

bimbi park

Waste Management Policy and Procedures

Applies to: Bimbi Park, Cape Otway

1. Purpose

Bimbi Park manages waste through practical procedures covering general waste, recycling, food scraps, steel, hard waste, hazardous materials and wastewater. Our aim is to reduce landfill, prevent pollution, recover useful materials and make correct disposal clear and easy for guests and staff.

2. Scope

This policy applies to all staff, contractors, guests and activities undertaken at Bimbi Park.

3. General Waste, Recycling and Food Scraps

Waste stations are located throughout the park and provide separate bins for general waste, recycling and food scraps.

- Large signs use clear photographs, ticks and crosses so the system can be understood by guests, including visitors who do not speak English.
- Food scraps are collected separately and used to feed the park's chickens, reducing organic waste sent to landfill.
- Staff inspect waste stations regularly, keep the areas clean, remove contamination where practical and arrange collection before bins overflow.
- Guests are encouraged to sort waste correctly and not leave rubbish around campsites, accommodation or natural areas.

4. Steel, Scrap Metal and Hard Waste

Steel and scrap metal are separated from general waste and stored in a designated area until there is enough for collection or delivery to an appropriate recycling facility.

Hard waste such as broken furniture, appliances, mattresses, building materials and other bulky items is also kept separate from normal rubbish.

- Where practical, items are repaired, reused or stripped for usable parts before disposal.
- Materials suitable for recycling are taken to an appropriate recycling facility.
- Electrical items, batteries, oils, chemicals and other materials requiring special handling are never placed in general waste.

5. Hazardous and Special Waste

Chemicals, cooking oil, motor oil, batteries and other hazardous or special waste are stored safely in designated areas and taken to suitable recycling or disposal facilities.

- Hazardous materials are kept separate from general waste.
- Containers are kept sealed, clearly identified and protected from leaks, weather and unauthorised access.
- Hazardous materials are not poured into drains, the wastewater system, soil or surrounding vegetation.
- Any spill is managed in accordance with Bimbi Park's Hazardous Material Spill Procedures and Environmental Management Plan.

6. Wastewater Management

Bimbi Park operates an onsite wastewater treatment system. Wastewater from toilets, showers, accommodation and other facilities is collected and treated rather than being discharged untreated into the environment.

Treated water is reused through the park's irrigation system. This reduces pressure on fresh water supplies and helps prevent unnecessary discharge.

- The wastewater treatment and irrigation systems are regularly inspected and maintained.
- Faults, unusual smells, leaks, blockages, overflows or irrigation problems are reported immediately.
- Repairs and follow-up actions are recorded, and qualified contractors are used where specialist work is required.
- Untreated wastewater must never be intentionally released onto the property or into surrounding land or waterways.

7. Staff Responsibilities

- Check waste stations, amenities and bin areas regularly.
- Monitor recycling and food-scrap contamination.
- Keep waste storage areas clean, safe and accessible.
- Separate steel, hard waste and hazardous materials from general waste.
- Check wastewater treatment and irrigation systems and report any concerns.
- Report spills, leaks, overflows or pollution risks promptly.
- Record maintenance, repairs and follow-up actions.
- Use licensed or approved contractors and recycling facilities where required.
- Explain correct waste disposal procedures to guests when needed.

8. Guest Information

Guests are informed about correct waste separation through signage, staff advice, park information and other communication channels. Guests are expected to use designated bins, keep campsites and accommodation areas clean, and avoid leaving waste in natural areas.

9. Incident Response

Any overflow, spill, wastewater fault or other waste-related environmental incident must be reported to management. The area is isolated where necessary, the source is stopped where safe, pollution is contained, and specialist assistance is arranged where required. The incident and corrective actions are recorded and reviewed.

10. Monitoring and Review

Management monitors the effectiveness of waste systems through regular inspections, maintenance records, contamination observations, collection needs and staff feedback. This policy is reviewed regularly and updated when facilities, regulations or operational requirements change.

Policy owner	Bimbi Park Management
Approved by	Frank and Katrina Fotinas
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