprock, fence palings, roof sheeting)
- E-waste (televisions, computers, keyboards, printers)
- tyres
- mattresses – take these to our Household Bulky Waste Drop Off Event
- bean bags.

Appendix B: Waste bin dimensions and bin pads

I. Waste bin dimensions

The following table identifies the size of bins permissible by dwelling type as provided by Kiama Council:

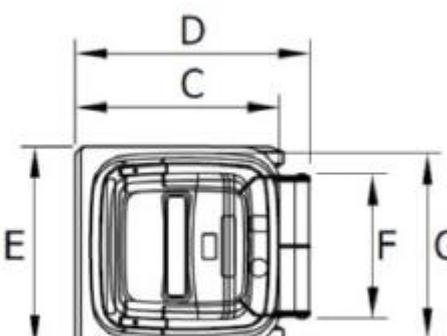
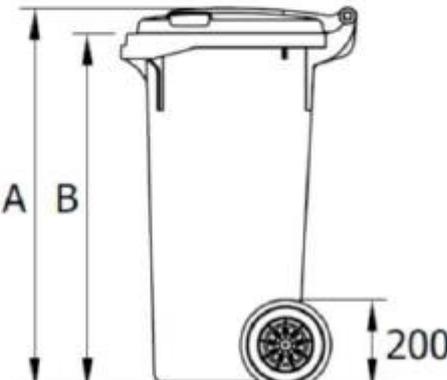
Waste Bin Type	Urban Residential (Single unit dwelling)	Urban Residential (Shared arrangement multi-unit development)	Rural Residential	Commercial
Red lid Garbage 80L	x			
Red lid Garbage 140L	x			
Red lid Garbage 240L	x	x	x	x
Yellow lid Recycling 80L	x*			
Yellow lid Recycling 140L	x*			
Yellow lid Recycling 240L	x	x	x	x
Green lid Food & Garden Organics 80L	x*			
Green lid Food & Garden Organics 140L	x*			
Green lid Food & Garden Organics 240L	x	x		
Yellow lid Recycling bin 360L		x**		
Yellow lid Recycling bin 1100L				x

* Subject to application and approval, senior citizens or duplex/villa/townhouse property owners can apply, or an 80L or 140L yellow lid recycling or green lid food and garden organics bin.

**Subjection to approval, option available in a shared bin arrangement only.

Bin dimensions to be used when determining the:

- size of the bin room/enclosure to ensure the allocated number and size of bins can be accommodated, and
- the space required for the nominated waste collection point

<p>80L</p> <p>Available lid colours</p> <ul style="list-style-type: none"> ● ●* ●* 	<h3 style="text-decoration: underline; margin: 0;">Dimensions - Weights - Standards</h3> <ul style="list-style-type: none"> ■ Nominal volume: 80 litres ■ Net weight: approx 8.5 kg ■ Max load: 32 kg ■ Permitted total weight: 40 kg <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">■ A 840 mm</td> <td style="width: 33%;">■ D 510 mm</td> <td style="width: 33%;">■ G 450 mm</td> </tr> <tr> <td>■ B 795 mm</td> <td>■ E 450 mm</td> <td></td> </tr> <tr> <td>■ C 480 mm</td> <td>■ F 300 mm</td> <td></td> </tr> </table> <p style="font-size: small; margin-top: 10px;">Measurements to be used as a guide only – variations will occur</p> <div style="text-align: center; margin-top: 20px;">  <p>The drawing shows a top-down view of the bin lid. Dimension D is the total width, C is the inner width, E is the height, F is the height of the central opening, and G is the height of the side flange.</p> </div> <div style="text-align: center; margin-top: 20px;">  <p>The drawing shows a side view of the bin. Dimension A is the total height, B is the height to the top of the lid, and the wheel height is indicated as 200 mm.</p> </div>	■ A 840 mm	■ D 510 mm	■ G 450 mm	■ B 795 mm	■ E 450 mm		■ C 480 mm	■ F 300 mm	
■ A 840 mm	■ D 510 mm	■ G 450 mm								
■ B 795 mm	■ E 450 mm									
■ C 480 mm	■ F 300 mm									

140L

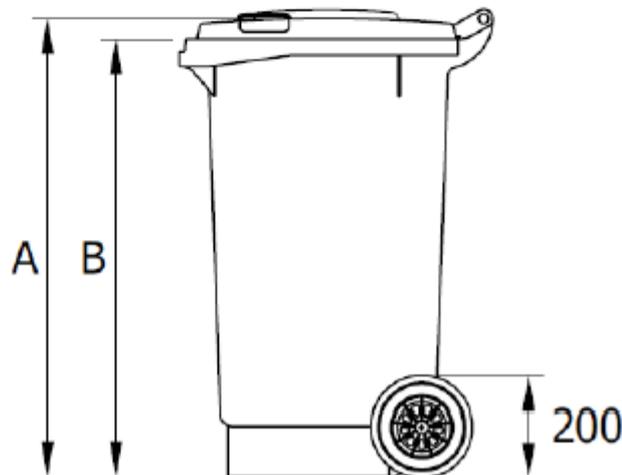
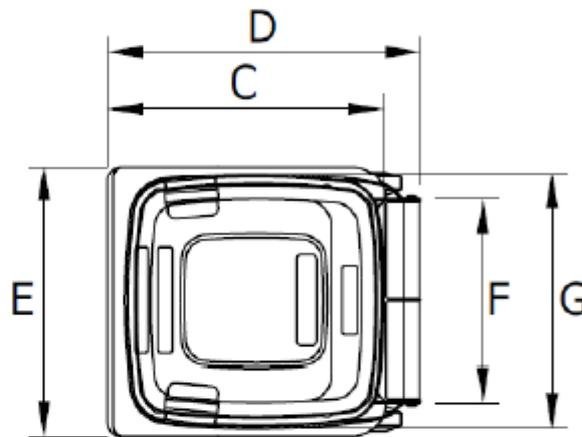
Available lid colours



Dimensions - Weights - Standards

■ Nominal volume:	140 litres	
■ Net weight:	approx 10.4 kg	
■ Max load:	56 kg	
■ Permitted total weight:	70 kg	
■ A 915 mm	■ D 615 mm	■ G 505 mm
■ B 870 mm	■ E 535 mm	
■ C 550 mm	■ F 395 mm	

Measurements to be used as a guide only – variations will occur



240L

Available lid colours

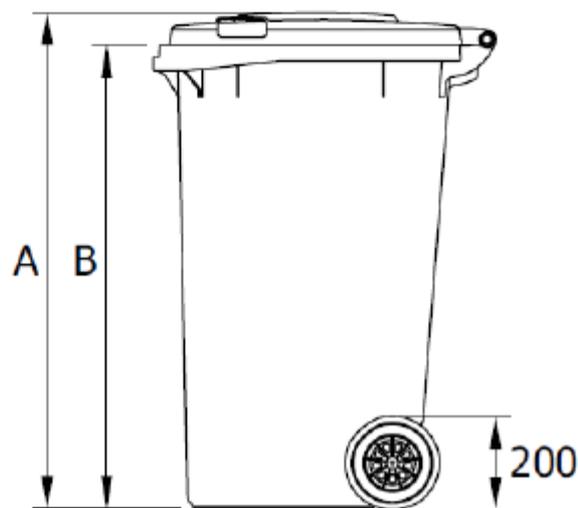
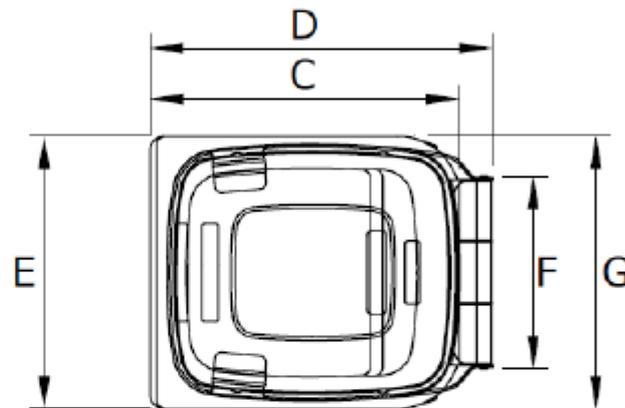


Dimensions - Weights - Standards

■ Nominal volume:	240 litres
■ Net weight:	approx 13 kg
■ Max load:	96 kg
■ Permitted total weight:	110 kg

■ A	1060 mm	■ D	730 mm	■ G	550 mm
■ B	990 mm	■ E	585 mm		
■ C	660 mm	■ F	400 mm		

Measurements to be used as a guide only – variations will occur



360L

Available
lid colours

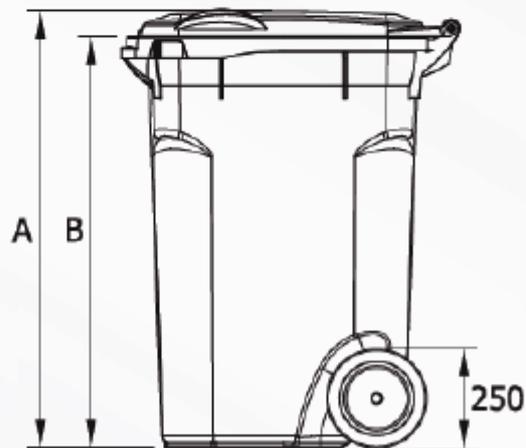
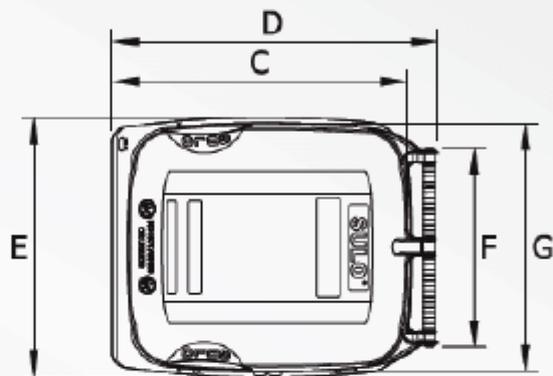


Dimensions – Weight – Standards

■ Nominal volume:	360 litres
■ Net weight:	approx 17 kg
■ Max load:	144 kg
■ Permitted total weight:	159 kg

■ A	1100 mm	■ D	848 mm	■ G	650 mm
■ B	1028 mm	■ E	680 mm		
■ C	770 mm	■ F	520 mm		

Measurements to be used as a guide only – variations will occur



**1100L
flat lid**

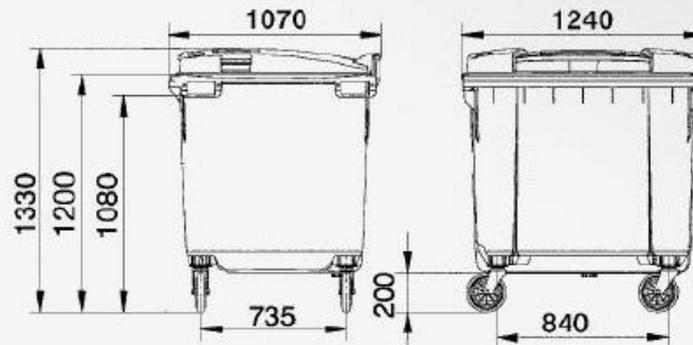
**Available
lid
colours**



Dimensions - Weights - Standards

■ Nominal volume:	1100 litres
■ Net weight:	approx. 65 kg
■ Max. load:	440 kg
■ Permitted total weight:	510 kg

Measurements to be used as a guide only - variations will occur



II. Bin pads

At sites where street frontage is limited, it is good practice to include in designs a bin pad to designate bin presentation areas. This option should be considered where there is concern with future servicing in laneways. Bin pads can be concreted areas or a stencilled marked area on the ground (as shown in the photos below). This can help to ensure waste collections are considered in the design and a clear, level and safe place is made available at the kerbside for the service to occur.

If this option is to be pursued, it is recommended that Council's Engineering and Strategic Planning teams are contacted to ensure the required road widths are taken into consideration in road networks and layouts in the early design stage.

Appendix C: Waste collection vehicles

Council's waste collection vehicles are side-loading (residential waste service) collecting mobile bins up to 360L in capacity and rear-loading (commercial waste service) collecting mobile bins up to 1100L capacity. When allowing for onsite waste collection servicing, the largest waste collection vehicle must be taken into consideration.

The following characteristics represent the largest side-loading waste collection vehicle in Council's waste fleet that is used for domestic and commercial waste collection.

Side-loading collection vehicles

This is the most commonly used vehicle for domestic waste, recycling and organics collections. It is only suitable for collecting mobile bins up to 360L in capacity.

Rear-loading collection vehicles

These vehicles are commonly used for domestic waste collections from MUDs and RFBs and sometimes for recycling. They can be used to collect waste stored in mobile bins or bulk bins, particularly where bins are not presented at the kerbside. They are also used for collecting bulky waste.

Diagrams of Collection Vehicles below:

Figure 1: Collection vehicle dimensions – side-loader (residential)

Figure 2: Collection vehicle turning circle – side-loader (residential)

Figure 3: Collection vehicle dimensions – rear-loader (commercial waste)

Figure 1: Collection vehicle dimensions – side-loader (residential)

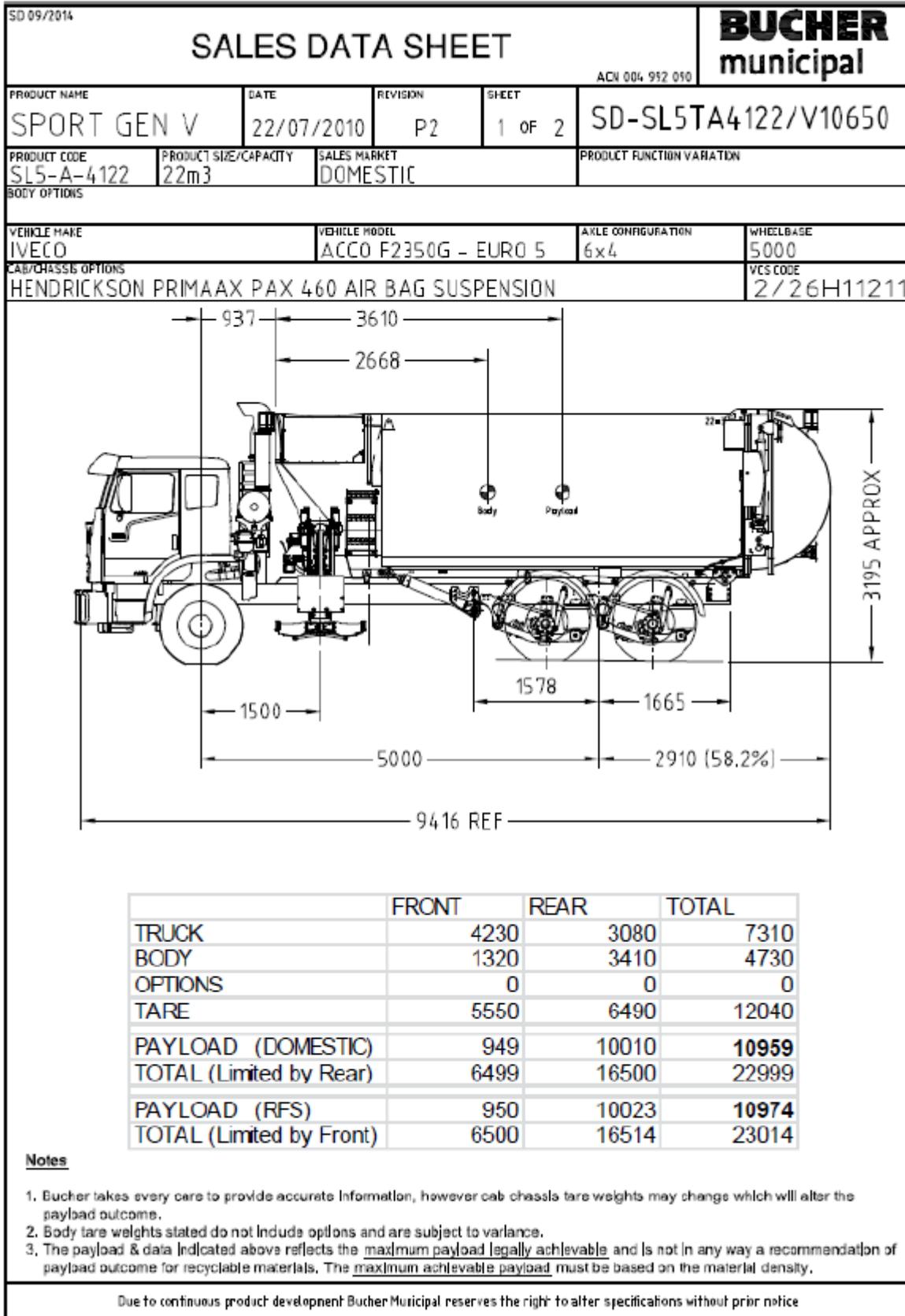


Figure 2: Collection vehicle turning circle – side-loader (residential)

Note: additional clearance is required to allow for side mirrors. Allow for a maximum reach of 3m for the side arm.

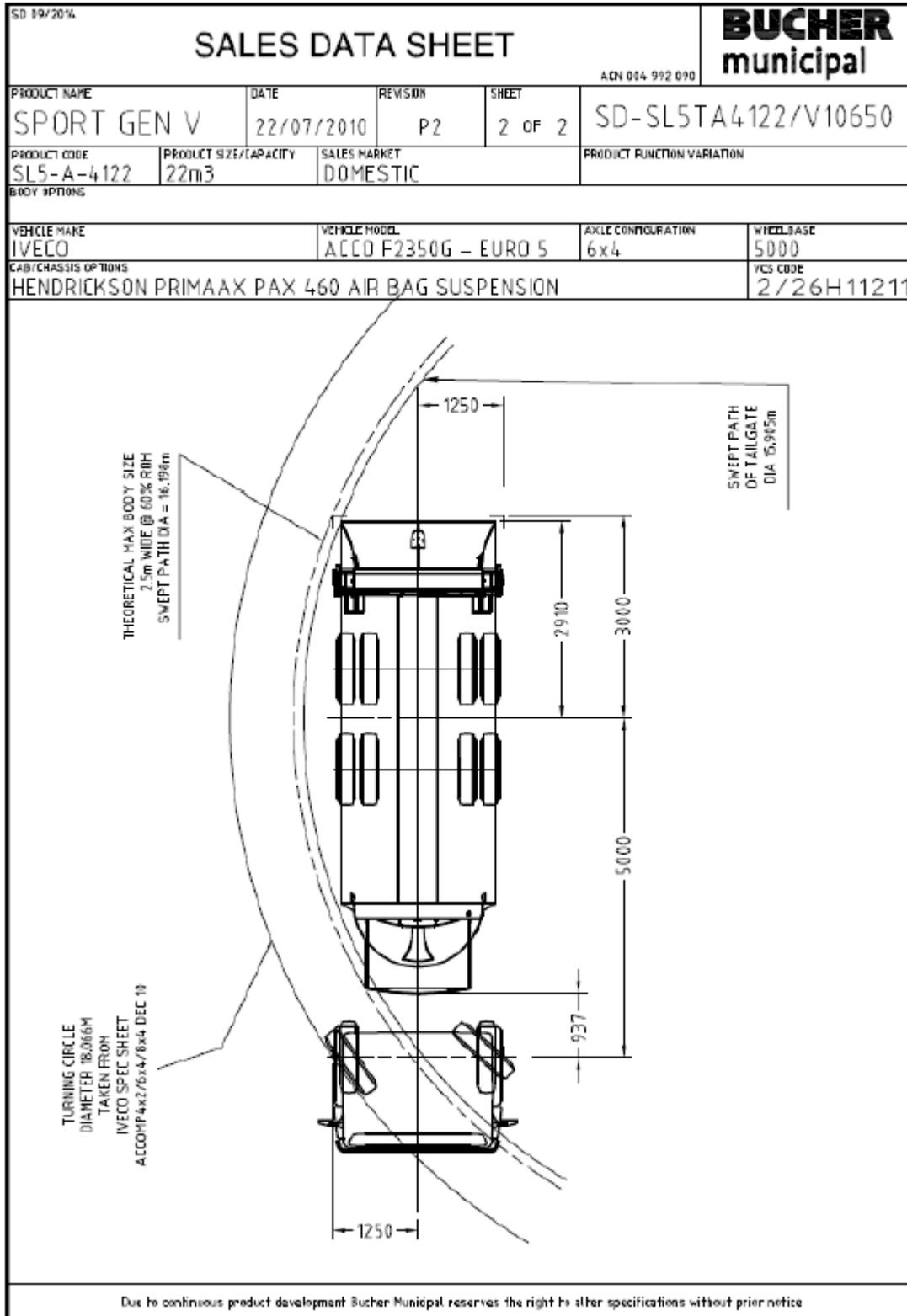
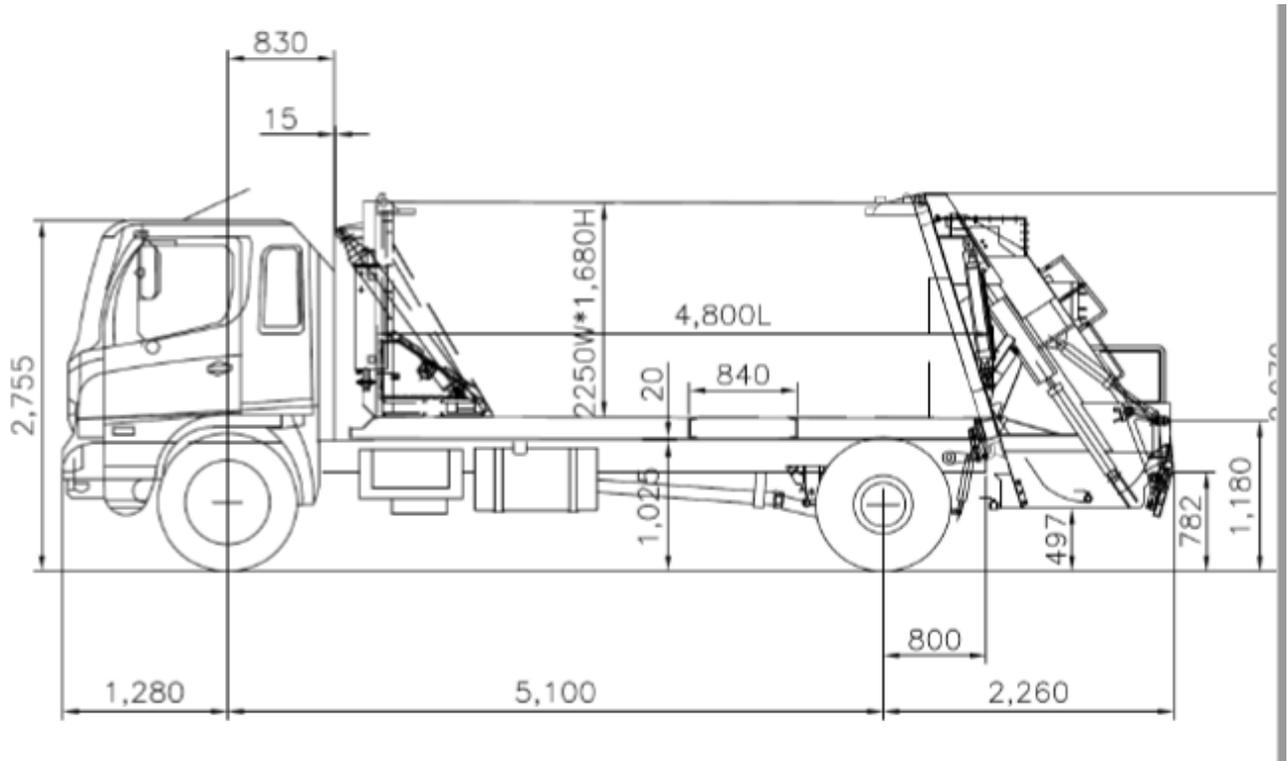


Figure 3: Collection vehicle dimensions – rear-loader (commercial waste)

Turning circle: Kerb to kerb - 17,400 and Wall to wall - 19,000



Appendix D: Waste Signage

Waste signs

The NSW EPA has developed standard waste signage that provides clear instruction on how to use the bins provided. Artwork is available by contacting Council's Waste Management Officer. It is recommended to create signs on aluminium plate measuring 40cm x 60cm for each of the following waste streams:

- Garbage
- Recycling
- Food and garden organics

Figure 1: Example of waste signage for bin rooms



Figure 2: Waste bin storage facility showing how signs are displayed



How to contact Council

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Monday to Friday (excluding public holidays)



KIAMA MUNICIPAL COUNCIL
your council, your community