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1 Introduction

This Waste Management Plan (WMP) will assist Organisations in meeting waste disposal obligations.

This WMP will be available for inspection by all relevant persons, including visitors, direct workers, contractors, workers of contractors, and government-appointed inspectors. The WMP will be updated as required, and the most current copy kept on-site for the duration of the project.

The WMP will include essential information for persons on-site to maintain protection of the environment. This information includes roles and responsibilities of key personnel, guides for resolving issues, waste management rules, and review/monitoring procedures.

1.1 Purpose and Objectives

Waste streams can include soil, construction and demolition waste, hazardous waste, vegetation waste, wastewater, sewage from the site compounds, litter, fuels and oils, and general site/office waste. The purpose of this plan is to set out requirements for managing site waste, including:

- implementing measures to minimise and manage waste and minimise resource consumption;
- following a preferred waste management hierarchy of avoidance, minimisation, re-use, recycling and disposal;
- avoiding the unnecessary production of waste;
- providing workers with a level of understanding and awareness of waste and resource management issues;
- ensuring appropriate measures are implemented to address regulations and other requirements as described in this plan;
- meeting sustainability objectives and commitments.

1.2 Review Procedure

Geoff Davis will review the Site Management Plan (SMP) as required. The review schedule is in response to organisational and/or legislative changes and requirements. The reviews will be in consultation with workers, HSR and other relevant parties. All relevant persons will be made aware of changes made as a result of the review. Review of the SMP takes place when:

- identified changes in the site affect the SMP;
- the SMP is not effective;
- there are legislative changes that affect the SMP;
- there is a serious incident or dangerous occurrence.

1.3 Site Reference Documents

The following documents will be referenced for use in this WMP:

- Contract specifications and drawings;
- Rick Davis Contracting Pty Ltd WMP
- SWMS

1.4 References

- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2017
- Demolition work code of practice 2019
- Excavation work code of practice 2020
- Hazardous manual tasks code of practice 2019
- How to manage work health and safety risks code of practice 2019
- Managing electrical risks in the workplace code of practice 2019
- Managing noise and preventing hearing loss at work code of practice 2022
- Managing the risk of falls at workplace code of practice 2019
- Managing the work environment and facilities code of practice 2019
- Managing the risks of plant in the workplace code of practice 2019
- Work health and safety consultation, co-ordination, and co-operation code of practice 2019



1.5 Standards and Guidelines

AS/NZS ISO 14001:2016 - Environmental Management Systems

AS/NZS ISO 45001:2018 Occupational health and safety management systems

1.6 Document Control

The SMP is a controlled document. All unauthorised copies, either electronic or printed, are considered uncontrolled copies. Copyholders and the version numbers will be recorded in the distribution record. All versions of the SMP will have a unique document number and version number.

All versions of the SMP will be kept as a record and noted in the document register. In the event of a notifiable incident, the SMP and supporting documentation (initial and reviewed versions) will be held for five years after the incident. During this period, it will be accessible to all relevant persons working on the project, and any government-appointed officers as required.

Issue #: 1

1.6.1 Amendment Record Register

Issue Date:

Rev. #	Date	Details		Description of Changes	Approved By
		Section #	Para. #		
1					
2					
3					
4					
5					

1.6.2 Distribution Record Register

Copy	Issued to	Controlled Copy		Authorised by	Recipient Signature	Issue Date
		Y	N			
1		<input type="checkbox"/>	<input type="checkbox"/>			
2		<input type="checkbox"/>	<input type="checkbox"/>			
3		<input type="checkbox"/>	<input type="checkbox"/>			
4		<input type="checkbox"/>	<input type="checkbox"/>			
5		<input type="checkbox"/>	<input type="checkbox"/>			

1.7 Management Commitment and Approval

The SMP has been approved and endorsed by *Geoff Davis* which demonstrates a commitment to this SMP.

Senior Management Sign-off:

Date: March 5, 2025

Disclaimer: This document contains material to assist in addressing Environmental obligations. Although every effort has been made to ensure the accuracy of this information at the time of publication, it is provided as guidance only and does not provide legal advice.

2 Project Details

Name of Project:	
Major Activities ; demolition and removal and former Narrabeen RSL Club , retention of existing site asphalt car park, minor removal of approved trees in building footprintg.	
Removal and disposal associated with HAZMAT report- asbestos	
Project Commencement Date:	Anticipated Completion Date:
Description of Location: 116 Nareen Parade Narrabeen , Former RSL Site.	
Lot and Plan Numbers	Street Address
	116 Nareen Parade Narrabeen
Site Contact Details:	
Name of Project Manager: Geoff Davis	
Workplace Phone: 0401 807 727	Email:geoff@rickdavis.com.au
Location of Project Manager: Belrose and Site	Mobile Phone Number: 0401 807 727
Disposal company:	
Name: Rick Davis Contracting	Email: geoff@rickdavis.com.au
Contact Name: Geoff Davis	Mobile Phone Number: 0401 807 727
Waste Disposal facilities:	
Name: Greenwoods St Ives	Email: em@davisem.com.au
Contact Name: Tiff Greenwood	Mobile Phone Number: 02 9450 2288
Name Sell and Parker (Blacktown)	Email info@sellparker.com.au
Contact Name N/a	Contact number 02 9621 2633
Name : Binges Eastern Creek	Mobile Phone Number 1300 424 646
Contact Name N/a	Email : enquiries@bingoesindustries.com.au



RICK DAVIS CONTRACTING
A Division of Davis Contracting Group Pty Ltd
A.B.N. 32 600 050 253 Licence no:30135C PO
Box 900 Mona Vale NSW 1660
PHONE (02) 9450 1999

Business name of Principal Contractor:	
Address: Po Box 900 Mona Vale, NSW 1660	
Contact Person: Geoff Davis	
Phone:02 9450 1999	Mobile Phone Number: 0402497341

3 Functional Site Organisation Structure and Responsibilities

Successfully managing environmental impacts relies on commitment, consultation and co-operation. Everyone needs to understand the need for mitigation controls, what their role is in reducing environmental impacts, and how they can fulfil their responsibilities and duties.

Rick Davis Contracting Pty Ltd Organisation/CEO name/s:

Address: Po Box 900 Mona Vale, NSW 1660

Email: geoff@rickdavis.com.au

Site Phone:

Mobile Phone Number:

- Oversee and approve the WMP
- Accountable for breaches of the legislation.
- Approval of the WMP
- Communication of WMP and policies;
- Allocating sufficient resources;
- Reviewing performance;
- Providing direction for increasing performance.



Site Project Manager/Senior Management Name/s: Charlie Mckill

Site Phone:

Email: Charlie@rickdavis.com.au

Location of Site Contact: Onsite

Mobile Phone Number: 0402 497 341

- Oversee WMP compliance
- Consult with workers and contractors
- Review and approve project controlling documents
- Gain evidence of lawful disposal/recycling/re-use before waste is removed from the site.
- Communicate waste requirements to project team members
- Integrating WMP into all aspects of Rick Davis Contracting Pty Ltd operations;
- Compliance with all relevant legislative requirements and co-operation with Regulatory bodies;
- Development, implementation and review of written work procedures;
- Distribution and communication of information and work procedures;
- Training and supervision to workers, contractors, clients and visitors to ensure WMP and written procedures to minimise environmental impacts are followed;
- Review and assessment of the WMP, including persons who are responsible for the management, update and review of WMP;
- Respond to corrective action requests and assure that deficiencies are corrected promptly.



Supervisor Name/s: Same as above

Site Phone:

Email:

Location of Site Contact:

Mobile Phone Number:

- Oversee and implement WMP
- Integrate acceptable waste management practices into all operations;
- Follow any reporting and monitoring templates developed under the WMP
- Ensure that all project tasks are per project controlling documents;
- Correct deficiencies and non-conformities;
- Keep the Project Manager informed of project progress and any changes in requirements;
- Coordinate all requirements with the Project Manager.



All workers (including sub-contractors and workers of sub-contractors)

- Comply with WMP procedures and programs;
- Report and assist in rectifying hazards/non-conformances;
- Participate in consultative arrangements.

4 Contractor Management

Rick Davis Contracting Pty Ltd will ensure that all contractors, subcontractors and workers of subcontractors are provided with sufficient information and instruction relating to waste management. The parties will have access to this WMP.

This WMP requires that all Subcontractors are under the direction of the Project Manager, or representative, and shall participate in full, requirements of the WMP. All subcontractors will also report to the Site Manager, for all matters relevant to waste management on the project.

All subcontractors must attend a Project meeting with the Project Manager to discuss the specific elements of the WMP, including allocated areas for waste segregation, stockpiling and management.

❖ During the project

Contractors, subcontractors, and their workers must:

- follow site safety rules;
- follow conditions of this WMP;
- participate in consultative arrangements and inform others of potential risks that may arise from their activities;
- provide details of monitoring of transporters such as GPS trackers, waste tracking methods where applicable;
- report any waste management concerns as part of this project;
- not bring any items onto the site that are not maintained adequately or unsafe in any way;
- complete all documentation as required.

Rick Davis Contracting Pty Ltd representative *Geoff Davis* will ensure compliance with site waste management rules by regularly conducting audits throughout the project period. Non-conformances must be recorded and actioned using the *Non-conformance Form (Appendix B)*.

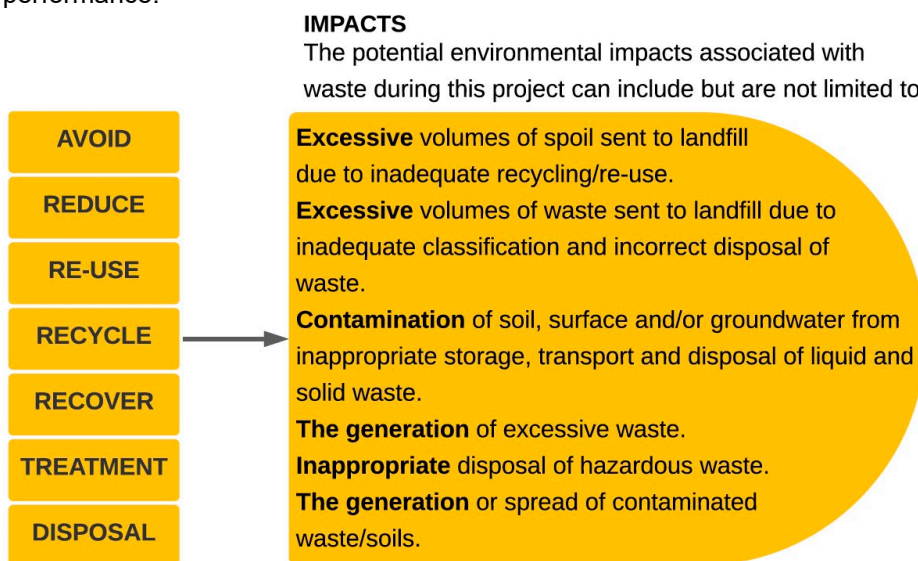
5 Waste Management

Rick Davis Contracting Pty Ltd is committed to ensuring waste is disposed of appropriately. No waste, other than treated wastewater, will be released into surface, ground or marine waters.

Objectives:

- to ensure the overall amount of waste is kept to a minimum;
- to ensure the handling, stockpiling and disposal of waste does not adversely impact the environment or community;
- to ensure waste is disposed of meeting regulated requirements.

Rick Davis Contracting Pty Ltd uses a waste management hierarchy to minimise waste volume and maximise environmental performance.



6 Activities

The following table identifies the activities carried out during each phase of the project and which stages require monitoring and reporting.

Construction Phase	Activities	Monitoring and Auditing			
<i>Demolition</i>	<i>Demolition of building Loading trucks</i>	<i>Dust</i>	<i>Noise</i>		<i>Traffic Management</i>

6.1 Waste Management

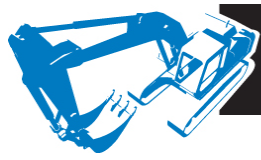
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Objectives:

- to ensure the overall amount of waste is kept to a minimum;
- to ensure the handling, stockpiling and disposal of waste does not adversely impact the environment or community;
- to ensure waste is disposed of meeting regulated requirements.

Controls:

Action	Requirements	Responsibility	Timing
<i>Site Preparation</i>	<ul style="list-style-type: none"> • <i>Licensed waste disposal contractors will be used for regulated waste</i> • <i>Tracking of wastes will be undertaken where required</i> 	<i>Site Manager</i>	<i>As required</i>
<i>All site Activities</i>	<ul style="list-style-type: none"> • <i>All construction wastes and rubbish are contained in bins or other appropriate containers</i> • <i>Separate recycle waste from general waste.</i> • <i>Recycling bins to be clearly marked to avoid contamination</i> • <i>All litter will be picked up immediately and disposed of in the appropriate receptacle</i> • <i>Waste is not mixed with spoil</i> 	<i>All site personnel</i>	<i>At all times</i>
<i>Waste Collection</i>	<ul style="list-style-type: none"> • <i>Waste collection will be arranged at regular intervals to minimise impacts on the environment and community (such as overfilling of receptacles and subsequent littering, odour, pests or other disturbances).</i> 	<i>Site Manager</i>	<i>As required</i>



Action	Requirements	Responsibility	Timing
<i>Prevent spillage of chemicals and other waste materials into waterways and drains</i>	<ul style="list-style-type: none"><i>All waste materials (drums, chemical containers, etc.) to be stored in protected, bunded area well away from waterways</i>	<i>Site Manager</i>	<i>During construction</i>
<i>Spills</i>	<ul style="list-style-type: none"><i>Ensure all spills and leaks are cleaned up immediately and waste disposed of</i>	<i>Responsible person</i>	<i>At all times</i>
<i>Hygiene</i>	<ul style="list-style-type: none"><i>Site toilets will be serviced regularly</i>	<i>Site Manager</i>	<i>At all times</i>
Corrective Actions			
<ul style="list-style-type: none"><i>Investigate the cause of inappropriate waste disposal</i><i>Review cause of the issue and develop a response, such as variation to bin size, service schedule or waste separation awareness.</i><i>Implement controls</i>			



Waste Performance Indicators	Requirements	Responsibility	Timing
Ensure all site personnel are aware of contingency plans for major storm events	<ul style="list-style-type: none">Document available on requestTraining induction records	Site Manager	Throughout construction project
Stockpiles located way from all drainage lines	<ul style="list-style-type: none">Positive Inspection report	Nominated person	Weekly Intervals
All waste materials (drums, chemical containers, etc.) to be stored in protected, bunded area well away from waterways	<ul style="list-style-type: none">Positive Inspection report	Nominated person	Weekly Intervals
Concrete truck washout area	<ul style="list-style-type: none">Positive Inspection report	Nominated person	Weekly Intervals

Site Plans – Waste Management

As per Site Demolition Plan provided by Elo Architecture

6.2 Spills Management (Fuels, Oils and Chemicals)

Rick Davis Contracting is aware of the damage that can be caused not only to sensitive ecological communities but also to birds, fish, flora, and fauna in general and are committed to reducing the environmental impact of chemicals that for work tasks.

Objectives:

- to ensure no environmental impacts arising from the use, transport and disposal of chemicals, including fuel and oil;
- to minimise the potential for spills of oils, fuels and hazardous substances to as low as reasonably practicable.

Rick Davis Contracting Pty Ltd will take the following actions to minimise risks of a spill, including:

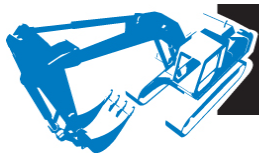
- training of staff in the safe handling and use of chemicals, fuels, oils and lubricants;
- raining on the use of spill containment kits;
- bunding of, fuel, oil and lubricant storage containers;
- regular inspection of chemical storage;
- daily plant checks to ensure hoses and fittings are in good working order;
- refuelling of vehicles and machines will occur at least 12m away from any water;
- refuelling will be supervised at all times.

Potential Pollutants

Storage location	Pollutant	Max Quantity
<i>Fuel Cell Ute Mounted</i>	• <i>Diesel</i>	• <i>200L</i>
<i>Ute Tray</i>	• <i>Oils (Hydraulic, gear oil)</i>	• <i>20L drum x 2</i>

Controls:

Action	Requirements	Responsibility	Timing
<i>Chemical Storage (including fuel)</i>	<ul style="list-style-type: none"> <i>All Hazardous chemicals to be stored in an appropriate bund capable of holding 110% of a spill from the largest container</i> <i>Minimise amounts of Chemicals/ hazardous substances kept on site</i> <i>Labelled and securely stored within the site compound</i> 	<i>Construction Manager</i>	<i>During project operations</i>
<i>Refuelling and decanting chemicals</i>	<ul style="list-style-type: none"> <i>Refuelling of vehicles/equipment will be undertaken at least 6m from drains and waterways</i> <i>Fuel storage on-site to be minimised</i> <i>Spill kits are to be kept on-site and are used when required</i> <i>Correct disposal of containers</i> 	<i>Construction Manager</i>	<i>During all works</i>
<i>Spills</i>	<ul style="list-style-type: none"> <i>Appropriate volume and type of spill kits will be available at each worksite</i> 	<i>Nominated person</i>	<i>During all works</i>



Action	Requirements	Responsibility	Timing
	<ul style="list-style-type: none">• <i>Safety Data Sheets (SDS) and other relevant ecological data for any chemicals used available</i>• <i>Trained Personnel</i>		
<i>Other</i>	<i>As required</i>		

Corrective Actions

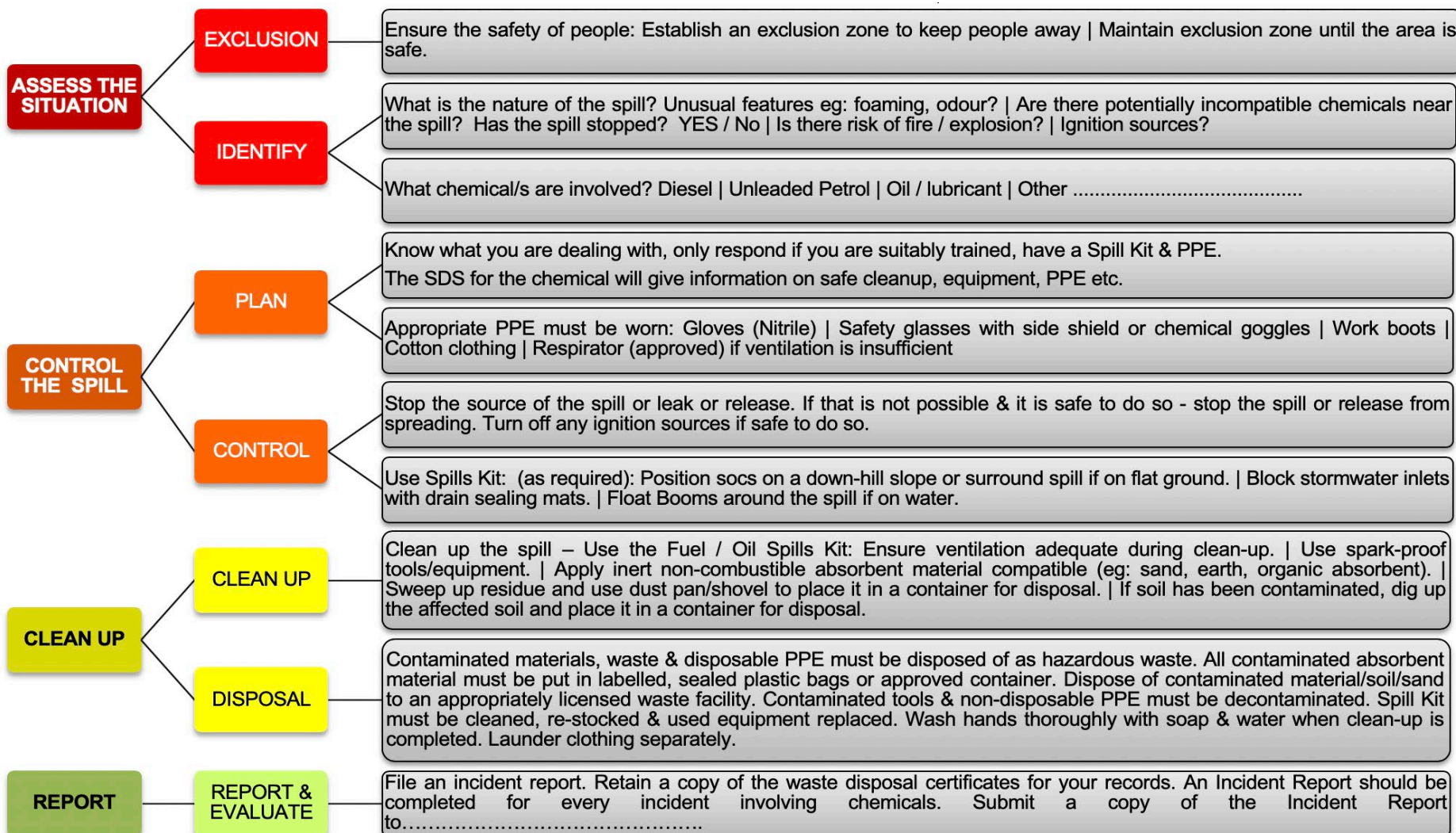
- *Stop work immediately, contain spill (if safe).*
- *Investigate the cause of the spill and assess.*
- *Investigate and assess the adequacy of the response*
- *Implement corrective measures before the recommencement of site works. (Implement improvements if required)*
- ***Note:** Utilise change management process for changes to process or responses*

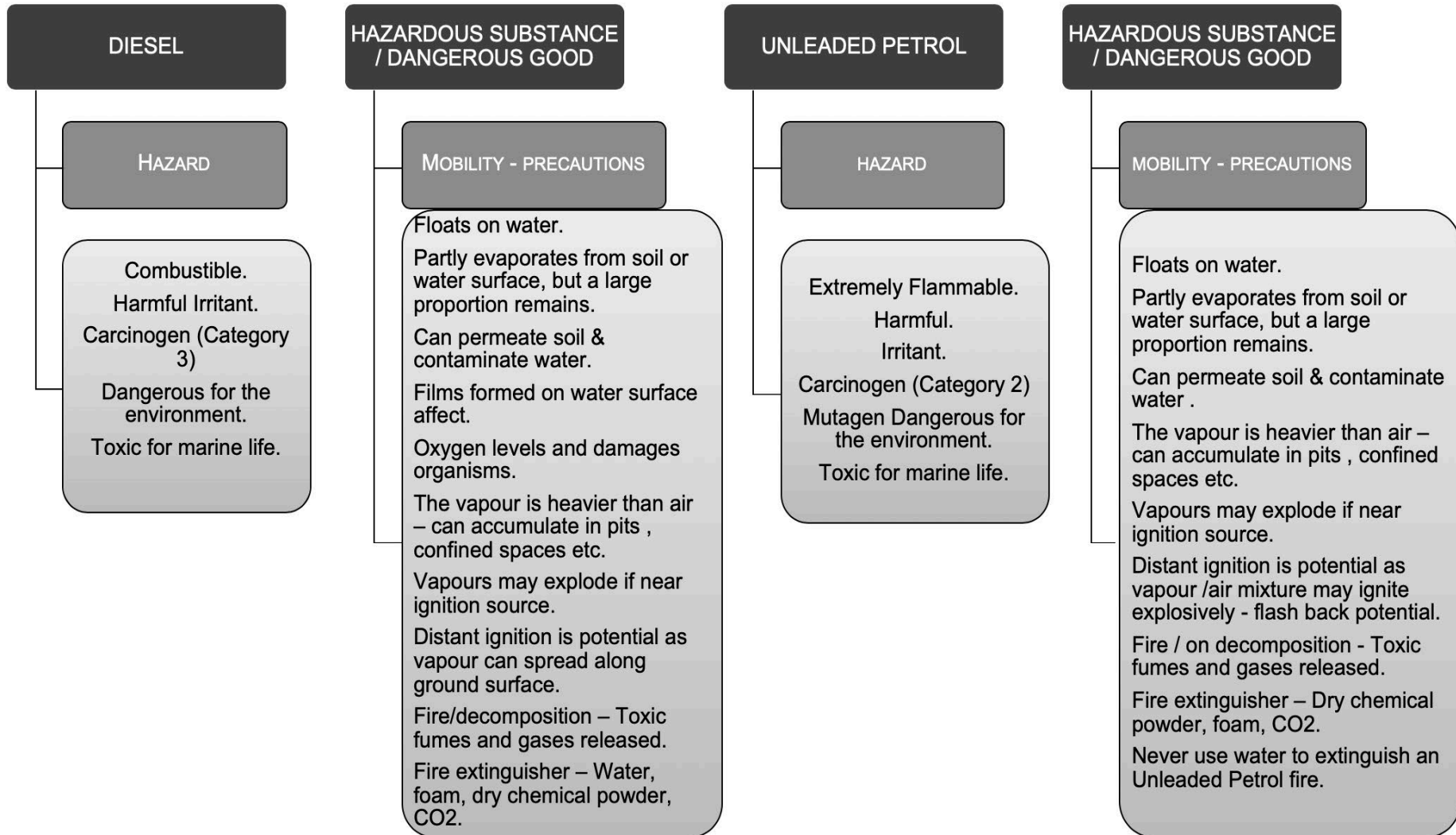
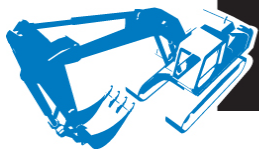
Fuels, Oils and Chemical Performance Indicators

Chemical Performance Indicators	Requirements	Responsibility	Timing
<i>Ensure all site personnel are aware of fuel, oil and chemical use requirements</i>	<ul style="list-style-type: none">• <i>Document available on request</i>• <i>Training induction records</i>	<i>Site Manager</i>	<i>Throughout construction project</i>
<ul style="list-style-type: none">• <i>No contamination of soil or surface/groundwaters.</i>• <i>No spills that require an emergency response</i>	<ul style="list-style-type: none">• <i>Inspection report</i>• <i>Incidents are to be reported immediately to the Project Manager and Environmental Manager</i>• <i>All minor spills cleaned up on the same day</i>• <i>Major spills (over 20 litres that cannot be cleaned immediately) notified to the Site manager and emergency response initiated</i>	<i>Site Manager</i> <i>Nominated person</i> <i>Nominated person</i>	<i>Daily inspections for spills/contamination</i>
<ul style="list-style-type: none">• <i>Other</i>	<ul style="list-style-type: none">• <i>As required</i>		

Site Plan/s – Spills Management

Bunded areas, fuel and chemical stores, emergency response equipment







6.3 Erosion and Sediment Management

Rick Davis Contracting Pty Ltd will endeavour to maintain the quality of water and soil and reduce erosion as a result of work activities.

Objectives:

- to appropriately manage stormwater and groundwater quality during construction activities;
- minimise the impact to ground and surface waters from work activities;
- conduct testing and monitoring as required.

Controls:

Action	Requirements	Responsibility	Timing
<i>Site Preparation</i>	<ul style="list-style-type: none"> • <i>E.g. Excavation of drains/settlement ponds</i> • <i>Provide swale drains</i> 	<i>Site Manager</i>	<i>Before construction commences</i>
<i>Landscape construction</i>	<i>Progressive mulching of completed areas to avoid sediment runoff</i>	<i>Site Manager</i>	<i>During landscape construction</i>
<i>Ensure contingency plans are in place for major storm events</i>	<i>Ensure all site personnel are aware of contingency plans for major storm events</i>	<i>Site Manager</i> <i>Other applicable persons</i>	<i>During construction</i>
<i>Spoil (on-site) and delivered soils, fill material etc.</i>	<i>Locate stockpiles away from all drainage lines</i>	<i>Site Manager</i>	<i>During construction</i>
<i>Prevent spillage of construction materials and tracking of sediments during cartage</i>	<ul style="list-style-type: none"> • <i>Shaker ramps installed and used at relevant site entry/exit points</i> • <i>Regular clean-up of any spillage</i> • <i>Loads will be covered during transportation</i> 	<i>Haulage contractors</i> <i>Drivers</i> <i>Plant operators</i>	<i>During construction</i>
<i>Reduce scouring on drainage lines</i>	<ul style="list-style-type: none"> • <i>installation of silt fences, hay bales, etc.</i> 	<i>Site Manager</i>	<i>Before construction commences</i>
<i>Prevent spillage of chemicals and other waste materials into waterways and drains</i>	<ul style="list-style-type: none"> • <i>All waste materials (drums, chemical containers, etc.) to be stored in protected, bunded area well away from waterways</i> 	<i>Site Manager</i>	<i>During construction</i>

Corrective Actions

Erosion and Sediment Performance Indicators

Water Quality Performance Indicators	Requirements	Responsibility	Timing
Ensure all site personnel are aware of contingency plans for major storm events	<ul style="list-style-type: none"> Document available on request Training induction records 	Site Manager	Throughout construction project
Locate stockpiles away from all drainage lines	Inspection report	Nominated person	Weekly Intervals
All waste materials (drums, chemical containers, etc.) to be stored in protected, bunded area well away from waterways	Inspection Report	Nominated person	Weekly Intervals
All water leaving the site has some form of treatment	Inspection Report	Nominated person	Daily inspection of the worksite to occur.

Site Plan/s – Erosion Management

As provided by Taylors Consulting Engineers



PHONE (02) 9450 1999

[illegible]



Appendix B - Non-Conformance Form

- ❖ Use this form to detail and record OHS non-conformances
- ❖ Be as specific and detailed as possible in your descriptions and immediate actions required
- ❖ *If the non- conformance poses a direct threat to the health and safety of others ensure the task or process is halted immediately and rectified before continuing work.*

Project Name:	Location:	Time:	Date:
Representative issuing Non-conformance notice:		Representative's contact Phone:	
Representative's email:		Representative's Signature:	
IDENTIFY	<ul style="list-style-type: none">Identify exact issueVerify non-conformance	Description of Non-conformance:	
↓			
CONSULTATION	<ul style="list-style-type: none">Consult with all parties (workers, management, principal)Discuss the required outcomes and expectations with all workers		
↓			
ACTION	<ul style="list-style-type: none">Develop and implement corrective action (including time frames for implementation)Develop and implement preventative measure e.g. training, SWMS, toolbox talks		
↓			
MONITOR	<ul style="list-style-type: none">Develop a monitoring procedure for implementation (Supervisor checks)Implement a monitoring program to ensure no further non-conformance on task		
Corrective Action		Completed:TBC	Date:TBC
Preventative Action		Completed:28/06	Date:28/06
Monitoring Action		Completed:	Date: