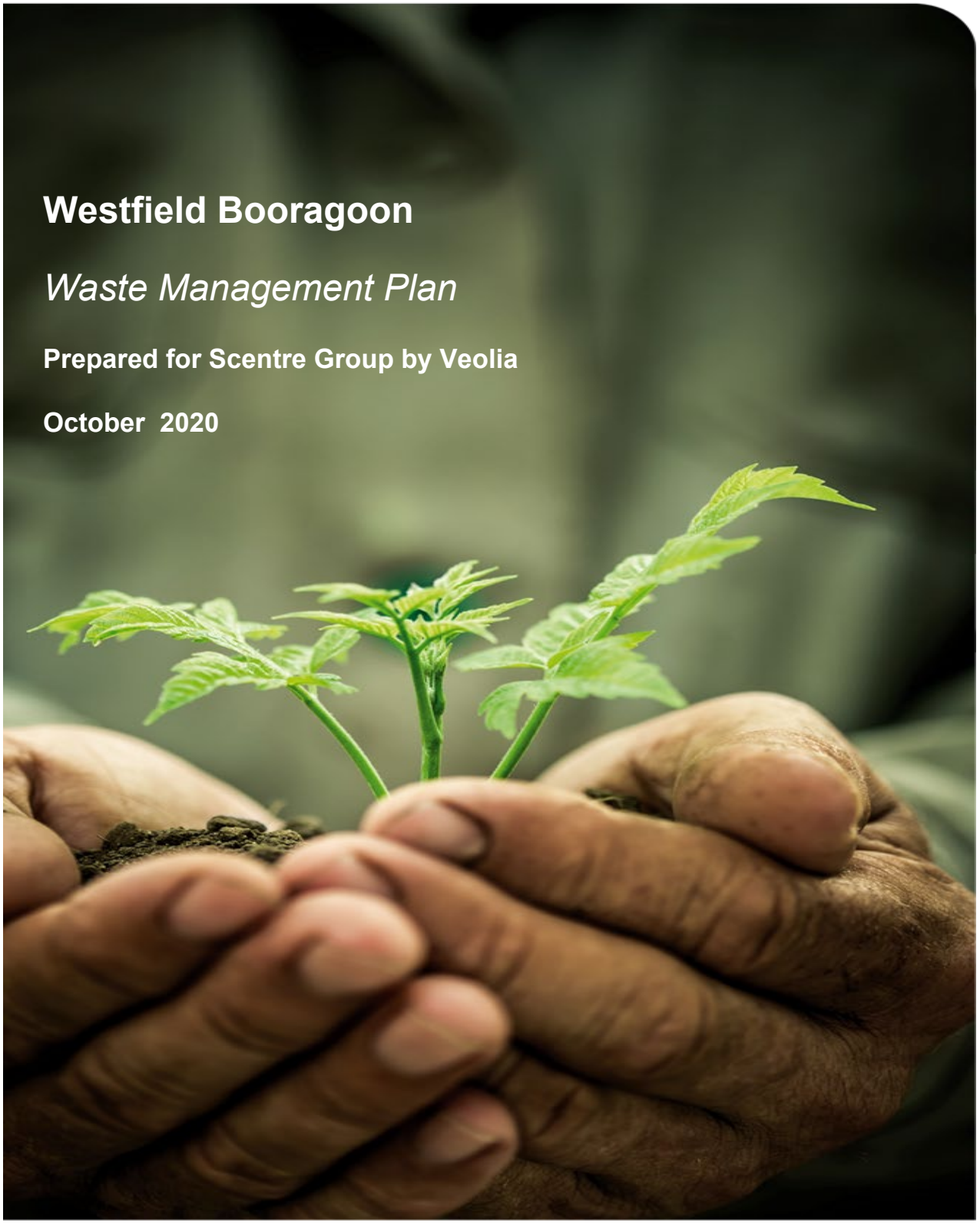
VEOLIA

Westfield Booragoon

Waste Management Plan

Prepared for Scentre Group by Veolia

October 2020



CONFIDENTIALITY CONDITIONS

All information whether oral, electronic, printed or graphic contained in this document or obtained by you from Veolia (**Information**) is confidential to Veolia and shall not be used by you other than for the purpose of reviewing this document and the proposal contained herein.

You shall not copy or reproduce any Information except when, and then only to the extent, reasonably necessary for the purpose of reviewing this document and the proposal contained herein.

Upon receiving notice that our proposal has not been accepted, and if notified by Veolia, you shall destroy, in a secure manner, this document and any Information.

You shall ensure that any employee or any other person to whom you supply the Information is bound by the terms of these conditions.

Contents

Waste Management Objectives

This WMP sets out the current processes in place for the management of waste produced through trading activity at Westfield Booragoon.

In addition to this the Plan sets specific objectives for the Centre and sets out necessary actions for improvement that will further the Centres ability to meet Scentre Group's sustainability objectives by produce clean and well segregated waste and recycling material through the proactive engagement of tenants, cleaners and service providers in order to deliver best practice in the following areas:

Tenant Engagement – Delivering a continuous engagement strategy that informs tenants of the centres waste management procedures; explaining the concepts of recycling; avoidance and contamination; and promoting good practice and use of available waste facilities

Cleaner Engagement – Provide the centres cleaning staff with the knowledge and tools to enable them to understand the centres waste and recycling program and the ability to assist tenants in following correct recycling practices so that they can effectively monitor waste areas and address obvious issues of contamination, litter or misuse of the facilities

Operational Engagement – The Centre management commits to continuously expand their understanding of best practice in waste management and provide opportunities for recycling that can be safely and economically processed in as many locations on site as possible with facilities meeting industry standards for safety and efficiency

Away From Home Recycling – Provide visitors to the centre easily accessible, clearly signed and colour coded away from home recycling facilities that act as an outward expression of the Centres commitment to best practice waste management

Best Practice – Ensure all waste systems meet Scentre Groups best practice requirements. This includes employing clear and easily recognizable signage to facilitate correct usage. A linkage of waste recovery and waste identification processes to Australian Standard colour codes for mobile waste containers. Ensuring waste room layout is supportive of recycling aims and easy to use. Provide adequate recovery capability for waste material through optimum infrastructure and equal access.

Waste Streams – Implement a continuous process of waste stream expansion that seeks to increase the quantities of recyclable materials recovered as well as increase the quantity of materials that can be recycled at the centre.

Reporting – Contribute to the delivery of accurate reporting of all waste materials recovered at the centre that have a material impact on the centres environmental impact.

Land Use Details

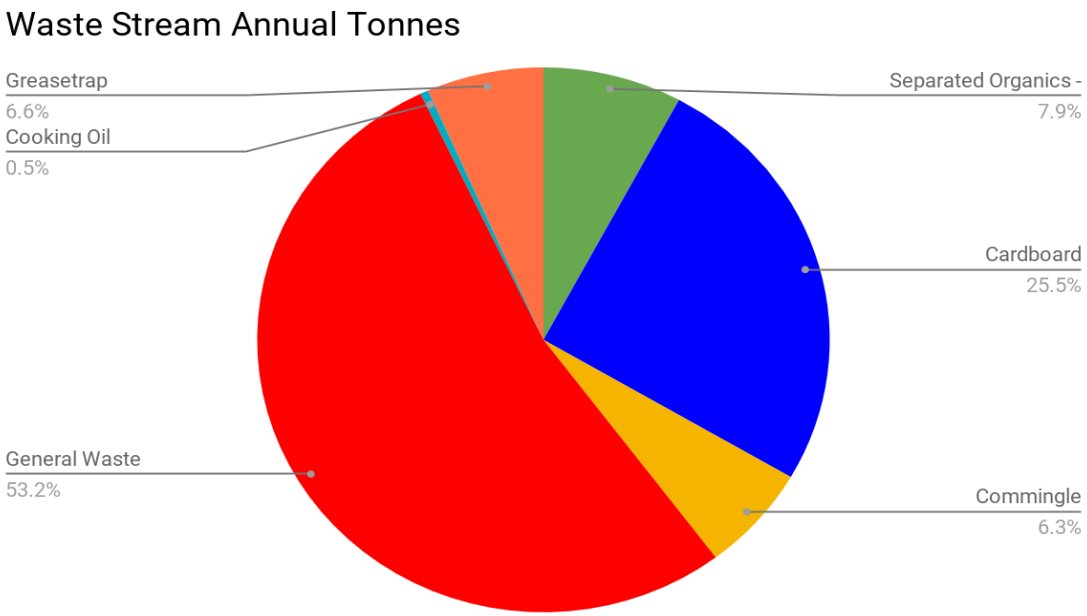
Westfield Booragoon is a major shopping centre in the southern suburbs of Perth, located approximately 8 km south-west of the CBD at the corner of Almondbury Road and Riseley Street.

Waste Generation

Table 1 below details the monthly waste generation by waste stream in tonnes for the retail areas identified as using the centre waste and recycling infrastructure covering a GLAR of 47,000m2. This is based on exact data capture from actual waste generation across the 12-month period of 2019.

Table 1 - Waste Streams

Waste Stream	Annual (Tonnes)
Separated Organics - Composting	33.44
Cardboard	108.76
Commingle	26.91
Plastic	0.00
General Waste	226.55
Cooking Oil	1.95
Greasetrap	28.15
Total Waste	**425.75**
Total Diversion	**169.11**
Diversion Percentage	**46.8%**



Waste Systems

Paper / Cardboard Recycling

This is intended to be the largest stream in a retail environment. A cardboard and paper recycling system should accept non – waxed cardboard all types of paper including newsprint, glossy paper and mixed office paper.

The Australian Standard colour for cardboard and paper recycling specifies the use of **blue.** It is recommended that all receptacles are coloured consistently in accordance with the standard, and that signage for this stream is developed using the same colour for ease of recognition.

All cardboard and paper recyclable material will be included in the cardboard recycling stream. Cardboard and paper will be captured at the Dock 1 & Dock 2 through the cardboard compactors at each of these docks.

Retail tenants are advised to flatten all cardboard boxes prior to transport to the dock, where cardboard and other paper material can be hand loaded into the compactor hopper for secure disposal. All cardboard and paper will be required to be free of any contamination prior to disposal in the compactor.

Operational training on use of the compactor will be mandated to all tenants as a condition of use if use is authorised. A contact number should be displayed in case of material overflow.

Commingled Recycling

The Australian Standard colour for the commingled recycling stream specifies **dark green or black bin bodies** with a **yellow lid**. It is recommended that all receptacles are coloured consistently in accordance with the standard, and that signage for this stream is developed using the same colour for ease of recognition.

A clear bin liner is used for this stream however where an MGB is to be used directly to collect waste (as opposed to smaller bins which are then emptied into MGBs) discussions with the waste contractor will need to occur as bagged waste is regarded as contamination. If the bin liners are not tied off then this may not be an issue however if this is an issue then no liner will be used and bins will need to be cleaned regularly.

Tenants will be responsible for segregating their commingled waste within their tenancy before transporting to the waste and recycling locations. The bagged commingled will then be decanted into the 660L MGBs dedicated to commingled recycling. The bag will then be placed into the general waste bins.

660L MGBs are Located at Both Dock 1 & Dock. These bins are signed and highlighted with the appropriate AS colour code for the waste stream.

If tenants generate high volumes of commingled materials e.g. cafe or restaurant, smaller MGBs (120 L or 240L) may be required and should be stored in the tenants BOH areas where they will be responsible for transferring this to the waste and recycling area for decanting into the 660L MGB.

Clearance frequency for the commingled MGB will be determined in line with known waste generation volumes.

Food Organics Recycling

Organic recycling bin should be colour coded with a **Green Bottom** with a **Lime Green lid**. It is recommended that all receptacles are coloured consistently in accordance with this standard, and that signage for this stream is developed using the same colour for ease of recognition.

Organic recycling bin should be colour coded with a **Lime Green lid** body with a burgundy lid. It is recommended that all receptacles are coloured consistently in accordance with this standard, and that signage for this stream is developed using the same colour for ease of recognition.

Suitable collection containers are located in Dock 1. The waste is generated via the Food Court Dock which captures the other main food preparation areas of tenancies producing organics so all food waste can be captured and segregated from general waste.

Retail tenants will be responsible for segregating their organic waste (including coffee grounds) within their tenancy. If tenants generate high volumes of organic waste (e.g. cafe or restaurant, smaller MGBs (120L) may be required and should be stored in the tenants BOH areas where they will be responsible for transferring this to the waste area for collection.

Clearance frequency for the organic bins will be determined in line with known waste generation and services available in WA (twice a week).

NOTE: Discussion should be held with the waste contractor / organics facility to determine which materials are acceptable in this waste stream.

Cooking Oil

It is anticipated that cooking oil will be used by the food and beverage tenants. This material cannot be disposed in the general waste stream but can be recycled.

An oil vacuum drum will be used to collect used cooking oil. Tenants can take their used oil directly to the disposal point and vacuum it out of their oil tins. Empty oil tins can be disposed of into the commingled recycling streams located in Dock 1 & Dock 2

Non-slip mats and a spill kit will be required in this oil recycling storage area within the waste facility.

Soft Plastic

Soft plastic materials (i.e. cling wrap & plastic film) are generated by fashion retailers and retailers receiving products on pallets. The material should be captured at the point of unpacking and consolidated within a collection point in the waste room or fed directly into a soft plastics baler. The Australian Standard colour for plastic is **orange**.

Collection points for soft plastics are available in Dock 1.

General Waste

The Australian Standard colour for the general waste stream specifies **red**. It is recommended that all receptacles are coloured consistently in accordance with this standard, and that signage for this stream is developed using the same colour for ease of recognition.

All general waste material destined for landfill will be collected in the general waste compactors at Dock 1 & Dock 2.

Retail tenants are advised to transport bagged general waste to the waste room where it can be disposed of in the available bins for transfer to the loading dock and disposal in the compactor.

Operational training on use of the compactor will be mandated to all tenants as a condition of use if a tenant is authorized to use the compactor. A contact number should be displayed in case of material overflow.

Clearance frequency for the compacted material will be determined in line with known equipment capacity of the compactor and operational requirements.

Polystyrene

Polystyrene recycling is not estimated to be generated in large enough volumes to warrant a specific collection point.

Where possible tenants should inform all suppliers that a take back program needs to be implemented for all deliveries packaged in this material.

Fluoro Tube Recycling

Expired fluoro tubes and light bulbs should be controlled through a take-back program with industry suppliers.

Other Recycling

Alternate waste streams that may be included in retail areas including:

- Bread and milk crates
- Ad-hoc recycling system such as metal recycling and wood recycling; and
- Used furniture recycling

Waste Management Practices

Westfield Booragoon and Scentre Group are committed to best practice waste management procedures and deliver this in conjunction with their tenants and service providers.

Tenants Waste Disposal Responsibilities

1. Tenants are expected to sort their waste into the various waste streams prior to removing it to the waste disposal area in the dock.

2. Once at the waste dock, tenants are to use the route signage and waste stream signage for guidance on the right location for their waste.

3. Waste disposal requirements:

    a. Cardboard is to be broken down and disposed of uncontaminated into the appropriate receptacle
    b. Commingled recycling should be emptied loosely and directly into the appropriate receptacle and not disposed of in a bin liner
    c. Oil should be transported in a closed container to the disposal point and placed directly under the vacuum hose and its contents completely drained and spillage avoided
    d. LDPE/Soft plastic should be clear and free from any colouring or contamination prior to being disposed of in the appropriate receptacle
    e. Organics is to be disposed free of contaminants into the available collection bin.
    f. Landfill waste must not contain any of the above recyclable material before being disposed in the appropriate receptacle

4. If waste is required to be disposed of in a compactor or in the case of oil vacuumed into a tank, the tenant must be trained on the operational procedures of the equipment concerned.

5. The tenant is responsible for disposing all large items such as shop fittings and displays independently of the centre waste disposal systems.

6. The tenant is responsible for ensuring all waste material associated with deliveries to their tenancies is removed from the dock areas in a timely manner, particularly in relation to milk and bread crates, and pallets.

7. Issues with equipment use, contamination, spillages and queries about waste in general should be directed to the operations team.

Centre Responsibilities

1. The Centre is responsible for ensuring all waste produced through trading activities is disposed of in an efficient and cost-effective manner and in line with Scentre Groups sustainability commitments.

2. The Centre will provide tenants with best practice waste disposal facilities and will update these facilities as improved processes and equipment become available.

3. The Centre will ensure that all waste disposal equipment is signed and provides up to date and clear information on disposal methods

4. The Centre will ensure that all access points and routes to waste equipment are free and clear of vehicular and other hazardous traffic

5. The Centre will ensure all tenants are periodically trained on the use of all waste compaction and oil vacuuming equipment.

6. The Centre will ensure all waste equipment and bins are regularly maintained and meet relevant safety requirements

7. The Centre will ensure the waste disposal area is kept clean and free of clutter and vermin

8. The Centre will ensure receptacles are emptied in a timely manner so as to always make available to tenants adequate space for waste disposal

9. The Centre will make every effort to ensure contractors engaged in store fit outs are provided with options for the sustainable disposal of the waste material generated through this process.

Compaction Equipment, Bins Quantity, Size and Colour

Table 4 - Equipment Log

Waste Stream	Colour	Size	Quantity
Paper & Cardboard	White Compactor	33m	3
General Waste	Compactor	23m	3
Comingle	REL	1100L	7
Organic Bins	REL	240 Ltr	12
FEL	FEL	3.00 m3	3

Services & Collection Frequencies

Dock 2

	General Waste packers	Cardboard packers	Cooking Oil	Commingled Recycling
Size	23 cubic metre	33 cubic metre	200L Containers	1100L
No.	1	1	5	3
Collections	On Call	10 Days	Weekly	Weekly

Dock 3

	General Waste packers	Cardboard packers	Commingled Recycling	Soft Plastics
Size	23 cubic metre	33 cubic metre	1100L	Frames
No.	1	1	4	1
Collections	Fortnightly	Fortnightly	Weekly	Weekly

Dock 4

	General Waste packers	Cardboard packers	Cooking Oil
Size	23 cubic metre	33 cubic metre	200L Containers
No.	1	1	5
Collections	On Call	10 Days	Weekly

Waste Areas

Table 5 - Best Practice Checklist Summary

Item	Best Practice
Dock Layout	Clear identification of recycling in the layout of waste area
	Proximity of all waste streams from entrance of loading dock
	Fixed position of waste recovery equipment
Signage	Clear and visible directions to the waste area commencing 30 metres from waste area
	Clear and visible sign describing available waste recovery options located within 2 metres of waste area
	Waste stream signage at eye level above or on waste recovery equipment
	Clear imagery and succinct instructions of acceptable waste material – relevant to retail environment
	Clear and visible equipment instructions
Waste streams	Relevant recovery options in waste area for tenancies serviced by loading dock
AS colour coding	Waste stream signage is AS colour code compliant
	Mobile waste containers colour coded to AS 4123.7-2006 mobile waste containers - Part 7: colours, markings and designation requirements
	Other waste recovery equipment is AS colour code compliant
	Area around waste recovery streams are AS colour code compliant
Cleanliness	Floor and area free from waste material and other hazards
	Enclosed spaces ventilated and odour-free
	Hygienic equipment condition - compactors and volume based collections bins professionally cleaned periodically
	Putrescible waste prohibited from disposal in general waste recovery equipment - meat and bone/fish collections as specialised solutions for these streams
OHS	Waste areas with shared vehicle access have clearly demarcated areas for foot traffic and vehicular traffic
	Instructions for compaction machinery stating operation only permissible after training
	Access to compaction machinery is for authorised personnel only
	Video camera surveillance monitors practices in waste area

Dock Access (Tenant)

Westfield Booragoon has two waste areas providing disposal options for landfill waste, mixed (commingle), soft plastic, cardboard, organics and oil recycling. The waste areas are known as Dock 1 and Dock 2

Dock Access (Waste Services Provider)

Waste collections times will be communicated with our waste service provider and will be based on relevant local council regulations.

Waste Contractors

As part of Scentre Group the Centre is required to engage the services of a licensed waste management provider.

The service provider will ensure all equipment used in the waste management process whether leased or owned is compliant with relevant state and federal safety standards.

The service provider will ensure periodic checks on equipment and operational safety are conducted to ensure access to equipment and the Centre remain safe and risk free.

The service provider will report all issues concerning equipment and operational safety to the centre immediately.

The service provider will provide detailed reporting on costs and weights for each waste stream on a monthly basis.

Where necessary the service provider will assist in developing strategies for delivering the Centre's best practice objectives.

The service provider will also provide expert advice on delivering operational and financial efficiencies, as well as strategies to deliver improved recycling performance that will enable the Centre to meet its annual performance targets.

Reporting

Scentre Group has a commitment to Sustainable Waste management. This is supported by a national program for delivering best practice and efficiency in the areas of waste management.

At the core of this program is the reporting process that has been put in place that provides accurate verifiable data on costs and disposal waste for all waste streams across all the assets of the portfolio.

Reporting is a continual process summarized monthly and quarterly for use in ongoing monitoring of costs, performance and planning for future strategies to deliver greater improvement.

Weights for waste captured through compaction equipment are verified through weighbridge dockets that provide the data in tonnes. Weights derived from waste disposed in volume based systems are converted into tonnes through derived densities from extensive weigh offs of bins based on an assigned weight per cubic metre.

Monitoring

Update tracking tables as items below are delivered or met.

Diversion Target

Target	Year	Achieved Y/N	Comment

Best Practice Implementation

Delivered/Scheduled	By	Date Completed

New waste streams

Delivered/Scheduled	By	Date Completed

Tenant Engagement

Delivered/Scheduled	By	Date Completed
Education Seminar		
Tenant Education		
Tenant Education		
Education Seminar		
Tenant Education		
Tenant Education		

Centre Team Engagement

Delivered/Scheduled	By	Date Completed

Glossary

Paper recycling	Refers to the reprocessing of most types of paper including newspaper, magazines, office paper, brochures and envelopes (including those with plastic windows). This waste stream does not include coffee cups, ream wrappers (if the lining is waxed), bottles or cans, plastic bin liners or food scraps.
Cardboard Recycling	Refers to the reprocessing of most types of cardboard such as boxes, empty pizza boxes as well as toilet and paper towel rolls. This waste stream does not include waxed cardboard or packing materials such as polystyrene or foam.
Commingled recycling	Refers to a mixed container recycling stream. Typically this would include glass containers, aluminum cans, milk cartons, tins, and HDPE and LDPE plastics. This stream does not include any paper or cardboard materials, drinking glasses, ceramic mugs or plates, coffee cups, takeaway containers or plastic bin liners. Commingled materials are collected in one stream and then sent a materials recycling facility to be sorted and recycled.
Organic Recycling	Includes all food scraps (including fruit, vegetables, bread, cake and egg shells) coffee grounds, tea bags, vacuum dust and organic material such as garden clippings that may be reprocessed and converted into energy or soil products. Depending on your contractor, this may also include meat products.
General waste	Refers to currently non-recoverable material including soft plastics (plastic wrap), polystyrene, soiled paper towel or plastic bags. The general waste stream does not include hazardous material (such as batteries, fluorescent light tubes, light bulbs and/or toner cartridges), recyclable material or electronic equipment such as computers, TVs and mobile phones.
Bin Storage Room	Refers to the main waste storage room located on Ground Level. Both retail and commercial waste will be stored in this room.
GFA	Gross Floor Area (GFA) has been calculated based on the Australian Institute of Quantity Surveyors (1992) method of measurement for fully enclosed covered area.
NLA	Net Lettable Area (NLA) has been calculated based on the definition of the Property Council of Australia Method of Measurement (1997)
GLAR	Gross Lettable Area (GLAR) has been calculated based on the definition of the Property Council of Australia Method of Measurement (1997)
MGB	Mobile Garbage Bin