




Sapphire Wind Farm

Waste Management Plan

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Rev	Description	Originator	Reviewed	Approved	Signature	Date
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Details of Revision Amendments

Document Control

The latest approved version of this Document will be available for all personnel on the SWF Confluence Space. The Head of Construction and Asset Management (HOCAM) will maintain, review and update this Document in accordance with the Records & Documents Procedure.

Amendments

Each new revision to the Document will be distributed to all required personnel for review and approval.

The revision number is included at the end of the document number, which is noted in the footer of each page. The document will be allocated a new revision number each time a change is made to the document and changes will be in red for easy reference.

When a new revision to the document is available, a notification email will be distributed to all personnel by the Head of Construction and Asset Management advising of the update.

The Head of Construction and Asset Management is responsible for the implementation and review of the Document. The Head of Construction and Asset Management will approve new revisions of the Document via the review and approval process a detailed in the Records & Documents Procedure.

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1. Overview

This document is about describes the appropriate measures for the effective management of Waste at the Facility. It is for use by all workers and their supervisors and managers.

2. Background

The purpose of this Waste Management Plan (WMP) is to detail management and control measures for the storage, handling and disposal of wastes generated during the operational phase in accordance with the State and Commonwealth CoA, the EPL requirements and Statement of Commitments.

2.1 Applicable Legislation and Guidelines

Waste Classification Guidelines Part 1: Classifying Waste (DECC, 2008) or any future guideline that may supersede this guideline.

2.2 Waste Types

Waste types generated during the operation of the SWF will include but may not be limited to the following:

Waste Stream	Classification
Scrap metal - off-cut fabricated steel	Recyclable
Timber & general packaging	General waste
Cable off cuts (Electrical Repairs)	Recyclable
Human Waste (Sewage)	Sewage
Controlled Waste including oils, solvents and fuels	Hazardous waste
Paper and Cardboard	Recyclable
Plastics (PET)	Recyclable
Metals (copper, aluminium, steel)	Recyclable
Domestic waste	General solid waste (putrescible)
Office waste	

2.3 Waste Management Centres

All waste is to be collected and disposed of by a licensed waste contractor. The licensed waste contractor will provide the required waste receptacles and the frequency of pickups will be negotiated with the Facility. Waste collection will be documented in Waste Removal Register.

Nearby waste disposal centres include:

Glen Innes Landfill	Inverell Landfill
88 Rodgers Road Glen Innes	Burtenshaw Road Inverell
Types of waste able to be accepted at the Glen Innes include: <ul style="list-style-type: none"> • Recyclables; • Mixed waste; • Green waste; • Drum muster; • Construction and demolition waste. 	Types of waste able to be accepted at the Glen Innes include: <ul style="list-style-type: none"> • Recyclables; • Mixed waste; • Green waste; • Drum muster; • Construction and demolition waste.

2.4 Potential Impacts

Primary activities across the Facility that are expected to generate waste include the office building (general office waste, sewage, recyclables), workshops (general waste, hazardous waste, recyclables and packaging), substation (general waste, hazardous waste, recyclables) and wind turbines (general waste, hazardous waste, recyclables). Where further civil works take place, waste consisting of excess soils may be generated.

2.5 Management Principals

The management of waste generated during the operation of the Facility shall be in accordance with the Waste Classification Guidelines and the principles of ecologically sustainable development, with an emphasis on maximum conservation of resources as provided for in the SWF Environmental Policy. General principles of waste management include:

- Avoidance and Reduction;
- Re-use;
- Recycle;
- Recover; and,
- Disposal.

3. Risks

Risk Description	Cause	Potential Impacts	Probability	Consequence	Risk Score	Mitigation Strategies
Pollution of environment with windblown waste	Loose waste around the Facility and blowing out of vehicles	Waste collecting in waterways and pasture, damaging fauna	Likely	Insignificant	Low	Housekeeping procedures and inspections
Soil contaminations	Leakage of Hazardous materials	Pollution of protected and pasture areas	Rarely	Moderate	Low	Procedures for proper storage and handling and provision of equipment
Attracting rodents	Organic waste not properly disposed of	Health of Facility personnel	Likely	Insignificant	Low	Regular removal of wastes
Breach of waste regulations	Improper disposal	Fines	Rarely	Minor	Low	Procedures for proper disposal by licensed contractors

4. Management Strategies

Management Actions	Strategies	Responsibilities
General housekeeping	All personnel working at the Facility are responsible for good housekeeping practices across the entire Facility area and around the substation and Service Compound. Any litter or rubbish is to be picked up and disposed of per this procedure.	All personnel
Waste collected at the Facility	All waste generated at wind turbines or other work areas is to be picked up and brought back to the Service Compound by the responsible personnel.	All personnel
Waste from outside the Facility	Requirement in Facility rules that no waste can be collected from outside the Facility and disposed of or stored at the Facility. Included in Facility Induction.	Facility Manager
Inspections	Regular Facility Inspections to ensure that overall Facility cleanliness is maintained.	Facility Manager
Waste containers	General waste containers and recycling containers will be located throughout the workshop and service building. Receptacles and recycling will be emptied into the main waste containers as required.	Facility Manager
Transportation of waste	All vehicles and skips to be covered when transporting waste.	Facility Manager

Management Actions	Strategies	Responsibilities
Rubbish in vehicles	All vehicles cleared of rubbish and deposited into appropriate receptacles as required.	Vehicle Owners
Smoking	Smoking is only permitted in the designated smoking area within the Service Compound and on site. Cigarette butt disposal containers are provided in the designated areas. All cigarettes are to be fully extinguished prior to disposal.	All personnel
Incineration of waste	Incineration of waste, including vegetation and tree trimmings, is prohibited. Included as part of Facility Induction Package.	Facility Manager
Green waste	Green waste is to be removed from the Facility to a licensed green waste disposal. The exception is where trees and logs can be placed to provide suitable habitat, to be done in consultation with an ecologist.	Facility Manager/ Environment Manager
Metal waste	A metal recycling skip is to be maintained in the Service Compound and emptied when full. Metals to be sent to a recycling centre.	Facility Manager
Recyclables	A recycling skip is to be maintained in the Service Compound and emptied when full. Regular inspections to ensure integrity of waste. Signage on information boards to detail what is considered recyclable. Information also included in induction packs. Includes aluminium cans, PET bottles.	Facility Manager
Paper and cardboard	A separate skip is to be maintained for paper and cardboard, which must be covered and emptied when full. Signage on information boards to detail what is considered recyclable.	Facility Manager
Organic waste	Organic waste is to be collected in separate containers and removed from the Facility regularly to prevent vermin.	Facility Manager
Soils	Where excavation or earthworks result in excess soils they are to be used onsite where practicable. If soils have to be removed from the Facility, they are to be classified as Virgin Excavated Natural Material (VENM) as defined in the PEOA and transported off site in accordance with Clause 70 of the <i>Protection of the Environment Operations (Waste) Regulation 2014</i>	Facility Manager
Hazardous wastes	Managed as per the hazardous waste management strategies as outlined in the Soil and Water Management Plan.	Facility Manager
Human wastes	Managed as per the Soil and Water Management Plan.	Facility Manager

5. Management Controls

Control	Purpose	Reference
Facility Inductions	To set out basic responsibilities and information for waste management	Facility Inductions
Inspection Forms	To identify waste issues	Facility Inspection Checklist
Complaints Register	To record complaints in relation to waste	Feedback and Complaints Register
Hazardous Material Register	Treatment of hazardous wastes	Hazardous Materials Register
MSDS Records	Treatment of hazardous wastes	SDS file in Facility Office
Waste Disposal Register	Disposal of wastes including sewage	Waste Removal Register

6. Monitoring & Inspection

Description	Frequency
Inspection of general housekeeping and segregation of waste	Monthly
Checks of MSDS, hazardous waste registers and disposal records	As required

7. Key Performance Indicators

KPI	Measurement
No waste or litter observed at the Facility	Inspection Reports
All waste disposed of appropriate manner	Waste Disposal Records
No loose or unsecured waste observed	Inspection Reports
No complaints from community/public	Complaints Register
Bins emptied on a regular basis to prevent overflowing and attracting pests and vermin	Inspection Reports
100% compliance with Environmental Procedures, Permits, approvals and OEMP	Audits