



City of
Whittlesea

BUILDING SITE CODE

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CITY OF WHITTLESEA BUILDING AND WORKS CODE OF PRACTICE

1. PREAMBLE

The Council has developed this Code of Practice to ensure that any person who is responsible for building sites and building works understands the minimum acceptable standards under which they operate. Problems commonly encountered include:

- Storage of materials and equipment on roads, footpaths and nature strips,
- Waste materials and litter not stored or removed in a responsible manner,
- Wind blown litter, wrappings, containers, plastics, styrene, etc,
- Silt, sand, mud and litter fouling storm water systems,
- Traffic and pedestrian hazards as a result of waste, mud, materials and equipment being left on roads,
- Unauthorised damage to and interference with Infrastructure assets, etc

2. OBJECTIVE

The objective of this Code is to provide an environment where activities on and related to building sites and building works complement the safety and amenity of the public and the community and also to minimize damage to Council assets.

3. RELATIONSHIP WITH GENERAL MUNICIPAL LAW NO. 1.

3.1 This Code has been incorporated by reference into Council's General Municipal Law No. 1 of 2014.

3.2 Clause 14.1 of that General Municipal Law provides that:

"A person in charge of building works or a building site must, in respect of the building works or building site, comply with the Building Site Code and must ensure that all necessary permits have been obtained from Council."

3.3 The Code referred to in that clause is this Code of Practice, as amended from time to time.

4. DEFINITIONS

4.1 Any word or term defined in General Municipal Law No. 1 of 2014 has the same meaning in this Code.

4.2 Further, in this Code:

"asset" means any:

- (a) road;
- (b) footpath;
- (c) pathway,
- (d) drain;
- (e) drainage infrastructure;
- (f) stormwater drainage system,

- (g) communications conduit or pit,
- (h) street tree;
- (i) street sign; or
- (j) other property vested in or under the control of the Council;

"camping" means the placement of any tent, caravan or structure on a building site for the purpose of accommodating people engaged or employed to carry out building works on that building site;

"sanitary facilities" means sanitary facilities provided for the use of persons working on a building site, including:

- (a) toilets;
- (b) hand basins; and
- (c) the supply of clean water to toilets and hand basins;

"site fencing" means a fence around the entire perimeter of a building site at the commencement and for the duration of the building works,

- (a) at a height of not less than 1500 millimetres;
- (b) so as to be capable of preventing litter from being transported from a building site by wind; and
- (c) having not more than one access opening which:
 - (i) has a width not greater than 2800 millimetres;
 - (ii) is fitted with a 1500 millimetres high gate or gates which prevents or prevent litter from being transported from a building site when closed; and
 - (iii) is located to correspond with the vehicle crossing referable to the building site;

"site identification" means a sign which is at least 600 millimetres in height and 400 millimetres in width, is erected at the entrance to the building site and is clearly visible from the road, and includes:

- (a) the lot number, as described on the Certificate of Title relevant to the land;
- (b) the name of the person in charge;
- (c) the postal address of the person in charge; and
- (d) the 24 hour contact telephone number or numbers for the person in charge;

“Stormwater Drainage System” means a stormwater system which provides for the conveyance and / or detention of stormwater run-off, including kerb and channel, open channels, underground pipe systems, water sensitive urban design infrastructure (such as swale drains or rain gardens) and natural waterways.

“Waste container” means the container that is designed for the containment of litter and waste material within the building site, and which is:

- (a) of robust construction;
- (b) not less than one cubic metre in volume;
- (c) has a lid which is attached to the container with hinges;
- (d) closed at all times to prevent wind borne litter escaping from the container;
- (e) emptied regularly; and
- (f) not overfilled at any time.

5. DAMAGE TO ASSETS

- 5.1 A person must not cause damage to any asset as a result of building works.
- 5.2 The person in charge must immediately report to the Council any damage to an asset.
- 5.3 The person in charge must pay to the Council any costs incurred by the Council in rectifying or replacing any Council asset damaged as a result of building works in respect of which he or she is the person in charge.

6. CONTAINMENT OF BUILDING SITES

The person in charge must ensure that:

- 6.1 building works are contained entirely within the building site; and
- 6.2 the building site is provided with site fencing if this has been required by an authorised officer.

7. ENTRY TO BUILDING SITES

- 7.1 The person in charge must ensure that the point of entry to a building site is by way of a vehicle crossing referable to and constructed for land in accordance with a construction plan approved by Council, which is protected by way of an approved covering at the commencement of and for the duration of the building works.
- 7.2 The person in charge must ensure that access to the building site is not attempted across the roadside between the roadway and the property boundary or across vacant land, and that no parking of any vehicle owned or driven by a person working on the building site takes place on any nature strip adjacent to or within 100 metres of the building site.

8. BUILDING SITE IDENTIFICATION

- 8.1 The person in charge must ensure that a building site is provided with site identification at the commencement of and for the duration of building works to the satisfaction of an authorised officer.

9. SANITARY FACILITIES

- 9.1 The person in charge must ensure that sanitary facilities are provided on the building site at the commencement of and for the duration of building works, which:

9.1.1 do not cause odours or detriment to the amenity of the area in which the building site is located; and

9.1.2 are maintained in a clean and sanitary condition at all times.

- 9.2 Council staff may enter any building site at any reasonable time for the purpose of inspecting any sanitary facilities required to be provided under this Code.

10. BUILDING SITE WASTE

- 10.1 The person in charge must ensure that waste produced as a result of building works are:

10.1.1 contained entirely within the building site;

10.1.2 stored in a manner that does not attract the depositing of waste from sources other than the building site;

10.1.3 stored in a manner that does not cause detriment to the visual amenity of the area in which the building site is located; and

10.1.4 disposed of regularly and to a legal point of waste disposal.

11. LITTER

- 11.1 Waste produced on the building site which is capable of being blown off the building site by wind must be stored by the person in charge in a waste container.

- 11.2 When transporting waste from the building site, the person in charge must ensure that loads on utilities, trailers and trucks are secured to prevent litter from blowing from vehicles

12. PEDESTRIAN AND TRAFFIC HAZARDS, AND SAFETY

- 12.1 The person in charge must ensure that building works do not cause detriment to pedestrian or vehicular traffic or become unsafe.

- 12.2 For the purposes of this Code, detriment to pedestrian or vehicular traffic will be caused by, and building works will become unsafe, if there is or are:

12.2.1 mud or debris on a road ;

12.2.2 materials referable to building works on a road ;

- 12.2.3 equipment referable to building works or other works on a road ;
- 12.2.4 excavation on or immediately adjacent to a road ; or
- 12.2.5 building works on a road.

13. SOIL STOCKPILES

- 13.1 The person in charge must ensure that soil that is stripped from the building site is stockpiled on the building site for re-use or be transported to a legal place of disposal.

14. CAMPING

- 14.1 The person in charge must ensure that the building site is not used for camping without a permit issued under General Municipal Local Law No. 1 of 2014.

15. BLASTING CONTROLS

- 15.1 The person in charge must notify Council prior to carrying out any blasting on the building site.

16. AMENITY CONTROLS

- 16.1 The person in charge must ensure that activities on the building site (including building works) do not damage or cause detriment to the natural or built environment in which the building site is located.

17. DRAINS

- 17.1 The person in charge must ensure that building works do not cause detriment to any storm water drainage system or asset.
- 17.2 Detriment to a storm water drainage system or asset will occur if:
 - 17.2.1 material, equipment, litter, waste, mud, silt, sand or another product emanating from building works enters or interferes with the storm water drainage system or asset; or
 - 17.2.2 there occurs any alteration to or interference with a storm water drainage system or asset, other than an alteration or interference authorised by an Asset Protection Permit.
- 17.3 To ensure no detriment occurs to storm water drainage systems or assets, the person in charge must ensure that the building site is provided with measures, facilities or equipment which ensure the retention of silt and soil on site, and the retention of other water borne particles and pollutants for later transportation to a legal place of disposal.

18. BUILDING OR INDUSTRIAL NOISE

- 18.1 The person in charge must ensure that building or other works that produce noise are only carried out on any land between the hours 7.00 am and 6.00 pm on weekdays, 9.00 am and 5.00 pm on Saturdays and 12.00 noon and 4.00 pm on Sundays.

- 18.2 Clause 18.1 does not apply if the building or other works to be carried out will be more than 250 metres from any occupied residential dwelling.

19. ANIMAL CONTROL

- 19.1 The person in charge must ensure that a dog taken onto a building site is effectively confined within the building site and does not create a noise nuisance.