

<b>Policy Reference Number:</b>	1.11
<b>Classification:</b>	General
<b>First Issued/Approved:</b>	9 August 2011
<b>Review Frequency:</b>	After the general election – every 4 years
<b>Last Reviewed:</b>	10 December 2013 9 December 2014 (Res 235/2015) 10 May 2016 (Res. 411/2016)
<b>Next Review Date:</b>	December 2018
<b>Responsible Officer:</b>	Chief Executive
<b>Applicable Legislation:</b>	Local Government Act 1936 and Regulations 1999 Development Act & Regulations 1993 Work Health & Safety Act 2012 & Regulations Workers Rehabilitation and Compensation Act 1986 Public & Environmental Health Act 1987 & Regulations Food Act 2001 & Regulations Dog and Cat Management Act 1995
<b>Relevant Policies:</b>	
<b>Related Procedures:</b>	

### **Introduction**

To define the level of service provision and entitlements for kerbside waste and recycling services provided by Council and to outline the requirements for both Council and the ratepayer in providing an effective and efficient service.

To outline the proper use of the services provided, with the aim to reduce contamination of waste and recycling bins, and in doing so avoiding penalty payment to the contractor. And in addition to set down the penalties for those users who repeatedly ignore the guidelines.

To outline bin types to be provided for various public locations for Council provided services, to ensure standardized bin provision throughout the district.

### **Scope**

This policy applies to all properties within the designated kerbside waste collection area provided by Council.

### **Definitions**

For the purposes of this policy:

- **MGB** is a Mobile Garbage Bin
- **Bin** is either a 140L or 240L Mobile Garbage Bin
- **Council** is the District Council of Robe
- **Property** is developed land

## **Kerbside Waste Collection Service**

### Residential

Each property within the Robe Township and Long Beach/ Wildfield Estate area are entitled to receive:

- a) One weekly 140L MGB kerbside waste collection, maximum 1 bin per collection
- b) One fortnightly 240L MGB kerbside recycling collection, maximum 1 bin per collection
- c) Provision of one 140L MGB and one 240L MGB

Each property within the Boatswains Point township area is entitled to receive:

- a) One weekly 140L MGB kerbside waste collection, maximum 1 bin per collection
- b) Provision of one 140L MGB

Each property within the rural areas designated as Mount Benson/ Boatswains Point and Greenways/ Nora Creina Road are entitled to receive a pickup and will be charged a per bin rate.

### Council owned properties

Council owned properties that are classified as rateable land and the tenant is required to pay the rates for this property shall, where the property meets the requirements for a kerbside collection service, be eligible for the same services as a residential or commercial property and the tenant charged the annual refuse service charge.

### Vacant Land

Properties classified as vacant land are exempt under council's rating policy for the refuse service charge and consequently no service (or associated service charge) applies to these properties.

## **Annual Refuse Charge**

In accordance with Section 155 of the Local Government Act 1999, Council may impose an annual service charge, on rateable land within its area, to which it provides, or makes available, a prescribed service.

If a council provides more than one prescribed service of a particular kind in its area, a different service rate or annual service charge may be imposed in respect of each service. Council will apply a service charge to all properties within the collection area where a service is provided.

The exception to this is vacant land where no dwelling exists.

## **Accessibility**

Where the collection vehicle is unable to access a property as part of the collection service, Council will use its best endeavours to seek to negotiate a suitable arrangement for the property with the collection contractor in consultation with the ratepayer. Should a suitable arrangement not be made, the ratepayer may be exempted from the collection service and the associated service charge.

## **Premises Exempt from Kerbside Service Provision**

Premises classified as exempt from the kerbside collection service due to inaccessibility or similar reasoning by Council will not receive a kerbside collection service or be required to pay the annual service charge. Those affected properties will be required to utilise alternate waste and recycling disposal arrangements such as the use of Council's waste

transfer station or a private contractor. This is the responsibility of the ratepayer.

## **Bin replacement**

### Damaged bins

Will be repaired and/ or replaced by Councils contractor if it can be reasonably demonstrated that the damage was the fault of the contractor taking into account that all bins have a limited life and their condition will be progressively deteriorate with normal use.

### Stolen bins

Will be replaced by Councils contractor at a charge, however the resident is required to report the loss to the police and provide the police report number to the contractor or complete a statutory declaration and provide this to the contractor.

### New services

New residents who require new services (e.g. vacant land to new dwelling) within the kerbside collection area will need to contact Council in the first instance. Council staff need to obtain the property details for the respective property. Council will organise the relevant bins. Within an existing collection area, the bin will only be supplied when the construction of the new dwelling/building has been completed and Council has received all the relevant required paperwork (e.g. Certificate of Compliance for plumbing and building works) The property will be registered with the appropriate refuse service charge and bill accordingly. New residents will be billed on a pro rate basis for the portion of the year that they are provided with the service.

Council will maintain a bin register which links bins issued to the respective property.

## **Bin Provision**

The 140L waste bin and the 240 recycling are the property of Council and shall remain with the premises at which they are located should a change of occupancy or ownership occur.

## **Collection Times**

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## **Domestic Waste**

Material placed in the mobile waste bin must be of a general domestic nature and must not include:

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- Potentially explosive material
- Liquid waste including oils, solvents, paints, flammable materials
- Hot ashes

- Any potentially hazardous materials such as fertilisers and syringes
- Automobile components and engines
- Commercial and industrial waste.

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- Glass bottles and jars
- Plastic bottles and plastic containers that hold their shape
- Aluminium / metal cans
- Milk and juice containers
- Magazines
- Paper and cardboard

#### **but *excludes*:**

- All film plastics including plastic bags and shrink-wrap plastic
- Polystyrene material
- Windowpane glass and mirrors
- Kitchen glassware including crockery and cooking glassware.
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### **Refusal of Service**

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In the case of continued breaches of these guidelines the service [including the supply of bins] may be withdrawn from a household until that household provides a written commitment to Council to improve their in-house waste management with the aim of reducing contamination.

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#### **but excludes:**

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The 140L waste bin and the 240 recycling are the property of Council and shall remain with the premises at which they are located should a change of occupancy or ownership occur.

## **Collection Times**

The kerbside waste collection service is to operate between the hours of 7.00 am and 5.00 pm. All bins are to be placed on the kerbside (or equivalent) at the front of the property, one metre apart, or at a point determined between the contractor and the ratepayer/ resident by 7.00 am on the day of collection service.

Bins not placed out by this time may be classified as a non-collection and the contractor may not collect this bin until the following scheduled collection day. Council may approve changes to times of collection in special circumstances that may impact on the ability for the Contractor to carry out Services, including but not limited to, changes in facility operating hours on public holidays, disruption to Services or emergencies, collections on main roads or in areas where traffic or other activities may restrict reasonable access to bins.

## **Domestic Waste**

Material placed in the mobile waste bin must be of a general domestic nature and must not include:

- Manure, metals, stones, bricks, concrete, building rubble, soil
- Potentially explosive material
- Liquid waste including oils, solvents, paints, flammable materials
- Hot ashes

- Any potentially hazardous materials such as fertilisers and syringes
- Automobile components and engines
- Commercial and industrial waste.

### **Recycle Waste**

Material that can be placed in the **recycling bin** may include:

- Glass bottles and jars
- Plastic bottles and plastic containers that hold their shape
- Aluminium / metal cans
- Milk and juice containers
- Magazines
- Paper and cardboard

#### **but excludes:**

- All film plastics including plastic bags and shrink-wrap plastic
- Polystyrene material
- Windowpane glass and mirrors
- Kitchen glassware including crockery and cooking glassware.
- Kitchen scraps
- Green waste

### **Refusal of Service**

The following constitutes grounds for the refusal to service mobile bins:

- The bin exceeds 70 kg in weight, the bin will be refused collection as it exceeds the maximum weight allowance for the robotic arms of the vehicle.
- Contamination is observed in the recycling bin, the contractor will refuse to pick up the bin.
- Prohibited materials are placed into the waste bin, the contractor will refuse the bin for collection.
- The bins not presented correctly at the kerbside for collection.
- The contractor will only empty General Waste and Recycle bins that are supplied by Council for an approved service.
- Rubbish placed at the kerbside not in the approved bin.

In all of the above cases, the contractor will notify the householder of the problem by attaching a sticker to the bin. If the householder rectifies the problem and notifies the contractor, it will then be emptied on the next available collection day. No additional charge will be applied for this pick-up.

In the case of continued breaches of these guidelines the service [including the supply of bins] may be withdrawn from a household until that household provides a written commitment to Council to improve their in-house waste management with the aim of reducing contamination.

## **FURTHER INFORMATION**

This policy will be available for inspection at the Council offices listed below during ordinary business hours and available to be downloaded, free of charge, from Council's internet site: [www.robe.sa.gov.au](http://www.robe.sa.gov.au)

Royal Circus, Robe SA 5276

Copies will be provided to interested parties upon request. Email [council@robe.sa.gov.au](mailto:council@robe.sa.gov.au)

Any grievances in relation to this policy or its application should be forwarded in writing addressed to the Chief Executive Officer of Council.

## **POLICY REVIEW**

This policy may be amended at any time and must be reviewed at least every four years since its adoption (or latest amendment).