HUME CITY COUNCIL

Planning Enquiries
Phone: 03 9205 2200
Web: http://www.hume.vic.gov.au

Office Use Only

Application No.: Date Lodged: / /

Application for Planning Permit

If you need help to complete this form, read How to complete the Application for Planning Permit form.

⚠ Any material submitted with this application, including plans and personal information, will be made available for public viewing, including electronically, and copies may be made for interested parties for the purpose of enabling consideration and review as part of a planning process under the *Planning and Environment Act 1987*. If you have any concerns, please contact Council's planning department.

⚠ **Questions marked with an asterisk (*) are mandatory and must be completed.**

⚠ **If the space provided on the form is insufficient, attach a separate sheet.**

Clear Form

The Land

(1) Address of the land. Complete the Street Address and one of the Formal Land Descriptions.

Street Address *

Unit No.: | St. No.: 30 | St. Name: Brooklyn Court

Suburb/Locality: Campbellfield | Postcode:3061

Formal Land Description *
Complete either A or B.

⚠ This information can be found on the certificate of title.

A Lot No.: 1 ◯ Lodged Plan ◯ Title Plan ◉ Plan of Subdivision No.: 408462M

OR

B Crown Allotment No.: | Section No.:

Parish/Township Name:

If this application relates to more than one address, please click this button and enter relevant details. Add Address

The Proposal

⚠ You must give full details of your proposal and attach the information required to assess the application. Insufficient or unclear information will delay your application.

(2) **For what use, development or other matter do you require a permit? ***

If you need help about the proposal, read: How to Complete the Application for Planning Permit Form

Use of the land for a transfer station

Provide additional information on the proposal, including: plans and elevations; any information required by the planning scheme, requested by Council or outlined in a Council planning permit checklist; and if required, a description of the likely effect of the proposal.

(3) **Estimated cost of development for which the permit is required ***

Cost $0 ⚠ You may be required to verify this estimate. Insert '0' if no development is proposed.

If the application is for land within **metropolitan Melbourne** (as defined in section 3 of the *Planning and Environment Act 1987*) and the estimated cost of the development exceeds $1 million (adjusted annually by CPI) the Metropolitan Planning Levy **must** be paid to the State Revenue Office and a current levy certificate **must** be submitted with the application.
Visit www.sro.vic.gov.au for information.

Existing Conditions

(4) **Describe how the land is used and developed now ***

eg. vacant, three dwellings, medical centre with two practitioners, licensed restaurant with 80 seats, grazing.

Transfer station

Provide a plan of the existing conditions. Photos are also helpful.

Title Information

5 Encumbrances on title *

If you need help about the title, read: How to complete the Application for Planning Permit form

Does the proposal breach, in any way, an encumbrance on title such as a restrictrive covenant, section 173 agreement or other obligation such as an easement or building envelope?

- ○ Yes. (If 'yes' contact Council for advice on how to proceed before continuing with this application.)
- ◉ No
- ○ Not applicable (no such encumbrance applies).

Provide a full, current copy of the title for each individual parcel of land forming the subject site. (The title includes: the covering 'register search statement', the title diagram and the associated title documents, known as 'instruments', eg. restrictive covenants.)

Applicant and Owner Details

6 Provide details of the applicant and the owner of the land.

Applicant *

The person who wants the permit.

Name:
Title: | First Name: | Surname:

Organisation (if applicable): WM Waste Management Services

Postal Address: | If it is a P.O. Box, enter the details here:
Unit No.: | St. No.: | St. Name: PO Box 394

Suburb/Locality: Boronia | State: VIC | Postcode: 3155

Where the preferred contact person for the application is different from the applicant, provide the details of that person.

Contact person's details * — Same as applicant (if so, go to 'contact information') ☐

Name:
Title: Mr | [redacted]

Organisation (if applicable): Dartmouth Consulting

Postal Address: | If it is a P.O. Box, enter the details here:
Unit No.: L7 | St. No.: 420 | St. Name: St Kilda Road

Suburb/Locality: Melbourne | State: VIC | Postcode: 3004

*Please provide at least one contact phone number **

Contact information

Business Phone: | Email: ben.corley@dartmouthconsulting.com.au

Mobile Pho[redacted]

Owner *

The person or organisation who owns the land

Where the owner is different from the applicant, provide the details of that person or organisation.

[redacted]

Declaration

7 This form must be signed by the applicant *

⚠ Remember it is against the law to provide false or misleading information, which could result in a heavy fine and cancellation of the permit.

I declare that I am the applicant; and that all the information in this application is true and correct; and the owner (if not myself) has been notified of the permit application.

[redacted] | Date: 2/9/24 (day / month / year)

Need help with the Application?

If you need help to complete this form, read How to complete the Application for Planning Permit form
General information about the planning process is available at www.delwp.vic.gov.au/planning

Contact Council's planning department to discuss the specific requirements for this application and obtain a planning permit checklist. Insufficient or unclear information may delay your application.

8 Has there been a pre-application meeting with a Council planning officer?

○ No ◉ Yes [redacted]

Date: 2/9/2024 day / month / year

Checklist

9 Have you:

☑ Filled in the form completely?

☐ Paid or included the application fee? ⚠ Most applications require a fee to be paid. Contact Council to determine the appropriate fee.

📎 Provided all necessary supporting information and documents?

- ☑ A full, current copy of title information for each individual parcel of land forming the subject site
- ☑ A plan of existing conditions.
- ☑ Plans showing the layout and details of the proposal
- ☑ Any information required by the planning scheme, requested by council or outlined in a council planning permit checklist.
- ☑ If required, a description of the likely effect of the proposal (eg traffic, noise, environmental impacts).
- ☐ If applicable, a current Metropolitan Planning Levy certificate (a levy certificate expires 90 days after the day on which it is issued by the State Revenue Office and then cannot be used). Failure to comply means the application is void.

☑ Completed the relevant Council planning permit checklist?

☑ Signed the declaration (section 7)?

Lodgement

Lodge the completed and signed form, the fee payment and all documents with:

Hume City Council
PO Box 119 Dallas VIC 3047
Pascoe Vale Road Broadmeadows VIC 3047

Contact information:

Telephone: 61 03 9205 2200
Email: email@hume.vic.gov.au
DX: 94718
Translation: 03 9205 2200 for connection to Hume Link's multilingual telephone information service

Deliver application in person, by fax, or by post:

Print Form

Make sure you deliver any required supporting information and necessary payment when you deliver this form to the above mentioned address. This is usually your local council but can sometimes be the Minister for Planning or another body.

Save Form:

Save Form To Your Computer

You can save this application form to your computer to complete or review later or email it to others to complete relevant sections.

Level 7, 420 St. Kilda Road
Melbourne Vic 3004
ABN 81 672 098 083
dartmouthconsulting.com.au

[redacted]

2/09/2024

[redacted]

RE: PLANNING PERMIT APPLICATION
TRANSFER STATION
30 BROOKLN COURT CAMPBELLFIELD

Dartmouth Consulting act on behalf of WM Waste Management Services regarding the land at 30 Brooklyn Court, Campbellfield.

Please find enclosed a planning permit application to use the land at 30 Brooklyn Court for a Transfer Station :

- Town Planning Report prepared by Dartmouth
- Planning Permit Application Form
- Copy of Certificate of Title
- Site Layout Plan prepared by Dartmouth
- Swept Path Plans prepared by Dartmouth

Should you have any queries regarding this application, please do not hesitate to contact Ben Corley on 0432 335 119 or at ben.corley@dartmouthconsulting.com.au

Yours sincerely,

Dartmouth Consulting Pty Ltd

[redacted]

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 10331 FOLIO 941

Security no : 12411716726 1K
Produced 05/08/2024 09:03 AM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 408462M.
PARENT TITLE Volume 09389 Folio 053
Created by instrument PS408462M 06/06/1997

REGISTERED PROPRIETOR

[redacted]

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS408462M FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

----------END OF REGISTER SEARCH STATEMENT----------

Additional information: (not part of the Register Search Statement)

Street Address: 30 BROOKLYN COURT CAMPBELLFIELD VIC 3061

DOCUMENT END

Imaged Document Cover Sheet

The document following this cover sheet is an imaged document supplied by LANDATA®, Secure Electronic Registries Victoria.

Document Type	**Plan**
Document Identification	**PS408462M**
Number of Pages (excluding this cover sheet)	**2**
Document Assembled	**05/08/2024 09:03**

PLAN UNDER SECTION 24A OF THE SUBDIVISION ACT 1988

Stage No.	LTO use only	Plan Number
/	EDITION 1	PS408462M

Location of Land

Parish: WILL WILL ROOK
Township:
Section
Crown Allotment:
Crown Portion: 12 (PART)

LTO base record: CHART 23 (3831)
Title References: VOL 9389 FOL 053

RESERVE FOR MUNICIPAL
Last Plan Reference: PURPOSES ON LP 80640
Postal Address: 30 BROOKLYN COURT
CAMPBELLFIELD, 3061

AMG Co-ordinates: E 320 020
(Of approx. centre of plan) N 5 827 520 **Zone** 55
MELWAY

Vesting of Roads or Reserves

Identifier	Council/Body/Person
NIL	NIL

Council Certification and Endorsement

Council Name: HUME CITY COUNCIL **Ref:** 82-02-2707

1. This plan is certified under section 6 of the Subdivision Act 1988.

~~2. This plan is certified under section 11(7) of the Subdivision Act 1988. Date of original certification under section 6 / /~~

~~3. This is a statement of compliance issued under section 21 of the Subdivision Act 1988.~~

Open Space

(i) A requirement for public open space under section 18 Subdivision Act 1988 ~~has~~ / has not been made.

~~(ii) The requirement has been satisfied.~~

~~(iii) The requirement is to be satisfied in Stage~~

Council Delegate
~~Council seal~~

Date 27 / 2 / 97.

Re-certified under section 11(7) of the Subdivision Act 1988

Council Delegate
Council seal

Date / /

Notations

Staging This ~~is~~/is not a staged subdivision
Planning Permit No. _____

Depth Limitation: DOES NOT APPLY

PURPOSE OF THE PLAN

REMOVAL BY THE HUME CITY COUNCIL OF THE RESERVATION FROM THE RESERVE ON LP 80640 SHOWN AS ALL THE LAND IN THIS PLAN

GROUNDS FOR REMOVAL

HUME CITY COUNCIL PLANNING PERMIT No. 80-03-3877.

Survey: This plan ~~is~~/is not based on survey.
To be completed where applicable.
This survey has been connected to permanent marks no(s). —
In proclaimed Survey Area no.

Easement Information

Legend: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)

Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	DRAINAGE & SEWERAGE	2.44	LP 80640	LOTS ON LP 80640
E-1	SEWERAGE	2.44	THIS PLAN	YARRA VALLEY WATER LIMITED

LTO use only
Statement of Compliance / Exemption Statement
Received ☑
Date 28 / 5 / 97

LTO use only
PLAN REGISTERED
TIME 10.20 am
DATE 6 / 6 / 97
Assistant Registrar of Titles

SHEET 1 OF 2 SHEETS

PRIOR & KELLY PTY. LTD.
936 HIGH STREET RESERVOIR 3073
TEL: 9478 6044 FAX: 9470 6509
A.C.N. 076 725 892

LICENSED SURVEYOR (PRINT) TREVOR J. KELLY
SIGNATURE _____ DATE 5 / 2 /97
REF 6126 VERSION 1 (20/1/97)

DATE 27/2 /97
COUNCIL DELEGATE SIGNATURE

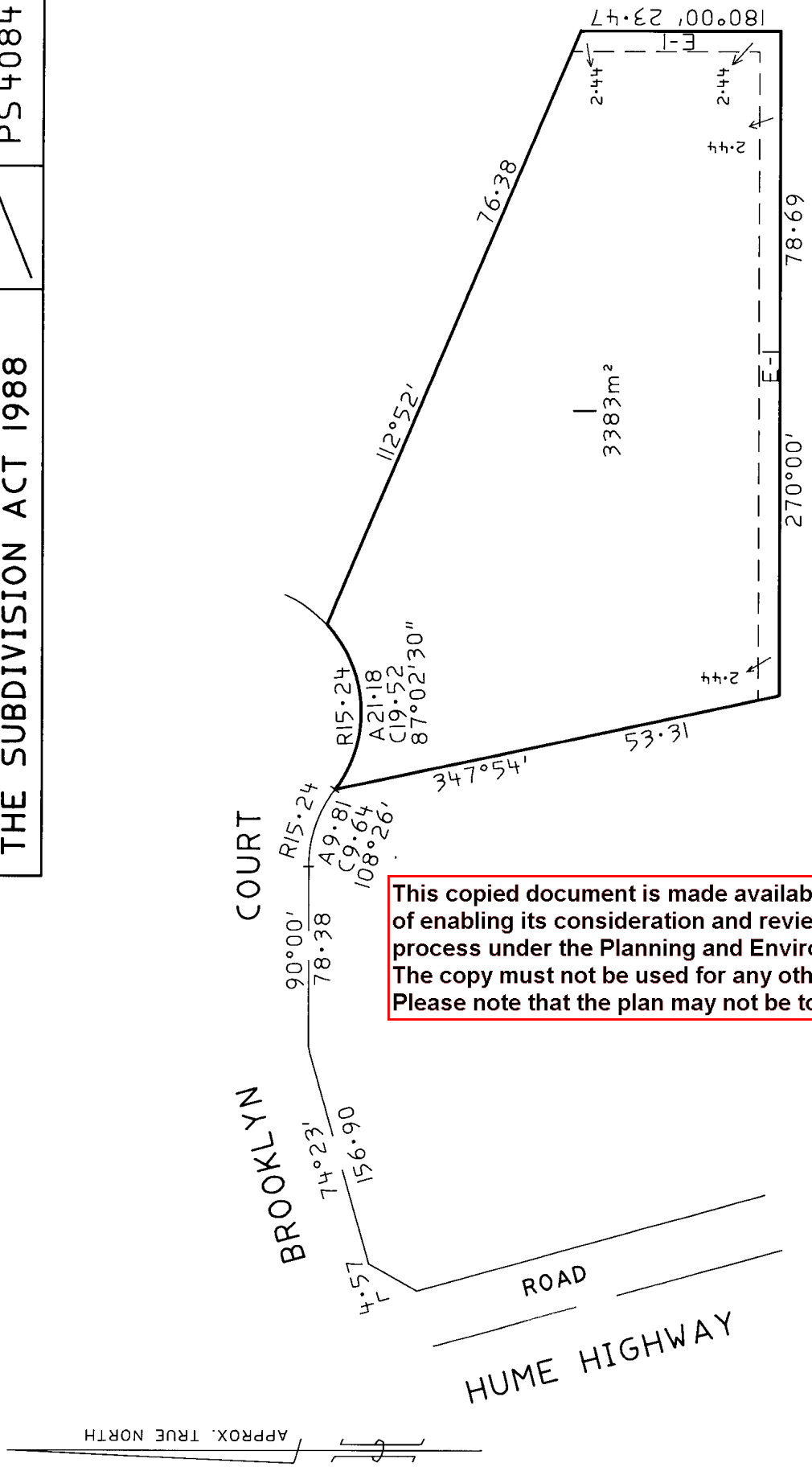
Original sheet size A3

PLAN UNDER SECTION 24A OF THE SUBDIVISION ACT 1988

Plan Number PS408462M

Stage No. /

SHEET 2 OF 2 SHEETS



LICENSED SURVEYOR (PRINT) TREVOR J. KELLY

SIGNATURE ---------- DATE 5 / 2 /97

REF 6126 VERSION 1 (20/1/97)

---------- DATE 27 /2 /97

COUNCIL DELEGATE SIGNATURE

SCALE 0 5 10 20

LENGTHS ARE IN METRES

ORIGINAL SHEET SIZE A3

SCALE 1:500

PRIOR & KELLY PTY. LTD.
936 HIGH STREET RESERVOIR 3073
TEL: 9478 6044 FAX: 9470 6509
A.C.N. 076 725 892

DARTMOUTH
CONSULTING

30 Brooklyn Court, Campbellfield | Town Planning Report

Prepared for WM Waste Management

Project No: 35072
August 29, 2024
Version 1.0

Customer: WM Waste Management Services

[redacted]

E: Ben.Corley@dartmouthconsulting.com.au

[redacted]

Reference:
35072

Issue History			
Issue No	Date Issued	Document Status	Approved By
1	2/09/2024	Draft	Ben Hawkins
2	3/09/2024	Final	Ben Hawkins

CONTENTS

Figures

Tables

1. INTRODUCTION

Dartmouth Consulting Pty Ltd (Dartmouth) have prepared this planning report on behalf of WM Waste Management Services regarding the land at 30 Brooklyn Court, Campbellfield (the 'Subject Site').

It is proposed to use the land for a 'Transfer Station', pursuant to the following Clause a planning permit is required:

Clause 33.01-1, a planning permit is required to use the land for a Transfer Station

This report describes the proposed use and development and examines the context in which the project sits. It analyses the relevant planning controls and policy within the Hume Planning Scheme and assesses the town planning merits of the proposal.

This report is to be read in conjunction with the following reports and plans:

- Cover letter prepared by Dartmouth
- Planning Permit Application Form
- Copy of Certificate of Title
- Site Layout Plan prepared by Dartmouth
- Swept Path Plans prepared by Dartmouth

WM Waste Management Services plays an important role in resource recovery across Victoria. The use of the land at 30 Brooklyn Court for a Transfer Station, a use described within the Hume Planning Scheme as '*important infrastructure essential to meet the waste and resource recovery needs of the State and Metropolitan Melbourne*', will further strengthen their efforts, in an area recognised by the State, and the City of Hume, as state significant industrial land

The use will assist Hume City Council to reduce reliance on landfills, by reducing wate and maximising resource recovery. The proposal enjoys significant support by State, regional, and local planning policy and is consistent with the directions and requirements of the Hume Planning Scheme

2. SITE AND SURROUNDS

The subject site is located on the southern side of Brookly Court at 30 Brooklyn Court, Campbellfield, with the land being formally identified as Lot 1 on Plan of Subdivision 408462M.

The property is irregular in shape, it has a property frontage to Brooklyn Court of approximately 21 metres, a maximum lot depth of approximately 52 metre, a maximum lot width of approximately 85 metres, for an overall site are of 3,387m^2.

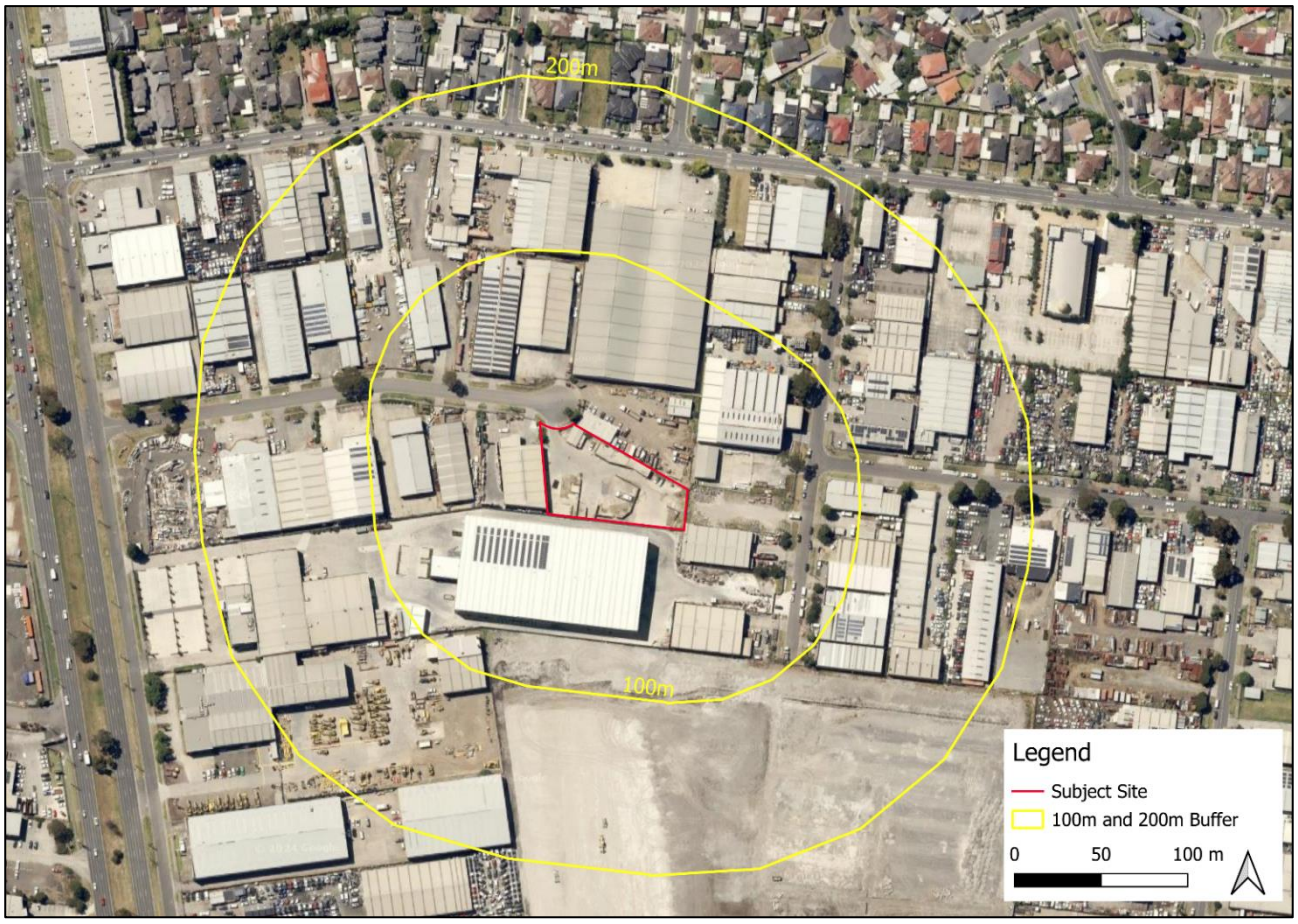
The site has recently been leased by WM Waste Management and contains a number of buildings and shelters along the northern boundary including kitchen, site office, and storage areas.

The site is located within an Industrial precinct, with the nearest residential zone located approximately 185m north of the site. Direct property abuttals have been tabulated below.

Figure 2-1 Direct abuttals

Direction	Address	Use
West	26-28 Brooklyn Ct, Campbellfield	Warehouse
North	33-35 Brooklyn Ct, Campbellfield	Depot
East	53 Paulson Rd, Campbellfield	Vacant
South	1620 Sydney Rd, Campbellfield	Warehouse

Figure 2-2 Site and Surrounds



3. PROPOSAL

It is proposed to use the land at 30 Brooklyn Court as a Transfer Station.

The site typically accepts 'hard rubbish' waste from surrounding municipalities including Hume, Brimbank, and Merri-bek. Weekly waste quantities and types are in accordance with their relevant EPA registrations and are as follows:

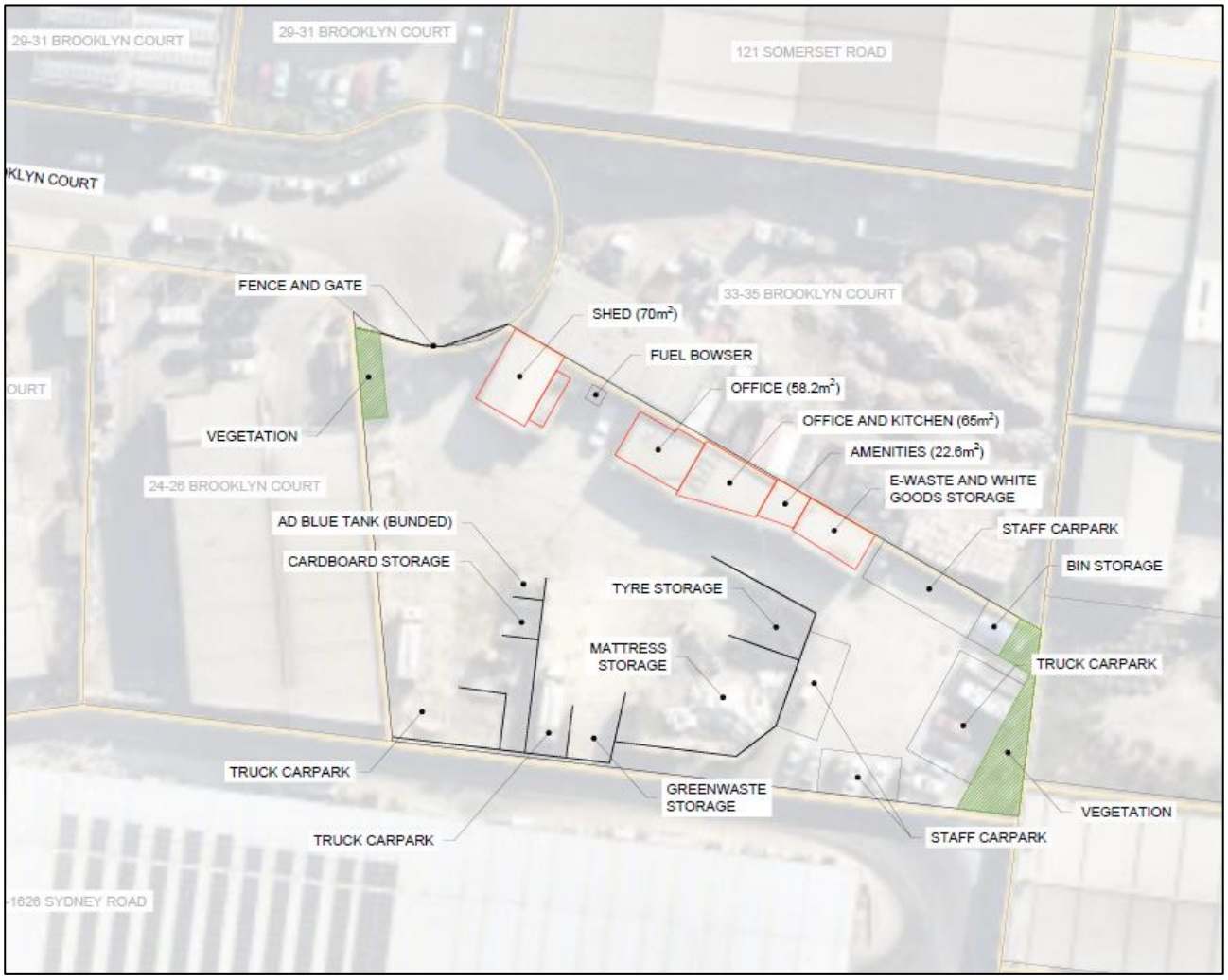
- Mattresses: 200
- Green waste: 24 cubic metre bin
- E-waste: 6 stillages
- Fridges: 40 a week
- Tyres: 19 cubic metre bin lasts up to 2-3 weeks
- Cardboard (1 Bin per month)

Operational details are as follows:

- Total Number of staff onsite at any one time: 15
- Total Number of trucks onsite: 11, including Rear loader compactor trucks, Tray trucks, and Hook lift trucks
- Operating hours: Monday to Friday 04:00 – 17:00

There is no public access to the site.

Figure 3-1 Use Layout Plan



WM Waste Management Services took over the lease of the property in October 2020.The use of the land has morphed over the years, where a Transfer Station is now the primary use and planning approval is required.

Figure 3-2 Site Amenities/Offices

Figure 3-3 Existing Shed

Pre application discussion and correspondence with Hume City Council indicates that no planning permission has ever been issued for use of the site. Prior to October 2020 it is not clear what the land was used for, however a review of aerial footage indicates a similar use type. The aerials (see time of aerial images below)

also show the layout, including site buildings, has not changed. As such the application does not seek approval for buildings and works.

Figure 3-4 Site Aerial (12 August 2024), WM Waste Management the leaseholder

Figure 3-5 Site Aerial (28 April 2020) prior to WM Waste Management taking over the lease

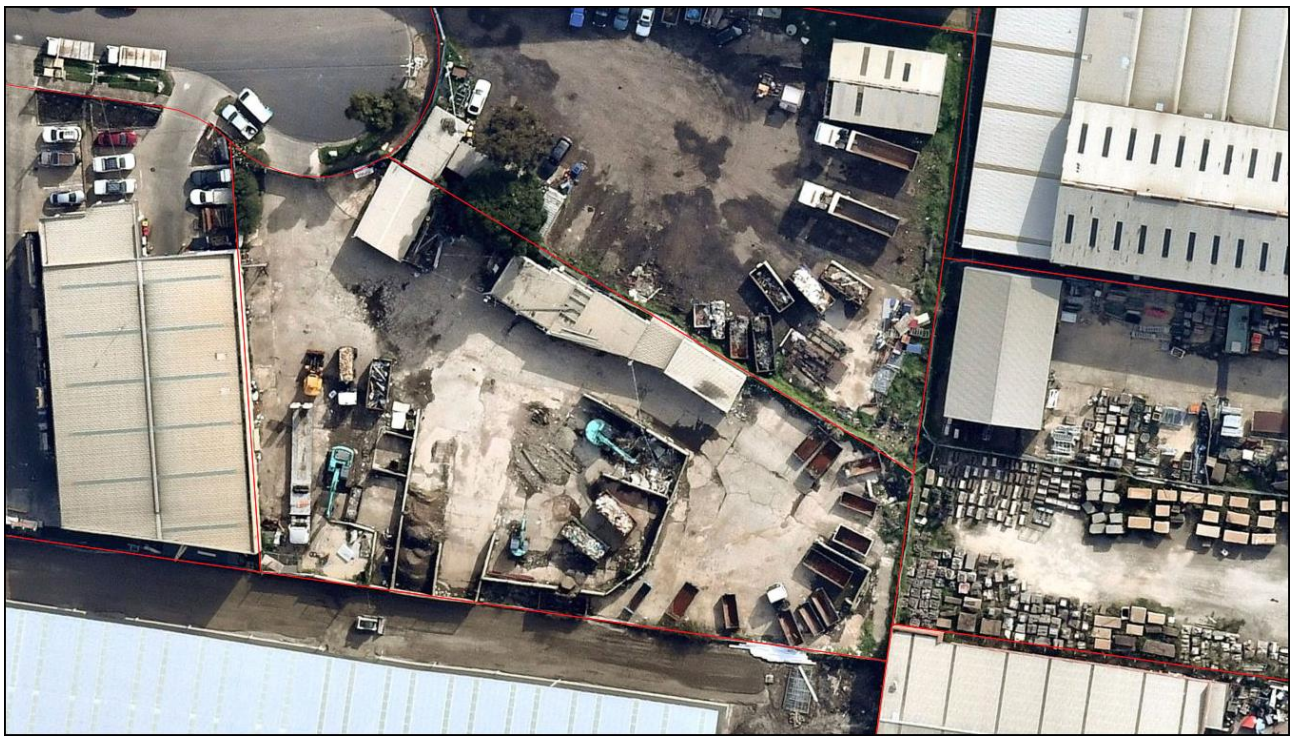


Figure 3-6 Site Aerial (3 August 2014)

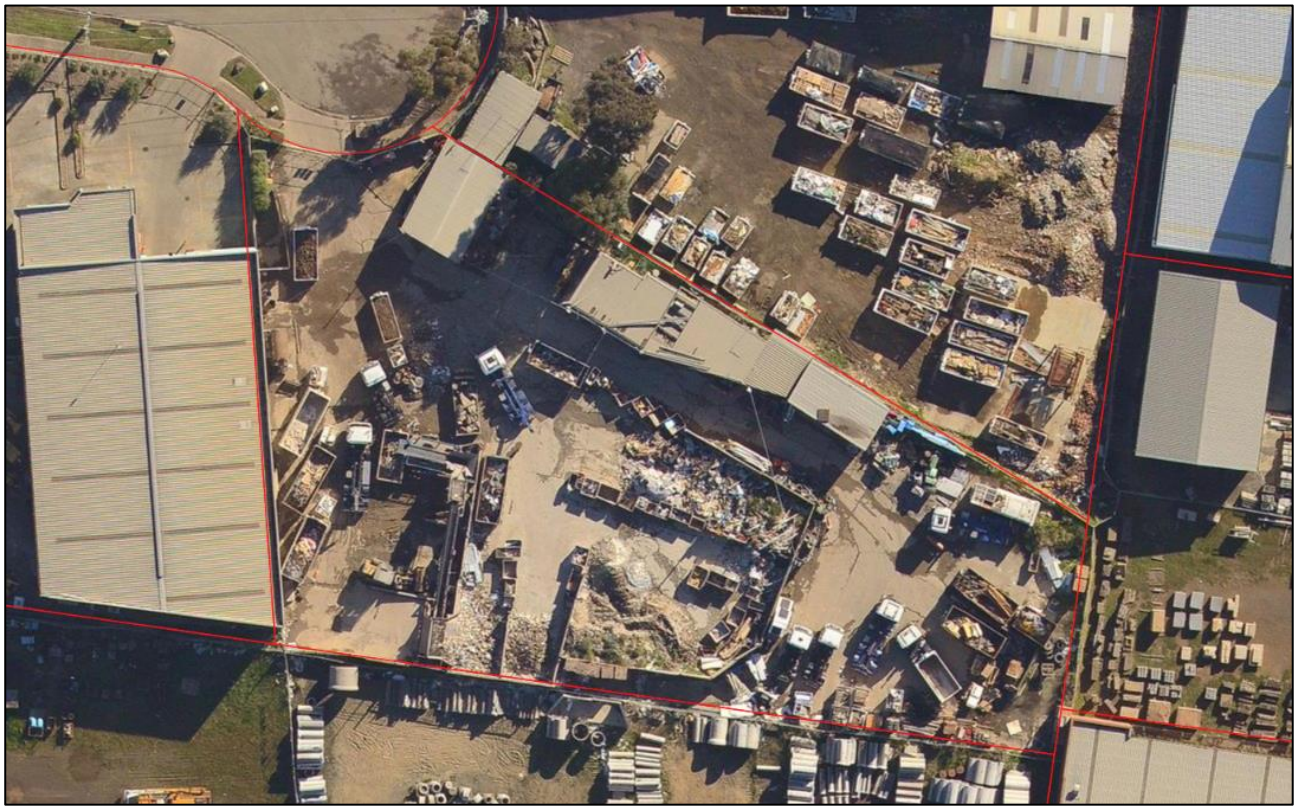
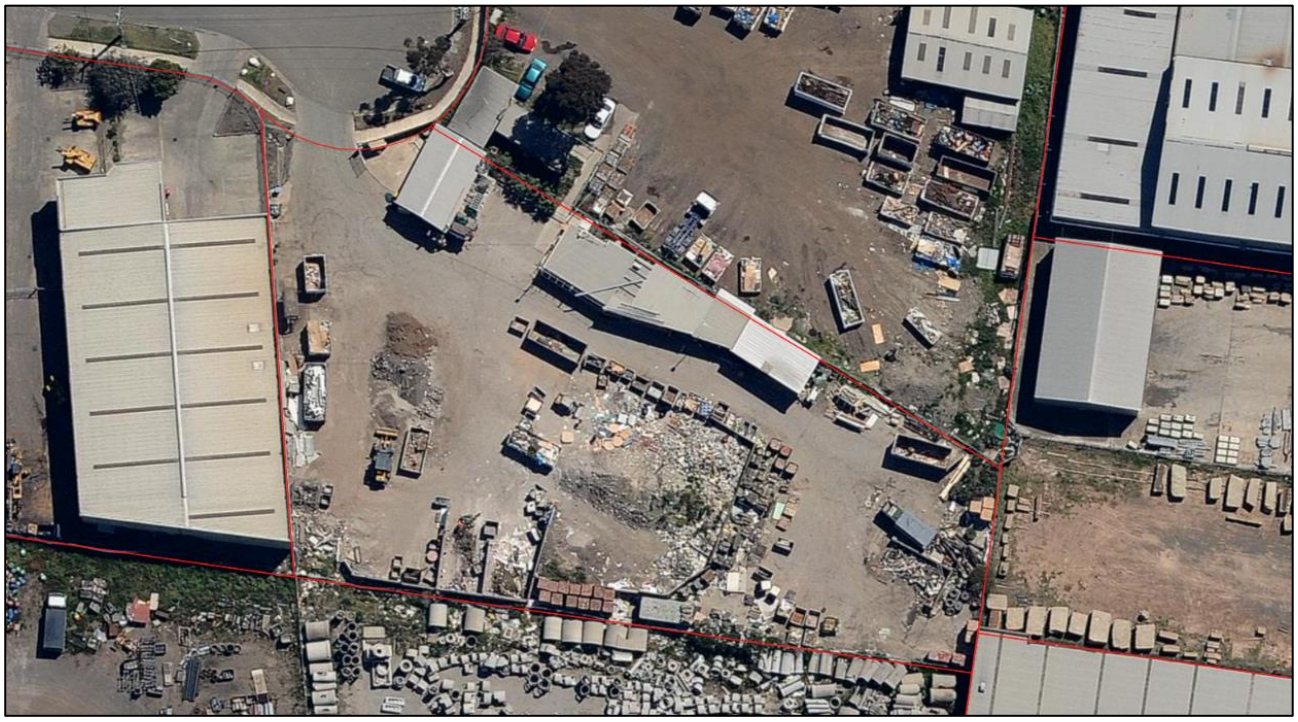


Figure 3-7 Site Aerial (12 October 2009)



4. PLANNING CONTROLS

The site is located within the Industrial 1 Zone (IN1Z) under the jurisdiction of Hume City Council. No overlays effect the site.

4.1 INDUSTRIAL 1 ZONE

The site is located within the Industrial 1 Zone of which the purpose is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities.*

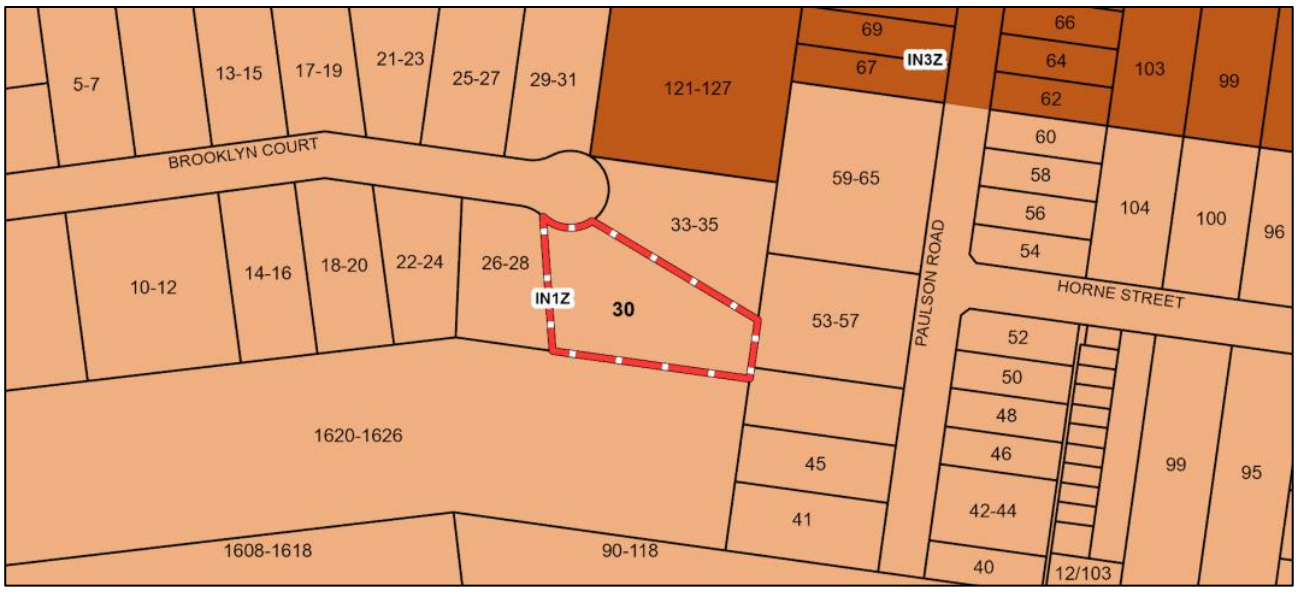
Clause 73.03 of the Hume Planning Scheme provides definitions for terms used within the planning scheme in relation to the use of land. A Transfer Station is defined as

> *Land used to collect, consolidate, temporarily store, sort or recover refuse, used or surplus materials before transfer for disposal, recycling or use elsewhere.*

For a Transfer Station to be considered a Section 2 Use, the 'land must be at least 30 metres from land (not a road) which is in an Activity Centre Zone, Capital City Zone, Commercial 1 Zone, Docklands Zone, residential zone or Rural Living Zone or land used for a hospital, an education centre a corrective institution or land in a Public Acquisition Overlay to be acquired for a hospital, an education centre or a corrective institution'.

The closest residential zone is located approximately 180m north of the site, as such the use meets the condition, and a planning permit is required to the use the land for a Transfer Station pursuant to Clause 33.01-1.

Figure 4-1 Zoning Map



4.2 PARTICULAR PROVISIONS

Clause 52.06 Car parking

The purpose of Clause 52.06 is:

- *To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

Clause 52.06 outlines the number of car parking spaces that must be provided in accordance with the requirements of Table 1. Transfer Station is nested into the 'Industry' grouping, pursuant to Clause 73.04-5, the Industry use generates a statutory requirement of 2.9 spaces per 100sqm of net floor area.

Net floor area is defined within Clause 73.01, General Terms, as

> *The total floor area of all floors of all buildings on a site. It includes half the width of any party wall and the full width of all other walls. It does not include the area of stairs, loading bays, accessways, or car parking areas, or any area occupied by machinery required for air conditioning, heating, power supply, or lifts.*

The net floor area is limited to the shed, offices, lunchroom, rest rooms, and kitchen areas and totals 215sqm (see net floor area dimension, Figure 3 1-Use Layout Plan). As such the use generates a statutory requirement of 6 car parking spaces. 15 spaces are provided, satisfying the requirements of Clause 52.06.

Clause 53.10 – Uses and Activities with Potential Adverse Impacts

The main purpose of Clause 53-10-1 is to identify those types of uses and activities, which if not appropriately designed and located, may cause offence or unacceptable risk to the neighbourhood.

The Table to Clause 53-10-1 nominates a threshold distance from a Transfer Station of:

- 500m for organic wastes
- 200m for 'other'

The nearest residential zone is located approximately 180m to the north of the site, as such this application will be referred to the Environment Protection Authority (EPA) under section 55 of the Act.

Clause 53.14 Resource Recovery

Clause 53.14 applies to all land used and developed or proposed to be used and developed for a Transfer Station.

The purpose of the Clause is '*To facilitate the establishment and expansion of a Transfer station and/or a Materials recycling facility in appropriate locations with minimal impact on the environment and amenity of the area.*'

Clause 53.14-2 introduces a number of application requirements, a response to each has been provided in **Table 4-1** below.

Table 4-1 Clause 53.14 Application Requirements

Application Requirements	Comment
A location plan showing the site and surrounding uses including distances to nearby sensitive uses such as residential, hospital or education uses.	A location plan has been included within this report showing the distance between the use and the nearby residential area, refer **Figure 2-2 Site and Surrounds**.
A detailed site plan showing the layout and height of buildings and works, materials, reflectivity, colour, lighting, landscaping, access roads and parking areas	A detailed site plan has been prepared by Dartmouth Consulting and included within this submission. Buildings and Works are not being applied for in this application
Plans or other media showing anticipated views of the facility from sensitive use locations.	Givens the site's location, within the heart of an industrial precinct coupled with limited structures and no new development on site over the last 10 years, this not required.
A written report(s) including: • Identification of the purpose of the use. • A description of the proposal including the materials to be processed, the types of processes to be used and any materials to be stored and handled.	**Section 3.0 Proposal** of this report provides details of the use. WM Waste Management Services hold EPA registrations allowing the following prescribed activities: • A13c (Waste and resource recovery – small)

Application Requirements	Comment
• Proposed hours of operation. • Likely traffic generation including heavy vehicles. • Whether a Development Licence, Operating Licence, Permit or Registration is required from the Environment Protection Authority.	• A09b (Waste tyre storage – small)
An assessment of: • Potential amenity impacts such as noise, odour, emissions to air, land or water, vibration, dust, light spill, visual impact. • The impact of traffic generation on local roads.	**Section 6.0 Planning Considerations** includes an assessment of the amenity impacts.

Clause 53.18 Stormwater Management in Urban Development

This Clause seeks '*To ensure that stormwater in urban development, including retention and reuse, is managed to mitigate the impacts of stormwater on the environment, property and public safety, and to provide cooling, local habitat and amenity benefits*'.

This clause applies to an application under a provision of a zone to subdivide land, construct a building, or construct or carry out works, as the application does not seek approval for building and/or works the requirements of Clause 53.18 do not apply.

4.3 SUMMARY OF PLANNING PERMIT TRIGGERS

A planning permit is required for the proposed development pursuant to the following provisions of the Banyule Planning Scheme:

Table 4-2 Planning Controls

Planning Control	Permit trigger or requirement
Clause 33.01 – Industrial 1 Zone	Pursuant to Clause 33.01-1, a planning permit is required to the use the land for a Transfer Station

5. PLANNING POLICY FRAMEWORK

The Planning Policy Framework (PPF) seeks to achieve the objectives of planning in Victoria as set out in section 4 of the *Planning and Environment Act 1987*, by providing fair, orderly, economic and sustainable use and development of land, to secure a pleasant, efficient and safe place to live and visit, and to facilitate development in accordance with the relevant objectives whilst balancing the present and future interests of all Victorians.

The key state, regional and local planning policies in the Hume Planning Scheme are outlined below.

Clause 02.03-5 Built Environment and Heritage

Industry and large-scale business are key contributors to the City's strong employment base. The appearance and amenity of development strongly influences business and industry investment and people's impressions of the City.

Clause 02.03-7 Economic Development

This Clause recognises that the City of Hume contains state significant industrial land including waste and resource recovery facilities that are important infrastructure essential to meet the waste and resource recovery needs of the State and Metropolitan Melbourne.

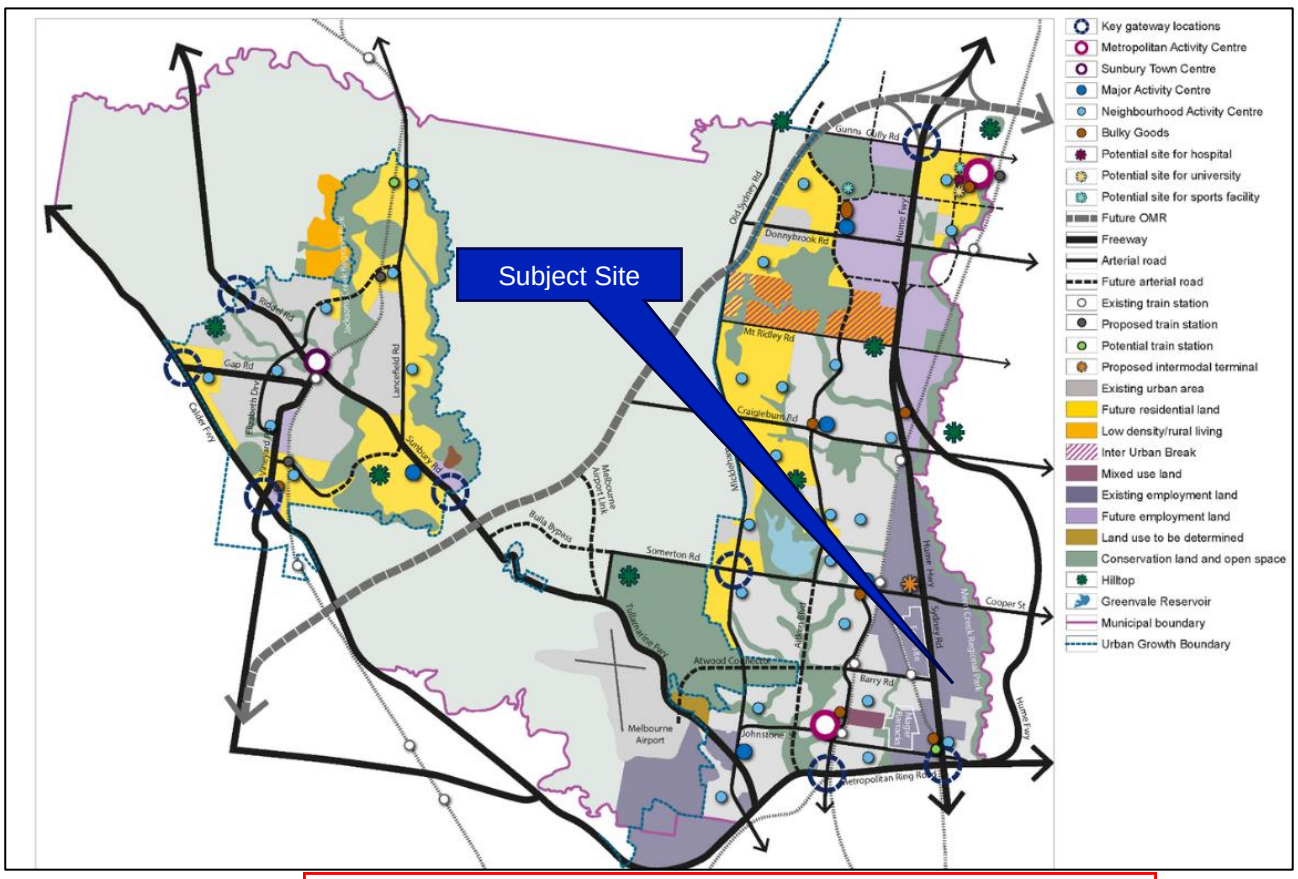
The strategic directions for economic development include:

- *Facilitate the delivery of jobs across a broad range of employment sectors, including within the existing and future employment land identified in the Strategic Framework Plan to Clause 02.04.*
- *Ensure industrial land remains available for industrial uses, including opposing the establishment of non-industrial uses that may compromise the continued operation of existing industrial uses*.

Clause 02.04 Strategic Framework Plan

The subject site is located within 'Existing Employment land'

Table 5-1 Strategic Framework Plan (Clause 02.04, Hume Planning Scheme)



Clause 13.05-1S Noise Management

This clause seeks '*To assist the management of noise effects on sensitive land uses'. Key objectives include:*

- *Ensure that development is not prejudiced and community amenity and human health is not adversely impacted by noise emissions.*
- *Minimise the impact on human health from noise exposure to occupants of sensitive land uses (residential use, child care centre, school, education centre, residential aged care centre or hospital) near the transport system and other noise emission sources through suitable building siting and design (including orientation and internal layout), urban design and land use separation techniques as appropriate to the land use functions and character of the area.*

Clause 13.06-1S Air Quality Management

This clause seeks '*To assist the protection and improvement of air quality*.' Key strategies include:

- *Ensure, wherever possible, that there is suitable separation between land uses that pose a human health risk or reduce amenity due to air pollutants, and sensitive land uses (residential use, child care centre, school, education centre, residential aged care centre or hospital)*
- *Minimise air pollutant exposure to occupants of sensitive land uses near the transport system through suitable siting, layout and design responses.*

Clause 13.07-1S Land Use Compatibility

This clause seeks '*To protect community amenity, human health and safety while facilitating appropriate commercial, industrial, infrastructure or other uses with potential adverse off-site impacts.*' Key strategies include:

- *Ensure that use or development of land is compatible with adjoining and nearby land uses*
- *Avoid locating incompatible uses in areas that may be impacted by adverse off-site impacts from commercial, industrial and other uses*
- *Avoid or otherwise minimise adverse off-site impacts from commercial, industrial and other uses through land use separation, siting, building design and operational measures*
- *Protect commercial, industrial and other employment generating uses from encroachment by use or development that would compromise the ability of those uses to function safely and effectively.*

Clause 15.01-1L-04 Industrial areas and business parks

The policy applies to land located in the Industrial 1 Zone and includes strategies around, architecture, landscaping, storage, lighting, car parking and access, fencing, subdivision, materials and finishes. The application does not propose any works, as such the strategies discussed within this Clause are not relevant to the permission sought by this application.

Clause17.01-1S Diversified Economy

This Clause seeks '*to strengthen and diversify the economy*'. Key strategies include:

- *Protect and strengthen existing and planned employment areas and plan for new employment areas.*
- *Facilitate growth in a range of employment sectors, including health, education, retail, tourism, knowledge industries and professional and technical services based on the emerging and existing strengths of each region.*
- *Improve access to jobs closer to where people live*.

Clause 17.01-1L Diversified Economy – Hume

The local clause includes the following strategy 'Support existing employment areas with a large number of businesses in similar sectors'.

Clause 17.03-1S Industrial Land Supply

This clause seeks to 'To ensure availability of land for industry.' Key strategies include:

- *Protect and carefully plan existing industrial areas to, where possible, facilitate further industrial development*
- *Preserve locally significant industrial land for industrial or employment generating uses, unless long-term demand for these uses can be demonstrably met elsewhere*

- *Avoid approving non-industrial land uses that will prejudice the availability of land in identified industrial areas for future industrial use*.

Clause 17.03-1L Industrial Land Supply

The local clause applies to all land in the industrial zones and seeks to *'Discourage non-industrial uses that have a negative impact on the operation of industrial uses or would be more appropriately located within a Commercial 1 Zone.*'

Clause 17.03-2S Sustainable Industry

This clause seeks '*to facilitate the sustainable operation of industry*'. Key strategies include:

- Minimise inter-industry conflict and encourage like industries to locate within the same area.
- Protect industrial activity in industrial zones from the encroachment of commercial, residential and other sensitive uses that would adversely affect industry viability.
- Support the retention of small-scale industries servicing established urban areas through appropriate zoning.

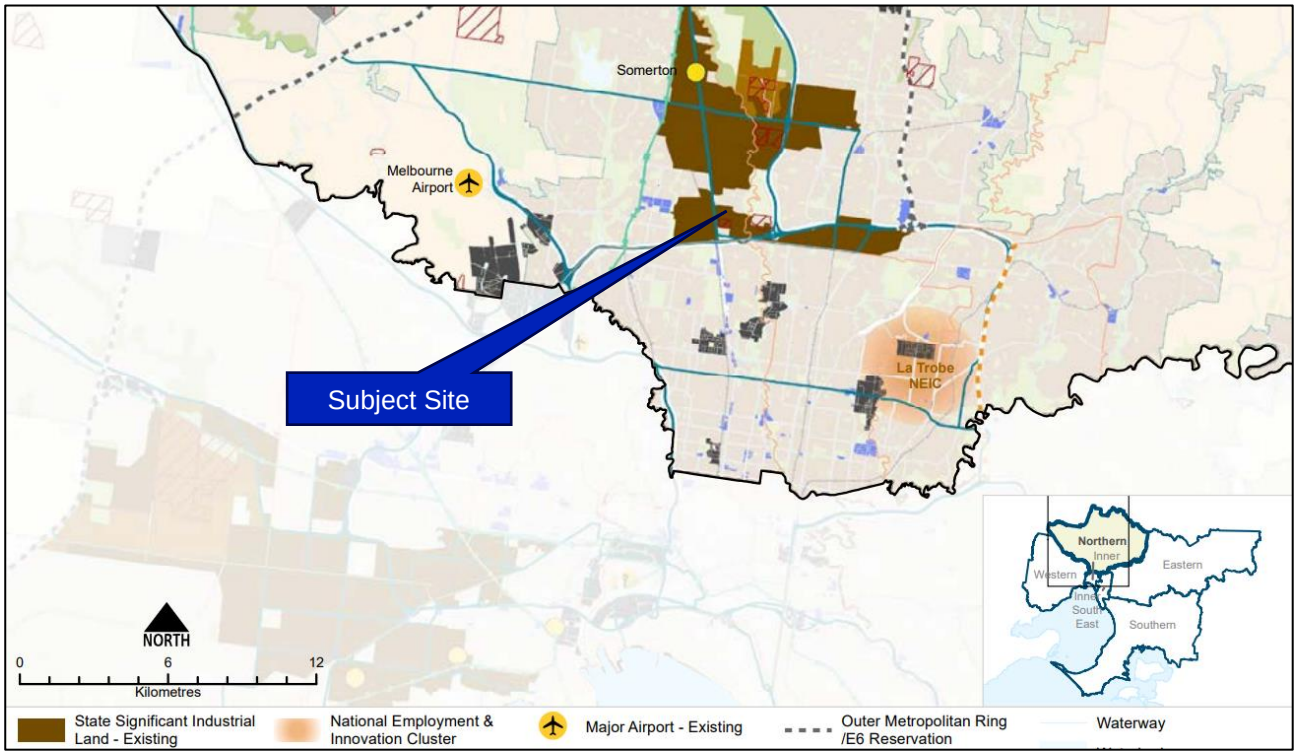
Clause 17.03-3S State Significant Industrial Land

This Clause seeks to '*To protect industrial land of state significance'*. Key objectives include:

- *Protect state significant industrial precincts from incompatible land uses to allow for future growth.*
- *Ensure sufficient availability of strategically located land for major industrial development, particularly for industries and storage facilities that require significant threshold distances from sensitive or incompatible uses.*
- *Protect heavy industrial areas from inappropriate development and maintain adequate buffer distances from sensitive or incompatible uses.*

As demonstrated in **Figure 5-1** below, the site is located within the Northern state-significant industrial precinct.

Figure 5-1 Northern state-significant industrial precinct (Plan Melbourne)



Clause 19.03-5S Waste and Resource Recovery

This clause seeks '*To reduce waste and maximise resource recovery to reduce reliance on landfills and minimise environmental, amenity and public health impacts'*. Key strategies include:

- *Ensure future waste and resource recovery infrastructure needs are identified and planned for to safely and sustainably manage all waste streams and maximise opportunities for resource recovery.*
- *Encourage development that facilitates sustainable waste and resource recovery, including facilities for Victoria's container deposit scheme.*
- *Enable waste and resource recovery facilities to be located in proximity to other related facilities and to materials' end-market destinations, to reduce the impacts of waste transportation and improve the economic viability of resource recovery.*

5.1 POLICY DOCUMENTS

Statewide Waste and Resource Recovery Infrastructure Plan (Sustainability Victoria, 2018)

The Statewide Waste and Resource Recovery Infrastructure Plan (SWRRIP) is a 30-year roadmap to improve Victoria's waste and recycling infrastructure. The plan aims to create an integrated waste and recycling system that maximises the opportunities to:

- Reprocess and use recycled materials.
- Reduce the need for raw materials.

Victoria's long-term waste and resource recovery infrastructure planning prioritises establishing infrastructure to maximise resource recovery. Diverting materials away from landfill for viable recovery creates opportunities to reduce potential risks, capture value from our wastes and generate jobs.

Hume Waste and Resource Recovery Strategy 2022-20230

The purpose of this Strategy is to guide Council's waste management and resource recovery practices through to 2030. Relevant goals include:

- To improve community pride in our local neighbourhoods by providing clean, safe spaces and reducing illegal dumping
- To provide a user-friendly service to residents that is efficient, sustainable and promotes responsibility for waste

Melbourne Industrial and Commercial Land Use Plan

The Northern state-significant industrial precinct (Northern SSIP) is Melbourne's second largest SSIP. It comprises almost 5,770 hectares of existing and future zoned and unzoned land identified for industrial purposes across the municipalities of Hume, Whittlesea and Mitchell.

The Campbellfield precinct extends from the Metropolitan Ring Road north to Cooper Street and Somerton Road. It is home to a range of manufacturing and storage facilities as well as the former Ford site. It is a finer grain, densely developed industrial area and a major employment area for the municipality of Hume. It has excellent freight connections to regional Victoria and interstate via both road and rail. It also has easy access to Melbourne Airport and its surrounding businesses via the Metropolitan Ring Road.

6. PLANNING CONSIDERATIONS

6.1 POLICY CONTEXT

WM Waste Management Services plays a pivotal role in resource recovery across Victoria. The use of the land at 30 Brooklyn Court for a Transfer Station, a use described within the Hume Planning Scheme '*important infrastructure essential to meet the waste and resource recovery needs of the State and Metropolitan Melbourne*', will further strengthen their efforts, in an area recognised by the State, and the City of Hume, as state significant industrial land (Clause 02.03-7 Economic Development).

The proposed Transfer Station in Campbellfield is strategically located to serve the municipalities of Hume, Brimbank, and Merri-bek. Its proximity to these areas ensures efficient waste collection and reduces the environmental footprint associated with waste transportation. Upon arrival at the site, waste will undergo on-site sorting to ensure that materials are directed to the most appropriate recovery facilities. This process not only maximizes resource recovery but also significantly reduces the reliance on landfill, aligning with broader sustainability objectives. The Transfer Station will support and meet the strategies outlined in Clause 19.05-05S (Waste and Resource Recovery) of the planning scheme, including;

- Ensure future waste and resource recovery infrastructure needs are identified and planned to safely and sustainably manage all waste streams and maximise opportunities for resource recovery
- Encourage development that facilitates sustainable waste and resource recovery
- Enable waste and resource recovery facilities to be located in proximity to other related facilities and to materials' end-market destinations, to reduce the impacts of waste transportation and improve the economic viability of resource recovery

Figure 6-1 E-Waste Storage Shed

Located within the heart of an industrial precinct the site is highly compatible with its surrounds, with reference to the complementary industrial uses of warehouses and depots occurring on the adjoining lots (Clause 17.03-2S Sustainable Industry). A 180m separation distance , encompassing a number of industrial businesses coupled with two roads provides significant distance between the closest residential area and the transfer station that is classified low-medium risk (Clause 13.07-1S – Land use compatibility).

The strategic location of the site is further demonstrated by its presence within the Northern State-Significant Industrial Precinct. The Transfer Station use is a typical Industrial use, one which will continue to protect the land, and surrounding properties for industrial purposes (Clause 17.03-1L Industrial Land Supply). The application proposes no buildings/works, nor does it seek to subdivide the land, ensuring the potential for future consolidation between land holdings is not impacted (Clause 17.03-3S State Significant Industrial Land).

Further policy support for the project is set out within Clause 17.01-1S – Diversified Economy, which seeks to strengthen and diversify the economy. The transfer station will support the Campbellfield industrial employment area by providing direct employment to fifteen full-time staff whilst it's indirect job creation in the resource recovery industry and circular economy is likely to be far greater (Clause 17.01-1S – Diversified Economy – Hume).

The proposal meets the primary purpose of the Industrial 1 Zone, *to provide for manufacturing industry, the storage and distribution of goods and associated uses in a manner which does not affect the safety and amenity of local communities* (amenity impacts including traffic, noise, and air quality are discussed below).

Overall, the Transfer Station will form an important step to a business that plays a vital role in sustainable waste recovery across the state. The proposal enjoys significant support by State, regional, and local planning policy and is consistent with the primary purpose of the Industrial 1 Zone.

6.2 DUST AND NOISE IMPACTS

Based on the nature of the use, setbacks to sensitive areas, and existing industrial environment, it is anticipated that the noise and dust generated will be minimal and within acceptable limits for the area.

Key considerations include:

- The Transfer Station is classified under its EPA registration as a low-medium risk, there is no need for heavy machinery, high-traffic operations, dissembling of resource, or other significant noise sources. WM Waste Management operates 11 trucks of various sizes, which will transport resource to and from the site, these movements are limited to 2 per truck per day – ensuring noise impacts to the surrounding area are minimal
- The use does not involve significant emissions sources such as industrial processes, crushing, or heavy vehicular traffic. The activities associated with the project are unlikely to generate substantial quantities of pollutants such as particulate matter (PM10/PM2.5), nitrogen oxides (NOx), or volatile organic compounds (VOCs)
- The trafficable area of the site is sealed, reducing the risk of creation of dust from vehicle movements
- The site is located in an area that is sufficiently buffered from sensitive receptors and is within an area where similar noise levels are already present. The existing land uses in the Industrial area are compatible with the minimal expected noise output from the Transfer Station.

Given these factors, we are of the opinion that the proposed use meets the strategies outlined within Clause 13.05-1S (Noise Management) and Clause 13.06-1S (Air Quality Management), and that the noise and air quality impacts from the use are expected to be negligible. Consequently, an acoustic assessment and air quality assessment are not deemed necessary to this application.

6.3 TRAFFIC

6.3.1 External Impacts

A total of 11 trucks, including rear loader compactor trucks, tray trucks, and hook lift trucks, access the site during operational hours. Each truck generates two trips per day, generating a total of 44 truck movements per day, with these movements spread-out through the day.

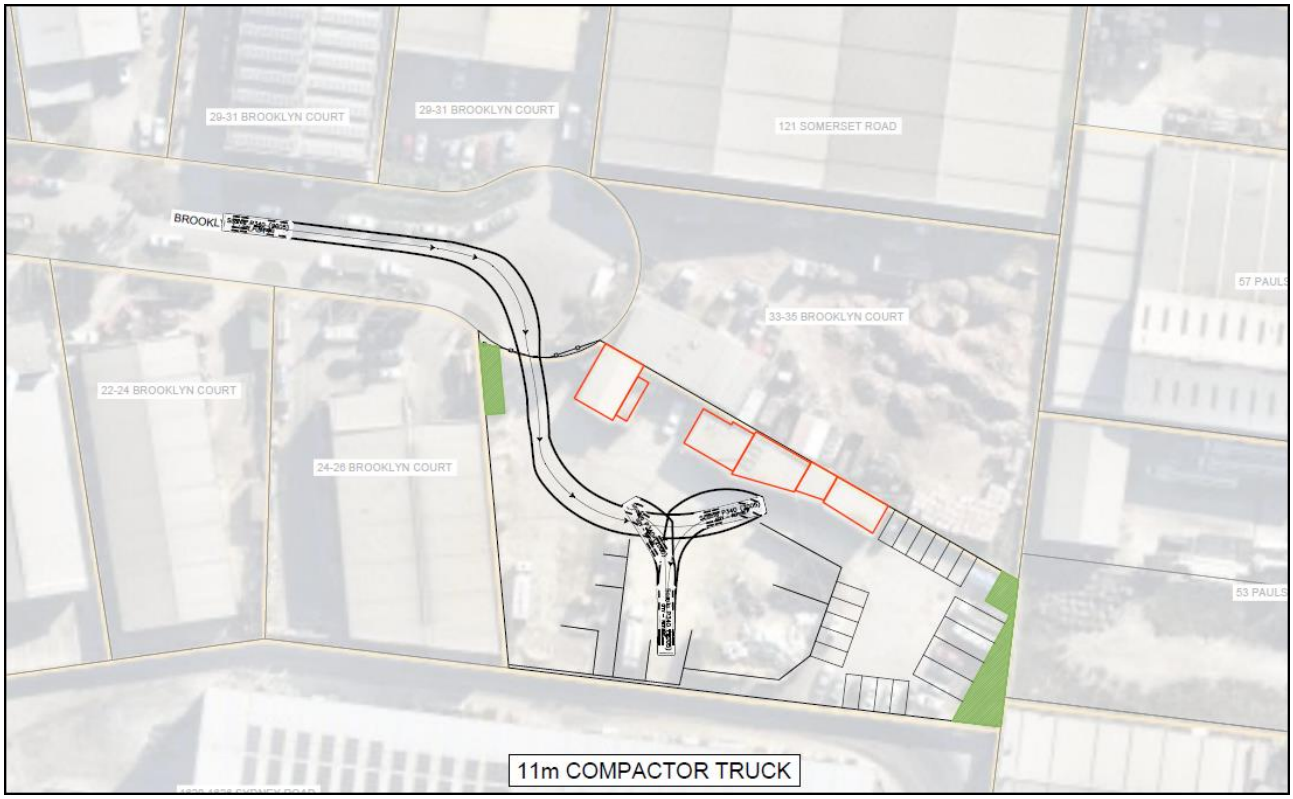
As recognised by its inclusion within the 'Northern state-significant industrial precinct', the site has access to significant freight and transport infrastructure including the Hume Highway, which is located approximately

Highway as a 'transport gateway', 44 truck movements spread throughout the day will be inconsequential to the operations of local roads. Brooklyn Court also has direct and immediate access (approximately 280m) onto the Hume Highway, reducing the need for trucks to operate on local roads to Brooklyn Court only.

6.3.2 Internal Impacts

Whilst its clear trucks have been accessing and navigating the site for over 10 years, swept path diagrams have been prepared by Dartmouth Consulting. The diagrams show all truck types uses on site, are able to comfortably access all relevant areas.

Figure 6-2 Compactor Truck, Movement Plan



Clause 52.06 outlines the number of car parking spaces that must be provided in accordance with the requirements of Table 1. Transfer Station generates a requirement of 2.9 spaces per 100sqm of net floor area, as the net floor area of the site totals 215sqm, a total of 6 spaces are required. A total of 15 spaces have been provided in line with the maximum number of staff on site at any one time.

7. CONCLUSION

In conclusion, it is submitted that the proposed use and development is an appropriate outcome that responds well to State, Regional and Local planning policy provisions, to the site and to the surrounding context and character. In summary, the project:

- Is supported by State, regional, and local planning policy and is consistent with the directions and requirements of the Hume Planning Scheme.
- Reduce waste and maximise resource recovery, reducing Hume's reliance on landfills
- Will generate a contribution to the circular economy
- Located within a designated state-significant area, it is highly compatible with surrounding land uses.
- Will lead to greater employment opportunities within the City of Hume and its surrounds.
- Will not contribute to any exceedance of noise limits
- Will not lead to a material impact on surrounding road network and intersections.

Dartmouth Consulting Pty Ltd
admin@dartmouthconsulting.com.au
www.dartmouthconsulting.com.au

29-31 BROOKLYN COURT

29-31 BROOKLYN COURT

121 SOMERSET ROAD

BROOKLYN COURT

57 PAULSON ROAD

FENCE AND GATE

33-35 BROOKLYN COURT

SHED (70m^2)

FUEL BOWSER

22-24 BROOKLYN COURT

OFFICE (58.2m^2)

OFFICE AND KITCHEN (65m^2)

VEGETATION

AMENITIES (22.6m^2)

E-WASTE AND WHITE GOODS STORAGE

24-26 BROOKLYN COURT

AD BLUE TANK (BUNDED)

STAFF CARPARK (BAY SIZE 5.4m x 2.5m)

CARDBOARD STORAGE

BIN STORAGE

TYRE STORAGE

MATTRESS STORAGE

53 PAULSON ROAD

TRUCK CARPARK (BAY SIZE 9m x 3.5m)

TRUCK CARPARK

GREENWASTE STORAGE

VEGETATION

STAFF CARPARK (BAY SIZE 5.4m x 2.5m)

1620-1626 SYDNEY ROAD

49 PAULSON ROAD

NOTE:
BUILDING AREAS NOMINATED ARE APPROXIMATE ONLY

DARTMOUTH CONSULTING

Dartmouth Consulting Pty Ltd
Level 7, 420 St Kilda Road
Melbourne VIC 3004

dartmouthconsulting.com.au
acn 672 098 083
abn 80 672 098 083

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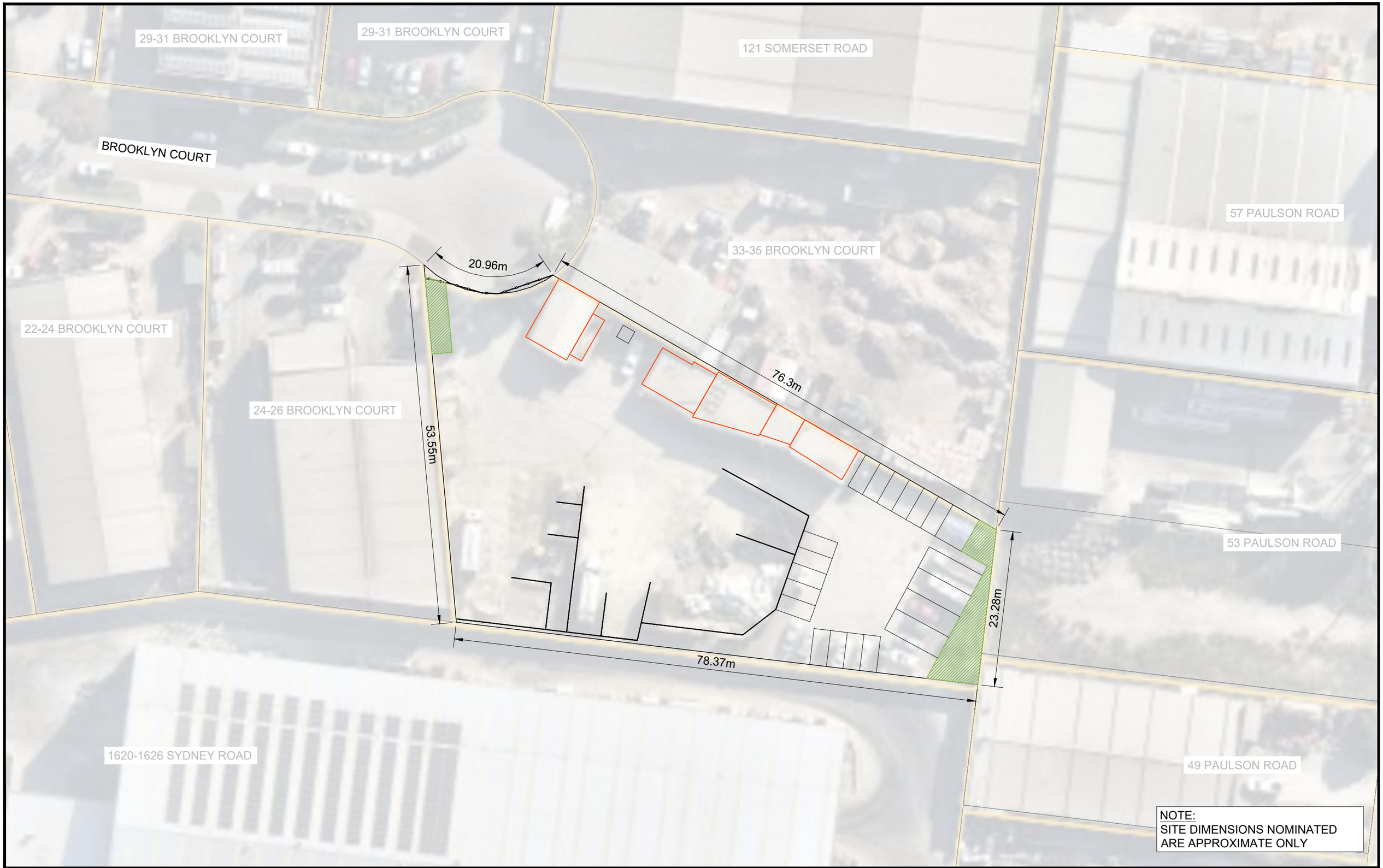
DRAWING DIMENSIONS IN METRES UNLESS NOTED OTHERWISE

FOR INFORMATION ONLY

Title
FIGURE 001 - SITE LAYOUT PLAN
Project
30 BROOKLYN COURT, CAMPBELLFIELD
Client
WM WASTE MANAGEMENT SERVICES

Project Number	Date	Drawn by	Scale	Revision
35072	02/09/2024	JC	1:500@A3	B



NOTE:
SITE DIMENSIONS NOMINATED ARE APPROXIMATE ONLY

DARTMOUTH CONSULTING

Dartmouth Consulting Pty Ltd
Level 7, 420 St Kilda Road
Melbourne VIC 3004

dartmouthconsulting.com.au
acn 672 098 083
abn 80 672 098 083

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DRAWING DIMENSIONS IN METRES UNLESS NOTED OTHERWISE

FOR INFORMATION ONLY

Title
FIGURE 002 - SITE DIMENSIONS PLAN
Project
30 BROOKLYN COURT, CAMPBELLFIELD
Client
WM WASTE MANAGEMENT SERVICES

Project Number	Date	Drawn by	Scale	Revision
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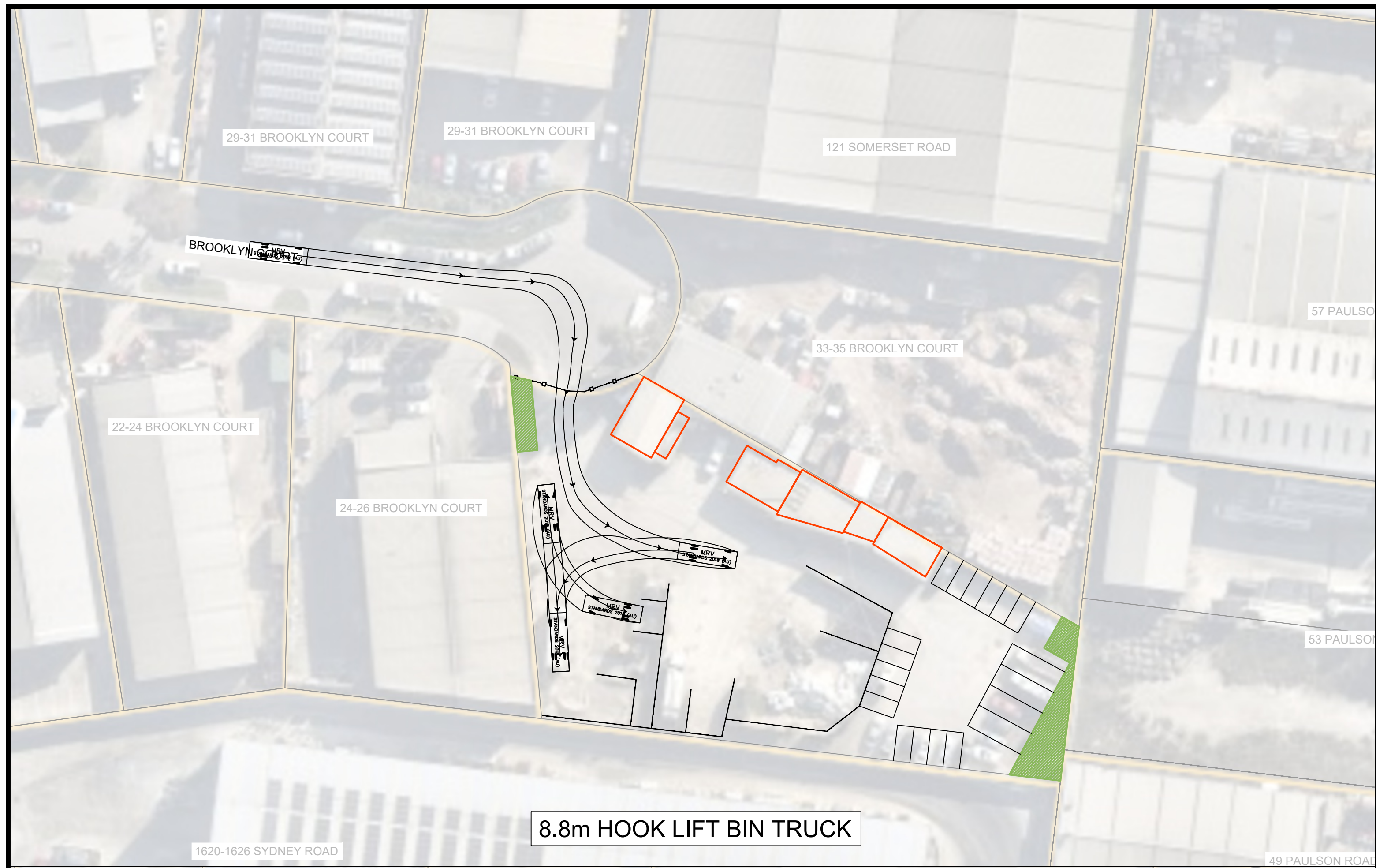

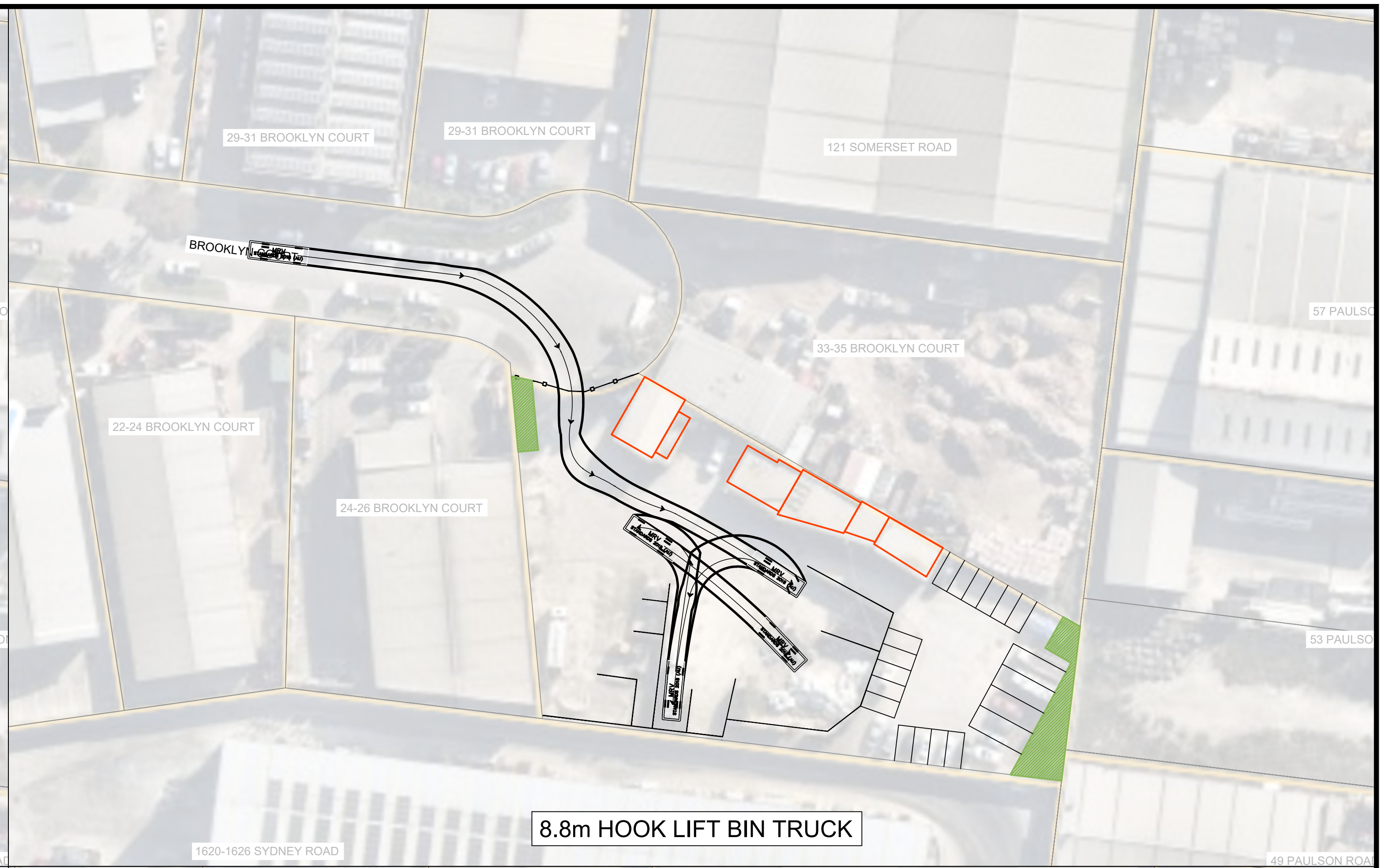

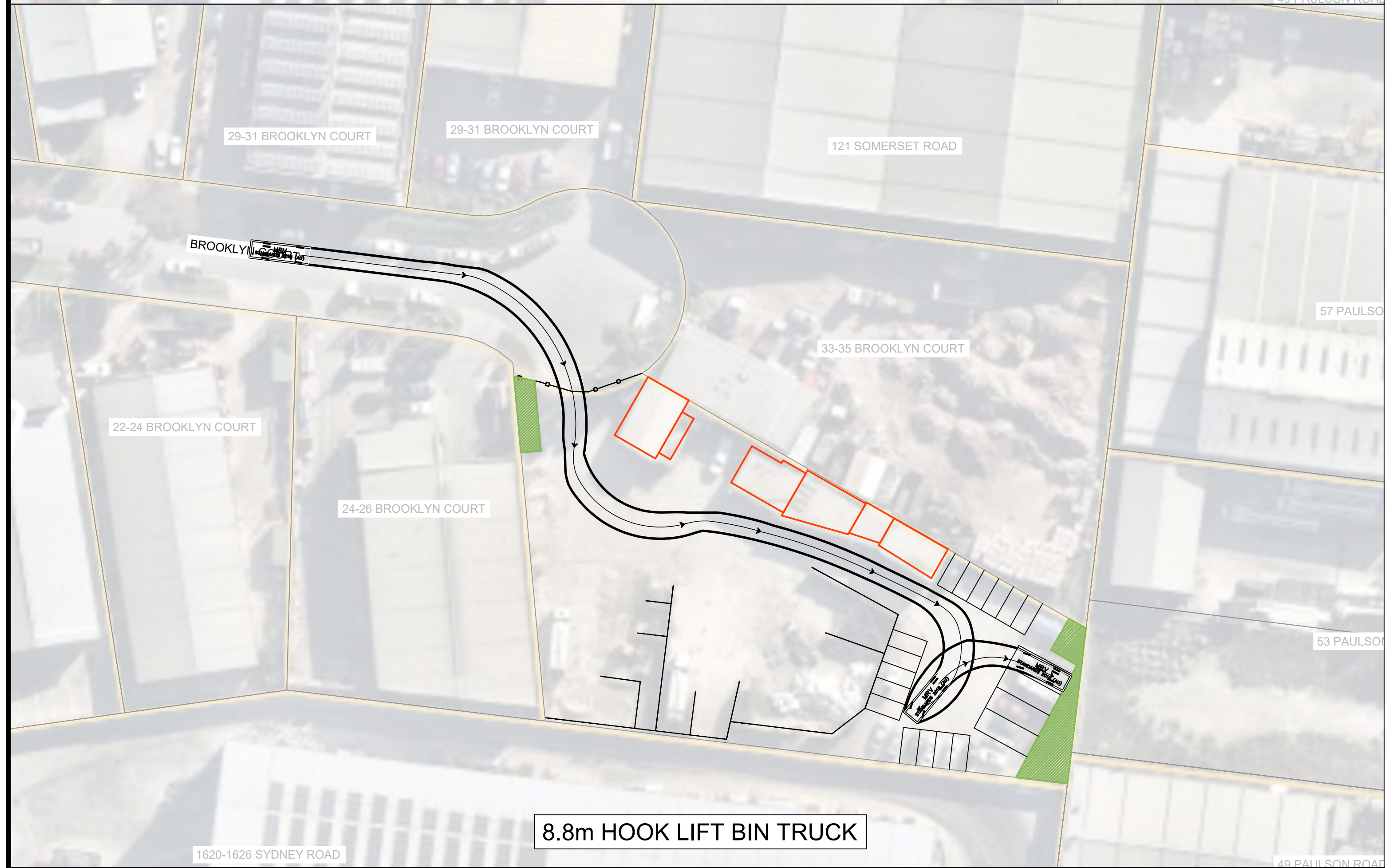

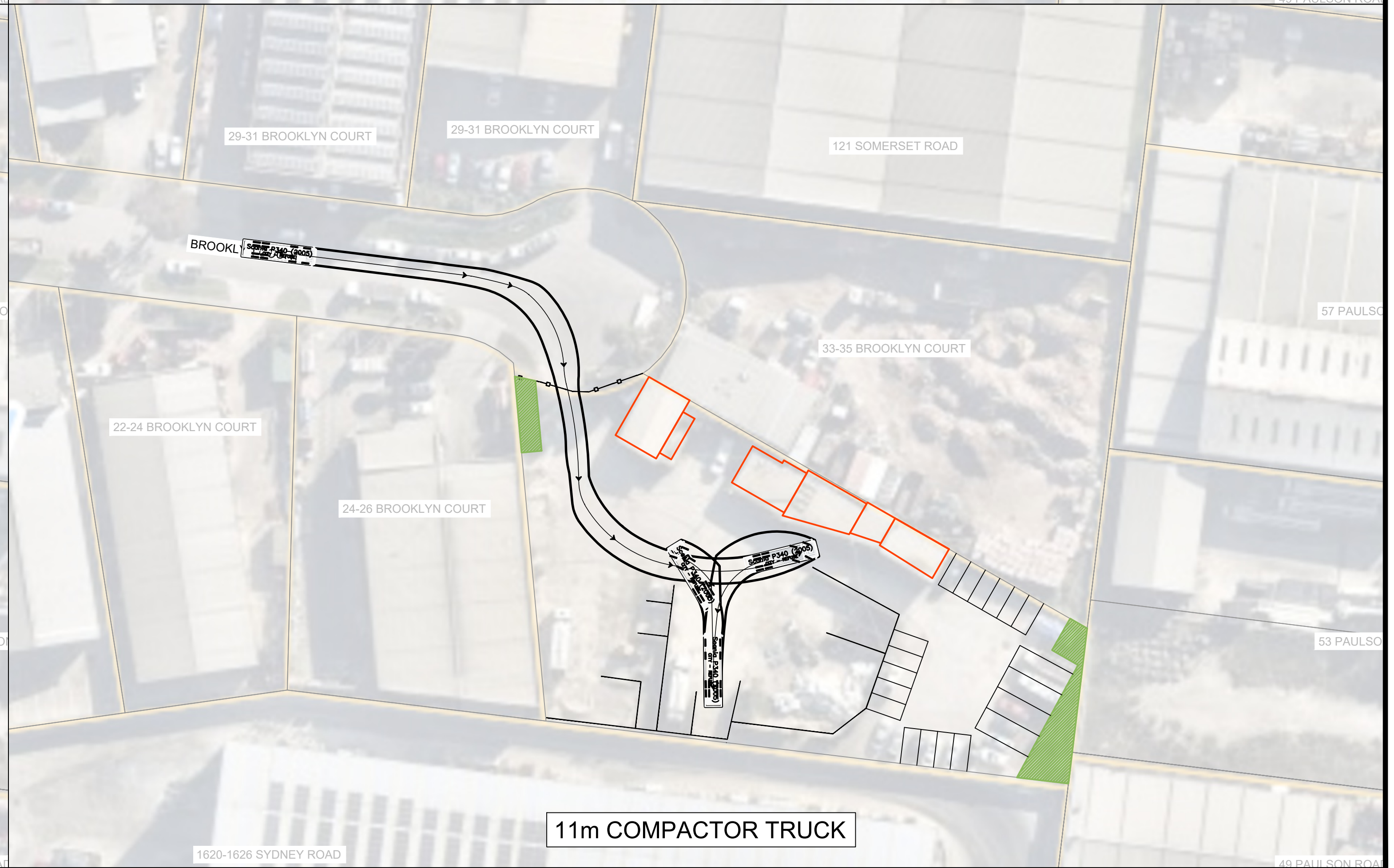

DARTMOUTH CONSULTING

Dartmouth Consulting Pty Ltd
Level 7, 420 St Kilda Road
Melbourne VIC 3004

dartmouthconsulting.com.au
acn 672 098 083
abn 80 672 098 083

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FOR INFORMATION ONLY

Title
FIGURE 003 - TRUCK TURNING MOVEMENTS PLAN
Project
30 BROOKLYN COURT, CAMPBELLFIELD
Client
WM WASTE MANAGEMENT SERVICES

Project Number	Date	Drawn by	Scale	Revision
35072	30/10/2024	JC	1:1000@A3	B

WM WASTE MANAGEMENT SERVICES PTY. LTD.
A.C.N 006 368 136 A.B.N 69 897 425 789

Office: 10 MACQUARIE PLACE, BORONIA VIC 3155
Postal Address: P.O. BOX 394 BORONIA VIC 3155
Telephone: (03) 9721 1900
FAX: (03) 9720 7316
www.wmwaste.com.au

Domestic, Commercial Industrial & Indestructible Waste Removal and Recycling Services

QUALITY, SAFETY AND ENVIRONMENT (QSE) MANAGEMENT PLAN

CAMPBELLFIELD DEPOT

PREPARED BY

WM WASTE MANAGEMENT SERVICES PTY LTD

Revision Date: 04 November 2024

Document Revision & Update Schedule:

Company Name	Date
WM Waste Management Services	04/11/2024

Prepared by	Reviewed by	Approved by
QSE Systems Manager- Nilushka Mawilmada	QSE Systems Manager- Nilushka Mawilmada	Project Manager- Michael Strickland

Initial Issue Date	15 December 2022

Revision Date	Revision Description	Implementation Date
02/08/2024	Updated to the current operations carried out on site	24/10/2024
28/10/2024	Updated to have several sections describing site operations and Revision of plan.	04/11/2024

Next Revision Date	Reviewer
02/08/2025	QSE Systems Manager

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APPENDICES

1 INTRODUCTION

WM Waste Management Services (WM) operates a depot in Campbellfield which includes an office and truck parking. This depot is located at 30 Brooklyn Court, Campbellfield.

The Depot is in an industrial area with no sensitive land uses nearby.

Infrastructure on the site includes a staff amenity, administration buildings, and open storage facilities. The site also contains carparks, bunded diesel and AdBlue bowsers and numerous waste disposal areas for receival, and temporary stockpiling.

This Quality, Safety and Environmental (QSE) Management Plan describes the policy background and service methodology for the Campbellfield depot.

A planning permit application has been lodged for the operation of the site.

The QSE Plan is to be reviewed every twelve months or when changes to the service are made.

1.1 Purpose and Aims

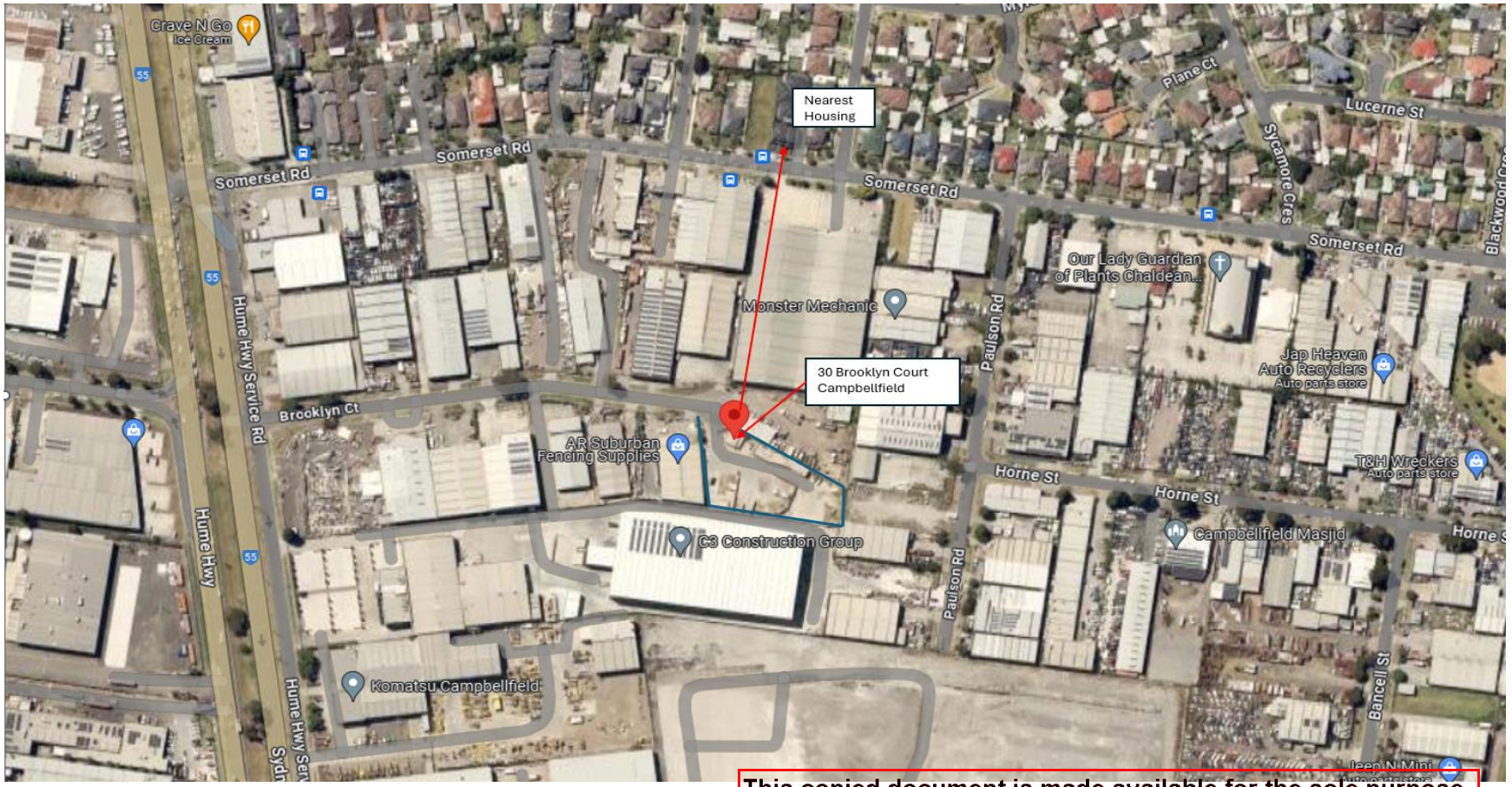
The purpose of the QSE Plan is to mitigate and manage environmental impacts resulting from the management and operation of the Site. The QSE Plan is to be used as a working document by WM management, employees, contractors, sub-contractors.

The specific aims of the QSE Plan are:

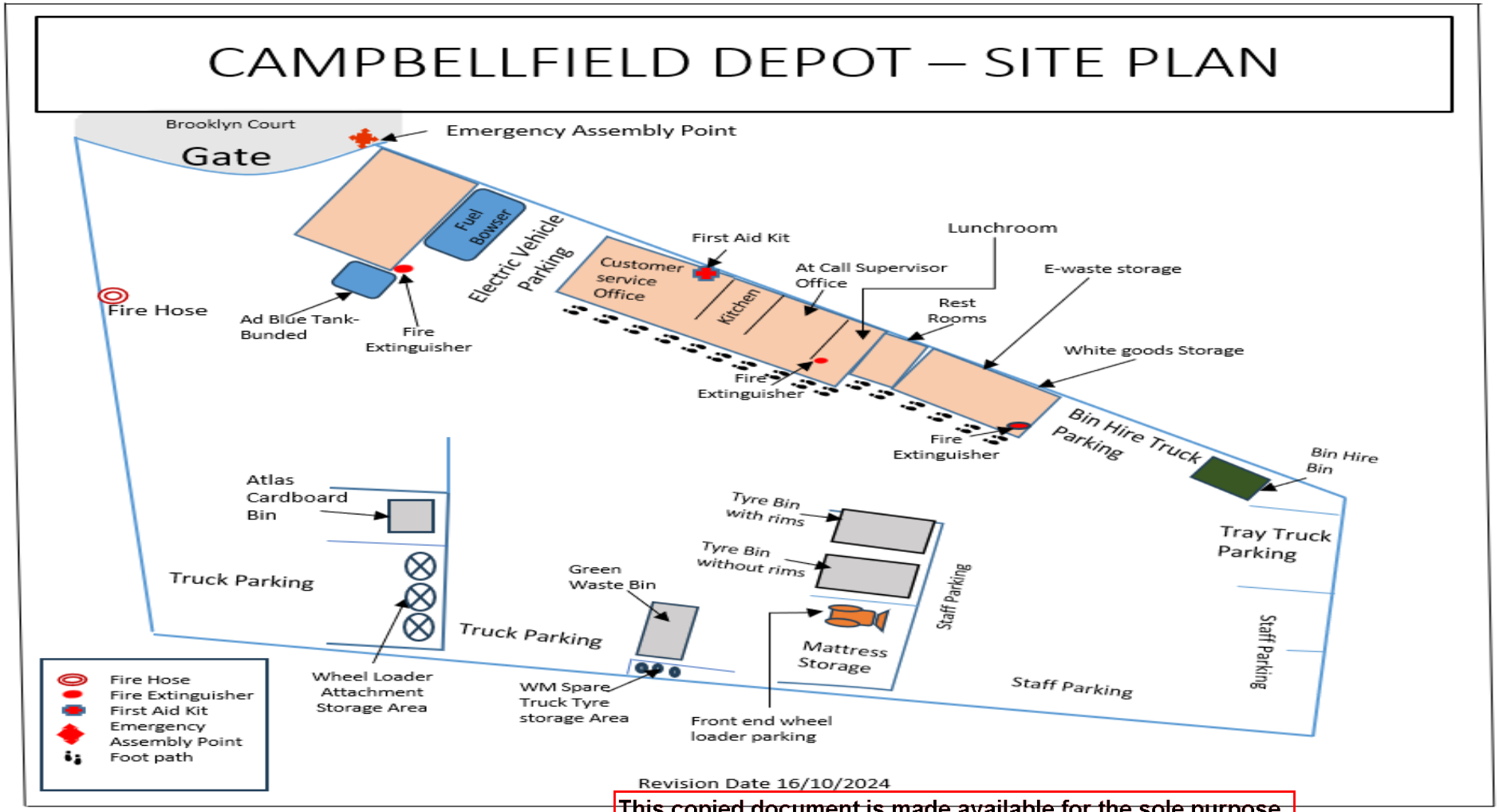
- Identification of potential environmental and public amenity impacts related to site activities,
- Provision of strategies and contingencies for managing environmental risks,
- Provision of an effective management and monitoring system to ensure compliance with statutory requirements and the objectives of the QSE Plan,
- Effective information to site personnel, contractors, and sub-contractors such that they are aware of their responsibilities, and
- Ensuring that all staff, contactors, and sub-contractors associated with site activities are aware of and accountable for compliance with the QSE Plan.

1.2 Sensitive Receptors

The Site is in an industrial zone 1 area with no sensitive land uses nearby. The nearest houses are approximately 198 metres from the site and situated on the other side of Somerset Road.



1.3 Site Plan



2 SITE OPERATIONS

The Depot is operated in accordance with the following procedures:

2.1 Tyres

Truck Tyres are checked and changed by Boronia Workshop.

Used WM truck tyres and Council collection tyres that are delivered to the depot are temporarily stored in a hook lift bin. EPA A09b Registration has been granted to store tyres on site.

When transporting tyres out from the site to TyreCycle ensure that a booking is made, and the EPA waste record ID is sent to them in advance. This is tracked on Waste Tracker and recorded in Waste Tracker Spreadsheet.

Tyres with rims are taken to KTS Recycling located at 251 George Steet Wantirna South and EPA waste tracker is being used to track the tyre movements.

2.2 E-Waste Management

Electronic waste is temporarily stored in a shed. EPA A02c Registration has been granted to store E-waste temporarily on site. E-waste is stacked into stillages and transported from site for recycling by E-Wastec.

E-waste such as fans that have a large portion of plastic material are not accepted by Ewastec and not accepted for scrap metal loads. These items are to be sorted and stored separately and sent to KTS Recycling.

The items that have a large portion of plastic material are not allowed to be sent to landfill

2.3 Mattresses

Mattresses that are coming into the site as part of Council collections stored temporarily and transported to Knox Transfer Station for recycling.

2.4 Refrigerators

A tray truck brings the fridges into the site. Once all fridges are degassed, the compressors, copper piping and remaining body of the fridge are all separated for recycling. Contractors/ Workers who are engaged to recycle fridges, must hold a Restricted Refrigerant Recoveree Licence issued by the Australian Refrigeration Council (ARC). All separated metal is then to be sent for recycling.

2.5 Green Waste Management

Green waste is to be collected in a tray truck and store in a skip bin to prevent green waste from blown away onsite. Once the bin is full, Bin Hire is to transport it to a third-party green waste facility for processing.

2.6 AdBlue Tank (CleanAirBlue)

AdBlue is a technology used to reduce emissions of nitrogen oxides from diesel vehicles.

The depot has a 1,000-litre tank located near the entrance of the building for the trucks to be re-filled with Ad-blue. This tank has a bund that keeps potential leakages in.

To prevent the bund's drain to be opened inadvertently, the drain's handle will be removed and cabled wired near the tank. Only authorised personnel are to put the handle back on to empty the tank.

2.7 Fuel Bowser (Duro Tank)

A 33,000 litres self-bunded fuel tank is kept near the entrance of the building. It has a lockable sealed fill point, a lockable lid and container lock handles.

The method for using the fuel bowser is described in WSP-05 Fuel Bowser Procedure.

2.8 Cardboard

Cardboards are to be placed into the Atlas Skip bin. The Cardboard is picked up on a monthly basis by the contractor Atlas and taken to be recycled.

2.9 Truck washing and Maintenance

Trucks are to be washed at WM Boronia wash bay only using water from the rainwater tank.

Waste-water from the site passes through a silt trap and triple interceptor pit before going to sewer. WM have a Trade Waste Consent with South-East Water to discharge wastewater to sewer.

The silt trap is to be regularly inspected and cleaned out as required. The triple interceptor is to be pumped out as required by an EPA Accredited collector.

The servicing and maintenance of trucks are carried out by WM Boronia Workshop or by a 3rd party service provider.

2.10 Truck Operations

The trucks that are currently in use are as follows:

- Rear loader compactor trucks,
- Tray trucks, and
- Hook lift trucks

Truck movements on site are as follows:

- Early morning start: 4:15 AM- Drivers start and leave the site to tip. Maximum of 2 trucks leaves the site around this time.
- 6.00am- Offsiders start time and Maximum of 2 trucks enters back in that are coming back from tip to collect Offsiders.
- 12.00pm- Usually 2 full trucks come back onsite to tip the mattresses onsite & for their teatime and then leave the site.
- Afternoon Finish time: 03:00 pm and 4:00 pm- Trucks enters the site. This varies between 3 to 4 trucks enters onsite.

2.11 General

The grass on the nature strip is to be mown and weeds sprayed as required.

The last person leaving the site is to ensure the gate is padlocked.

3 OFFICE

WM Waste Management Services have their administration and hard waste customer service personnel based at the Campbellfield depot.

4 ORGANISATIONAL STRUCTURE AND RESPONSIBILITIES

Position	Role
Managing Director (Mark Jeffs)	• Overall company management
Group General Manager (Matt Jeffs)	• Management of company operations & administration.
Council Collection Manager (Jodi Capper)	• Supervision of Customer Service staff • Manage hard waste collections • Manage servicing & repair of hard waste trucks and equipment
Hard Waste Northern Supervisor (Khalid Wasfy)	• Allocation of resources • Ensure collections take place in accordance with QSE Plan • Repair & maintenance of trucks • Supervision of Collection Drivers & Offsiders • Liaise with Council on operational issues • Investigate and manage any customer complaints • Training & Induction of Drivers & Offsiders • Ensure workplace is a safe work environment
Bin Hire Manager (Damian Ryan)	• Supervision of Drivers • Allocate bin pickups and deliveries • Business Development • Ensure collections take place in accordance with QSE Plan • Training & Induction of Drivers • Investigate and manage any customer complaints • Record and analyse collection data • Organise truck and bin maintenance and repair • Ensure workplace is a safe work environment
Project Manager (Michael Strickland)	• Manage Companies Management System • First aid attendant
QSE Systems Manager (Nilushka Mawilmada)	• Maintain the quality, safety, and environment (QSE) management system • Monitor corrective and preventative actions and improvements and to oversee their implementation • To promote staff awareness of the QSE system and procedures • Register of Injuries & WorkCover claims
Workshop Controller (Andrew Carter)	• Ensure workplace is a safe work environment • To repair and maintain vehicles and equipment
First Aid Attendant (Khalid Wasfy)	• Provision of first aid to any injured staff
Health, Safety & Environment (HSE) Representative (Khalid Wasfy & Jodi Capper)	• Investigate and resolve OH&S and environmental issues

All new employees, agency staff and subcontractors are to be inducted to ensure familiarity conditions of employment, the company's operations, safety, and emergency requirements during the first day of employment. Induction includes an

explanation of the quality, safety, and environment policies and how they are fulfilled through the management system.

Details of the induction are recorded on GF-13 Induction Training Record, which is signed by both the new employee and the person carrying out the induction and retained in the employee's personnel file and uploaded to Skytrust.

5 HEALTH AND SAFETY

All inductees are taken through the Campbellfield Emergency Management Plan (EMP). Additional information such as WM Waste Management Services policies, staff responsibilities, vehicle accidents and personal injuries are contained in the Staff Handbook (Refer to Document Register> Staff Handbook > WM Waste Management Staff Handbook in Skytrust).

5.1 Hazard Identification & Risk Assessment

OHS Risk Assessment for Front End Loader operations is detailed in Appendix A. Traffic management plan for traffic-related activities is detailed in Appendix B.

5.2 First Aid

There is first aid kit kept in the Kitchen and Vehicle first aid kits are also available in all company vehicles.

Items in the first aid kit are to be replaced when used. The contents of the first aid kits are to be checked every six months.

5.3 Fire Protection Equipment

To control a potential fire before it takes hold, the depot is equipped with a number of portable fire extinguishers filled with different chemicals suitable to extinguish the different types of fires that could occur. Fire hoses are also available on site.

Fire protection equipment is to be regularly tested and verified to be in working condition by a qualified inspector (e.g. CFA).

An area has been designated for keeping extinguishers that need refilling or retesting. Schedule a visit from the qualified inspector mentioned above when encountering 6 or more extinguishers in the area so that they get tested and verified as soon as practicable.

Fire protection equipment is to be kept clear of obstructions.

6 IDENTIFICATION AND MANAGEMENT OF ENVIRONMENTAL HAZARDS

Employees are to report any environmental incidents (including potential incidents) immediately to the HSE representative, Operations Manager or Council Waste Manager.

The environmental hazards and risks assessment associated with operation of the workshop and office are summarised in the table below.

6.1 Waste Minimisation and Disposal

For more information, please refer to s2.11. Tyres from truck maintenance are taken to KTS for recycling.

Tyres that are brought into the site as part of the council collection to be aggregated and transported to TyreCycle and KTS Recycling using EPA Waste Tracker as per EPA General Environmental Duties stated in the 2017 Act.

6.2 Key Environmental Issues

Table 6.1 summarises the key environmental and Human Health issues associated with the facility activities and lists potential environmental impacts related to each issue.

Table 6.1 Environmental Impacts and Issues

Environmental Issue	Potential Environmental Impact
1.0 Aesthetics	Poor housekeeping can lead to the creation of unnecessary litter, dust, mud, etc and resulting in an aesthetic impact.
2.0 Dust	Dust may be generated from the unsealed sections of the site. Dust emissions reduce visibility and cause nuisance for site workers, neighbours, and public.
3.0 Litter	Litter may be generated from the site activities, amenities, use of equipment, maintenance activities, etc. The main source of litter is light waste material such as plastic film and paper. Litter is aesthetically unacceptable and can impact on the amenity of the local area surrounding the site.
4.0 Noise	Noise may be generated from private and commercial vehicles entering and leaving the site; mobile plant and equipment involved in the sorting and transferring of material on the Site.
5.0 Odour	Odour may be generated from the green organics receival areas.
6.0 Stormwater, Leachate & Drainage Management (including sediment control)	Stormwater and surface run-off can become contaminated by contact with exposed waste and soil. Contaminated stormwater and leachate could flow into nearby water bodies. Groundwater contamination may also occur as the result of a spill or accidental loss of fuel, oils, or other hazardous liquids to unsealed surfaces.

Environmental Issue	Potential Environmental Impact
7.0 Vermin	Poor quality housekeeping, disposal of wastes, and litter are factors in attracting vermin.
8.0 Weeds	Green waste may spread weed seeds, plant pathogens and parasites. Weeds that become established on the Site may spread to surrounding land.

6.3 EMP control measures to minimise risk of environmental impacts

The potential environmental and human health impacts identified in Table 6.1 are to be managed using a range of control measures. These measures are designed to minimise the environmental consequence of these impacts and are addressed individually below.

1.0 - Aesthetics

The general amenity (or tidiness) of the site will be maintained by completing scheduled maintenance and cleaning.

2.0 - Dust Management

Dust management measures must be implemented where conditions or activities on site are such that they are likely to generate dust that may be considered:

- A nuisance to site users or workers; or
- Extend beyond the boundary of the premises.

Dust control measures include:

- Application of dust suppressants such as using the water hose to spray the unsealed sections of the site;
- Minimising the height of material stockpiled.
- Minimising dust generating activities during windy weather (e.g. traffic movement on unsealed areas etc).
- Dust prone wastes are stored in hook lift bins with lids on

3.0 - Litter Management

There are daily litter inspections and collections from within and outside the site. Any dumped rubbish is collected when identified.

4.0 – Noise

The site is located in an industrial zone where there are no houses near by

5.0 – Odour Management

Green waste is not processed on site, it is simply received, stored temporarily and transported out from site as soon as the bin is reasonably filled.

6.0 – Stormwater and Leachate Management

Spill kits are provided on site and are used to clean up spills.

7.0 – Vermin

The site does not experience any issues with vermin however should a problem exist a regular vermin control system will be initiated.

8.0 – Weeds

Site maintenance of clearing out weeds and grass is organised as required.

6.4 Environmental Risk Assessment

The risks of the environmental hazards associated with the collection are assed in Table 6.1 Environmental risks are assessed using the following EPA guideline:

	Consequence	Rare	Unlikely	Possible	Likely	Certain
Permanent or long-term serious environmental harm / life threatening or long-term harm to health and wellbeing.	Severe	Medium	High	High	Extreme	Extreme
Serious environment harm / high-level harm to health and wellbeing.	Major	Medium	Medium	High	High	Extreme
Medium level of harm to health and wellbeing or the environment over an extended period of time.	Moderate	Low	Medium	Medium	High	High
Low environmental impact / low potential for health and wellbeing impacts.	Minor	Low	Low	Medium	Medium	High
No or minimal environmental impact, or no health and wellbeing impacts.	Low	Low	Low	Low	Medium	Medium
		Likelihood				
		Could happen but probably never will	Not likely to happen in normal circumst-ances	May happen at some time	Expected to happen at some time	Expected to happen regularly under normal circumst-ances

Table 6.1 Environmental Hazards and Risk Assessment

ANALYSE & ASSESS RISKS					MANAGE THE RISKS					
Specific Task	**Potential Hazard / Impact (What can go wrong?)**	**Consequence**	**Likelihood**	**Inherent Risk[1]**	**Control Measure**	**Consequence**	**Likelihood**	**Residual Risk[1]**	**Monitoring**	**Legal Requirements**
General depot management	Fire	Major	Unlikely	Medium	Fire hoses, fire warden training, emergency plan, annual drills. If unable to contain then to contact CFA	Moderate	Rare	Low	CFA check hoses and extinguishers	
	Noise	Moderate	Possible	Medium	Depot in industrial zone, no immediate residential neighbours. Most work is conducted during daytime hours	Minor	Possible	Medium	Supervision	SEPP (Control of Noise from Commerce, Industry and Trade)
Waste Management	Illegal dumping	Major	Possible	High	Licensed sites used for waste disposal. Tyres are taken to EPA licenced sites for recycling	Major	Rare	Medium	Tip dockets, GPS tracking	EPA Act 2017
	Waste recycling	Minor	Likely	High	Mattresses are recycled at KTS. Tyres are taken to EPA Licenced Sites for recycling. Green wastes are taken to RepurposeIt.	Low	Unlikely	Low	Supervision & EPA waste tracker is being used to transport tyres to a lawful place.	
E-Waste Storage & Handling	Leaching of heavy metals	Moderate	Possible	Medium	E-waste stored in a dedicated covered shed and collected by Ewastec for recycling. EPA A02c Registration in place with storing limitations.	Moderate	Rare	Low	E-Waste is Stored correctly and EPA A13c Registration in place.	EPA Waste Management Policy (E-Waste)
Storage of Green waste	Fire	Moderate	Unlikely	Medium	To store in a skip bin with a tarp or lid over the bin	Moderate	Rare	Low	Supervision	

ANALYSE & ASSESS RISKS					MANAGE THE RISKS					
Specific Task	**Potential Hazard / Impact (What can go wrong?)**	**Consequence**	**Likelihood**	**Inherent Risk[1]**	**Control Measure**	**Consequence**	**Likelihood**	**Residual Risk[1]**	**Monitoring**	**Legal Requirements**
Storage & handling of Fridges	Ozone gas emissions	Moderate	Likely	High	Fridges are to be degassed onsite by a contractor who holds a current fridge degassing licence.	Moderate	Rare	Low	Count Fridges	Ozone Protection and Synthetic Greenhouse Gas Management Regs 1995
Storage & Handling of Tyres	Fire	Moderate	Unlikely	Medium	To store tyres in a skip bin and to strictly to follow the EPA registration A09b waste limitations and to store separate in a skip bin.	Moderate	Rare	Low	Supervision and EPA A09 Registration	
Oil spill	Hydraulic oil or engine oil could leak	Moderate	Possible	Medium	Spill kit carried in truck	Low	Possible	Low	Checklist	EPA Act 2017
	Disposal of used spill kit material	Moderate	Possible	Medium	Spill kit materials placed in oily rags bin for recycling by using an EPA accredited collector to transport waste to a lawful site.	Low	Possible	Low	Supervision	EPA Act 2017
Hook lift Bins	Fire in the bin	Major	Unlikely	Medium	Fire hoses, annual drills. If unable to contain then to contact Fire Rescue Victoria	Moderate	Rare	Low	CFA check hoses and extinguishers	
Refuelling/ Use of Diesel on site	Diesel spillage into waterways	Moderate	Unlikely	Medium	A spill kit is located next to the bunded diesel bowser on site. To follow WSP-05 Fuel Bowser Procedure	Moderate	Rare	Low	Supervision	

7 CUSTOMER SERVICE

One Customer Service staff works in the Campbellfield Office to provide the customer service for the Council Waste business unit. The customer service function for these services is described in the QSE plans for those contracts.

If the issue needs further action, the Council Collections Manager will rectify it.

8 PERFORMANCE MEASURES AND METHODS

The following performance measures will be monitored:

- number of health & safety incidents and time loss injuries; and
- number of environmental incidents.

Internal audits of WM Waste Management Services work methods will be conducted in accordance with our Policy & Procedures Manual.

9 CONTINGENCY PLAN FOR EMERGENCY ACTIONS

A copy of the Emergency Management Plan- Campbellfield Site (SEP-10)*(Refer to Document Register > Procedures> WM Waste Management Procedures > Safety & Environment)* is provided on the lunchroom noticeboard as well as in the Policies & Procedures manual. Evacuation drills are to be conducted annually.

Additional information regarding vehicle accidents and personal injuries is contained in the Staff Handbook (Refer to Document Register> Staff Handbook > WM Waste Management Staff Handbook in Skytrust).

APPENDIX A

FRONT END WHEEL LOADER

ANALYSE & ASSESS RISKS					MANAGE THE RISKS			
Specific Task/Activity	**Potential Hazard (What can go wrong?)**	**L**	**C**	**Inherit Risk**	**Control Measure(s)**	**L**	**C**	**Level of Risk**
Pre-Start Check	**Cuts/Abrasions during Pre-Start**	**3**	**3**	**9**	**PPE** PPE must always be worn, including (but not limited to) protective gloves.	**2**	**3**	**6** Use of PPE will greatly reduce the risk of cuts/burns/abrasions
	Contact with hazardous substances (such as diesel)	**3**	**3**	**9**	**PPE** Operators must always wear correct PPE to avoid contact with hazardous substances, which includes protective gloves To do WSF-17 Excavator, Material handler & Loader pre-start checklist.	**2**	**3**	**6** Likelihood of contact with hazardous substances is reduced greatly with PPE control in place
Operation of Boom	**Contact with powerlines**	**3**	**4**	**12**	**Administration** Operator must check overhead for powerlines/obstructions	**2**	**4**	**8** Risk is still present but is reduced when operators are aware of the risk.
	Fire in Engine Bay	**3**	**4**	**12**	**Engineering** All plant have fire extinguishers attached to them to reduce the risk of a fire **Administration** WSF-17 *Excavator, Material Handler & Wheeled Loader Pre-Start* must be done daily, which will help identify if there are any hazards that could cause a fire in the engine bay	**2**	**4**	**8** Risk is still present but is reduced when operators are doing pre-start checklists and are aware of safety equipment

ANALYSE & ASSESS RISKS					MANAGE THE RISKS			
Specific Task/Activity	**Potential Hazard (What can go wrong?)**	**L**	**C**	**Inherit Risk**	**Control Measure(s)**	**L**	**C**	**Level of Risk**
	Defect in hydraulics/fixtures/ general structure, causing an issue	**3**	**4**	**12**	**Administration** *WSF-17Excavator, Material Handler & Wheeled Loader Pre-Start* is in place to ensure all operational aspects of the loader are working before us every day	**2**	**4**	**8** Pre-start being in place means all defects should be caught and reported before an incident occurs
	Boom colliding with vehicles, plant, equipment or structures	**3**	**3**	**9**	**Administration** CWP-17*Operation of Plant (Site Specific)* states safe driving/working distances from people and other vehicles	**2**	**3**	**6** Risk is reduced with controls in place
Driving Vehicle	**Collision with Vehicles**	**3**	**4**	**12**	**Administration** CWP-17*Operation of Plant (Site Specific)* states safe driving/working distances from people and other vehicles **Administration** WM sites have traffic management plans that show safe travelling routes for plant & show site speed limits to ensure safety	**2**	**4**	**8** Controls in place reduce the risk of a collision

ANALYSE & ASSESS RISKS					MANAGE THE RISKS			
Specific Task/Activity	**Potential Hazard (What can go wrong?)**	**L**	**C**	**Inherit Risk**	**Control Measure(s)**	**L**	**C**	**Level of Risk**
	Collisions with Plant/Equipment	**4**	**4**	**16**	**Engineering** All plants on site are fitted with horn, reverse buzzer, reverse lights and warning lights to ensure they are seen and heard when operating **Administrative** Only licensed operators are to use the equipment (relevant license(s) taken upon induction). **Administrative** WM sites have a traffic management plan to show safe paths for forklifts/mobile plant to take & show speed limit of site	**2**	**4**	**8** All controls used together will greatly reduce the risk of a collision with plant/equipment
	Collisions with Pedestrians	**4**	**4**	**16**	**Engineering** All plants on site are fitted with horn, reverse buzzer, reverse lights and warning lights to ensure they are seen and heard when operating **Administrative** CWP-17*Operation of Plant (Site Specific)* contains information about plant keeping safe distances from pedestrians, use of a spotter where necessary & safe tipping distances **Administrative** WM Sites have a traffic management plan to show safe paths for loaders /mobile plant to take & show speed limit of site	**2**	**4**	**8** Risk is reduced greatly with all controls in place

ANALYSE & ASSESS RISKS					MANAGE THE RISKS			
Specific Task/Activity	**Potential Hazard (What can go wrong?)**	**L**	**C**	**Inherit Risk**	**Control Measure(s)**	**L**	**C**	**Level of Risk**
	Operator falling while entering/exiting Loader	**3**	**3**	**9**	**Engineering** All loaders are fitted with handles and non-slip surfaces to ensure safety when entering and exiting loader **Administrative** CWP-17*Operation of Plant (Site Specific)* states operator must maintain 3 points of contact (facing inward) while entering and exiting vehicle.	**2**	**3**	**4** The risk is reduced, but not eliminated if 3 points of contact are maintained
	Operator being thrown from loader while driving	**4**	**4**	**16**	**Engineering** Loaders are fitted with seat belts and a cabin door. Seatbelts must always be worn while driving and operating the loader, cabin door must be closed while driving and operating the loader **Administration** CWP-17*Operation of Plant* (site specific) states that seatbelts must always be worn while driving and operating plant	**1**	**4**	**4** When controls are used, there should be minimal risk of operator being thrown from the item of plant

APPENDIX B – TRAFFIC MANAGEMENT PLAN

Facility Name:	WM Waste Management Services
Group General Manager:	Matt Jeffs
Health and Safety Representatives:	Khalid Wasfy Jodi Capper Matt Hall

The following document provides the traffic management procedures to be followed by personnel and visitors entering the Campbellfield Depot.

The objectives of this Traffic Management Plan are:

- Provide for a safe environment for personnel, customers and other members of the public entering the site;
- Ensure access to premises is maintained at all times;
- Minimise delays or congestion among road users.

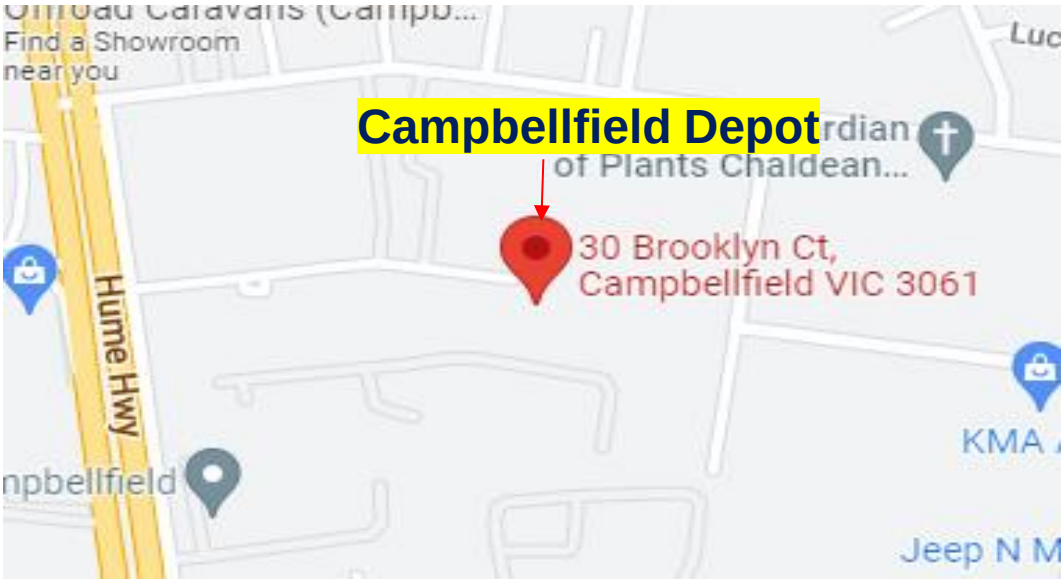
To achieve the above objectives, the TMP will:

- Ensure that suitable/sufficient warning and information signs are installed at the premises.
- Ensure that the roads are free of hazards and that people in site are adequately protected.

Vehicular Composition
An estimation of total traffic environment is as follows: 85% heavy vehicles (e.g. trucks); 10% small trucks & utes; 5% Staff vehicles

Location of the site

- Campbellfield Depot is located at:
  - 30 Brooklyn Court Campbellfield 3061



The following safety features are in place to ensure that the traffic management within the facility is undertaken in a safe manner:

- Traffic flow within the site is controlled by:
  - Give way signs to exit the facility safely.
  - Well defined Entrance/Exit lanes.
  - Facility's operating time is set to be during day light hours.
  - Heavy vehicles parking system that allows them to enter, exit and park trucks in an orderly manner (see heavy vehicle interaction section).

- Staff utilise the following safety aids and personal protective equipment (PPE):
  - High visibility vest
  - Safety footwear and glasses

Heavy vehicle movement and parking around site

- Interaction between heavy vehicles and delivery vehicles is minimised. (Heavy vehicles usually depart between 4:15 am and 6:00am and return between 15:30 and 16:00, whereas delivery vehicles occasionally enter the facility between 6:00am to 16:00).
- Heavy vehicles have an established system for entering, exiting and parking on site. Once returning to the site, drivers of heavy vehicles will first park occupying the back rows of the site. All of them will park in reverse.
- Trucks are equipped with radios to facilitate communication between each other and facilitate parking around site.
- Additionally, there is concrete sleepers and steel fencing where the trucks are reverse parking against to

Safe passages for customers and staff vehicles around site

The following safety arrangements and features are in place for small vehicles required to move around the worksite:

- A designated parking area for members of staff. This is located at the end of the site (minimising the interaction with heavy trucks)

Mobile Plant Parking & Movement around Site

The following safety arrangements are to be followed when operating any mobile plants:

- Mobile Plant is to be parked in the designated parking area.
- Mobile plant is to be only operated within the waste areas as marked in the Site plan below to minimise the interaction with heavy trucks, staff, & visitors onsite