

Factsheet and FAQs

Updates to DA Guidelines for Resource and Waste Management Planning



In 2023, the Central Coast Council published the *DA Guidelines for Resource and Waste Management Planning* (the Guidelines) which aims to support developers, designers, architects, consultants, planners and builders, to develop comprehensive Resource and Management Plans as part of the development application (DA) and approval process. This document replaces the former *Central Coast Council Waste Control Guidelines* (June 2022).

What is the purpose of this factsheet?

This Factsheet aims to inform stakeholders about the new features of the updated Guidelines. To facilitate greater understanding and successful use, Council has included a set of Frequently Asked Questions (FAQs) in the following pages.

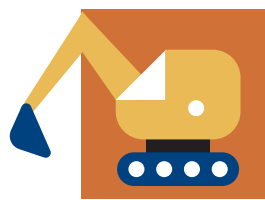
Why has it changed?

The new Guidelines have been designed to improve the waste assessment process and outcomes for development applications. This update implements circular economy thinking and prioritises the waste hierarchy to optimise resource recovery outcomes, aligning with the *Central Coast Resource Management Strategy 2020-2030* and the *NSW Waste and Sustainable Materials Strategy 2041*.

What is the new process?

Applicants must achieve the outcomes in the Guidelines and complete the new Resource and Waste Management Plan (RWMP) submission form.

The RWMP submission must include a completed RWMP form, resource and waste management site plan for each relevant design stage, and attached supporting evidence to demonstrate that the requirements set out in the Guidelines have been met. This form includes three distinct RWMPs for each stage of a development:



Site Preparation
(SP-RWMP) – including demolition



Construction
(C-RWMP)



Occupancy
(O-RWMP)

Some developments may only require one or all stages to be completed depending on the activities proposed or included in the Development Application.

Each stage is likely to generate different materials that require an individual considered approach to ensure they are managed in line with Council's requirements. As such, Council has designed a set of touchpoints for each stage, to assist applicants with detailing how all waste generated will be managed at each point, in line with the requirements set out in the Guidelines.

Key sources of information

Source	Description	Location
Resource and waste management sections of the DCP	Initial guidance for new developments.	On Council's website, Central Coast Development Control Plan. Link
DA Guidelines for Resource and Waste Management Planning	Detailed guidance and requirements for DA submission.	On Council's website, under Central Coast Development Control Plan 2022, Other Development Control Plans. Link
RWMP submission form	This form is a requirement for submission.	[Description of location] Link
Pre-development advice	Organise a pre-development meeting with Council's Planning Team for specific advice, or further questions. The Development Planning and Assessments Officer (DPAC) will provide guidance for any questions relating to the RWMP submission.	Planning Team Representative [Contact details]

Frequently Asked Questions (FAQs)

Guidelines	
Why are we using new terminology for “waste”?	Council have adopted the terms ‘materials and waste’ and ‘resources and waste’ in place of ‘waste’ to align with the circular economy principles to recognise the inherent value of material streams for recovery and reuse.
Who is required to submit a RWMP?	All developments with a construction value less than \$5 million the RWMP submission can be prepared by the applicant. Where the construction value is greater than \$5 million, the RWMP submission should be prepared by a suitably qualified waste consultant.
What activities are covered under each RWMP?	<p>Some examples of activities covered by each of the three RWMPs include:</p> <ul style="list-style-type: none"> • SP-RWMP: Site preparation involves activities such as clearing, demolition, subdivision, or excavation. • C-RWMP: Construction covers all activities involving building, including concreting, brick masonry, roof laying, flooring, and finishing. • O-RWMP: Occupancy refers to long-term operation or occupation, or ongoing-use. <p>This response clarifies new terminology changes from previous Waste Management Guidelines.</p>
What are the touchpoints and how do I use them?	<p>Council has created eight touchpoints to assist applicants with designing a good RWM system, detailing the journey of material flows. These touchpoints include:</p> <ul style="list-style-type: none"> • Material or waste generation (including type and quantity) • Capture • Transfer • Consolidation • Onsite reuse • Collection point • Collection vehicle access • Offsite destination <p>Each RWMP should describe how generated materials and waste will move through each touchpoint and be managed. The touchpoints are applicable to all development stages and development types, but not all touchpoints will be required for each material or waste stream. Additionally, some RWM systems may require more than one of a specific touchpoint (e.g., three consolidation areas for large scale developments).</p> <p>There are examples of typical touchpoint journeys for each of the three RWMPs provided in the Guidelines.</p>
What is required in the Risk Assessment?	<p>A Risk Assessment will help applicants develop awareness of the safety and environmental hazards and risks that may arise during the development process. Each stage requires an individual Risk Assessment as part of the RWMP submission. The Risk Assessment templates are located within the RWMP form.</p> <p>As part of this process, applicants will identify the hazards and risks that exist within the RWM system and detail the mitigation control measures that will be put in place to manage these risks.</p>

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Guidelines	
What supporting evidence will I need to provide?	<p>For each development stage, applicants will need to provide a distinct RWMP form, site plans, risk assessment and supporting evidence.</p> <p>The supporting evidence should be appropriately referenced and identified in the RWMP submission form, with sufficient details for Council to understand the purpose, location and relevance of the attached information.</p> <p>If any field in the form does not provide adequate space to provide all details, the applicant should provide the full information in supporting evidence with a specific reference to the evidence included in on the form. For example, the 'RWM Overview' tables can be reproduced, filled out and attached with a note on the form indicating the location of the table within the supporting evidence attached.</p>
Where can I find specific requirements for my development?	<p>There is a detailed list of additional requirements for the development types provided on Pages 47 to 54 of the Guidelines.</p> <p>The requirements for the development types outlined in the Guidelines include:</p> <ul style="list-style-type: none">• General Requirements (applies to all development types excluding Residential Single Dwellings);• Specific to Residential Single Dwellings;• Multi-unit Residential Developments;• Non-Residential Developments; and• Mixed Use Developments.
Submission and assessment	
Am I still required to complete the RWMP form if I've hired a waste consultant to write a waste management plan for me?	<p>All DA applicants are expected to lodge the completed RWMP form as part of their DA submission, regardless of whether a suitably qualified waste consultant has produced an external Waste Management Plan. The intent of the standardised RWMP form is to streamline information for Council and encourage applicants and consultants to think deeper about how each material flow is managed.</p> <p>If applicants have an external waste management plan which covers the requirements set out in the Guidelines, they are advised to complete the RWMP form by providing specific references (including a brief description, section and page numbers) to direct Council to the appropriate section of the report.</p>
Will Council request additional information post-submission?	<p>The updated Guidelines and RWMP form have been designed such that applicants will be able to provide the depth of information required to satisfy most developments. However, there may be exceptions where unusual or complicated developments may be asked to provide additional information.</p> <p>If requests for additional information occur on a regular basis, this will be a feedback mechanism to amend the RWMP forms accordingly.</p>
What additional details could be requested by Council for my DA?	<p>Council may request additional details based on the complexity, scale, and nature of a proposal. This may include:</p> <ul style="list-style-type: none">• More detail for site plans• Material quantities• Touch point management details• Waste agreements• Additional calculations

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Submission and assessment	
How will the RWMP submission be assessed?	<p>The DPAC will assess the RWMP submission to ensure it satisfies the outcomes contained in the Guidelines. The applicant must demonstrate that the RWMP submission meets the “Required Outcomes” set out in the Guidelines. The four required outcomes are:</p> <ul style="list-style-type: none">• create safety;• protect amenity;• deliver efficiency; and• build amenity.
What will cause my RWMP submission rejected?	<p>The DPAC will reject incomplete submissions that do not fulfil the requirements set out in the Guidelines nor clearly demonstrate how the RWMP achieves the outcomes set out in the Guidelines.</p>
Development Application and Approval	
What are the steps involved in the assessment and approval process, and where does the RWMP form fit in?	<p>The DA assessment and approval process consists of the following steps:</p> <ol style="list-style-type: none">1. Pre-development meeting and advice (optional)2. Submit Development Application (including completed RWMP submission form)<ul style="list-style-type: none">• RWMP form will be assessed by the DPAC• Response by DPAC to seek further information or provide advice3. DA Approval4. Construction Certificate (if applicable)5. Occupancy Certificate (if applicable)
Who do I contact for more details about what is required for my DA?	<p>Applicants are encouraged to contact the Planning team (Include contact details) to arrange a pre-development meeting, where detailed advice can be sought on technical matters relating to their DA. Any additional enquiries are recommended to be directed to the Council Info Desk (Contact details) in the first instance, so they can be redirected to the appropriate teams.</p>
Am I required to set up a pre-development meeting?	<p>Council encourages any development that has challenges meeting the requirements set out in the Guidelines to set up a pre-development meeting with (Council Info Desk / Planning team & contact details) so that detailed advice can be sought prior to the DA submission.</p>