
SCENTRE GROUP

Westfield Penrith Waste Management Plan – Westfield Penrith Alterations + Additions	
Version 1.3	



Revision Date: 24 October 2019

Revised By: Curtis Simonetta-Beddows

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SECTION 1: INTRODUCTION

1.1 General

Scentre Shopping Centre Management Pty Ltd (Scentre Group) has prepared this Waste Management Plan (WMP) for Westfield Penrith Shopping Centre, located in Penrith NSW for the Westfield Penrith Alterations Development DA.

This WMP documents the existing waste and loading dock areas in within the centre and outlines the proposed waste management process for the Westfield Penrith Alterations + Additions proposal, including:

- Loading dock and zones, including loading dock rules
- Preferred dock to be used by nominated retailers
- Waste management including waste and recycling streams and tonnages collected
- Process to separate different waste streams

This WMP has been developed on:

- Scentre Group personnel knowledge of the centre
- On-site risk inspection
- Scentre Group Design Standards and guidelines
- Service Provider Waste Management Reports

1.2 Revision and Version Control

The Facilities Manager coordinates the preparation of this document with input from Scentre personnel. The Centre Manager has overall responsibility for the development, implementation, ongoing monitoring and updating of this WMP.

This WMP is a live document, which is to be reviewed and updated as/if relevant modifications are made or circumstances change at the Centre. Any revisions are to be noted in the table below and the footer reference is to be amended accordingly. Relevant components of this plan are taken from the Centres Site Waste Management Plan (SWMP) which is reviewed and updated annually or as/if any changes require.

A copy of the Centres SWMP is available in Centre Management Office, and will be provided for inspection by:

- WH&S forum members and representatives
- Scentre managers, supervisors and workers
- Scentre engaged contractors
- Scentre retailers and retail contractors
- Other interested parties

A record of revision for the WMP Mondo Development is in the table below:

Date	Description	Owner
17 October 2019	Waste Management Plan – Mondo Development Proposal	Katie Smith, Centre Manager

1.3 Stakeholder Engagement and Consultation

Several stakeholders shall be engaged and consulted in the overall process of reviewing this WMP and any supplemental plans. This includes Scentre staff, Contractors and Retailers

1.4 Centre Key Contacts

Table 1: Key Contacts

Contact	Details
Centre Management	<p>Centre management on:</p> <p>Phone: (02) 4702 2301</p> <p>Core Trading Hours</p> <p>Monday – Wednesday: 9.00am – 5.30pm</p> <p>Thursday: 9.00am – 9.00pm</p> <p>Friday: 9.00am – 5.30pm</p> <p>Saturday: 9.00am – 5.00pm</p> <p>Sunday: 10.00am – 5.00pm</p>
Centre Manager	Katie Smith (02) 4702 2305
Facilities Manager	Curtis Simonetta-Beddows (02) 4702 2311
Risk and Security Manager	Matthew Djodan (02) 4702 2317
Security (24 hours/day)	0400 327 534
Cleaning Supervisor	Matthew Cook (02) 4702 2318
Waste Provider	SUEZ Australia & New Zealand
Cleaning Contractor	Glad Cleaning Services

1.5 Loading Dock Safety

- Entry into loading dock only by authorised personnel
- Obey dock signage in all areas
- Staff and couriers should follow the dedicated pedestrian walkways as marked in each loading dock
- Do not enter pedestrian exclusion zones as marked
- Be aware of moving vehicles and plant (e.g. delivery trucks, forklifts)
- Ensure appropriate Personal Protective Equipment (in accordance with the relevant Australian Standard) is worn where there is a risk of collision (e.g. high visibility clothing)
- Use only plant or equipment (e.g. compactors) if you are trained, competent and authorised
- Be aware of dock edge(s) and use only ladder, ramp or stair access provided
- In the event of an accident or issue requiring communication, please ensure all accidents are notified to Security or Centre Management

Loading Docks and Couriers

- Loading docks are conveniently located all around the Centre, with all specialty docks being numbered. It is recommended that the most convenient dock to your store is identified and advise this to your transport companies accordingly]
- It is important that all personnel accessing loading docks are aware of the loading dock guidelines. As displayed on signage in and around each loading dock. All personnel, including your staff and contractors are aware of these guidelines prior to carrying out work or accessing loading docks. In addition, loading docks must be kept clean and you are responsible for the behaviour of your staff, contractors and delivery personnel.

SECTION 2: LOADING DOCK AND WASTE MANAGEMENT GENERAL

2.1 Centre Dock Site Overview

This site has 5 dock spaces to serve all major tenants, specialty retailers, offices and Centre Management. Each loading dock or handling facility is numbered for identification.

The following drawings show the locations of all loading docks, the collection points and removal points, waste storage facilities and access paths between these areas:

Table 2: Site Drawings

Figure Number	Title	Level	Loading dock(s)
Figure 1	Site Dock Plan	Level1	1,3,4,5
Figure 2	Site Dock Plan	Level 2	2

Various loading docks contain “major retailers” including department stores and supermarkets. The management of waste generated within these major stores is the responsibility of the relevant retailer, each “major” maintaining its own waste management regime. Each major store is dealt with under its dock summary within this report.

Westfield managed docks contain waste & recycling generated from the following areas as identified in the drawings table above: -

- Specialty shop retailers
- Car parking
- Fresh food / produce outlets
- Food court tenancies
- Entertainment Lifestyle Precinct comprising of restaurants and bars

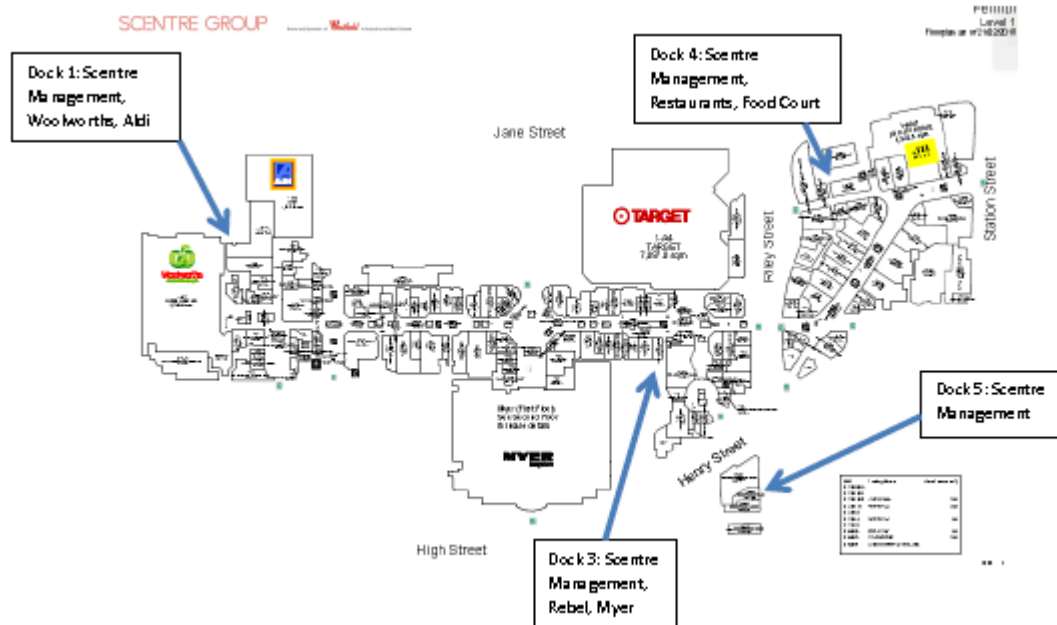


FIGURE 1: Site Dock Plan Level 1

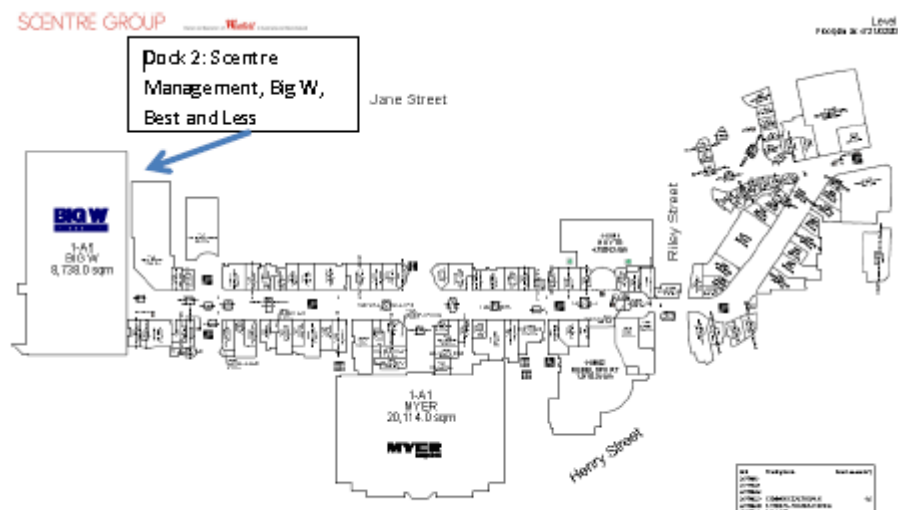


Figure 2: Site Dock Plan Level 2

2.2 Site Waste Streams

The waste generated within the shopping centre falls into the following categories

- General waste – (non-recyclable)
- Cardboard and Paper
- Commingled recyclables
- Putrescibles- Food waste – Organics recycling
- L.D.P.E. (soft plastic film)
- Cooking oils
- Expanded Polystyrene E.P.S.
- Construction waste (tenancy fit outs) ** -

***Note this is only in reference to Ongoing Tenancy Refurbishments*

2.3 Site Waste Management Strategy

The general strategy employed at Westfield shopping centres is outlined below:

- Provide waste facilities either at the dock or in waste “holding rooms” on every retail level of the building.
- The holding rooms where provided are located in close proximity to the goods lifts which provide a direct connection to the loading dock.
- Waste is collected at the waste facility of the building in appropriate waste containers.
- Each waste facility is provided with hot and cold water, trade waste outlet, extract ventilation and impervious finishes throughout. The recommendations for the design and construction of Waste Storage facilities are in accordance with:
 - Green Star – Retail Centre V1 2008
 - Policy for Waste Minimisation in New Developments (N.S.W.)
- Waste is separated into streams through the use of appropriate, readily identifiable containers.
- Waste containers are typically a combination of 1100, 660 or 240 litre capacity “wheeled” bins – mobile for ease of manoeuvring and delivery to the dock via the goods lift.
- The frequency of removal of waste/recycling from the dock will vary according to need with monthly review with the centres waste contractor to ensure schedules are ensuring appropriate timing of waste removal and maximising efficiency for collections to reduce the carbon footprint incurred through transportation.

2.4 Site Dock Design

Unless noted in the Loading Dock summaries, each will have full access for collection of waste in accordance with AS2890.2 plus with the following: -

- Each Waste facility located no lower than 1 level below street level.
- Service vehicles will be able to enter & exit the site in a forward direction & access the dock efficiently with limited need to reverse.
- Minimum Height along access route – 3.8m for collection vehicles (4.6 min height for delivery vehicles).
- Structure will withstand a minimum weight of 30 tonnes.
- Truck movement swept path is based on Austroad Design Single Unit Truck/Bus (12.5m) or for larger vehicles pending delivery requirements of each dock.
- Loading requirements at designated collection points of the Dock
 - Compactors: 5.6m clear height
 - Front load bins: 8.5m clear height
 - Level surface away from ramps & gradients

2.5 Signage and Educational Material

Signage will be installed on loading docks, bin collection areas &/or holding areas to aid in the separation of waste as required prior to collection. It is envisaged that this material will also be issued to the retailers as education material in the training of retail staff in the disposal & recycling of specific waste.

2.6 Site Waste Responsibilities

The responsibilities of stakeholders are listed in Table 3.

Table 3: Site Responsibilities

Stakeholder	Responsibilities
Scentre Management	Management of cleaning contractors, retailers, waste management contractors & the areas in the loading dock for storage of waste & recyclables.

Retailers	<p>Transport their waste; packaging & waste generated from consumption on their premises to the relevant waste facility; separate into recyclable items & the rest into general waste.</p> <p>The amount & type of waste generated will determine if they transport waste in a trolley or temporarily store in their tenancy and transport to the dock each night.</p> <p>Some tenants such as Fruit & Veg. merchants will have direct access to the loading dock because they generate a large amount of waste & recycling.</p>
Cleaning Contractors (Glad Group)	<p>Collect rubbish from bins in the mall & food courts on a regular schedule & dispose of in the general waste.</p> <p>Collect commingled recyclables from food courts on a regular schedule & transport to storage recycling facilities.</p> <p>Manage the loading docks/ waste facilities, transfer waste from the storage rooms to the loading docks, empty bins into compactors & oversee the removal process.</p>
Waste Management Contractors (SUEZ)	<p>Collect and monitor the collection of general waste and recyclables.</p> <p>Provide a report for Westfield Centre Management on a monthly basis & assist with recycling initiatives.</p> <p>Maintain equipment such as compactors & balers.</p>

2.7 Waste and Recycling Volume Calculations

The following calculation tables estimate the waste & recycling volumes generated by this site

Table 4: Volume Calculations

Type	Volume	Mass
General Waste	1 cubic metre (uncompacted)	0.12 tonne (120kg)
Cardboard recycling	1 cubic metre (uncompacted)	0.035 tonne
Putrescibles/organics	240 litre bin	66 kg
Putrescibles/organics	1 cubic metre	0.275 tonne (275 kg)

These figures will be reviewed annually with the contracted waste provider.

2.8 Centre Waste Volumes

These tables apply to **General Centre Waste from 2017**.

Table 5: Centre Waste Volumes

Type	Percentage	Mass (tonnes)
Recyclable cardboard & paper	22.5	603
Commingled recyclables	7.1	191

Putrescibles/organics	8.9	239
Plastic Film (LDPE)	1.2	32
Oil	1.3	36
Grease Trap	3.4	91
General Waste	55.6	1492
Total waste	100%	2,684

2.9 Sustainability

Scentre Group is committed to ensuring our centres are sustainable and have adopted the below strategies:

- Waste & reduction targets

Penrith Shopping Centre aims to achieve a 44% waste diversion from landfill by end of 2019.

Scentre Group aims to achieve 100% waste diversion from landfill by 2030

- Targeted Food Court recycling strategies

Cleaning teams actively collect waste from customers within the food court to ensure as high a percentage of capture of organic material and comingle material as possible from general waste streams.

- Organic waste strategy for tenants

High volume organic stores have been provided with in store bins to assist with separation of organic food waste from general waste streams. Separate collections of coffee grinds by the cleaning team throughout the day has also been implemented.

- Education

WSCM to on an annual basis (and to new tenancies on lease commencement) conduct education sessions on available waste diversions and initiatives.

2.10 Demolition and Construction Waste- Ongoing Refurbishments

Demolition & Construction waste (ongoing refurbishments)

The following facilities are provided for demolition & construction waste from ongoing refurbishments of shops within the Centre.

Table 6: Construction Waste Collection

Item	Detail
Number	<i>Dock 1,2,3,4,5</i>
Location (level & zone)	<i>[Level & zone]</i>
Referenced Drawing(s)	<i>Figure 1, Figure 2</i>
Allocated	<i>Parking bays within dock space</i>
Capacity	<i>Various – pending size</i>

Alternative use:	<i>Available for parking when not used for construction waste skips</i>
Notes	<i>The responsibility of these bins is the shop fitter and de-fitters. Scentre monitors the areas for safety as part of its ongoing responsibility of the dock space.</i>

2.11 Odour Control

Each centre management team is to monitor and assess the requirement for odour control in addition to any base building mechanical ventilation.

These can include but are not limited to:

- Biozone control
- Scenting units
- Increased frequency of cleaning rotations

2.12 Dock Monitoring

Centre teams are responsible for completing dock checks at the below frequency:

- Walk through reviews – Daily
- Review with cleaning contractors – Weekly
- Review with waste provider – Monthly
- Documented inspection – Monthly

Cleaning teams are responsible for the daily cleaning and maintenance of the dock facilities at the centre including but not limited to spills, waste removal to the dock and waste left by retailers.

Retailers are responsible for bringing waste to their closest dock area and to report any issues to the centre management team.

Cleaning staff are responsible for checking waste bins and equipment are in working order and report to centre management any issues. Waste bins that are not damaged, broken or leaking are to be removed from the floor with twenty-four (24) hours and reported to the waste contractor who is to replace them within seven (7) working days. Waste bins are to remain in situ with closed lids.

Cleaning staff are responsible for washing bins to the minimum frequency in accordance with the cleaning contract in place.

SECTION 3: WASTE MANAGEMENT STAGES – Planning, Demolition, Construction

3.1 Objective

The key objectives are to adopt good practice waste management strategies to:

- avoid the generation of waste where possible and use building designs that minimise the generation of waste and thus have a positive contribution to sustainability
- prevent pollution and damage to the environment
- protect the health and safety of our employees and the public
- meet waste minimisation legislative and environmental standards

Consideration for the duration of the Westfield Penrith Alterations + Additions Development will the Penrith City Council – *Industrial, Commercial, and Mixed-Use Waste Management Guidelines* during all stages.

3.2 Design, Procurement and Planning

Construction waste minimisation requires early planning by all participants in the Design, Procurement, Construction and End User process.

Waste minimisation is also a key component throughout the life cycle analysis, material selection and specification.

The use of construction materials that can be fully recycled or include recycled material in their production will be maximised where practicable.

Waste Management will initially be addressed at the fortnightly design meetings and product specification and selection will include the future potential of that material for recycling. Waste management planning will also progress during the procurement process where prospective subcontractors will be asked to provide details of Waste Minimisation strategies.

Prior to commencement of works major subcontractors will be required to produce a Waste Reduction Plan detailing:

- Initiatives associated with their works to minimise waste;
- Waste streams resulting from their works which can be actively managed as part of their waste reduction plan;
- alternative products containing recycled material (which meet with the design specifications) that could be used in place of specified materials
- packaging minimisation and reuse initiatives including adherence to the Commonwealth Packaging Convention, (Bulk handling and reusable transport containers will be encouraged.
- Proposals for storage and re-use of offcuts.
- Procedures for ordering to ensure no oversupply.

In addition, subcontractors will be expected to adopt the “good practice” procedures published by the EPA for their specific trade.

3.3 Demolition Phase

The site induction will communicate the project waste minimisation and management system to all project stakeholders and the responsibility to ensure that waste materials go into the correct bins will be with everyone on site.

All materials that are removed from site, will be required to be reported, with a monthly report provided to Scentre detailing the amounts of waste delivered and the details of where waste has been recycled.

All disposal documentation from construction processes will be supplied to Scentre on a monthly basis to ensure that waste targets are monitored and recorded for verification purposes.

3.4 Construction Phase

The destination of removed materials will be determined during the subcontractor selection process and will be approved by Scentre Design & Construction prior to execution of the subcontract for these works.

The waste management system for the balance of the works will include the use waste segregation and separate labelled bins for different waste materials as practicable.

In addition, separate bins will be provided at the Site shed locations for kitchen waste, glass, aluminium cans, recyclable plastic and paper/cardboard. Procedures will be arranged for these bins to be emptied as required.

Signs will be located on each bin, indicating type of bin and what waste may be placed in that bin.

Subcontractors working on site will be responsible for the daily cleaning of their respective work areas and placing of their waste in the correct bins. If a particular bin is found to be contaminated by waste material from a subcontractor, then that subcontractor will be liable for the cost associated with sorting of waste.

Rubbish collection will be carried out during normal working hours. This includes general litter found around the Project workplace.

Finishing trades washout facilities will not be drained to any building services and will be of a stand-alone nature connected to sewer.

3.5 Collection and Litter Management

Onsite Construction/Demolition Waste streams will be removed in accordance with all suitable Loading/Unloading times and in line with all Site Prepared Traffic Management Plans where developed.

All access provisions will be obtained during all constructions phases and addressed with consideration of the Penrith City Council – *Industrial, Commercial, and Mixed-Use Waste Management Guidelines* section 2.2 “Onsite Waste Collection”

Waste Collection from Site will be completed in accordance with all applicable access times and approvals.

3.6 Waste Management Performance

The method of measuring performance on Waste Management and Minimisation will be via:

- Monthly review of waste statistics provided by the Waste management contractors and comparison against objectives
- Monthly review of design/material selections
- Monthly review of Complaints Register for any operations
- Waste disposed of correctly in accordance with legislative requirements

Any deficiencies in performance shall be reviewed and a corrective action plan will be implemented. Details of the deficiency including any corrective actions undertaken will be recorded.

SECTION 4: PLAN OF OPERATIONS- OPERATING

4.1 Project Summary

The Westfield Penrith Alterations + Additions Development covers the areas show in Figure 3 below.

The project will include remixing existing centre space to create mixed use precinct including specialty retail & leisure, food hall and dining integrated with the external outdoor space.

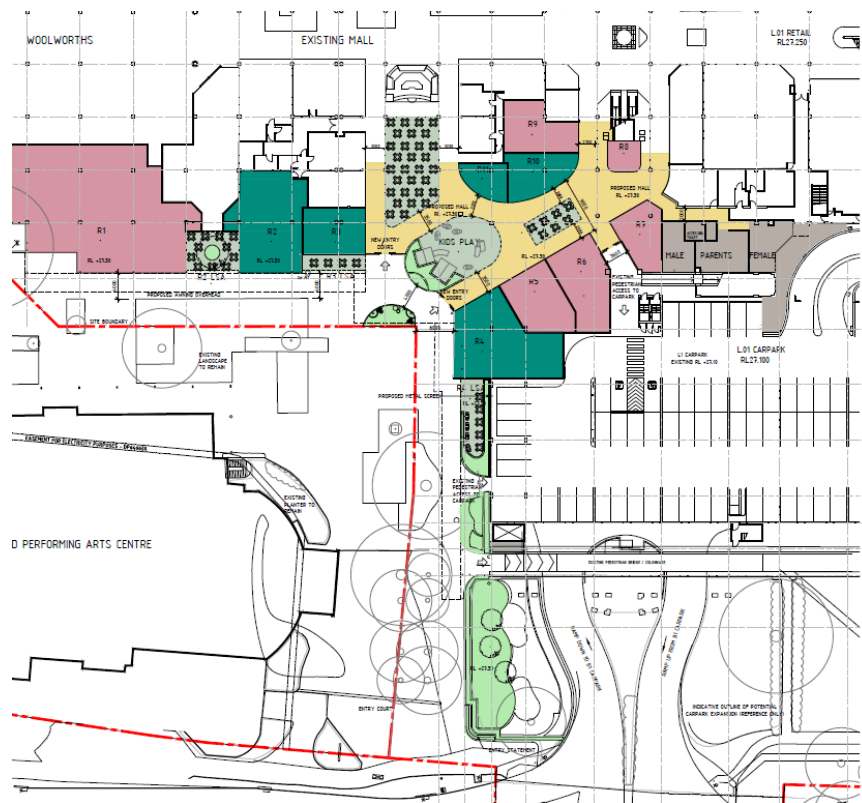


Figure 3: Proposed Westfield Penrith Alterations + Additions Development

4.2 Proposed Waste Streams

The proposed tenancy mix would generate the below waste streams, consistent with the current waste generated at Westfield Penrith:

- Cardboard
- Comingle
- Plastics
- Organics
- Oil
- General waste

There are no new waste streams expected from this development that are not already collected and disposed of from the existing shopping centre operations under the centres WMP.

4.3 Proposed Waste Disposal / Collection

The preferred waste collection point for removal offsite is Dock 1. Dock 1 is an established operating dock within the centre.

The Retail Tenancies will require education to ensure all MGB's pertaining to the Tenancy is moved and shifted to Dock 1 in accordance with the Waste Management Plan.

Photographs 1 – 4 show the entry points to the centre and the dock and the physical dock location.

Waste will then be collected by the centres waste service provider and removed from site.

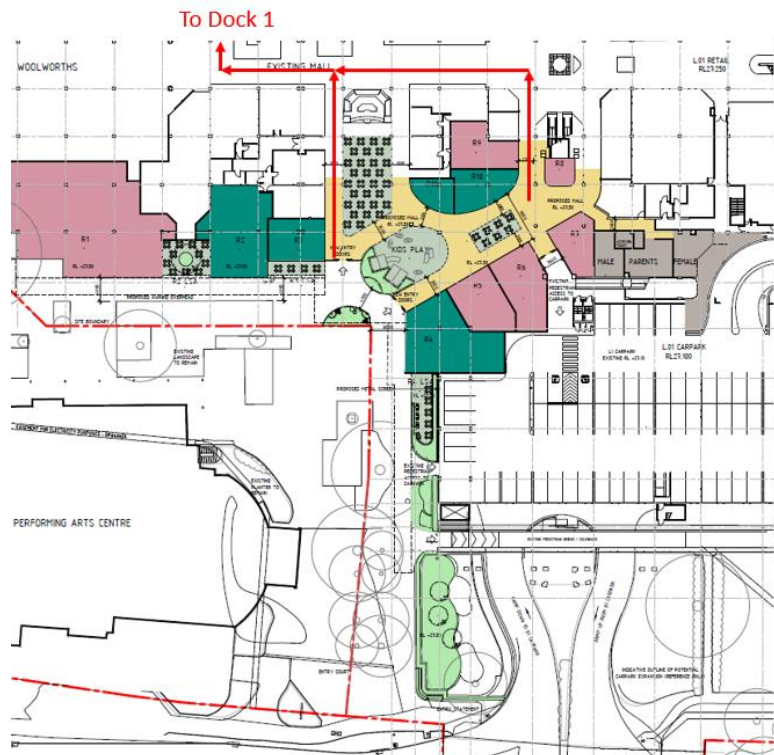


Figure 5: Path of Travel to Dock 1

Dock 1 collection schedules will be monitored and adjusted in accordance with actual waste production once the tenants are fully operational. This is the normal practice for all waste on site currently with additional ad-hoc collections available for same day pick up if required and monthly review with the service provider of collection schedules and volumes to obtain best practice efficiencies in collections and disposal.

Appendix 4.2 is a full listing of equipment and operations in Dock 1.

DOCK 1 – Westfield Penrith

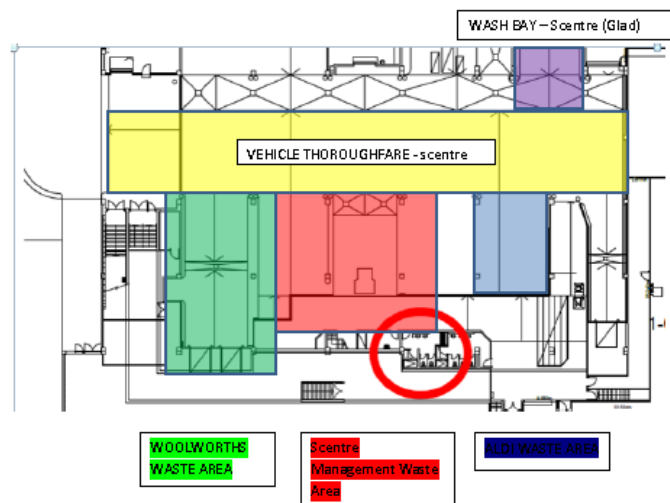
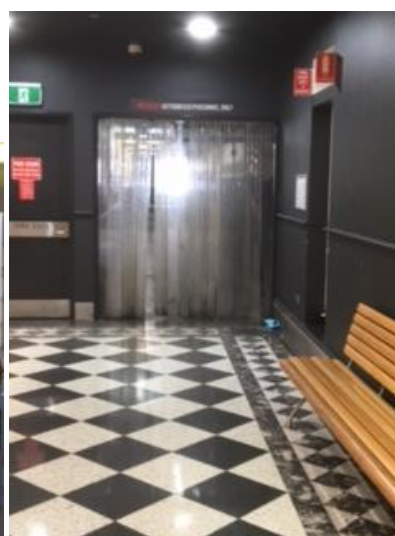


Figure 6: Dock 1 Layout



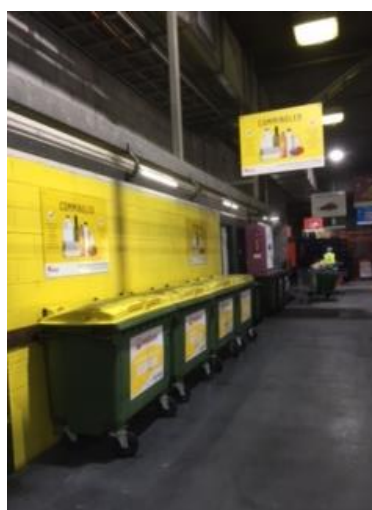
Photograph 1: Centre Entry from Precinct



Photograph 2: Centre Entry to Dock 1



Photograph 3: Dock 1 Waste Streams 1



Photograph 4: Dock 1 Waste Streams 2

4.4 Waste Volumes

The current waste profile is expected to be like that of restaurant precinct of Riley Street currently collected via Dock 4. Modelling on waste volumes for this precinct, it is likely that the Finalised Precinct will generate the below waste volumes and tonnages. This may change pending final approved tenant mixes.

Table 7: Waste Volumes – Penrith Alterations + Additions (In reference to 3.3 Model Waste Generation Rates)

Bin Type	Number	Tonne / week
660Lt MGB Comingle	3	0.7t
240Lt MGB General Waste	3	1.0t
660Lt MGB Cardboard	3	0.5t
240Lt MGB Organics	3	0.2t
240Lt MGB Plastic	1	0.02t

SECTION 5: APPENDICES

5.1 Abbreviations and Glossary

	Abbreviation	Term	Definition
Waste / Recycling	LDPE	Low Density Polyethylene	Plastic film wrap, plastic shopping bags
	EPS	Expanded Polystyrene	Typically used for packaging & insulation
	E-Waste	Electronic waste	Electronic equipment contains toxic materials such as heavy metals and should not be mixed with other waste.
		Putrescible waste	Components of a waste stream liable to become putrid, for example food products.
		Commingled	Mixed recyclable material including glass, steel, aluminium, plastic containers, tins that contain the recycling symbol.
		Hazardous Waste	Component in waste stream which poses a threat or risk to public health, safety or to the environment
Equipment/Facilities	MGB	Mobile garbage bin	Known as 'wheelie' bins
	WHR	Waste Holding Room	Intermediate handling area on each retail level for separation & temporary storage of waste.

5.2 Loading Dock 1 Equipment and Operation Summary


Item	Detail							
Number	Dock 1							
Location (level & zone)	Level 1 – entry from Jane Street (western end of building)							
Referenced drawing(s)	Figure 1, Figure 6							
Tenancies served	Services tenancies on both levels of centre at Western end of building including fresh food market and specialty store. Woolworths and Aldi also operate from this dock.							
Waste Type	Handling Notes						Equipment	
Recyclable cardboard & paper	Transported by retailers and cleaners from tenancies and common areas into 660L MGBs which are then loaded by cleaning teams into compactor						23m3 compactor 3x660L MGB	
Commingled recyclables	Transported by retailers and cleaners to 660L MGBs in dock for collection						9 x 660L MGB	
Organics	Transported by retailers and cleaners from tenancies and common areas and deposited into 120L and 240L MGBs for collection						7 x 120L MGB 2 x 240L MGB	
Plastic Film	Transported by tenants directly into bale frames at the dock. The bale frames are monitored & the bags changed by the cleaning contractor who will store the full bale bags in cage.						1 x LDPE Baler and cage	
General Waste	Transported by tenants and cleaners from tenancies and common mall directly into general waste compactor						23m3 compactor	
Oil	Transported by tenants to the oil tank and emptied on site (cleaners perform this if oil tins left by retailers)						500L oil tank	
Equipment Type	Waste type	Collection						
		Ad hoc	M	T	W	T	F	S
23 m ³ Compactor	General waste			x				

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<i>23m3 Compactor</i>	<i>Cardboard/paper</i>			x			x	
<i>MGBs (120L, 240L)</i>	<i>Organics</i>		x		x		x	
<i>MGBs (660L)</i>	<i>Commingleable recyclable</i>			x			x	
<i>Bale frame</i>	<i>LDPE</i>	x						
<i>Oil tank</i>	<i>Oil</i>	x						

- Under current contract, adhoc services collections are available for all waste streams as required

5.3 Loading Dock Guidelines Signage



LOADING DOCK GUIDELINES



Loading Dock signage must be obeyed

Dock Zones

- Parking Zone** - parking restrictions must be observed
- Vehicle Exclusion Zone** - vehicles must not enter designated Vehicle Exclusion Zones
- Pedestrian Exclusion Zone** - persons must not enter designated Pedestrian Exclusion Zones
- Shared Zone** - Persons operating vehicles/equipment must be aware of pedestrian traffic in designated Shared Zones. Persons must be aware of vehicles/equipment traffic in designated Shared Zones

Vehicle engines must be turned off whilst stationary. Switch on headlights (low beam) when entering into dock

Personal Protective Equipment must be worn (e.g. high visibility clothing) when in designated truck and vehicle zones or other areas where there is risk of contact with moving vehicles

During an evacuation exit via nearest EXIT and follow EXIT signs when instructed by Westfield Centre Management. Do not return to vehicle or equipment until instructed by Westfield Centre Management

Passageways and fire exits must not be obstructed or compromised in any way (penalties may apply)

Prior to using plant or equipment ensure you are trained and competent in its safe operation

If you are a Contractor working for Westfield you must report to Westfield Centre Management and gain authorisation prior to commencement of work

Materials, tools and equipment must not be moved through public areas during trading hours without permission from Westfield Centre Management

Goods lifts

- Safe Working Loads (SWL's)** as marked must not be exceeded
- Lift doors not to be obstructed or wedged open
- Be aware of persons when entering and exiting

Deliveries

- With heavy items must be placed on bottom of trolley
- Must be stable
- Must not obstruct vision. If required a second person must provide assistance to avoid collision with persons or property
- Must not be pushed or pulled faster than walking pace
- Must not leak. All spills must be cleaned and reported immediately to Westfield Centre Management
- Must not be left unattended
- Are not to be placed on shopping trolleys, metal wheeled trolleys or pallet jacks

Incidents resulting in damaged property or personal injury must be reported to Westfield Centre Management immediately

Smoking is not permitted at any time except in designated smoking areas (penalties may apply)

Defacing or vandalising Westfield property may lead to prosecution

Dispose of waste and rubbish in waste and recycling equipment provided

Suspicious objects and activities are to be reported to Westfield Centre Management immediately

Use ladder or stair access provided in dock area and be aware of dock edges

Video/electronic surveillance may be in use in this loading dock

If you are entering a Service Corridor area, obey all displayed signage

