Schedule 6 Planning scheme policies

SC6.1 Planning scheme policy index

The table below lists all the planning scheme policies applicable to the planning scheme area.
Table SC6.1.1—Planning scheme policy index

Planning scheme policy titles
• Engineering design • Plans of development • Community and economic needs assessment • CBD redevelopment • Beecher/Burua constant flow precinct • Flood hazard • Heritage • Non–resident workers accommodation • Vehicle parking rates • Waste management

SC6.2 Engineering design

SC6.2.1 Introduction

Short Title – The planning scheme policy may be cited as the Engineering Design PSP.

SC6.2.2 Purpose

The purpose of the planning scheme policy is to provide guidance to applicants on the required relevant Engineering and development design standard documents that are to be utilised for development.

SC6.2.3 Legislative authority

This planning scheme policy is made under the relevant requirements section 22(1) of the *Planning Act 2016* and the associated requirements of *Queensland Planning Provisions* version 4.
Relationship to the Gladstone Planning Scheme: Our Place Our Plan.

This Planning Scheme Policy is referred to in a number of Codes within the Planning Scheme and reference is made to the most recently adopted version of each document at a particular point in time.

SC6.2.4 Terminology

Terms used in the planning scheme policy are defined in Schedule 1—Definitions.

SC6.2.5 Documents included in this policy include:

(1) The *Capricorn Municipal Development Guidelines* (including Standard Drawings and Specifications, Construction Specifications and Procedures, Design Specifications and Purchase Specifications as they relate to Gladstone Regional Council).
(2) Adopted Infrastructure Contribution Policy.
(3) *Build Over or Adjacent to Council Services Policy*.
(4) Rural Roads—*Construction of Roads in Rural Areas Policy*.
(5) Water—*Metered Standpipe (Mobile & Fixed) and Hydrant Usage Policy*.
(6) Water—*Direct Connection of Pumps to Council Water Network Policy*.

SC6.3 Plans of development

SC6.3.1 Purpose

The purpose of this planning scheme policy is to:

(1) Provide guidelines for the information and format required to make Plans of development in support of a Development application.

SC6.3.2 Application

This planning scheme policy applies to Development applications for a Material change of use or Reconfiguration of a lot where a Variation approval is sought under the *Planning Act 2016*. Plans of development are required where detailed planning has not been undertaken to achieve development outcomes in investigative zones such as the Emerging community and Industry investigation zones.

SC6.3.3 What is a Plan of development

A Plan of development is the preferred planning tool used to identify development outcomes on a plan, and if proposed, a planning code to achieve outcomes for a Variation approval that varies the Planning scheme under the *Planning Act 2016*. The Plan of development is largely influenced by the accompanying detailed planning, environmental, social and infrastructure studies and also demonstrates compliance with the Strategic framework.

The Plan of development is to demonstrate:

(1) How the lot layout/design of the proposal responds to specific opportunities and constraints both onsite and within the surrounding locality;
(2) How the lot layout/design of the proposal results in a highly integrated development/community which does not result in adverse impacts to neighbouring properties or the locality;
(3) How the staging of the proposal results in the timely provision of physical and social infrastructure which meets the needs to the community and does not place unreasonable economic burden on the community; and
(4) How the proposed variations to the Planning scheme comply with the intent of the Strategic framework and other Planning scheme provisions to such an extent considered acceptable by the Planning scheme.

SC6.3.4 Guidelines and process for preparing a plan of development

A Plan of development should demonstrate how the proposal has responded to the various planning, urban design, engineering, environmental and social issues raised through the various Planning scheme codes. A Plan of development is informed and created through the synthesis of three components which are outlined below:

(1) **Contextual assessment** - this is to include higher level assessment of the regional and local context and the nature of development in surrounding areas. The assessment is to inform the integration of the proposal with established areas in terms of connectivity, land use and development density. Matters to be addressed but limited to are:
    (a) Strategic intent, strategic outcomes and elements of the Strategic framework that relate to the proposal and how the proposal aligns with these; and
    (b) Demonstration of clear economic and community need in accordance with SC6.4.
(2) **Site analysis** - this should identify constraints and opportunities of the development area in the form of technical studies and include but be not limited to:
    (a) Key access points and road networks, including level and hierarchy;
    (b) Public transport routes;
    (c) Pedestrian and cyclist networks;
    (d) Infrastructure and service corridors (transmission lines, water, sewer and gas pipelines);
    (e) State or local places of heritage significance or matters relating to native title;
    (f) Surrounding incompatible land uses (agricultural land, extractive resources, industry, community infrastructure, sensitive land uses);
    (g) Open space networks (including waterways);
    (h) Stormwater management infrastructure (including overland flow paths); and
    (i) Environmental values and constraints (ecologically significant areas, bushfire, topography, steep land, flood natural hazard, coastal natural hazard, acid sulfate soils, land contamination.
(3) **Preparation of the Plan of development** - should demonstrate the clear responses to components 1 and 2 and describe how the proposed planned outcome integrates these components. Matters to be addressed include but are not limited to:
    (a) Proposed additions and linkages to the components found in Part 2 (road networks, public transport routes, pedestrian and cycle networks);

(b) Interface with incompatible land uses (agricultural land, extractive resources, industry, community infrastructure and sensitive land uses);
(c) Response to environmental values and constraints;
(d) Proposed landform variations (preliminary earthwork design/intent where change to ground level is proposed or where subsequent development is to utilise slope sensitive design);
(e) Lot yields, densities, Gross floor areas for each part of the site (including planned infrastructure demand arising from management lots on a standalone subdivision);
(f) Building envelopes where proposed;
(g) Details of proposed staging of the development; and
(h) End zone recommendations to be applied upon completion of the development.
(i) In some circumstances, a code that reflects the above but not limited to:
    (i) Preamble as to how the code is to be read in accordance with the Planning scheme;
    (ii) Level of assessment for the development should the code vary the Planning scheme;
    (iii) Purpose and Overall outcomes for the development should the code vary the Planning Scheme; and
    (iv) Performance and Acceptable outcomes for the development should the code vary the Planning scheme. This may include relevant siting and design standards that deal with respective built form types, minimum lot sizes and other relevant planning outcomes.

The Plan of development should extend outside of the proposed development area to a scale necessary to demonstrate how the layout and design of the development addresses external site opportunities and constraints and contributes to an integrated community, while not negatively impacting the development of adjoining sites.

SC6.3.5 Varying codes

A Variation approval may seek to affect the Planning scheme by varying an existing code or by creating a new code. If the development seeks to vary the effect of a code identified in the Planning scheme, the proposal should include a copy of the Planning scheme code and a copy of the proposed variation to the code, with a written statement about the differences between the two codes. Any new codes or variations to codes must be drafted in a way that reflects the format and structure of codes in the Planning scheme. Council will not accept Plans of development which include codes which are drafted outside of the prescribed format of the current Planning scheme.

The Council's preference is for a zone of the Planning scheme to be applied together with a Plan of development that may identify alternative built form or scale/intensity outcomes through alternative acceptable outcomes of Planning scheme codes. These built form variations should be accompanied by the appropriate urban design documentation including building typologies, 3D photomontages and massing plans.

Codes should not introduce building code matters that are outside of the scope of the Planning scheme or introduce new regulation for design elements of Dwelling houses that the Planning scheme currently does not regulate. For example, fences, energy efficiency, mail box design, colours of the house, roof or fence etc. or building appearance/materials.

New land uses undefined by the Planning scheme cannot be introduced.

SC6.3.6 Varying categories of development and assessment

If the proposal seeks to vary the category of development and assessment identified in the Planning scheme, the proposal must include a copy of the provisions of the Planning scheme that prescribe the category of development and assessment and a copy of the proposed category of development and assessment table. This is accompanied with a written statement of the differences between the two documents. Any new category of development and assessment tables, or variations to existing tables, must be drafted in a way that reflects the format and structure of level of assessment tables in the Planning scheme.

SC6.4 Community and economic needs assessment

SC6.4.1 Purpose

The purpose of this planning scheme policy is to:

(1) Provide the guidelines and format for the information required to make community and economic need assessment in support of a Development application.

SC6.4.2 Application

This planning scheme policy applies to Development applications for a Material change of use or Reconfiguration of a lot where a Variation approval is sought under the *Planning Act 2016*. Community and economic needs assessments are required when the demand for the desired development outcome may not be known or exist at the time of lodgement. Community and economic needs assessments form part of the basis for determining whether sufficient grounds exist to support a Development application where the proposal is inconsistent with the Strategic Framework of the Planning scheme.

SC6.4.3 What is a Community and economic needs assessment

The Gladstone region has long been characterised by periods of rapid population growth followed by more stable phases - placing fluctuating demands on the regions centres and residential housing supplies. Whilst this growth has occurred in preferred locations, this cycle has led to issues in both undersupply and oversupply of which the former Planning schemes have struggled to address.

In response to this, the Strategic Framework seeks to protect the economic viability and long term function of existing and future centres as well as to ensure that residential development occurs in step with community need. A community and economic needs assessment is the primary supporting document used to justify whether there is need for a particular proposed development and whether such a proposal will have any adverse impacts to the existing social, economic and urban fabric of the immediate and surrounding locality. These impacts include:

(1) Whether a proposal may negatively impact on an existing centre to the point where it may become economically unsustainable or whether it will enhance the viability of an existing centre;
(2) Whether a proposal may create unnecessary community and economic hardship or alleviate existing or emerging issues; and
(3) Whether a proposal may result in adverse market conditions due to the scale of proposed increased supplies or relieve pressures on existing demands by meeting existing or emerging demands.

SC6.4.4 Guidelines and process for preparing a Community and economic needs assessment

A community and economic needs assessment is to include, but is not limited to, the following:

(1) **Residential**:
    (a) An outline of the purpose of the assessment;
    (b) A description of the methodology used and why this methodology is appropriate for the type of proposal;
    (c) A description of the proposed size (lot/density/unit numbers) together with details of any pre-commitment;
    (d) An examination of the population growth prospects and socio-economic characteristics of the area, including socio-economic factors;
    (e) The identification of any approved or proposed development that may affect the proposal or be affected by the proposal (Council expects at a minimum, that all existing, under construction and approved Development permits are acknowledged and taken into consideration as part of any assessment. Council will not accept any assessments which do not accurately identify and consider all relevant development activity within the immediate and surrounding areas;
    (f) An estimation of the demand, or likely future demand, for future residential lots, units and/or accommodation;
    (g) An estimation of the market share of the proposal and commentary on changes to the supply/demand balance upon approval and implementation of the proposal, including whether the proposal would represent an excess of supply for the community;
    (h) If the proposal is located outside of the Emerging community zone, evidence that feasible alternatives in appropriately zoned locations have been investigated and assessed so that the reasoning behind the selection of the preferred site is clear. It is noted that Council will not accept justification based upon ownership of land as the primary reason for location choice; and

(i) A summary of the overall need for the proposal including a description of the potential community and economic benefits and potential negative impacts. This summary is to consider aspects other than employment through construction related roles. Historically large developments, which have a short-term increase in construction roles, generally result in low levels of long-term employment benefits. Applicants are to demonstrate the long term community and economic and outcomes such a proposal is expected to provide.

(2) **Commercial**:

(a) An outline of the purpose of the assessment;

(b) A description of the methodology used and why this methodology is appropriate for the type of proposal;

(c) A description of the proposed size, gross floor area, function and tenancy mix of the proposed development, together with details of any pre-commitment;

(d) An examination of the business growth prospects and economic characteristics of the area, including economic factors such as demand for that type of commercial land;

(e) The identification of any approved or proposed development that may affect the proposal or be affected by the proposal (Council expects at a minimum, that all existing, under construction and approved Development permits are acknowledged and taken into consideration as part of any assessment. Council will not accept any assessments which do accurately reflect and consider all relevant development activity within the immediate and surrounding areas);

(f) The identification of the location, size, nature, function and tenancy mix of competitive business, commercial or centre uses likely to be affected by the proposal and how such a proposal may impact on these existing economic centres;

(g) An estimation of the demand, or likely future demand, for business, commercial or centre floor space in the trade area and commentary on changes to the supply/demand balance upon approval of the proposal, including whether the proposal represents an excess of supply for the community or is meeting an existing or emerging demand;

(h) The identification of the impacts the proposal would have on the successful trading of other centres (including the period of time) and the identification of the impacts on the Gladstone regional centre hierarchy and functionality of existing activity centres;

(i) If the proposal is located outside of the Emerging community zone, evidence as to why the proposal is required, including why the proposal cannot be accommodated within an existing centre. It is noted that Council will not accept justification based upon ownership of land as the primary reason for location; and

(j) A summary of the overall need for the proposed development including a description of the community benefits. Council requests that this summary of benefits consider aspects other than employment through construction related roles. Historically large developments, which have a short-term increase in construction roles, generally result in low levels of long-term employment benefits. Applicants are to provide comparative examples of projected long term employment numbers and indirect 'flow on' employment numbers. Applicants are to also demonstrate the long term community and economic outcomes such a proposal is expected to provide; and

(k) For commercial proposals that are trade area based, the definition of the trade area should have due consideration to the following:

(i) The existing centre hierarchy and their intended strategic purpose as per the Planning scheme and other relevant competition;

(ii) The nature, scale and functionality (higher/lower order services) of the proposal including the target market;

(iii) The nature of the potential users of the development (e.g. residents, workers, students, other businesses);

(iv) Typical travel routes of potential users of the development including whether trips are intended to be local, district, regional or inter-regional;

(v) The attracting capacity of any neighbouring uses; and

(vi) A map(s) of the trade area which clearly defines the trade area boundary, identifies relevant existing centres, identifies the site of the proposed development and includes key transport corridors. A justification of the proposed trade area boundary.

These reports are to be prepared by a suitable competent person.

SC6.5 CBD redevelopment

SC6.5.1 Purpose

The purpose of this planning scheme policy is to:
(1) Provide the guidelines for development within the Principal centre zone in achieving the outcomes within the Jumpstart our City Heart Urban Renewal Strategy.

SC6.5.2 Application

This planning scheme policy applies to Development applications for a Material Change of Use or Reconfiguration of a Lot within the Principal centre zone.

SC6.5.3 Introduction

In 2016, the Gladstone Regional Council adopted the Jumpstart our City Heart Urban Renewal Strategy, supported by the existing CBD Streetscape design manual with the vision to create a 'vibrant City Heart destination, playing and learning from its unique heritage to allow dynamic opportunities for residential living, active business uses, engaging entertainment and cultural activity for all'. The project included 8 guiding principles for transformation throughout 5 new precincts, and an implementation plan to support its renewal.

Where a Development application is lodged within the Principal centre zone, it is the expectation of Council that the site specific outcomes of the Jumpstart our City Heart Urban Renewal Strategy and CBD Streetscape design manual are met. In achieving compliance with these documents, compliance is also achieved with the relevant provisions of the Principal centre zone code.

SC6.5.4 Delivery of works

Where a proposal is located on a Primary or Secondary frontage as per the Building heights and frontages overlay, the Applicant as part of their common material must demonstrate to Council how the proposal complies with the outcomes expressed within the Jumpstart our City Heart Urban Renewal Strategy through the delivery of works in accordance with the CBD Streetscape design manual. Works are to include:
(1) Street furniture (litter bins, drink fountains, bike hoops, seats, signage and ash receptacles);
(2) Landscaping including street trees;
(3) Footpaths; and
(4) Public artwork.

Where a proposal fails to provide compliance with these requirements, Council will by use of conditions, require the Applicant to provide the following:

Table 6.5.4.1

Application Type	Provisions Required
Material Change of Use and involving the reuse of an existing building, whether or not involving an increase in Gross floor area	• Streetscaping works in accordance with the CBD Streetscape design manual totalling 1% of the overall cost of building works.
Material Change of Use for a new development	• Full streetscaping works along any primary and secondary frontages in accordance with the CBD Streetscape design manual; and • Artworks at a cost of no less than 1% of the total construction works.
Reconfiguring a Lot	• Full streetscaping works along any primary and secondary frontages in accordance with the CBD Streetscape design manual.

SC6.6 Beecher/Burua constant flow precinct

SC6.6.1 Purpose

The purpose of this planning scheme policy is to:
(1) Provide the guidelines for development within the Beecher/Burua constant flow precinct with respect to water capacity and future development potential.

SC6.6.2 Application

This planning scheme policy applies to Development applications for a Reconfiguration of a Lot where within the Beecher/Burua constant flow precinct.

SC6.6.3 Introduction

The water infrastructure network within the Defined water supply area of Beecher and Burua is a Constant flow water supply network. Development outside of the projected levels will place increased demands on the existing water supply network and ultimately affect the expected future performance of the potable water infrastructure. The control of development is required to achieve the desired standard of service and to ensure that there is sufficient water capacity available. To achieve this control, water modelling and analysis has been undertaken to understand the maximum capacity of the supply network.

SC6.6.4 Water capacity and future development potential

As a result of the water modelling and analysis, Table 6.6.4.1 provides the available capacity for the Beecher/Burua constant flow precinct in terms of available developable lots. The table is the primary tool used for achieving compliance with the Rural residential zone code with respect to demonstrating available water capacity within the water supply network.

Table 6.6.4.1

Registered lots	Approved lots (not yet registered)	Available lots for development
664	267	139

Note—Table 6.6.4.1 will continuously be reviewed in accordance with development activity.

SC6.7 Flood hazard

SC6.7.1 Purpose

The purpose of this planning scheme policy is to:
(2) Provide advice about achieving outcomes in the Flood hazard overlay code.
(3) Identify and provide guidance about information that may be required to support a development application where subject to the Flood hazard overlay code.
(4) Identify guidelines that may be relevant to achieving outcomes in the Flood hazard overlay code.

SC6.7.2 Application

This planning scheme policy applies to development which requires assessment against the Flood hazard overlay code.

SC6.7.3 Background information—Flood mapping

Council's Flood hazard overlay maps are derived from:
(1) Detailed flood modelling studies identified in Appendix 1 of this planning scheme policy.
(2) Interim flood assessment overlay mapping completed by the Queensland Reconstruction Authority.

SC6.7.4 Guidelines for achieving Flood hazard overlay code outcomes

For the purposes of the performance outcomes and acceptable outcomes in the Flood hazard overlay code, the following are relevant guidelines:
(1) *Floodplain Management in Australia: Best Practice Principles and Guidelines SCARM Report 73 (CSIRO, 2000).*
(2) the relevant *State Planning Policy* (Department of State Development, Infrastructure and Planning) and State Planning Policy Guidelines.

(3) *Planning for stronger more resilient floodplains*, Part 2, Measures to support floodplain management in future planning scheme (Queensland Reconstruction Authority, 2012).
(4) *Queensland Urban Drainage Manual* 2013 (QUDM), (Department of Energy and Water Supply).
(5) Australian Rainfall and Runoff (IEAust, 1999).

SC6.7.5 Climate change/variability

Climate change/variability investigations must include tailwater increases that account for a projected sea level rise of 0.8m and must include the effects of an increase in 1% AEP rainfall intensity of 20%.

SC6.7.6 Guidelines for the preparation of a flood hazard assessment report and flood hazard mitigation report

(4) Flood hazard assessment report
  (a) A flood hazard assessment report is to be certified by a Registered Professional Engineer Queensland with demonstrated expertise in hydrology, hydraulic modelling and stormwater engineering and is to:
    (i) Be prepared in accordance with the methodology prescribed in Queensland Reconstruction Authorities publication *Planning for stronger more resilient floodplains Part 2.*
    (ii) Include accurate hydrological and hydraulic modelling of the waterway network and assessment of existing flooding and flood levels of major water systems including accounting for climate change/variability.
    (iii) Include modelling of the 10%, 2% 1%, 0.5%, 0.2% and 0.1% AEP flood events and any other relevant AEPs based on development category and the PMF. This analysis is to include volumes, depths of flooding, and velocity.
    (iv) Include a qualitative assessment of the piped drainage and hydraulic analysis of the drainage network particularly in relation to the potential for a regional event to cause backflow flooding of the drainage network.
    (v) Address the potential impacts of climate change.
(5) Flood hazard mitigation report
  (a) A flood hazard mitigation report is to:
    (i) Assess the potential impacts of the development on flood hazard.
    (ii) Assess the potential impacts of flood hazard on the development.
    (iii) Recommend strategies to be incorporated into the proposed development to satisfy the outcomes of the Flood hazard overlay code.
    (iv) Describe and evaluate the impact of the proposed mitigation strategies on the existing and likely future use of land and buildings in proximity to the proposed development.
    (v) Address the following:
      (A) waterways, including bank stability
      (B) impacts on adjacent properties both upstream and downstream
      (C) preferred areas and non-preferred areas on site for various activities, based on the probability of inundation and the volume, depth, velocity and depth velocity products of flows. The preferred areas are also the be based on availability of evacuation routes
      (D) the use of flood resistant materials and construction techniques able to withstand relevant hydraulic and debris loads where appropriate
      (E) the location and height of means of ingress and egress, including possible flood-free escape routes which are to be passible by a two wheel drive sedan during the 1% AEP flood event.
      (F) the location and height of buildings, particularly habitable floor areas
      (G) structural design, including the design of footings and foundations to take account of static and dynamic loads (including debris loads and any reduced bearing capacity owing to submerged soils)
      (H) the location and design of plant and equipment, including electrical fittings
      (I) the storage of materials which are likely to cause environmental harm if released as a result of inundation or stormwater flows
      (J) the appropriate treatment of water supply, sanitation systems and other relevant infrastructure
      (K) relevant management practices, including flood warning and evacuation measures
      (L) details of any easements or reserves required for stormwater design, and

(M) details of detention/retention storages to achieve non worsening and located above the 1% AEP flood level.

(6) Flood risk management
  (a) A flood risk assessment is:
    (i) Only required to address a performance outcome of the Flood hazard overlay code where the proposed land use is not compatible with the acceptable outcomes of the code.
    (ii) To be carried out by a Registered Professional Engineer Queensland with demonstrated expertise in flood risk management and shall comply with the procedures outlined in AS/NZS ISO31000:2009 Risk Management.
    (iii) To ensure that risks are compatible with the flood hazard and level of flood immunity and the risks to people and property is minimised.
  (b) A risk assessment process should include the following elements:
    (i) The number of people likely to be at risk and may need to be evacuated.
    (ii) Hazards associated with floods larger than the DFE.
    (iii) Flood warning time.
    (iv) Evacuation routes and the safety thereof.
    (v) The potential for isolation for extended periods.
    (vi) The impact to special needs groups (the publication *Evacuation Planning by Emergency Management Australia* lists special needs groups).
    (vii) Flood recovery times and economic impacts.
    (viii) Impacts of greater rainfall intensity.

SC6.7.7 Appendix 1

Calliope River Flood Risk Assessment Study, Sargent Consulting, April 2006.
Auckland Creek Flood Study Report, GHD, August 2006.
Report on Awoonga Dam, Boyne River Dam Break and Flood Modelling Study, Sunwater, October 2003.

SC6.7.8 Floodplain risk management

The flood management strategy used by the Council is based on the principles of floodplain risk management to ensure that development on a floodplain occurs having regard to:

(1) The compatibility of the development type with the flood hazard to minimise the risk to people's safety or structural damage to buildings.
(2) The social, economic and environmental costs and benefits of developing within a floodplain when balanced against the flood risks.
(3) While development controls may apply to land affected by the defined flood events which is typically, but not always a 1% AEP flood event, significantly larger floods can occur up to a probable maximum flood. Some types of development that are more susceptible to flooding will need to consider, mitigate for or design to floods larger than the 1% AEP.
(4) When considering the safety of people, a full range of flood probabilities up to the probable maximum flood need to be considered. Development should not wholly rely on Council's disaster management response for managing the risk with such rare floods, although it is a consideration in managing the risk.

SC6.8 Heritage

SC6.8.1 Introduction

Short Title—The planning scheme policy may be cited as the Heritage PSP.

SC6.8.2 Purpose

The purpose of the planning scheme policy is to provide applicants with additional information and guidance in meeting the requirements of the Heritage overlay code.

SC6.8.3 Legislative authority

This planning scheme policy is made under relationship to the Gladstone Plan.

SC6.8.4 Terminology

Terms used in the planning scheme policy are defined in Schedule 1 Definitions. A term used in the planning scheme policy which is not defined in Schedule 1 Definitions, is to be interpreted in accordance with Sc6.7.7.

SC6.8.5 Development within a heritage place

Preparing a statement of impact

A Statement of impact prepared by a suitably qualified professional will demonstrate how a proposed development will conserve and/or impact the cultural heritage significance of a local heritage place, including its setting and context. A Statement of Impact is required to address demolition or removal if within a local heritage place and development if within a local heritage place.

Requirements for a statement of impact are:

(1) The statement of impact is prepared by a suitably qualified professional.
(2) Preparation of the statement is made with reference to the *ICOMOS Charter for Places of Cultural Significance (Burra Charter)*.
(3) Includes a section that describes the history of the place and a description of the place (including any relevant components, contents, spaces and views that contribute to the significance of the place noted in the Place Card).
(4) Includes a review of the Statement of Significance of the place.
(5) Includes reference to an existing Conservation Management Plan or Archaeological Management Plan and the management policies included in either plan (if available).
(6) Includes an outline of the proposed development.
(7) Identifies the impact of the proposed development on the cultural heritage significance of the Local Heritage Place. The assessment should discuss how the proposed development conserves, or minimises the impact on, the significance of the place and, if relevant, reflects the management policies contained in the Conservation Management Plan or Archaeological Management Plan.
(8) If it is determined that the proposed development will impact the significance of the place, information must be provided to demonstrate why the change is required, what options were considered and what measures are provided to reduce the detrimental impact that may result from the change.
(9) List any references used in the production of the statement and any relevant technical information or correspondence from government departments.

Preparing a Heritage Management Plan

A Heritage Management Plan is required to address demolition or removal if within a local heritage place.

Requirements for a Heritage Management Plan are:

(1) The Heritage Management Plan is prepared by a suitably qualified professional.
(2) A description of the extent of the heritage boundary (curtilage) and the specific heritage features within the boundary.
(3) An outline of the requirements for the management of any approved works within sensitive areas, including:
    (a) Council conditions of approval for the work
    (b) Work Method Statements for work requiring particular care and attention to appropriate conservation methods, and
    (c) training of contractors, including 'tool box talks'.
(4) An assessment of the risk inherent in particular activities to the significance of the place and appropriate mitigation and/or monitoring responses.
(5) A procedure for the incidental discovery of items of potential cultural heritage significance, including archaeological artefacts.
(6) An archival recording of the place or particular features of the place directly affected by the demolition/removal activities. The archival recording is in accordance with the standards required in the Department of Environment and Heritage *Protection Guideline: Archival Recording of Heritage Places (2013)* or subsequent versions.

Preparing an Archaeological Management Plan

Requirements for an Archaeological Management Plan are:

(1) The Archaeological Management Plan is prepared by a suitably qualified professional.

(2) Outline a methodology for evaluating the extent, nature and integrity of the site and its significance should ground breaking activities be unavoidable.
(3) Define appropriate management measures for the site, having regard to its potential significance, inclusive of the establishment of any ground disturbance exclusion zones and/or monitoring areas.
(4) Specify the process for dealing with new/unexpected finds of an archaeological nature resulting from ground–breaking activities, including advising Council of any such discovery.
(5) Outline the process for the curation and long–term ownership and management of any archaeological material collected as a result of development activities within the curtilage of a Local Heritage Place that has been identified as an archaeological place.

Requirements for a suitably qualified professional
For the purposes of the drafting of a Statement of Impact or a Heritage Management Plan, a suitably qualified professional is considered to be a person who:
(1) Holds a minimum of a bachelor degree in an area related to heritage conservation (e.g. archaeology, architecture, history, museum studies, engineer, and planner).
(2) Has demonstrable competence in identification and assessment of heritage significance and development of management strategies and recommendations for the management of heritage places.

For the purposes of the drafting of an Archaeological Management Plan, a suitably qualified professional is considered to be an Archaeologist who:
(1) Holds a minimum of an honours or other postgraduate university qualification in archaeology.
(2) Has demonstrable competence in the survey, identification and recording of archaeological sites; archaeological site assessment and evaluation; and the development of management strategies and recommendations concerning the management of archaeological sites.

For the purposes of determining the structural condition of a Local Heritage Place or part of a Local Heritage Place, a suitably qualified person is considered to be a structural engineer, preferably with heritage related experience.

For the purposes of assessing the ability for a place to be economically repaired or the anticipated cost and feasibility of adapting or repairing the place for specific uses, a suitably qualified person is considered to be a quantity surveyor, builder, building designer or architect (or equivalent) that has demonstrable experience in the estimation of construction costs and project feasibility.

SC6.8.6 Entering or removing a place from the Local Heritage Register (LHR)

Criteria for entry of a place onto the Local Heritage Register

Note—Successful applications for adding a place to the Local Heritage Register will result in a formal amendment to the Gladstone Plan as required by the *Planning Act 2016*.

A place must meet one or more of the following criteria (adapted from the *Queensland Heritage Act 1992*):
(1) The place is important in demonstrating the evolution or pattern of the region's history.
(2) The place demonstrates rare, uncommon or endangered aspects of the region's cultural heritage.
(3) The place has potential to yield information that will contribute to an understanding of the region’s history.
(4) The place is important in demonstrating the principal characteristics of a particular class of cultural places important to the region.
(5) The place is important to the region because of its aesthetic significance.
(6) The place is important in demonstrating a high degree of creative or technical achievement at a particular period for the region.
(7) The place has a strong or special association with a particular community or cultural group for social, cultural or spiritual reasons important to the region.
(8) The place has a special association with the life or work of a particular person, group or organisation of importance in the region’s history.
(9) A place need only meet one criterion for entry on the register.

How to nominate to add a place to Gladstone Regional Council Local Heritage Register
Any person or body, including the Gladstone Regional Council, can nominate a place for entry on the LHR. The nomination of a place for entry on the LHR must include the following information:

(1) The name of the place (and other names if known).
(2) The specific location of the place.
(3) A description of the place.
(4) A brief history of the place.
(5) A Statement of Significance for the place.
(6) As estimation of the integrity and condition of the place.
(7) The date on which the place was inspected for the purposes of compiling the nomination.
(8) Recent photos of the place.
(9) References of works used to compile the history and/or description of the place.

The place card forms an example for anyone proposing to nominate a place for entry on the LHR. In determining whether a place should or should not be entered onto the LHR, Council may seek additional information or assistance from:
(1) The owner of the place, if the owner did not make the nomination.
(2) Any person or body with a special knowledge of, or interest in, the place.
(3) Any person or body with a special knowledge or interest in the region's cultural heritage.

Send the completed application and supporting information to:
Chief Executive Officer
Gladstone Regional Council
PO Box 29
GLADSTONE QLD 4680

How to nominate to remove a place from Gladstone Regional Council Local Heritage Register

For the removal of a place from the register, the applicant should identify the name and location of the place and provide information that clearly demonstrates the place is no longer of cultural heritage significance. To achieve this, the applicant must address the Statement of Significance for the place.

Send the completed application and supporting information to:
Chief Executive Officer
Gladstone Regional Council
PO Box 29
GLADSTONE QLD 4680

Note—Please note that if a place is nominated to be included on, or to be removed from the Local Heritage Register, Gladstone Regional Council will be required to undertake an amendment to the planning scheme.

SC6.8.7 Criteria for assessment

For the purposes of this planning scheme policy and overlay code the following terms have the following meanings.

Term	Meaning
Archaeological Management Plan	A plan that describes the significant archaeological features and artefacts of a place, or the potential for archaeological for archaeological features and artefacts to be present, and the proposed methodology to manage impacts on the features and artefacts during approved ground–breaking activity, including the procedure to manage unexpected discoveries.
Ground–breaking activity	An activity which involves: (a) The use of machinery to break the topsoil or surface rock layer of the ground, including by use of an end loader, excavator, backhoe, bobcat, rotary hoe, drill or ditch digger, or (b) The removal of mature vegetation by disturbing root systems and exposing underlying soil.
Heritage Management Plan	A plan that outlines the significance of the place, the conditions of approval for development to a Local Heritage Place and particular requirements to manage the significance of the place during development, including where necessary an archival recording of the place where demolition or removal is required.
Local Heritage Place	A place of regional heritage significance listed in Gladstone Regional Council Local Heritage Register.
Place	A site, area, land, landscape, building or other work, group of buildings or other works, and may include components, contents, spaces and views (*Australia ICOMOS Burra Charter, 1999*).
Statement of Impact	A statement (generally in the form of a report) that outlines the significance of a place and provides an analysis determining the extent to which a proposed development activity will impact or conserve that significance.
Statement of Significance	The significance of the Local Heritage Place related to the heritage criteria a–h.

SC6.9 Non–resident workers accommodation

SC6.9.1 Introduction

Gladstone is a focus for industrial development of State and national importance. Traditionally the construction phase of these developments has placed significant pressures on the local economy when a large non–resident workforce competes for scarce short term rental accommodation. The impacts to the local community include a general decline in the availability of accommodation, sharp increases in the cost of rental accommodation and an instability in the overall cost of housing.

Council is committed to alleviating these adverse impacts by encouraging the provision of purpose built non–resident workers accommodation that can respond to the peak demands of those construction phases. These facilities are not necessarily seen as an end use, rather a temporary support for short term accommodation provided in serviced apartments.

Workers accommodation needs to provide a high level of health, safety and comfort for their occupants commensurate with the needs of modern mobile workforce working day and night shifts.

Council is also committed to ensuring that, by applying appropriate development standards, new development is appropriately located and serviced, is able to be socially integrated into existing communities and compatible with existing land uses.

Relationship to the planning scheme
This planning scheme policy applies to Material change of use applications which require assessment against the Planning Scheme Policy for Non–resident workers accommodation.

Purpose
The purpose of the planning scheme policy is to provide guidance on the appropriate location, development standards, and built form of non–resident workers accommodation that will achieve high quality outcomes that support the needs of major industrial development.

SC6.9.2 Location

Council's preferred location for non–resident workers accommodation is in those locations where there is access to relevant infrastructure and services and where workers contribute to the cultural and social values of those communities.

The development should not adjoin incompatible land uses which have impacts that cannot be managed by the development. It should also have a site area sufficient to enable it to incorporate measures that will avoid adverse impacts to adjoining residential land uses including matters such as noise generated by early morning and late night shift traffic.

Strong links to workplaces, retail, entertainment and recreational services and facilities are important.

Where an urban or urban edge location is not practicable, developments need to be either capable of connecting to existing reticulated water and waste water systems or demonstrate that adequate services can be provided on–site in an ecologically sustainable manner. A higher level of on–site dining, social and recreational facilities would be expected to compensate for their more remote location.

Sites should avoid land constrained by overlay codes including natural hazard areas, steep land, areas with biodiversity or scenic values, areas of higher quality agricultural land, and should be separated from surrounding uses that may generate noise, light or dust emissions.

Benchmark—Location
• The land is physically suitable for the development having regard to matters including flooding, tidal surge, bushfire risk, steep land, drainage, contamination and biodiversity and scenic values. • The scale of the development proposed is compatible with existing development in the locality and with the expected outcomes of the particular zone code. • Development avoids locations that adjoin incompatible uses where the impacts from noise, dust or light emissions cannot be mitigated. • Development does not adversely impact on the amenity of existing residential uses. • The land is capable of being provided with acceptable levels of infrastructure, community services and facilities. • Developments are located within a reasonable distance of workplaces. • Developments in urban or urban fringe locations are able to be fully integrated with existing communities. • In the case of development proposed in rural areas, the development is not located on Class A or Class B agricultural land.

SC6.9.3 Site area

The site area needed to accommodate the development will be largely dependent on the size of the accommodation facility, style of development, the on–site facilities provided, the need to incorporate measures to mitigate impacts to/from adjoining premises, site characteristics and, in some cases, its landscape setting and the need to make provision for an on–site water supply and/or waste water disposal.

Benchmark—Site area
• The site area is to be sufficient for the development to be compatible with the scale and nature of its locality, the scale of facilities to be provided and its landscape setting. • As a guideline, in urban or urban fringe locations, a minimum lot size of 2ha and a maximum bed density of 1 room per 50m^2 of site area is considered appropriate.

SC6.9.4 Infrastructure and services

In urban and urban fringe areas developments are to be connected to a reticulated water supply, reticulated sewerage, stormwater drainage systems, electricity and telecommunication facilities. In rural areas developments will need to provide all of that infrastructure.

Benchmark—Infrastructure and services
• Development demonstrates that either the development can be connected to Council's reticulated water supply or a drinking water quality management plan in accordance with the *Water Supply (Safety and Reliability) Act 2008* is provided and complied with for the life of the development • In areas not connected to Council's reticulated supply, a sufficient size lake, dam water tank or swimming pool is provided for firefighting purposes in accordance with the QFRS guidelines. • Development demonstrates that either the development can be connected to Council's reticulated sewerage supply or that an adequate alternative waste water treatment plant conforming to the *Queensland Plumbing and Wastewater Code* will be available to the site and that the disposal of waste water will have no measurable adverse environmental impacts on adjoining land. • Existing emergency services will be available to the site within acceptable response times or on–site provision is made available for those services. • A specific fire safety plan is prepared, including training of fire wardens, periodic testing and monitoring of fire safety equipment and periodic drills. • Provision is made for the removal of waste in accordance with PSP for Waste management. • Waste storage areas are appropriately located and screened to be unobtrusive within and external to the site.

SC6.9.5 Connectivity

Non–resident worker accommodation facilities can generate considerable traffic with defined peak periods. This can have a considerable impact on exiting road and intersection capacities and larger developments (>200 beds) need to identify and mitigate adverse impacts.

As shift changes often occur during noise sensitive times it is important that traffic does not impact on residential communities. Desirably development will have direct access to collector roads rather than residential streets and avoid direct access to major roads where the capacity of the network could be compromised.

Benchmark—Connectivity
• Development does not have direct access to a State controlled road or local residential streets. • Council may require a traffic study identifying traffic generation, likely traffic routes, existing road and intersection capacity, impacts on existing road network, traffic safety and traffic noise to be submitted. • Developments make provision for the transportation of workers to workplaces, Gladstone airport, and where not provided on–site, to retail, health, entertainment, and recreational services that are in excess of 400m from the development site.

SC6.9.6 Built form

The typology and quality of non–resident workers accommodation varies considerably in part due to their location, whether they are for a specific project provided on–site, their size or the economic sector they serve. In the past poor quality accommodation in the nature of 'mining camps' often had negative impacts on the community generally, and particularly where there was a lack of integration into an established community or there was a failure to provide adequate on–site facilities.

There is also a large variety of workers' living facilities. Recent developments in Gladstone have been large (+ 1,400 beds), provide full dining facilities, laundry and recreational facilities including swimming pools, tennis and basketball courts, gymnasiums, recreation centres, licensed taverns, games rooms and libraries.

While this policy is intended to apply to non–resident workers accommodation in its various forms it has particular relevance to larger scale developments.

Council encourages a building form and scale capable of integration with its existing environment. It does not support a contention that the temporary nature of such a use should offer a basis of reduced development standards given that the community will perceive these developments as part of their community.

Benchmark—Built form
• Buildings and structures should not exceed 8.5m. • Building materials and finishes should be of a high standard and complement the surrounding environment. • The use of reflective building materials is avoided. • Buildings are setback a minimum of 10m from a side or rear boundary and 6m from a street boundary. In highly exposed sites or in rural areas, larger setbacks should be provided to enable a scale of landscaping sufficient to screen the development. • The development should provide a positive visual contribution to the street or rural road it fronts. • Non–residential buildings such as reception buildings should be located towards the street frontage to provide legibility. • Where non–residential facilities are open to the public they should be located to permit direct access from the street. • Large car parking areas are fully screened by buildings or landscaping and should be located to avoid noise and light impacts to surrounding developments. • Security lighting should not adversely impact on adjoining premises. • Security fencing should be transparent and provided in association with landscaping. • The amenity of residents is protected by locating accommodation units away from potentially intrusive adjoining uses.

SC6.9.7 Vehicle, pedestrian and cycle movement

Developments need to ensure that adequate on–site car parking is provided for occupants. It is recognized that demand will vary according to occupancy rates and that a proportion of the occupants will be fly–in, fly–out.

Internal access roads should be designed to allow for pick up and set down points, for bus access and goods delivery. In relevant cases thought needs to be given to the needs of possible reuse options for the site.

Benchmark—Vehicle, pedestrian and cycle movement
• Sufficient on–site car parking is provided to cater for expected demand. As a guideline a minimum of 0.75 car spaces per bed should be provided. • Where use of non–resident facilities is proposed, additional car parking is provided are the rates

specified for those use types.

- A car washing facility should be provided.
- Car and bus parking areas, access roads and pick up/set down points are designed to minimise noise and lighting impacts to adjoining premises and to accommodation areas.
- The internal layout makes provision for queuing for check–in, check out adjacent to reception areas.
- Internal roads and cycle ways are sealed and drained and conform to the dimensions specified in Table 1.
- The visual impact of car parking and other hard standing areas is minimised through appropriate landscaping.
- Make provision for pedestrian and cycle movement around the site and to and from the site.
- Access for fire fighting vehicles is provided to within 50m of all buildings.

SC6.9.8 On–site amenity

The characteristics of the workers will be a primary driver in determining the level of on–site amenity. The nature of the workers rosters may require different daily patterns of vehicle movements, sleeping, eating and general activity. The type of accommodation provided needs to be responsive to their male/female ratio, whether or not they are single/couples/families and their likely length of occupation is days/weeks/months.

The level of integration with existing communities will also determine the need for non–residential on–site facilities including dining and recreational facilities, car parking and transport arrangements to work and community facilities. These are more important in rural locations.

The comfort and safety are primary considerations in the design of the accommodation facility.

Benchmark—On–site amenity
• Identify the expected characteristics of workers • A separate bed is provided for each worker, hot bedding is avoided. • Double bunks are not advisable for fire safety reasons. • All rooms are provided with an ensuite bathroom and lockable door. • All accommodation room windows are provided with black out blinds or devices. • Accommodation rooms are constructed minimize the intrusion of noise. • Air conditioning is provided to all buildings. • Except where it can be demonstrated that a need exists in the wider community, on–site facilities are of a type and scale consistent with the needs of the occupants only. • Where on–site facilities such as a convenience store or cafe serve a wider community, those facilities are located to provide convenient street access. • Development has access to, or, in the case of developments in rural localities, provides dining, rooms, passive and active recreational facilities, laundry facilities, first aid facilities and internet connection facilities sufficient to meet the day to day needs of the occupants. • Developments are designed to incorporate CPTED principles. • Opposing accommodation room entries are separated by a 1.2m wide concrete pathway, a landscape buffer strip 2m wide in addition to front entry deck thresholds. • Open space for active and passive uses is provided at the rate of the greater of 5m^2 per occupant or 10% of the site area. • Active and passive open space areas are distributed to provide consolidated areas for each 100 rooms.

SC6.9.9 Climate responsive design

Gladstone's sub–tropical climate means that most areas buildings will be air–conditioned to provide adequate comfort for occupants, many of whom will be sleeping during hotter daylight hours. Developments should incorporate passive design principles and respect the micro–climate of the particular site.

This should include an appreciation that large car parking and hard–standing areas will generate reflective heat and should be located to ensure prevailing breezes assist in minimizing heat transfer to buildings.

Benchmark—Climate responsive design
• Buildings are separated to allow penetrating breezes to flow through the site • Buildings are orientated to buildings to manage • Roofs have eaves of a minimum of 600mm • Avoid locating accommodation units on the western side and use landscaping to shade western facades. • Large parking and hard–standing areas are located downwind of habitable areas to minimize heat transfer. • Use landscaping to create microclimates in communal outdoor areas.

SC6.9.10 Affordability

Not all temporary non–resident workers are highly skilled and highly paid but are still essential to the development phase. Scarce accommodation during construction phases can significantly disadvantage those that are on lower wages but still an essential part of the development process. For larger developments a contribution towards affordable accommodation will be required.

Benchmark—Affordable housing
• For developments over 100 rooms, 5% of all rooms are to be provided to eligible persons as affordable housing in accordance with *Queensland Urban Development Authority Priority Development Area Guideline No 16*.

SC6.9.11 Landscaping

Large non–resident workers accommodation facilities can have a considerable visual impact, particularly in rural areas where they are out of character with expected. Large building setbacks will provide the opportunity to provide landscaping in scale with the development.

On–site amenity will be greatly enhanced where high quality soft and hard landscaping is incorporated highly trafficked areas and in and around each building.

Landscaping should also be used to assist in the achievement of stormwater quality objectives.

Benchmark—Landscaping
• Landscaping reinforces the local character of the area by using locally indigenous native plant species. • Landscaping enhances local biodiversity and wildlife habitat through corridor planting. • Landscaping softens perimeter fencing. • Landscaping conceals undesirable views into and from the site. • Landscaping provides a visual and functional amenity to occupants and neighbours. • Landscaping contributes to on–site stormwater quality management. • Front, side and rear boundary setbacks are primarily used for landscaping rather than for recreational purposes.

• Exiting on–site trees are retained as far as practicable.

SC6.9.12 Changing circumstances or decommissioning

Population growth in Gladstone over the past 50 years has occurred as a series of steps linked to major new industry and port developments and this pattern of growth is likely to continue within the foreseeable future. The demand for purpose built workers accommodation is directly related to the industrial growth and at present is an essential component of the housing stock. Over time, however, the demand is likely to decline as it in turn competes in a much larger housing market including high density apartments in central locations. As such it is therefore expected that decommissioning and removal of these facilities will occur and, in the case of developments in more remote locations, Council may impose a condition on planning consents requiring their removal within a particular time frame.

The removal of, or of, non–resident workers accommodation is an important consideration, particularly those developments in locations distant from the existing urban areas.

In well located areas adaption and reuse other uses such as affordable accommodation, aged care housing or tourist accommodation may be feasible.

Benchmark—Adaptable reuse or decommissioning
• Identify longer term options for the development particularly those that are within or close to fully serviced urban or urban fringe locations. • Ensure that infrastructure, parking and facilities are compatible with identified reuse options. • The development is capable of being scaled down while retaining functionality and visual amenity. • Where reuse is not practical, a decommissioning strategy should be prepared for lodgement with the development application.

Table SC6.9.12.1—Internal vehicle pedestrian and cycle standards

Feature	Dimensions
Entrances and exits	
Two–way entrance/exit streets	7 metres wide
One–way entrance	4 metres wide
One–way exit	5 metres wide
Major street serving common buildings	7 metres wide
Where bus access is required	9 metres wide
Internal streets within the site	
One–way or cul–de–sac	4 metres wide
Two–way streets	6 metres wide
Pedestrian and cycle ways	
Pedestrian pathways	1.2 metres wide
Shared pedestrian/cycle ways/on–site service vehicles	6 metres wide
Emergency vehicles	As required by service
Planted buffer strip on either side of uncovered paths	

SC6.10 Vehicle parking rates

SC6.10.1 Application

This planning scheme policy is triggered where assessment is required against the provisions of the Development design code.

SC6.10.2 Purpose

The purpose of the planning scheme policy is to provide adequate levels of on–site parking for development.

Table SC6.10.2.1—Minimum on–site parking rates

Use	Vehicles	Bicycles
Agricultural Supplies Store	1 space per 50m^2 of GFA.	1 space per 400m^2 GFA (minimum 4 spaces)
Air Services	1 space per employee, plus 10 visitor spaces for the administration building.	1 space per 200m^2 GFA (minimum 4 spaces)
Animal Husbandry	1 space per 2 employees, plus 2 visitor spaces.	Nil
Animal Keeping	1 space per 2 employees, plus 2 visitor spaces. Minimum of 4 spaces for Cattery and Kennels	Nil
Aquaculture	1 space per 2 employees, plus 2 visitor spaces. Heavy vehicles must be able to be accommodated and turned on site.	Nil
Bulk Landscape Supplies	1 space per 100m^2 of site area used for display and sale purposes, plus 1 space per employee. Minimum of 6 spaces.	Nil
Car Wash	1 space per service bay. Queuing space, clear of the road reserve, for 4 vehicles.	Nil
Caretaker's Residence	1 space, adjacent to the residence.	Nil
Cemetery	10 spaces otherwise adequate spaces in accordance with a traffic management plan.	Minimum 4 spaces
Child Care Centre	1 space per full time equivalent employees; plus 1 space per 5 children able to be accommodated on the site. Provision is to be made for the setting down and picking up of children.	1 space per 100m^2 GFA (minimum 4 spaces)
Club/Bar/Hotel/Nightclub	Principal centre zone: 1 space per 30m^2. All other zones: 1 space per 20m^2 GFA, plus 1 space per 15m^2 GFA of bar, lounge, gaming and dining area. Queuing space, clear of the road reserve, for 12 vehicles in any drive–in bottle department.	Club/Bar/Hotel – 1 space per 400m^2 GFA (minimum 4 spaces)
Community Use	1 space per 50m^2 of GFA	1 space per 400m^2 GFA (minimum 4 spaces)
Dual Occupancy	2 spaces per dwelling	Nil
Dwelling House	2 spaces per dwelling	Nil

Use	Vehicles	Bicycles
Educational Establishment	1 car space per 50m^2 of gross floor area, plus an off–street area sufficient in size to accommodate three vehicles for pick–up and sit–down purposes.	1 space per 100m^2 GFA OR for a tertiary education facility, the number of bicycle spaces specified in MP 4.1 (Sustainable buildings) of the QDC, whichever is the greater (minimum 6 spaces)
Emergency Services	1 space per 50m^2 of GFA, otherwise sufficient spaces to accommodate the amount of vehicular traffic, including emergency vehicle access, likely to be generated by the particular use in accordance with a traffic management plan.	1 space per 400m^2 GFA (minimum 4 spaces)
Extractive Industry	1 space per 2 employees, plus 2 visitor spaces. Heavy vehicles must be able to be accommodated and turned on site.	Nil
Food & Drink Outlet	Principal centre zone and Mixed use zone: 1 space per 30m^2 GFA. All other zones: 1 space per 15m^2. GFA. For any drive–through facility, queuing space, clear of the road reserve, for 10 vehicles being served or awaiting service.	1 space per 200m^2 GFA (minimum 4 spaces)
Funeral Parlour	1 space per employee, plus 1 space per 5 chapel seats.	Nil
Garden Centre	1 space per 100m^2 of site area used for display and sale purposes, plus 1 space per employee. Minimum of 6 spaces.	1 space per 200m^2 GFA (minimum 4 spaces)
Hardware & Trade Supplies	Principal centre zone and Mixed use zone: 1 space per 30m^2 GFA. All other zones: 1 space per 25m^2 GFA.	1 space per 400m^2 GFA (minimum 4 spaces)
Health Care Services	1 space per 20m^2 GFA	1 space per 400m^2 GFA (minimum 4 spaces)
High Impact Industry	1 space per employee. Based on maximum employees per shift. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)
Home Based Business	Refer to requirements within the "Home Based Business Code".	Nil
Hospital	1 space per 5 beds, plus 1 space per 2 employees. Based on maximum employees per shift. Heavy vehicles must be able to be accommodated and turned on site. Appropriate emergency vehicular facilities.	1 space per 400m^2 GFA OR the number of bicycle spaces specified in MP 4.1 (Sustainable buildings) of the QDC, whichever is the greater (minimum 4 spaces)
Indoor Sport & Recreation	1 space per 20m^2 GFA, or 1 space per 5 spectators able to be seated, or 4 spaces per court or lane. Whichever is the greater.	1 space per 400m^2 GFA (minimum 4 spaces)

Use	Vehicles	Bicycles
Intensive Animal Industry	1 space per 2 employees, plus 2 visitor spaces. Provision for loading and unloading where a cattle feedlot, piggery, poultry farm, stables.	Nil
Low Impact Industry	1 space per 50m^2 GFA for the first 500m^2, plus 1 space per 100m^2 GFA thereafter. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)
Major Electricity Infrastructure/ Utility Installation	1 space per employee plus 1 space for maintenance vehicle (excluding transmission lines, pipelines, etc.)	1 space per 400m^2 GFA (minimum 4 spaces)
Major Sports, Recreation & Entertainment	1 space per 5 spectators able to be seated or 50 spaces per playing field, or 30 spaces per bowling green, or 4 spaces per court. Otherwise sufficient spaces to accommodate the amount of vehicular traffic, including emergency vehicle access, likely to be generated by the particular use in accordance with a traffic management plan.	To be provided in accordance with a traffic management plan.
Marine Industry	1 space per 50sqm of GFA. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)
Market	2 spaces per stall.	1 space per 400m^2 GFA (minimum 4 spaces)
Multiple Dwelling	Principal centre zone and Mixed use zone: 1 space per 1 bedroom unit. 1.5 spaces for 2 or more bedrooms. All other zones: 1.5 spaces per unit.	1 space for 4 dwellings (minimum 4 spaces)
Nature–based Tourism	1 space in addition to those required for the dwelling house, plus 1 additional space for every non–resident employee.	Nil
Non– Res Workforce Accommodation	1 space per dwelling unit and 1 space per every 4 rooming units, and 1 visitor space every 4 dwelling units, and 1 visitor space every 10 rooming units.	1 space for 10 rooming units (minimum 4 spaces)
Office	Principal centre zone and Mixed use zone: 1 space per 30m^2 GFA. All other zones: 1 space per 25m^2 GFA.	1 space per 400m^2 GFA OR the number of bicycle spaces specified in MP 4.1 (Sustainable buildings) of the QDC, whichever is the greater (minimum 4 spaces)
Outdoor Sales	1 space per 100m^2 site area used for the purposes of display and sale to the public.	1 space per 400m^2 GFA (minimum 4 spaces)
Outdoor Sport & Recreation	1 space per 20m^2 GFA, or 1 space per 5 spectators able to be seated; or 4 spaces per court or lane.	1 space per 400m^2 GFA (minimum 6 spaces)
Place of Worship	1 space per 10 people able to be seated	1 space per 400m^2 GFA (minimum 4 spaces)

Use	Vehicles	Bicycles
Port Services	1 space per 50m^2 GFA; plus 1 space per berth or mooring facility available. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)
Relocatable Home Park/Caravan Park	1 space per caravan, plus 1 space per cabin site or relocatable home site to be located adjacent to such site plus 1 space per camping site, plus 1 space per 10 van sites, cabin site and relocatable home site for visitors. Emergency vehicle access and parking facilities. Emergency vehicle access and parking facilities.	1 space per relocatable home site (minimum 4 spaces)
Resort Complex	2 spaces, plus 1 space per dwelling unit or rooming unit, plus 1 space per 30m^2 GFA of any restaurant and/or conference facilities, plus 1 space per 2 employees, plus those spaces required in accordance with the particular use accommodated on the site (i.e. 1 per 30sqm GFA for commercial premises etc.)	1 space per 10 sites (minimum 4 spaces)
Retirement Facility Residential Care Facility	1 space per 4 nursing home beds plus 1 space per employee; plus 1 space per 4 hostel type units, plus 1 space per self–contained unit, plus 1 space per 2 employees.	1 space per 10 beds (minimum 4 spaces)
Roadside Stall	3 spaces. Provision for vehicles to safely decelerate and park off–road and to accelerate and re–enter traffic stream.	Nil
Rooming Accommodation	1.5 spaces per unit.	1 space per 10 rooming units (minimum 4 spaces)
Rural Industry	1 space per 50m^2 GFA for the first 500m^2, plus 1 space per 100m^2 GFA thereafter. Heavy vehicles must be able to be accommodated and turned on site.	Nil
Rural Workers Accommodation	1 space per unit or rooming unit.	Nil
Sales Office	2 sealed spaces. Frontage to a sealed road to allow for roadside parking.	Nil
Service Industry	1 space per 30sqm GFA.	1 space per 400m^2 GFA (minimum 4 spaces)
Service Station	1 space per employee, plus 2 visitor spaces. Minimum 4 spaces. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 6 spaces)
Shop	Principal centre zone and Mixed use zone: 1 space per 30m^2 GFA. All other zones: 1 space per 25m^2 GFA.	1 space per 200m^2 GFA (minimum 4 spaces)

Use	Vehicles	Bicycles
Shopping Centre	Principal centre zone and Mixed use zone: 1 space per 30m^2 GFA. All other zones: 1 space per 25m^2 GFA. All zones: Heavy vehicles must be able to be accommodated and turned on site. Emergency vehicle access and parking facilities.	1 space per 200m^2 GFA OR the number of bicycle spaces specified in MP 4.1 (Sustainable buildings) of the QDC, whichever is the greater (minimum 4 spaces)
Short Term Accommodation	Principal centre zone: 0.5 spaces per unit. All other zones: 2 spaces, plus 1 space per dwelling or rooming unit, plus 1 space per 30m^2 GFA of any restaurant and/or conference facilities.	1 space per 10 rooming units (minimum 4 spaces)
Showroom	1 space per 30m^2 GFA. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)
Special Industry	1 space per employee. Based on maximum number of employees per shift. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)
Telecommunications Facilities	1 space for maintenance purposes to be available on the site, adjoining land or street reserve.	Nil
Theatre	1 space per 6 seats.	1 space per 400m^2 GFA (minimum 4 spaces)
Transport Depot	1 space per 50m^2 GFA for the first 500m^2; plus 1 space per 100m^2 GFA thereafter. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)
Veterinary Services	1 space per 2 employees, plus 2 visitor spaces.	1 space per 400m^2 GFA (minimum 4 spaces)
Warehouse	1 space per employees, plus 2 visitor spaces, plus 1 space per 50m^2 GFA for the first 500m^2, plus 1 space per 100m^2 GFA thereafter. Heavy vehicles must be able to be accommodated and turned on site.	1 space per 400m^2 GFA (minimum 4 spaces)

SC6.11 Waste management

SC6.11.1 Application

This planning scheme policy applies to Material change of use applications which require assessment against the waste management provisions of the Development design code.

SC6.11.2 Purpose

The purpose of the planning scheme policy is to:
(1) Provide general advice about achieving outcomes in the Waste management code.
(2) State standards identified in the Waste management code for waste storage and servicing.
(3) Provide guidelines about the preparation of a waste management plan.

SC6.11.3 General

(1) In determining compliance with the Waste management code in terms of waste minimisation, waste storage and waste servicing, Council may require submission of a Waste Management Plan for certain types of development including:

(a) a residential use with more than 10 dwelling units
(b) business activities with a total use area greater than 500m^2
(c) an environmentally relevant activity (as defined by Schedule 1 of the *Environmental Protection Regulation 2008*)
(d) construction or demolition of a building, other than construction of a dwelling house, or Class 10 building, and
(e) another use or activity where identified as having significant waste management requirements.

(2) Council may also consider the following matters in assessing the appropriateness of waste minimisation, waste storage and waste servicing arrangements:
(a) the type of waste generated by the development
(b) the amount of waste likely to be generated by the development having regard to Table Sc6.10.3.1—Indicative waste and recycling generation rates for particular uses
(c) the minimum service levels required to accommodate the waste management needs of the development having regard to Table Sc6.10.3.2—Minimum waste service levels for particular uses
(d) the types of waste storage bins best suited to the needs of the development
(e) the required size of waste storage areas
(f) the need for and preferred location of waste storage areas and bin wash down areas
(g) the distance waste needs to be moved to a waste storage area and/or collection area
(h) whether the collection service will be kerbside or on private property
(i) the mechanism or pathway used to move bins to and from the waste storage area
(j) safe vehicle and pedestrian access to bins
(k) Guidelines provided by other jurisdictions including *Better Practice Guide for Waste Management in Multi – unit Dwellings* by Department of Environment and Climate Change NSW, or similar, and
(l) a waste management plan prepared by a competent person in accordance with the Guidance Note – Preparation of waste management plans.

Table SC6.11.3.1—Indicative waste and recycling generation rates for particular uses

Use	Waste Generation Rate	Recycling Generation Rate
Accommodation building where for backpackers accommodation	40L / occupant / week	20L / occupant / week
Accommodation building where for a boarding house or guest house	40L / occupant / week	20L / occupant / week
Motel (where not including a public restaurant)	5L / bed / day 10L / 1.5m^2 / of dining area / day	1L / bed / day
Entertainment/catering use and retail business use where for a: (a) butcher (b) delicatessen (c) fish shop (d) greengrocer (e) hairdresser (f) restaurant (g) supermarket (h) takeaway	80L / 100m^2 floor area / day 80L / 100m^2 floor area / day 80L / 100m^2 floor area / day 240L / 100m^2 floor area / day 80L / 100m^2 floor area / day 10L / 1.5m^2 floor area / day 240L / 100m^2 floor area / day 80L / 100m^2 floor area / day	40L 40L 40L 120L / 100m^2 / day 40L 2L / 1.5m^2 floor area / day 240L / 100m^2 / day 40L
Entertainment/catering use where for a hotel	5L / bed / day 50L / 100m^2 / bar area / day 10L / 1.5m^2 of dining area / day	50L / 100m^2 / of bar and dining areas / day
Entertainment/catering use where for a licensed club	50L / 100m^2 / bar area / day 10L / 1.5m^2 / of dining area / day	50L / 100m^2 / of bar and dining areas / day

A retail business use where for: (a) a shop or shops having a gross leasable floor area not exceeding 100m^2 (b) a shop of shops having a gross leasable floor area 100m^2 or greater.	50L / 100m^2 / floor area / day 50L / 100m^2 / floor area / day	25L / 100m^2 / floor area / day 50L / 100m^2 / floor area / day
A retail business use where for a showroom	40L / 100m^2 / floor area / day	10L / 100m^2 / floor area / day
A commercial business uses where for an office	10L / 100m^2 / day	10L / 100m^2 / day

Table SC6.11.3.2—Minimum waste service levels for particular uses

Use	Minimum service level
Dual occupancy, dwelling house	(a) one 240L waste storage bin serviced once a week, and (b) one 240L recycling bin serviced fortnightly, per dwelling.
All other uses	(a) bulk bins as determined as part of assessment of proposal, and (b) provide a Waste Management Plan in accordance with Appendix 1.

SC6.11.4 Standards for waste storage outcomes

For the purposes of the waste management code the following are the standards identified in the code for waste storage areas.

(1) Waste container storage areas generally:
- (a) waste container storage areas must be attractively designed to minimise their visual impact on the streetscape and surrounding areas
- (b) waste and waste storage bins must not be placed where they may impede safe use of any exit, exit corridor, doorway or stairway, under stairways or near any existing or potential heat source
- (c) waste storage bins must be made of non–combustible materials
- (d) where the storage area contains more than two standard domestic bins, a waste wash down area must be provided for the regular cleaning of waste storage containers, which:
  - (i) is located such that waste containers can be easily moved to the waste wash down area and is not located adjacent to or underneath the eating or living areas of any unit or neighbouring property
  - (ii) has a floor graded to fall to a drainage point located within the wash down area
  - (iii) provides for drainage by means of a trapped gully connected to the sewer, and is designed such that rainfall and other surface water cannot flow into the wash down, and
  - (iv) has a hose cock located in the vicinity of the wash down area.
- (e) waste chutes may be provided for both general waste and recyclables and in particular for multi–unit residential and commercial developments of more than three storeys or 12 metres in height
- (f) any waste chute and associated accessories must:
  - (i) be cylindrical with a diameter not less than 450mm
  - (ii) have a bottom edge which finishes at least 25mm below the level of the ceiling in the waste storage room with a maximum of 300mm between the bottom edge (and any extension thereof) and the top of the waste container
  - (iii) as far as practicable, be vertical throughout the chute length up to the level of the highest hopper
  - (iv) discharge centrally above the waste container or compactor in the waste storage room
  - (v) be continued in full bore above the roof of the building, but not less than 600mm above the level of the highest hopper
  - (vi) be fully supported at each floor level and contained in fire rated shafts in compliance with the appropriate standards
  - (vii) provide for access at appropriate levels to assist in clearing obstructions and cleaning with a nylon brush or similar appliance on a pulley system
  - (viii) be ventilated in a manner that ensures air does not flow from the chute through service openings, and the flow of air in the chute does not impede the downward movement of waste
  - (ix) where the chute is not continued to the full height of the building, incorporate a vent formed of non–combustible material having a minimum diameter of 150mm carried to a point of at least 2.0 metres above the eaves of the building or the eaves of any building within 10.0 metres
  - (x) incorporate a shutter fitted for closing off the chute in the case of fire or when the waste container is withdrawn that is:
    - (A) self–closing and constructed of galvanised steel sheet or other approved metal
    - (B) assembled with bolts, hinges or rollers of non–corrosive material so that it can be dismounted and re–assembled if necessary

(C) be fitted with a fusible link for automatic operation in the case of a fire in the waste container or waste room, which is selected to operate at a temperature at least 5 degrees Celsius above the operating temperature of the automatic fire control system installed
(D) be constructed of materials which are non–combustible and non–corrosive or otherwise coated / treated with a non–corrosive compound and of adequate strength for their purpose
(E) have a chute interior and chute branch and joints with smooth, impervious, and non–corrosive surfaces that provide uninterrupted flow for the passage of waste and are insect and vermin proof, and
(F) be part of a whole of waste disposal system, including all chutes, rooms, compartments and equipment that is designed and constructed so that the use and operation of the system does not at any time give rise to transmission of vibration to the structure of the premises, or odour in excess of 1 odour unit beyond the disposal and storage points.

(2) Waste disposal points

(3) Hoppers for disposal of waste into waste chutes must:
- (a) be provided on each residential floor and be located in a freely ventilated position in the open air (e.g. a sheltered balcony or in a dedicated waste disposal room)
- (b) be easily accessed by the occupants of each unit
- (c) be separate from any habitable room or place used in connection with food preparation or living areas
- (d) be designed and installed so as to:
  - (i) close off the service opening in the chute when the device is open for loading
  - (ii) be between 1.0 metre and 1.5 metres above floor level
  - (iii) automatically return to the closed position after use
  - (iv) permit free flow into the chute
  - (v) not project into the chute, and
  - (vi) allow easy cleaning of the device and the connection between the service opening and the chute.
- (e) have the largest dimension of the service opening (the diagonal of a rectangular opening) not exceeding .75 diameter of the chute with which the hopper is connected
- (f) have a surround on the wall around that hopper that is at least 300mm wide and made of glazed tiling or other impervious material with can be easily cleaned
- (g) have a floor adjacent to the hopper that is paved with hard impervious materials with a smooth finished surface, and
- (h) if located within a waste disposal room be ventilated and finished with an impervious material covered at all angles.

(4) Waste container storage rooms are to be provided for the storage of waste in standard containers at the bottom of each waste chute and must:
- (a) be located at vehicle access level, preferably away from the main entrance to the building
- (b) not be located adjacent to or within any habitable room or place used in connection with food preparation or living areas
- (c) be of sufficient size to fully contain the number of waste containers required to service the development
- (d) provide for waste containers to be easily accessed for direct disposal of bulky items to the waste container
- (e) provide for unobstructed access for removal of waste containers to the service point and for the positioning of the containers correctly in relation to the waste chute
- (f) be the service point or be located within 40 metres of the service point
- (g) be designed and constructed so that:
  - (i) the doors are close fitting, self–closing and not less than 820mm wide
  - (ii) walls, doors and roof of each waste room are lined with non–combustible and impervious material with a smooth finish and a fire resistance rating of one hour
  - (iii) the junctions of the walls with the floors are covered with the covering formed to prevent damage to walls by containers
  - (iv) door frames are metal, hardwood or metal clad softwood, situated in an external wall
  - (v) door frames are rebated with a lock capable of being activated from within the room without a key at all times

(vi) a hose cock and an adequate length of hand hose of a minimum internal diameter of 12mm are provided immediately outside the room
(vii) unless refrigerated to below 4 degrees Celsius, the room has an approved mechanical exhaust system for ventilation or permanent, unobstructed natural ventilation openings direct to the external air not less than one–twentieth (1/20th) of the floor area with one half of such openings situated at or near the floor level and one half at or near the ceiling level
(viii) automatic or other system for control of fire in the waste room meets Australian Standards on sprinkler installation
(ix) the waste room is fly and vermin proof
(x) the floor of the waste room is graded to fall to a drain located outside and adjacent to the waste room as close as practicable to the doorway and drainage is by means of a trapped gully connected to the sewer with gullies positioned to avoid the track of waste container wheels
(xi) rainfall and other surface water cannot flow into the waste room;
(xii) artificial lighting is provided
(xiii) refrigerated rooms are fitted with an approved alarm device, located outside, but controllable only from within the room with all conduits concealed in the floor, walls or ceiling
(xiv) all equipment in a fixed position is located clear of walls and floors and is supported on suitable plinths or impervious legs
(xv) any container storage and drainage racks are made of galvanised metal or other durable, impervious materials, and
(xvi) be well ventilated and have “hazardous waste” and “no smoking” signs installed.

(h) A waste wash down area must be provided for the regular cleaning of waste containers, which:
(i) is located such that waste containers can be easily moved to the waste wash down area and is not located adjacent to or underneath the eating or living areas of any unit or neighbouring property
(ii) has a floor graded to fall to a drainage point located within the wash down area
(iii) provides for drainage by means of a trapped gully connected to the sewer, and is designed such that rainfall and other surface water cannot flow into the wash down
(iv) has a hose cock located in the vicinity of the wash down area.

(i) Council may require or accept specialised equipment in some circumstances, such as compaction equipment to minimise storage areas. Compaction equipment may be accepted for the following wastes:
(i) mixed waste (other than glass)
(ii) cardboard or paper
(iii) plastic or aluminium containers
(iv) putrescible waste – provided a specialised refrigerated compactor is used.

(5) Plans for the installation of compactors must be submitted for the approval of Council’s Delegated Officer.

SC6.11.5 Standards for waste servicing outcomes

For the purposes of Acceptable outcome AO28.1 in the Waste management code the following are the standards identified in the code for waste servicing.

(1) For on street servicing:
(a) where staged subdivisions are terminated with a dead end road, a suitable turn around area cul–de–sac shall be provided.
(b) 0.4m distance between each 240L wheelie bin is required for street service space
(c) Collection areas must be at the front of each property or a designated area that does not require the driver to exit the vehicle. (Trucks with side lift pick up on the left hand side)

(2) Within the development site, vehicle servicing areas must:
(a) be capable of carrying the wheel load per axle of fit for purpose service vehicles;
(b) provide turning circles designed in accordance with AUSTROADS: design single unit truck/bus (12.5m) template, or the particular vehicle requirements, whichever is the greater; and
(c) allow vehicles to move in a forward direction at all times, be able to enter and exit the development in a forward direction, or include a turning area which allows the service vehicle to make a turn within 3 manoeuvres, and

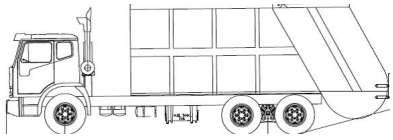
(d) the service point for waste collection service is to be:
  (i) clearly separated from parking bay and other similar areas
  (ii) clear of any hindrance to servicing by a lifter arm
  (iii) clear of a driveway and a pedestrian access
  (iv) not in front of a building entrance
  (v) not blocking the vision of vehicles using the road or entering and exiting the site
  (vi) capable of being serviced on site while the collection vehicle travels forward upon entry and exit
  (vii) a designated area that does not require the driver to exit the vehicle except for bulk bins.

(e) for bin collection from within a building or structure:
  (i) height clearance must be sufficient to allow for safe travel and lifting for vehicles and bins in accordance with Table Sc6.10.5.1—Bulk bin dimensions and Diagram Sc6.10.5.1—Waste vehicle specifications, and
  (ii) the grade of access/egress ramps must not exceed 1:8.

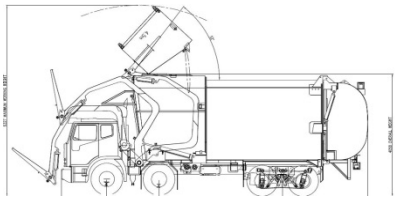
Table SC6.11.5.1—Bulk bin dimensions

Capacity	1.1m^3	1.5m^3	2.0m^3	3.0m^3	4.5m^3
Height	1465mm	910mm	865mm	1225mm	1570mm
Depth	1070mm	905mm	1400mm	1505mm	1605mm
Width	1360mm	1810mm	1830mm	1805mm	1805mm

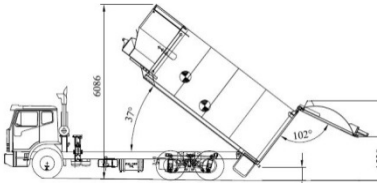
Diagram SC6.11.5.1—Indicative waste vehicle specifications



Rear Loading Collection Vehicle



Front loading collection vehicle



Side loading collection vehicle

	Side loading collection vehicle		Front loading collection vehicle		Rear loading collection vehicle	
	Waste Collection Vehicle	**Recycling Collection Vehicle**	**Waste Collection Vehicle**	**Recycling Collection Vehicle**	**Waste Collection Vehicle**	**Recycling Collection Vehicle**
Length Overall	8.7m	9.9m	9.90m	9.90m	9.84m	9.84m

	Side loading collection vehicle		Front loading collection vehicle		Rear loading collection vehicle	
Front overhang	1.42m	0.85m	1.42m	1.42m	1.50m	1.50m
Wheelbase	5.00m	5.30m	5.84m	5.84m	5.20m	5.20m
Rear overhang	2.30m	2.65m	2.64m	2.64m	2.30m	2.30m
Turning circle (kerb to kerb)	16.40m	18.70m	22.10m	22.10m	10.50m	10.50m
Turning circle (wall to wall)	11.00m	11.00m	23.66m	23.66m	11.50m	11.50m
Front of vehicle to collection arm	18.14m	19.20m				
Maximum reach of side arm	2.70m	3.30m				
Travel height	2.00m	1.70m	3.64m	3.64m	3.90m	
Clearance height for loading	4.00m	3.80m	6.10m	6.10m	3.90m	

SC6.11.6 Guidance note: Preparation of waste management plans

(1) Scope. This Planning Scheme Policy applies throughout the whole of the Gladstone Regional Council Area. The policy applies to any assessable development where the application and/or proposal are to be supported by a Waste Management Plan (WMP).

(2) Objectives. To provide for the preparation of Waste Management Plans to:
- (a) minimise the amount of waste generated, and
- (b) promote efficient use of resources.

To provide a framework for the preparation and assessment of Waste Management Plans which enable Council to make consistent and fair decisions regarding development applications that:
- (c) ensure waste is managed in accordance with ecologically sustainable development principles
- (d) minimise the impact of waste on the environment and on human health
- (e) minimise the amount of waste generated from all sources, and
- (f) promote the use of wastes as a resource.

(3) Rationale. Council and the community share the responsibility of ensuring that the environment is protected, and that resources are not used to the detriment of the quality of life of future generations. Responsible Waste Management is imperative in meeting this responsibility. Sound waste management can result in significant economic, social and environmental benefits. Responsible and effective waste management can achieve:
- (a) more sustainable use of resources
- (b) reductions in the amount of waste requiring disposal and reductions in waste disposal costs
- (c) more efficient, and therefore cost–effective, works and operations
- (d) greater workplace and public safety
- (e) reduced legal and financial liabilities and improved community perceptions and relations.

(4) Principles to be used in preparing the Waste Management Plan
The following principles should be used in the preparation of a Waste Management Plan.
- (a) Guiding principles:
  - (i) Waste Management Hierarchy
    The waste management hierarchy is a framework for prioritising waste management practices to achieve the best environmental outcome. The following waste management practices are listed in the preferred order of adoption and form the 'waste management hierarchy':
    - (A) Waste avoidance. Preventing the generation of waste or reducing the amount of waste generated. Examples of practices for achieving waste avoidance:
      – input substitution
      – increased efficiency in the use of raw materials, energy, water or land
      – process redesign

– product redesign
– improved maintenance and operation of equipment
– closed–loop recycling.

(B) Waste re–use. Re–using waste, without first substantially changing its form. Examples: recovering solvents, metals, oil, or components or contaminants from catalysts and re–using them for a secondary purpose, applying waste to land in a way that gives agricultural and ecological benefits, substituting waste for virgin material in a production process.

(C) Waste recycling. Treating waste that is no longer useable in its present form and using it to produce new products.

(D) Energy recovery from waste. Recovering and using energy generated from waste. Example: Using waste as fuel to heat water and using the hot water in an industrial process or steam to generate power.

(E) Waste disposal. Disposing of waste, or treating and disposing of waste, in a way that causes the least harm to the environment. Examples of treatment before disposal:
– employing biological processes to degrade material
– employing a physico–chemical treatment to obtain a compound or mixture
– blending or mixing waste to obtain a compound or mixture
– storing or repackaging waste
– employing thermal process to convert waste into a non–hazardous material.
Examples of disposal:
– disposal to a landfill
– incineration without recovering heat or a secondary product.

(ii) Polluter pays principle. The ‘polluter pays principle’, is the principle that all costs associated with the management of waste should, if practicable, be borne by the persons who generated the waste. The costs associated with the management of waste may include the costs of: minimizing the amount of waste generated; containing, treating and disposing of waste; and rectifying environmental harm caused by waste.

(iii) User pays principle. The ‘user pays principle’, is the principle that all costs associated with the use of a resource should, if practicable, be included in the prices of the goods and services (including government services) that result from the use. Example: By using land for a landfill, a person is using a resource. Under the user pays principle, the prices for disposing of waste to the landfill should include the full costs associated with using the land for a landfill. These costs may include, for example, the costs of buying the land and constructing the landfill, and the opportunity cost of using the land as a landfill.

(iv) Other principles. Other principles that apply to the preparation of and rationale behind a Waste Management Plan include: Intergenerational equity – means that the present generation should ensure that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations; Ecologically sustainable development – means protecting the environment while allowing for development that improves the total quality of life both now and in the future in a way that maintains the ecological processes on which life depends; Continuous improvement; Full cost pricing.

(b) General principles:

(i) Tailoring the WMP to the proposal. The WMP need only be as complex as the proposal requires. Once–off, short–term, small scale or uncomplicated works should only need a relatively short and simple WMP. Conversely, larger proposals may require detailed planning, covering the different stages of the development, operations or works program. Every proposal has specific conditions and considerations and so in determining waste management measures, consideration should be given to: the nature and scope of the proposal, including the type, extent and life of the proposed activities, and the sensitivity of the receiving environment particularly neighbouring premises practical experience, knowledge and site conditions published information, and consultation with the Council and relevant government agencies.

(ii) Preparing a ‘user friendly’ WMP. The WMP should be clear, concise and easily understood by non–expert readers, as it is intended for use directly by staff or contractors. The intent and scope of the plan should be clearly stated, remembering

that precise objectives and actions are more easily achieved than broad statements of intent.

(iii) Committing resources. The availability of necessary resources should be considered, understood and fully costed before commitments are made to waste minimisation measures. Staff awareness and training are essential for ongoing responsible work practices. All staff should be familiar with the provisions of the plan and the procedures particular to them that will achieve the objectives.

(iv) Auditing. Where warranted by the size, life or sensitivity of the project, procedures should be established for audits of the waste management system to be carried out. An audit will review and establish the degree to which waste management measures are being met and will point out areas for improvement.

(v) Fitting the WMP into an overall Management System. The WMP could ideally be part of any overall Environmental Policy adopted by the organization that is to carry out the development or use. The relationship of the WMP to an existing environmental or other management system/ plan should be indicated. The WMP should be structured to complement existing management systems.

(vi) Continual Improvement. Where warranted by the size, life or the sensitivity of the project the overall performance of an ongoing project or use can be improved as a result of ongoing management measures, technological improvements and improved operating methods. Applying this concept requires management measures to be reviewed over time, particularly when changed or new processes, products, services or facilities are introduced.

(5) Documentation of Waste Management Plans:

(a) General. A WMP is a written description of what acceptable levels of waste generation are intended to be achieved or maintained and how it is proposed to achieve or maintain them. It is a working management document that establishes links between the potential for waste minimisation and measures to utilise such potential. A WMP should concisely describe the commitments made to waste management by:

(i) identifying all the aspects of the project which generate waste or involve waste handling, storage or servicing

(ii) establishing practical and achievable measures for minimizing the amount of waste generated and managing the impacts of such waste

(iii) clearly identifying authority and responsibility for implementing and maintaining these measures during both construction and operational stages of a project

(iv) nominating acceptable performance criteria, and

(v) establishing procedures for monitoring and reporting.

(b) Indicative Scope. Where a WMP is requested to support a development application or required as a condition of development approval, the plan may include, but need not be limited to, the following:

(i) a map which locates the site in relation to any on–site or surrounding uses or other sensitive receiving environments, with respect to cadastral boundaries and topography

(ii) a site layout plan and, if applicable, engineering drawings

(iii) a description of the types and amounts of waste that may be generated from the proposal

(iv) a description of other management practices which will be implemented to prevent or minimise any adverse environmental impacts (which may include temporary and longer term buffering measures, and rehabilitation or enhancement works)

(v) the monitoring procedures to be established and implemented, and

(vi) performance criteria to assess the effectiveness of the management and monitoring program.

(c) Typical WMP Contents and Structure. The following provides a guide to the type of information that may be included in a WMP and how it could be structured.

(i) Introduction. The introduction to the WMP should set the scene by briefly describing:

(A) the project to which it applies

(B) why it has been written, and

(C) its structure and scope.

(ii) Aim of the WMP. The aims of the WMP should be clearly and concisely stated, recognising that a WMP should provide:

(A) a framework for practically addressing and monitoring the waste generated by the proposal, and

(B) evidence that the works and operations will be or are being conducted in an environmentally responsible manner.

(iii) Definitions and References. For the purposes of the WMP, any specific terms, acronyms and references used should be listed and defined or explained. Relevant legislation, government policies and Australian Standards which need to be complied with may also be usefully listed. All documents and records that are used in the WMP should be referenced.

(iv) Identification of Wastes and Associated Management and Minimisation Measures. This section of the WMP should clearly identify the types of waste generated at each development stage or use and identify the requirements for handling, collection and disposal of these wastes. This section should also address the potential for wastes to be diverted from landfill and a description of the associated measures to achieve such diversion. Matters that should be addressed in the plan include:

(A) a description of the activities that may generate waste;
(B) the types and amounts of the waste generated for each development stage or use;
(C) the likely impact of the waste on the environment including on the amenity of surrounding land users;
(D) any hazardous characteristics of the waste;
(E) how the waste will be dealt with, including a description of the types and amounts of waste that will be dealt with under each of the waste management practices mentioned in the waste management hierarchy;
(F) procedures for identifying and implementing opportunities to minimise the amount of waste generated, promote efficiency in the use of resources, and otherwise improve the waste management practices employed
(G) procedures for dealing with accidents, spills and other incidents that may impact on the waste management
(H) details of any accredited management system employed, or planned to be employed, to deal with the waste
(I) how often the performance of the waste management practices will be assessed
(J) the indicators or other criteria on which the performance of the waste management practices will be assessed, and
(K) staff training on matters relevant to waste management

(d) Waste Management Plan Template. The following template (provided in Appendix 1) should be used as a guide for any Waste Management Plan being prepared in accordance with this Planning Scheme Policy.