

# Managing waste in public places – Local approvals policy

## Purpose

This policy establishes a framework for the management of residential and commercial waste in public places within the City of Sydney local government area. Activities related to waste collection and management are essential and can impact our communities in a number of ways. This policy aims to minimise these impacts in a sensitive, sustainable and practical way.

This policy has been developed in accordance with the Local Government Act 1993 (LG Act), the Protection of the Environment Operations Act 1997 (POEO Act), the Environmental Planning and Assessment Act 1979 (EPA Act) and relevant regulations.

This policy supports the City of Sydney's waste strategy and the draft Sustainable Sydney 2030-2050 Continuing the Vision to be a leading environmental performer and have a city that is inviting, clean and safe by day and night.

## Scope

This is a local approvals policy that deals with the management of waste in accordance with section 68 of the LG Act. It is prepared and adopted under section 158 of the LG Act and consists of three parts:

- Part 1 – Specifying the circumstances in which a person is not required to obtain a particular approval from the City of Sydney
- Part 2 – Specifying criteria which the City of Sydney must take into consideration in determining whether to give or refuse an approval of a particular kind
- Part 3 – Specifying other matters relating to approvals not dealt with by the LG Act or regulations.

This policy applies to residents and businesses operating in the City of Sydney's local government area including residential waste collectors.

This policy does not apply to the management of waste on private property. Waste on private property is guided by the provisions of the NSW State Environmental Planning Policy (Exempt and Complying Development Codes) 2008, the Food Act 2003 (NSW) and the Food Regulation 2015 (NSW), the Sydney Local Environment Plan 2012 and the Sydney Development Control Plan 2012.

The City of Sydney's street cleaning operations are not addressed under this policy.

## Definitions

Term	Meaning
<b>Authorised City officer</b>	An employee of the City of Sydney authorised by the City of Sydney to deal with, or to act in regard to, any Acts or related matters. It has the same meaning as Authorised Person in the dictionary to the LG Act.
<b>Bin</b>	A container for the storage of waste including recyclables, food organics and garden organics. This definition includes mobile garbage bins with close-fitting lids. It does not include plastic bags, boxes, cartons or crates.
<b>CBD</b>	Sydney's Central Business District.
<b>CBD light rail</b>	Dedicated transitway (No 8009) between Circular Quay and to Anzac Parade/Dacey Avenue intersection and from Darling Drive at Hay Street east on Hay Street to Castlereagh Street intersection in Haymarket (Roads Act 1993, Order - Section 52A Amendment of the declaration of the Sydney Light Rail Transitway in the Local Government Areas of City of Sydney and Randwick City). See <b>Appendix 1</b> for route detail.
<b>Charity clothing bin</b>	A portable metal bin of painted, sturdy construction, with a weatherproof tilt chute at the top on the front permitting clothing to be deposited, a locked door permitting the charity which owns the bin to empty it, and graphic display in line with the Charitable Fundraising Act 1991.
<b>Clean-up action</b>	Has the same meaning as in the dictionary for the POEO Act.
<b>Commercial waste</b>	Business or commercial refuse (including recyclable materials) generated as part of ordinary business activities. It does not include construction and demolition waste or the following types of waste defined in Clause 49, Schedule 1 of the POEO Act: hazardous waste, restricted solid waste (such as contaminated soil), liquid waste or special waste (such as clinical and related waste including pharmaceutical, sharps, asbestos and tyres).
<b>Commercial waste contractor</b>	A company or person engaged by a commercial waste generator to manage the containerisation, collection and transport of waste, typically from commercial or industrial premises, to recyclers and/or lawful waste processing facilities. They provide their customers with reports on the contents, dates, volumes and/or weights of waste collected, the waste processing facility destinations, and registration numbers of the vehicles transporting waste from their premises to

Term	Meaning
	processing facility. Also referred to as waste transporters and waste collectors.
<b>Commercial waste generator</b>	Any owner or tenant, or their respective agent that generates, produces, or is in part or whole, responsible for an activity that results in Commercial Waste.
<b>Building and demolition waste</b>	Has the same meaning as in the Schedule 1 of the POEO Act.
<b>Multi-unit dwelling</b>	Also known as a residential flat building or apartment building. It is a residential development with multiple dwellings that have shared waste and recycling bins. It includes low-rise, medium-rise and high-rise developments.
<b>Public place</b>	Has the same meaning as in the dictionary for the LG Act.
<b>Prevention notice</b>	A notice issued under Part 4.3 of the POEO Act and includes a notice that varies such a prevention notice.
<b>Residential waste</b>	All waste generated by the ordinary use of residential premises and collected by the City of Sydney or its agents.
<b>Residential waste collectors</b>	The City of Sydney or agents acting on the City of Sydney’s behalf that collect and deliver residential waste to a City of Sydney depot or processing facility.
<b>Single unit dwelling</b>	Residential accommodation that is a dwelling house, attached dwelling, or semi-detached dwelling. These include small-scale villas or townhouse-type developments with bins allocated to and managed at each individual dwelling.
<b>Skip bin</b>	A bulk container for the storage, collection and transport of building, and construction and/or other bulky waste types.
<b>Waste</b>	General solid waste from residential or commercial uses that does not include building and demolition waste or the following types of waste defined in Clause 49, Schedule 1 of the POEO Act: hazardous waste, restricted solid waste (such as contaminated soil), liquid waste or special waste (such as clinical and related waste including pharmaceutical, sharps, asbestos and tyres). A substance is not precluded from being waste merely because it can be refined or recycled.

## Policy statement

The City of Sydney is committed to promoting the sustainable and responsible management of waste on public land. This policy seeks to address the potential impacts of waste storage and collection on urban amenity, safety and the environment.

The policy outlines:

- waste management activities that are exempt from approval (Part 1)
  - conditions of the exemption from seeking approval for the use of public places for managing residential waste and residents' responsibilities for using waste services (Sub-Part A)
  - conditions of the exemption from seeking approval for the use of public places for managing waste and businesses' responsibilities for managing and collecting commercial waste (Sub-Part B)
  - conditions of the exemption from seeking approval for the placement of skips in a public place (Sub-Part C)
- criteria for approving waste management activities in public places (Part 2)
- implications of not complying with this policy (Part 3).

## Part 1: Exemptions from approval

The following activities are exempt from requiring approval of the City of Sydney if they comply with the criteria for exemption detailed in this section:

- a) Placing residential waste in a public place
- b) Placing commercial waste in a public place
- c) Placing a skip bin in a public place

Placing a charity clothing bin in a public place is not exempt from approval. The City of Sydney does not permit charity clothing bins to be placed in public places and reserves the right to remove or relocate any charity clothing bin in a public place. Charity clothing bins must only be placed on private property.

### A. Placing residential waste in a public place

This section applies to residential premises in the City of Sydney's local government area. It outlines the responsibilities of residents using the City of Sydney's waste services.

Residents are exempt from having to obtain approval from the City of Sydney for the placement of residential waste in a public place provided the following requirements are met:

1. Residential waste must only be put in a public place for the purposes of collection by the City of Sydney or agents acting on their behalf.
2. A person must place residential waste generated at their premises in the residential waste bins issued to their premises by the City of Sydney, not in commercial waste bins, street litter bins, or residential waste bins from another property.
3. All waste must be placed completely within a bin, except waste that has been booked for a bulky household waste pick-up. Waste not contained in a bin must not be placed next to, or on top of, bins in a public place. This includes plastic bags, loose cardboard boxes, and other bulky household wastes. The City of Sydney considers this to be illegal dumping.
4. All bins must have a permanently fixed close-fitting lid, have smooth internal washable surfaces, be free of stains, leaks, odours and debris, and be in full working order with no cracks, missing wheels, lids or pins.
5. Any material booked for a bulky household waste pick-up by the City of Sydney must:
  - be placed out in accordance with the requirements found on the City of Sydney's website
  - not exceed 1 cubic metre for single unit dwellings or 4 cubic metres for multi-unit dwellings
  - be placed out the evening before the collection is scheduled
  - be labelled to communicate booking reference number and collection date
  - be neatly placed, immediately adjacent the property making the booking and placed on or immediately beside the nature strip, or where waste is usually placed for collection unless otherwise specified
  - not be placed on the road, in a park or traffic island.
6. All bins must be permanently labelled with the resident's house number and street name. It is the resident's responsibility to ensure the information on their bin label is legible.

7. A person must not keep or allow a bin to remain in a public place longer than the day of collection. Bins must be kept on the resident's premises at all other times and not in a public place unless prior written approval has been obtained from the City of Sydney.
8. If there is a service disruption, bins must be stored on the owner or occupier's premises until a service can be provided.
9. Bins left in a public place for longer than the calendar day of the bin's collection may be considered abandoned and removed, or enforcement action taken.
10. Bins must be placed immediately in front, rear or adjacent the resident's property and no closer than 10 metres from the boundary of the cross street of the corner property, unless otherwise specified by the City of Sydney. If the bin is placed beyond the user's property, bins should be presented where specified by the City of Sydney.
11. Bins placed on footpaths for collection must be placed along the kerb line for collection keeping the footway and building line free of obstructions.
12. The placement of bins and material booked for a bulky waste pick-up must not:
  - disturb traffic flow or parking
  - block any road, cycleway, pavement or footpath
  - impede pedestrian access or endanger pedestrian or bicycle movement
  - scratch, stain or damage any public property
  - restrict driver sight lines or vehicle access
  - block access to emergency exits or equipment
  - be placed close to any ventilation inlet
  - block any type of door.
13. Bins must not be placed in front of or in close proximity to any opening window or window providing ventilation or visual amenity to the premises or a neighbouring premises.

**Notes:**

Residential waste collection:

- The responsibilities and conditions of the City of Sydney, its contractors and residents for the residential waste and recycling service are outlined in the Residential Waste Service and Bin Policy.
- Residential waste collection by the City of Sydney or agents acting on its behalf will be conducted in accordance with the residential waste collection time zones in **Appendix 1 – Waste collection time zones**.
- Residential collection time zones do not apply to the collection of waste from inside or on private property, and only relate to waste collected from a public place.
- The City of Sydney reserves the right to alter the waste collection time zones. The City of Sydney will consult with parties affected as is deemed necessary.
- The City of Sydney may temporarily vary the day and times that waste collection occurs in response to extenuating circumstances, including but not limited to public health orders and a declared state of emergency.

## **B. Placing commercial waste in a public place**

This section applies to commercial premises in the City of Sydney's local area. It outlines the responsibilities of all commercial waste generators and commercial waste contractors engaged in collecting commercial waste. This section only applies to bins for commercial waste generated by the particular use of the premises. It does not relate to skip bins for collecting building and demolition waste.

Commercial waste generators are exempt from having to obtain approval for the placement of commercial waste in a public place provided the following requirements are met:

1. Commercial waste must only be put in a public place for collection and disposal by a commercial waste contractor.
2. Waste must not be removed from the commercial waste generator's premises to be disposed of in a street litter bin, park litter bin or a residential waste bin.
3. All waste must be placed completely within a bin with the lid fully closed and must not exceed 1,100 litres. Any waste not contained in a bin, for example plastic bags and loose cardboard boxes, must not be placed next to, or on top of, bins in a public place. The City of Sydney considers this to be illegal dumping.
4. All bins must have a permanently fixed close-fitting lid, have smooth internal washable surfaces, be free of stains, leaks, odours and debris, and be in full working order with no cracks, missing wheels, lids or pins.
5. Bins exceeding 240 litres must have fitted and working brakes, be lockable, and have reflectors on the outer corners.
6. All bins must be permanently labelled so that an authorised City officer can easily identify the premises to which it was issued. The commercial waste generator must ensure their bins are clearly labelled, and that the information on the label is current and contains the name, address, and contact phone number of the occupier of the premises. Free bin labels are available from the City of Sydney.
7. All commercial bins must clearly display the name, address and 24-hour contact telephone number of the commercial waste contractor and be marked with a unique identification number that can be traced to the premises to which it was issued.
8. Bins left in a public place that do not clearly identify the premises to which they were issued may be removed and impounded by the City of Sydney under the Impounding Act 1993. This also applies if the owner of the bin has been given notice to remove the bin but has not removed it promptly.
9. Empty bread and milk crates are not permitted to be stored or placed in a public place at any time. Empty bread and milk crates must be collected by the supplier from within the subject premises.
10. Waste oil drums are not permitted to be stored or placed in a public place at any time. Waste oil drums must be collected by a commercial waste contractor from within the subject premises.
11. Bins must be placed immediately in the front, rear or immediately adjacent the premises, from which the waste is generated. If the bin is placed beyond the user's property, prior consent must be obtained from the owner or occupier of the adjacent premises.
12. Bins placed on footpaths for collection must be placed along the kerb line for collection keeping the footway and building line free of obstructions.

13. The placement of bins must not:
- disturb traffic flow or parking
  - block any road, cycleway, pavement or footpath
  - impede pedestrian access or endanger pedestrian or bicycle movement
  - scratch, stain or damage any public property
  - restrict driver sight lines or vehicle access
  - block access to emergency exits or equipment
  - be placed close to any ventilation inlet
  - block any type of door.
14. Bins must not be placed in front of or in close proximity to any opening window or window providing ventilation or visual amenity to the premises or a neighbouring premises.
15. Placing or removing bins must not damage the roadway, footpath or utility services under the ground, or cause damage or obstruct access to adjacent premises.
16. The area where the bin is placed for collection must be kept tidy at all times. It should be regularly cleaned by the commercial waste generator, and on any occasion when directed to do so by an authorised City officer.
17. Where bins are presented for collection in a public place, they must be presented as close to the collection time as possible and no earlier than the night before collection for night time or early morning servicing or the day of collection for day time servicing.
18. Following collection, premises must remove bins from a public place and return them to private property no later than the following:
- If bins are collected between 7pm and 6am: removed no later than 8am.
  - If bins are collected between 6am and 7pm: removed no later than two hours after collection.
19. Failure to remove bins after collection in accordance with these times may leave waste generators liable to enforcement action being taken under s.626-627 of the LG Act.
20. Bins must be stored on the owner or occupier's premises at all other times and not in a public place unless prior written approval from the City of Sydney has been obtained authorising such action.
21. If there is a service disruption, bins must be stored on the owner or occupier's premises until service can be provided.
22. Where there are development approval conditions relating specifically to a premises' waste management, these conditions supersede this policy and must be adhered to at all times.
23. The commercial waste generator must produce evidence of a valid contract or similar if requested to do so by an authorised City officer.
24. The commercial waste generator must contract commercial waste services with an agreement that specifies:
- the waste collection point, collection times (see **Appendix 1 – Waste collection time zones**) and method of collection



- a servicing arrangement and configuration that matches the waste and recycling generated by the premises
- the disposal of the collection to a licensed waste facility.

### Notes

Waste generation:

- Commercial waste generators are responsible for handling and storing waste generated on their premises. They must ensure these actions meet development conditions of consent and public health, safety and environmental requirements.
- Commercial waste generators are responsible for all costs, as well as the safe, efficient and lawful collection and disposal of their waste.
- Bins must not be used to store hazardous, liquid or clinical waste. Bins must be vermin-proof and cleaned regularly, or as directed by an authorised City officer, without causing stormwater pollution.

Waste collection:

- Commercial waste collection should be conducted in accordance with the waste collection time zones in **Appendix 1 – Waste collection time zones**.
- Waste collection must be in accordance with any applicable condition of development consent under the Environmental Planning and Assessment Act 1979.
- Noise offences related to the collection of waste from private or public property are addressed under Section 96 of the POEO Act.
- Collecting waste or delivery of bins must not damage the roadway, footpath or services under the ground or cause damage or obstruct access to adjacent premises or roadways and must be carried out with due care for public safety.
- Where the access to premises is constrained by a cycleway, collection must be conducted in accordance with the procedure for grease trap waste collection requirements across cycleways in **Appendix 2 - Procedure for grease trap waste collection requirements across cycleways for commercial waste generators and collectors**.

### C. Placing a skip bin in a public place

This section applies to the use of skip bins for minor residential works in the City of Sydney's local government area. It outlines the responsibilities of residents using skip bins in a public place.

In the first instance, space must be made available on-site for the storage of a skip bin. If there is insufficient space, residents are exempt from having to obtain approval from the City of Sydney for the placement of a skip bin in a public place provided the following requirements are met:

1. Skip bin is for the use of residents for minor works only, for example the clean out of a residential premises, minor renovation, or exempt development activities.
2. Materials placed into skip bins are not to include any food waste or dangerous or hazardous waste.
3. Skip bins must have a maximum size of 3.4 metres in length and 1.7 metres wide.
4. A residential premises, subject to development consent requiring a skip bin for the removal of associated building waste, is not eligible to place a skip bin on the public way under this policy. In this circumstance, the removal of waste shall be undertaken from within the property and in accordance with conditions of the development consent.
5. Residents must not place or allow a skip bin to be placed in a public place when their premises has available space and safe access for the delivery/collection and storage of a skip bin.
6. Where no feasible storage space or safe access for delivery/collection of a skip bin exists then the placement of a skip bin on the roadway for up to a maximum of 14 days is allowed without approval (no extensions allowed). Skip bins must be removed at the end of this period or at the completion of work, whichever is sooner.
7. Only one skip bin can be placed at any one time at the property frontage.
8. Skip bins must not be placed on footpaths or cycleways.
9. Skip bins must be positioned to comply with all restrictions and requirements of the Road Rules 2014 as if they were a vehicle and are not to be placed contrary to kerbside parking provisions.
10. Skip bins must not be placed in any designated mobility parking space.
11. Skip bins must not be used for the storage or transport of commercial waste or putrescible or hazardous material.
12. Any resident who hires or retains the use of a skip bin located and used in a public place must indemnify the City of Sydney for any cost, property damage or injury arising out of the supply and use of the skip bin.
13. Skip bins must have reflectors or warning lights on outer corners; be placed 400mm from the kerb alignment and on timber gluts parallel as not to impede stormwater or traffic flow.
14. Skip bins must be covered outside working hours and during transport and bear legibly the name, address and 24-hour contact telephone number of the owner or supplier.
15. Skip bins must be located immediately in front of the property of the user and in accordance to Roads and Maritime Services (RMS) Technical direction: Stopping and Parking Restrictions at Intersections and Crossings. If the skip bin is placed beyond the

user's property, prior consent is required from the owner or occupier of the premises adjacent to where the bin is placed.

16. Waste must be completely contained within the skip bin and is not permitted to be stored outside or next to the skip bin. The area must be kept tidy at all times, cleaned on a daily basis and on any occasion when directed to do so by an authorised City officer.

Notes:

- Skip bins that do not comply with this policy are not permitted in a public place
- Where a skip bin is needed for a commercial property, or a development subject to development consent, space must be provided inside the boundary. If this is not possible, contact the City of Sydney for alternative methods.
- The City of Sydney may order the removal or re-location of the skip bin if there is a failure to comply with these requirements or if the placement of skip bin results in nuisance or danger to the public.
- These exemptions and requirements do not override development consent conditions
- Subject to compliance with the provisions of the Local Government (General) Regulation 2021.

## Part 2: Criteria to be used by the City of Sydney when determining approvals

### Permanent bin placement in a public place

There may be circumstances a resident, business or organisation cannot comply with the requirement that their bins are:

- removed from a public place following scheduled collections
- stored on their own premises.

In this situation a resident, business or organisation can apply to the City of Sydney for special approval for the permanent placement of bins in a public place.

The City of Sydney will consider the permanent placement of bins in a public place on a case-by-case basis only. The following criteria will be used in assessing an approval for the permanent placement of bins in a public place:

- All avenues for bin storage on the premises have been explored and exhausted
- Compliance with any development consent conditions for the premises (such as requirements for waste storage, and the development's waste management plan)
- Location of the premises and alternative waste storage options, with special consideration to impacts on:
  - visual amenity
  - neighbouring properties
  - footpath obstruction
  - pedestrian, cyclist and traffic movement
  - attracting illegal dumping
  - vandalism of bins.
- The City of Sydney's public domain design codes.
- Capacity of premises owner or occupier to cover potential costs associated with the City of Sydney's preferred solution.

The permanent bin placement approval assessment procedure and an example of general conditions for such approvals are further detailed in **Appendix 3 - Special Approvals for permanent bin placement in a public place**.

An approval for permanent bin placement in a public place may be revoked at any time where circumstances change, or conditions of approval are not being met.

## Part 3: Other matters relating to approvals

### Implications for non-compliance

City rangers or other authorised officers may issue penalty notices, orders, clean up notices, prevention notices or court attendance notices for non-compliance with relevant legislation identified in this policy. Serious incidents of pollution may be prosecuted by state agencies such as the NSW Environment Protection Authority.

If a person puts waste or a bin, or a skip bin in a public place in contravention of this policy or any approval issued by the City of Sydney, the City of Sydney may take action in accordance with the relevant legislative provisions. In this case the City of Sydney will endeavour to give the party notice in writing to comply before any penalties are issued. The City of Sydney does, however, reserve the right to take immediate action if circumstances warrant.

If waste placement is causing harm to the environment, the City of Sydney may also act under the POEO Act.

The City of Sydney will only investigate complaints about offensive noise impacts from waste collections under the POEO Act.

Food premises must comply with the Food Act 2003 and the Food Standards Code and ensure they have adequate facilities for storing garbage and recyclable matter.

If waste is causing or is likely to cause a threat to public health, the City of Sydney may order the owner or occupier of the land or premises to remove the waste. If the owner or occupier fails to comply, then the City of Sydney may remove the waste at the owner or occupier's expense under Part 2 and section 678 of the LG Act. Alternatively, the City of Sydney may take action by issuing an appropriate notice or notices under Chapter 4 of the POEO Act.

This policy does not override:

- state or federal legislation on the management of waste in public places, including noise pollution associated with collection waste from public spaces
- conditions imposed on development consents issued under the EPA Act.

Any issues relating to waste compliance and noise from waste collection will be dealt with under relevant legislation and on a case by case basis. In accordance with the City of Sydney's [compliance policy](#), the City of Sydney will take into account fairness, consistency and proportionality when considering any enforcement action for breaches of the relevant legislation.

## Responsibilities

The implementation of this policy will be the responsibility of authorised City of Sydney officers. Enforcement will be undertaken in line with the City of Sydney's Compliance Policy and Prosecution and Civil Enforcement Policy and on a case-by-case basis.

City of Sydney staff will consider this policy when dealing with matters relating to waste management in public places. Employees, councillors and contractors of the City of Sydney are responsible for upholding the principles and processes of this policy as required in their daily work.

## Consultation

This policy was publicly exhibited for 42 days. Internal review was undertaken in consultation with Cleansing and waste, City rangers, Traffic operations, Greening and leisure, City architecture and design, City sustainability, City transformation, Cycling, Strategy and communications, Strategic community engagement, Transport policy, Transport planning, Rates, Sustainability – property, Construction and building certification services, Health and building, Standards and policy, Strategic planning and urban development, Social policy and programs, Sustainability programs, Legal & Governance and Customer service.

## References

### Laws and Standards

- Local Government Act 1993
- Protection of the Environment Operations Act 1997
- Environmental Planning and Assessment Act 1979
- Impounding Act 1993
- Food Act 2003
- Roads Act 1993
- Disability Discrimination Act 1992
- Ombudsman NSW enforcement guidelines for councils 2015

### Policies and Procedures

- Compliance Policy
- Inclusive and accessible public domain policy
- Inclusive and accessible public domain guidelines
- Leave nothing to waste: Waste strategy and action plan 2017-2030
- Prosecution and Civil Enforcement Policy
- Sydney Streets Code 2021
- Sustainable Sydney 2030-2050 Continuing the Vision
- Unreasonable Conduct by Customers Policy

## Review period

Under section 165(4) of the Local Government Act 1993, this policy shall be automatically revoked 12 months after the declaration of the poll for the next general election after the adoption of this policy, unless Council revokes it sooner.

### Approval Status

Council approved this policy on [DD MONTH YYYY].

### Approval History

Stage	Date	Comment	TRIM Reference
Original Policy	December 2017	Approved by Council	2018/481323
Reviewed	(Date, month, year of when it was approved by CEO or Council)	Light rail collection time zone, domestic waste collection time zone, skip bin eligibility and structure updated.	20XX/XXXXXX (Governance to populate)
Commence Review Date	(Date, month, year – should be 9 months prior to the end of the next review period)		
Approval Due Date	(Date, month, year of when the next review of the policy is due to be finalised/ approved)		

### Ownership and approval

Responsibility	Role
Author	Manager Cleansing and Waste
Owner	Director City Services
Endorser	City of Sydney Executive
Approver	City of Sydney Council

**Appendix 1 – Waste Collection Time Zones**

The City of Sydney has developed best practice waste collection time zones that take into account waste collection requirements, traffic volumes (especially on main or arterial roads) and the safety and amenity of city streets for our communities.

***Residential waste collection time zones***

There are three time zones for collection of residential waste. The time zones apply to the street on which a bin is put out for collection, not the street address of the premises. These zones are shown in Map 1 below.

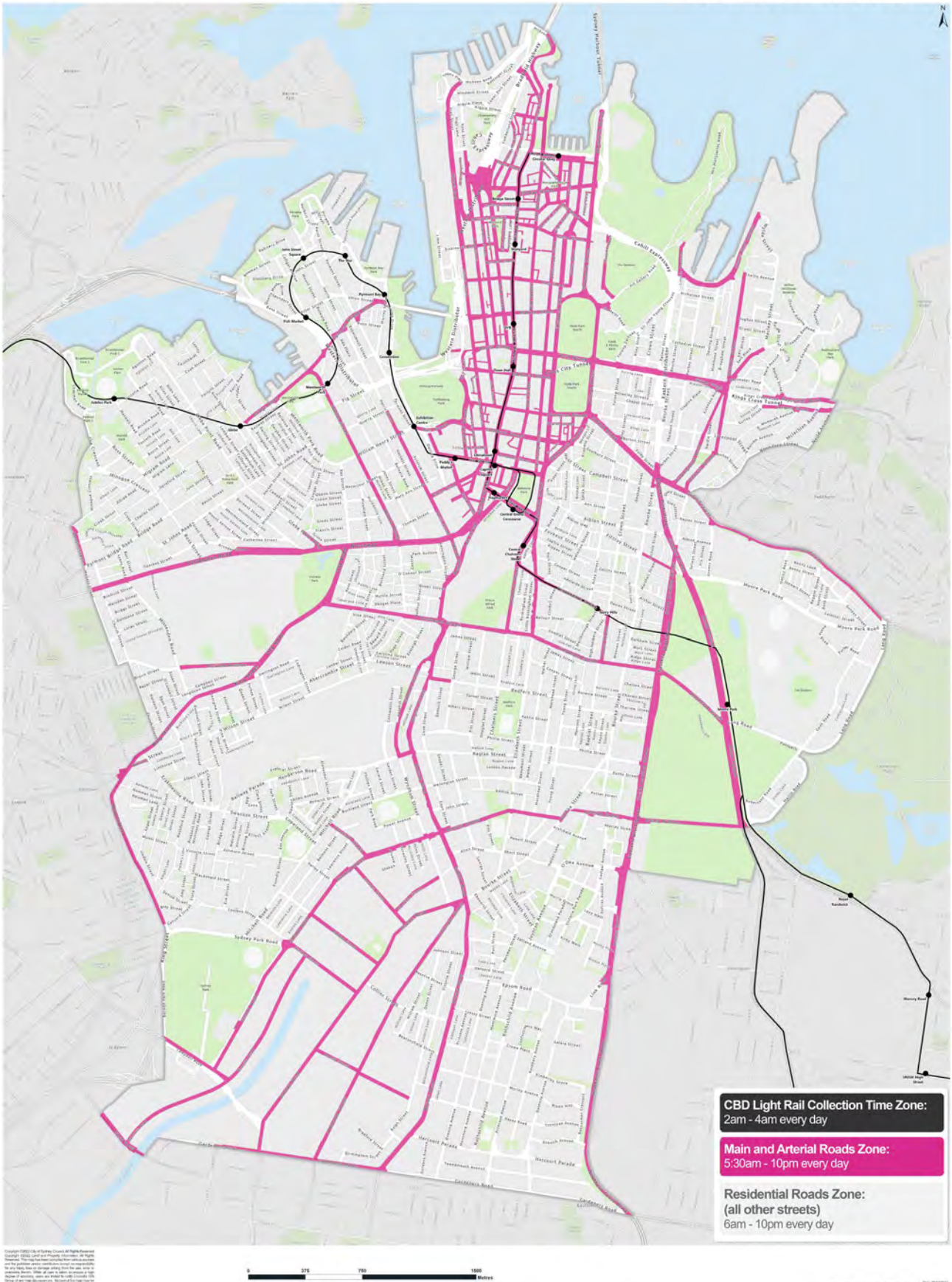
<b>Residential waste collection time zones</b>	
<b>Main and Arterial Roads Zone</b>	5.30am – 10pm every day
<b>Residential Roads Zone</b>	6am – 10pm every day
<b>CBD Light Rail Collection Zone</b>	2am – 4am every day

These zones are shown in Map 1: Residential waste collection time zones.



**Map 1: Residential waste collection time zones**

Domestic Waste Collection Time Zones  
Waste Management Local Approvals Policy 2022



**Commercial waste collection time zones**

There are four time zones for collection of commercial waste, and additional criteria for collection of two waste types in all zones. Commercial collection time zones refer to the collection of commercial, industrial and construction and demolition waste. The time zones and criteria for collection of waste types apply to the street on which a bin is put out for collection, not the street address of the premises. These zones are shown in Maps 2-4 below.

<b>Commercial Collection Time Zones*</b>		<b>Map Reference</b>
<b>Open Collection Time Zone</b>	24-hour collection access every day	Map 2
<b>Limited Collection Time Zone</b>	6am – 10pm Monday to Friday 8am – 10pm weekends/public holidays	Map 2
<b>CBD Collection Time Zone</b>	7pm – 6am every day	Map 2 & 3
<b>CBD Light Rail Collection Time Zone</b>	2am – 4am every day	Map 2
<b>Criteria for collection of waste types</b>		
<b>Grease Trap Waste Collection Across Bike Paths</b>	1am – 5:30am every day	Map 4
<b>Glass Bottle Collection (excludes comingled recycling and crushed glass)</b>	CBD light rail: 2am – 4am every day CBD Monday – Friday: 12pm – 10pm CBD weekends: 8am – 10pm All other zones: 8am – 10pm every day	Map 2

\* Complaints about timing of waste collections can only be investigated in relation to any offensive noise under the POEO Act.

In cases where multiple zones may apply, the most restrictive zone and/or criteria takes priority. This order of priority is, from highest to lowest: Glass Bottle Collection, Grease Traps, CBD Light Rail Collection Time Zone, CBD Collection Time Zone, Limited Collection Time Zone, Open Collection Time Zone.

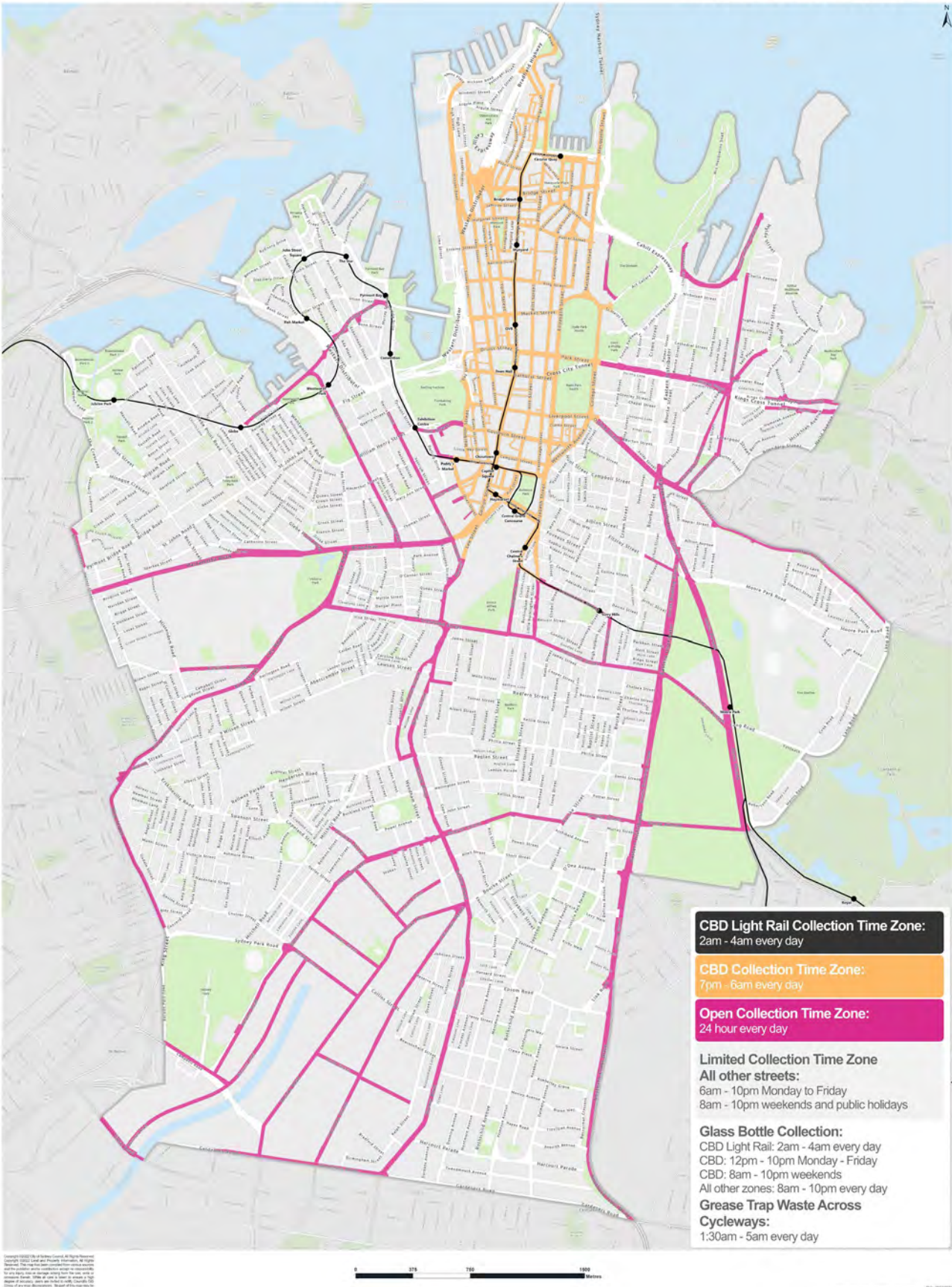
If premises are in the CBD Light Rail Collection Time Zone waste collection should be carried out from an alternate service point in the first instance. If the only service point available is on the light rail corridor, waste should only be collected from 2am to 4am any day and in accordance with Transdev [access and safety requirements](#).

If access to premises is constrained by the presence of a bike path for the purpose of collecting grease trap waste, the procedure for grease trap waste collection should be adhered to and must only be collected from 1am to 5:30am. See **Appendix 3 – Procedure for Grease Trap Waste Collection Across Bike Paths**.

Premises should not allow the sorting or collection of glass bottles in a public place outside of the Glass Bottle Collection Times listed in the table above. Regardless, and at any time, such behaviour could be considered a factor when determining offensive noise under the POEO Act. It may attract enforcement action by the City of Sydney on behalf of affected residents.

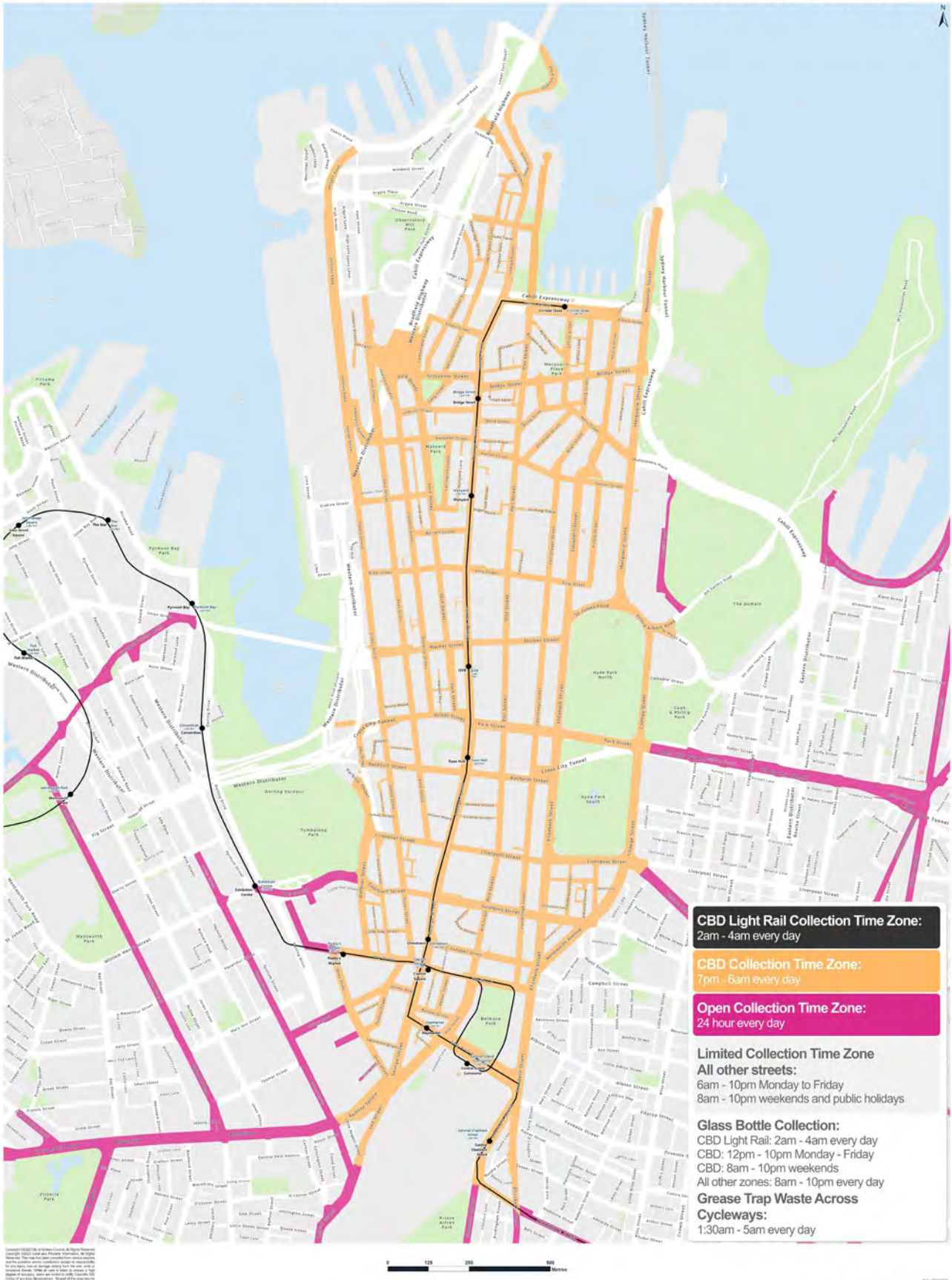
**Map 2: Commercial waste collection time zones**

Commercial Waste Collection Time Zones  
Waste Management Local Approvals Policy 2022



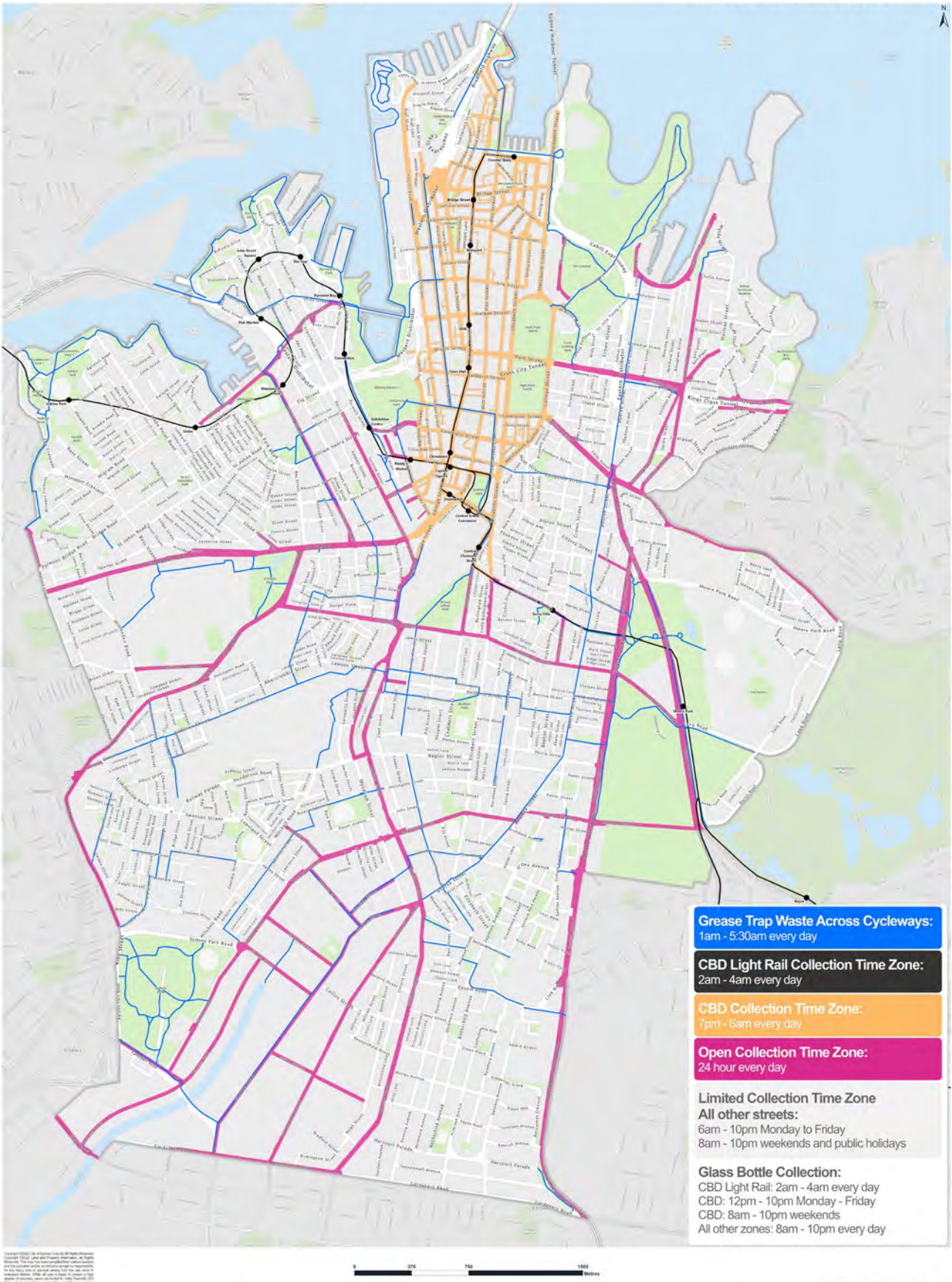
**Map 3: CBD commercial waste collection time zones**

CBD Commercial Waste Collection Time Zones  
Waste Management Local Approvals Policy 2022



**Map 4: Bike paths and commercial waste collection time zones**

Cycleways and Commercial Waste Collection Time Zones  
Waste Management Local Approvals Policy 2022



## Appendix 2 – Procedure for grease trap waste collection requirements across cycleways for commercial waste generators and collectors

The following collection requirements outlined in this section applies only to the emptying of grease traps that are located at premises where access is constrained by the presence of a cycleway.

This applies only where no other access points or service options exist to empty a grease trap except by running the extraction hose over the cycleway and footpath.

The service frequency for most premises with grease traps is approximately once per month. However, service frequencies may vary due to seasonal demand resulting in the need for increased collection frequencies.

The commercial waste transporter must:

1. Schedule collections to take place from 1am to 5:30am to minimise hazards for cyclists, members of the public, motorists and the waste collector.
2. Conduct a thorough risk assessment of the issues associated with conducting grease trap waste collection services at cycleway access-constrained premises, including how to respond to emergency overflow service incidents.
3. Develop and provide a safe work method statement to their driver and/or any subcontracted drivers carrying out the collection at these premises.
4. Traffic control in accordance with the Roads and Maritime Service (RMS) Traffic control at work sites technical manual must be implemented.

Respond to emergency grease trap overflow incidents as soon as possible, irrespective of the time of day or night, and take all reasonable measures to conduct the service as safely as possible while minimising impacts on traffic congestion

See **Appendix 1 – Collection Time Zone Maps: Map 4** for locations of cycleways.

## Appendix 3 – Special Approvals for permanent bin placement in a public place

### ***Application***

The owner or occupier of a premises may apply to the City of Sydney for a permanent bin placement assessment. An application form can be obtained by contacting the City of Sydney.

### ***Ineligible applicants***

The following buildings or developments are ineligible to apply for a permanent bin placement assessment:

- Any building or development (including single and multi-unit dwellings) that has some form of storage space in which their bin(s) can be kept on their premises, irrespective of whether that space is currently used for a different purpose
- Any new building or development occupied after Council's endorsement of the 2013 Waste Local Approvals Policy (21 October 2013)
- Any building or development with a development application lodged at the time of Council's endorsement of this policy.

### ***Assessment***

An authorised City officer must assess each premises and consider its circumstances individually. The following issues will be considered:

- All avenues for bin storage on the premises have been explored and exhausted
- Compliance with any development consent conditions for the premises (such as requirements for waste storage, and the development's waste management plan)
- Location of the premises and alternative waste storage options, with special consideration to impacts on:
  - visual amenity
  - neighbouring properties
  - footpath obstruction
  - pedestrian, cyclist and traffic movement
  - attracting illegal dumping
  - vandalism of bins.
- The City of Sydney's public domain design codes.
- Capacity of premises owner or occupier to cover potential costs associated with the City of Sydney's preferred solution.

### ***Approval***

The authorised City officer will recommend the approval or refusal of each application for consideration by the relevant manager with delegation to grant or refuse an approval under section 68 of the LG Act and the Register of delegations – from CEO to Directors and staff.

### ***Conditions of approval***

Applicants must comply with the terms of the permanent bin placement approval. The terms of an approval may vary between premises according to circumstances unique to their location. The City of Sydney reserves the right to alter the terms of an approval if circumstances relating to bin placement change. The following conditions generally apply to all approvals.



Permanently placed bins must:

- be clearly labelled and identifiable to the City of Sydney, with the contact details of the premises it was issued to
- have lids and be completely closed and locked at all times
- have a locking device that does not hinder collection
- be unlocked at collection times and locked following collection
- allow residents to access the bin at all times (for shared residential bins)
- be clean on all external surfaces, including being free from visible food matter and other debris
- be clean on the inside, all general waste must be bagged before placing it in the bin (bins should not smell)
- not leak
- not block access to emergency exits or equipment
- not block any type of door, including front, rear, side, or roller doors
- not impede vehicle access to the premises or neighbouring premises
- not be placed in front of or in close proximity to any opening window or window providing ventilation or visual amenity to the premises or neighbouring premises. (The authorised City officer conducting the assessment may use their discretion to evaluate the ventilation and amenity properties of a window.)
- be stored in the location prescribed by the approval (these locations may be marked out in white paint on the road surface or be behind a bin screen or similar)
- not impede or endanger pedestrian movement.

The City of Sydney is not liable for any costs incurred where the locking device is damaged during normal servicing procedures or where a bin is lost or stolen. The owner or occupier of the premises is responsible for the cost of removing and re-installing locking devices if a bin needs to be repaired or replaced.