

**TITLE: KERBSIDE WASTE, RECYCLING & GREEN ORGANICS
COLLECTION SERVICE POLICY**

REFERENCE NUMBER:	14/070152
RESPONSIBLE DEPARTMENT:	Council Services
APPLICABLE LEGISLATION:	Local Government Act 1999
STRATEGIC PLAN 2012-2017:	Urban Growth: Outcome 2 – Innovative and renewed public spaces, civic precincts and urban areas
RELATED POLICIES:	<ul style="list-style-type: none"> • Annual Business Plan • Rate Rebate Policy
SUPPORTING PROCEDURES:	<ul style="list-style-type: none"> • Nil
ENDORSED BY COUNCIL:	18 August 2014
NEXT REVIEW DATE:	August 2018

1. POLICY STATEMENT

The District Council of Mount Barker is committed to the provision of a refuse service, the extent of which will vary depending on the location of the property.

2. POLICY OBJECTIVES

The primary policy objectives of this Policy are to:

- Define the level of service provision and entitlements for kerbside waste, recycling and green organics services to be provided by Council and outline the requirements for both Council and the ratepayer in providing this service.
- Ensure standardised public bin provision throughout the district.

3. SCOPE

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

4. DEFINITIONS

“MGB” is a Mobile Garbage Bin

“Bin” is either a 140L or 240L Mobile Garbage Bin

“Council” is the District Council of Mount Barker

“Property” is developed land.

“Prohibited materials” include Hot materials, oils, solvents, building materials or masonry, heavy materials, or any material classified as a listed waste under the Environment Protection Act 1994 or that is classified as a hazard to the collection vehicle or collection system or is listed as banned from landfill within the Environment Protection (Waste to Resources) Policy 2010.

5. ROLES & RESPONSIBILITIES

Council:

- Adopt a policy that clarifies the Kerbside Waste, Recycling and Green Organics Collection Service

Chief Executive Officer:

- Ensure that sufficient Council resources are provided to undertake the service

General Managers:

- Ensure that the service provided is value for money

Manager Field Services

- Ensure that the service is provided as per the contract

6. RESIDENTIAL KERBSIDE WASTE COLLECTION SERVICE

Each property will receive;

- a. one weekly 140L MGB kerbside waste collection,
- b. one fortnightly 240L MGB kerbside recycling collection, and
- c. provision by Council of one 140L MGB, and one 240L MGB

In addition, each property within the collection area designated as ‘township’ in the kerbside collection area will receive:

- d. the abovementioned services plus one fortnightly 240L MGB kerbside green organics collection only. The ratepayer is responsible for provision and maintenance of a suitable green coloured 240L MGB (green body and green lid).
- e. provision by Council of one aerated container (kitchen caddy) and one roll of 150 compostable bags, upon application of a new service only, until November 2015; and
- f. one roll of 150 compostable bags will be available via Council at no cost to the resident, annually in November 2014 and 2015. After this time residents will be required to source their own bags.
- g. The ratepayer or resident is responsible for the provision of additional, lost, stolen or damaged aerated containers.

7. COMMERCIAL AND INDUSTRIAL KERBSIDE WASTE COLLECTION SERVICE

Each property will receive;

- a. one weekly 140L MGB kerbside waste collection,
- b. one fortnightly 240L MGB kerbside recycling collection, and
- c. provision by Council of one 140L MGB and one 240L MGB.

Council will provide the above service per rateable property for commercial and industrial premises within the kerbside collection area with no green waste collection. Businesses are responsible for the appropriate disposal of waste material produced in excess of this amount.

8. COUNCIL OWNED PROPERTIES

Council owned properties that are provided with a refuse service are required to pay the refuse service charge.

9. SCHOOLS

Schools will be issued with designated 240L recycling bins based on the number of students at the school (maximum of 1 bin per 100 students) to encourage recycling, and promote waste minimisation as part of council's education campaign, however schools will only be supplied with one 140L waste bin and weekly collection service per rateable property.

Schools will be responsible for managing the disposal of waste to landfill in excess of the capacity provided. Schools are eligible for one green waste collection per rateable property and are required to provide a suitable 240L MGB consistent with the requirements of this policy.

10. ANNUAL REFUSE CHARGE

In accordance with Section 155 of the Local Government Act 1999, Council may impose an annual service charge, on 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.

A differential annual service charge is imposed in respect to service provided for;

- a. properties that receive standard waste and recycling collection service, and
- b. township properties that receive kerbside green waste collection in addition to the standard waste & recycling collection service.

11. ACCESSIBILITY

Where the collection vehicle is unable to access a property, Council will engage the services of the contractor in an attempt to negotiate a suitable location for the provision of the refuse collection service. e.g. the ratepayer placing their bins at another location. In accordance with Section 155 of the Local Government Act 1999 Sub section 11(a)(b), a reduced service charge will apply based on the distance from at the access point to the land.

Should a suitable arrangement not be agreed to, Council has the discretion to exempt the property.

Unless otherwise specified in an agreement between the parties concerned (i.e. indemnify the contractor and council) bins will not be collected from private property.

12. PREMISES EXEMPT FROM KERBSIDE SERVICE PROVISION

Premises classified as exempt from the kerbside collection service by Council will not receive a kerbside collection service or be required to pay the annual service charge.

The only properties that will not be part of the kerbside waste service are those where:

- It is vacant land
- It is primary production without a dwelling
- The dwelling is demonstrated as unsuitable for human habitation; or
- It has been determined that the contractor's collection vehicle is unable to access the location of the property and an alternative collection point has not been agreed.

Those affected properties will be required to utilise alternate waste & recycling disposal arrangements such as the use of Council's waste transfer station or a private contractor. This is the responsibility of the ratepayer.

There is not any opportunity for non-exempt property owners to opt out of having access to the service and paying the annual refuse charge. The charge will apply whether or not the property owner chooses to use the service.

13. BIN REPLACEMENT – LOST, STOLEN OR DAMAGED BINS

Damaged Waste or Recycling Bins

Will be repaired and/or replaced by Council's contractor only if it can reasonably be demonstrated that the damage was not the fault of the resident taking into account that all bins have a limited life and their condition will progressively deteriorate with normal use.

Stolen Bins

The 140L waste bin and 240L recycling bin will be replaced at no charge where the resident has reported the loss to the police and provided the police report number to the contractor or, completed a statutory declaration and provided this to the contractor.

Green Organics Bins

The 240L green organics bin is the responsibility of the resident and the resident is required to replace this bin if it is stolen or damaged. Replacement of damaged green waste bins by the contractor is at the discretion of the contractor.

Council will not replace broken caddies. Residents will need to source their own from Mastec or purchase a similar product.

Compostible Bags

If additional compostible bags are required throughout the year they can be purchased at hardware stores or direct via Mastec. Council will make bags available at no cost annually in November 2014 and 2015. After this time residents will be required to source their own bags.

14. BIN PROVISION INCLUDING NEW AND ADDITIONAL SERVICES

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

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

The 240L green waste bin is the property of the resident and is entitled to be taken from the premises should a change of occupancy or ownership occur.

In exceptional circumstances approved by Council, residents may receive an additional full waste collection service and will be charged an additional fee for this service.

Property owners are required to submit a written application for new and additional services, application forms are available on Council's website or at the Local Government Centre. Upon approval & provision of the new or additional service the respective refuse service charge will be imposed. Approved building development applications and commencement of works are an essential requirement of the approval process.

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

Residents are required to purchase/provide a suitable 240L MGB for green organics collection if they are in the kerbside green waste collection area. Only bins with a green body and green lid will be collected.

15. DEMOLITION

The owner of the property is responsible for securing Council's 140L waste bin and the 240L recycling bin during demolition or to contact Council to arrange for the bins to be removed prior to demolition.

16. COLLECTION TIMES

The kerbside collection service is to operate between the hours of 7am and 5pm. All bins are to be placed on the kerbside (or equivalent) at the front of the property a minimum of one (1) metre apart or, at a point determined between the contractor and the ratepayer/resident, by 6am on the day of the 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.

17. REFUSAL OF SERVICE

Where contamination is observed in a green waste or domestic recycling bin, the contractor will refuse to pick up the bin.

Where prohibited materials (refer below) are placed into the waste bin, the bin will be refused for collection by the contractor.

"Prohibited materials" include Hot materials, oils, solvents, building materials or masonry, heavy materials, or any material classified as a listed waste under the Environment Protection Act 1994, that is

classified as a hazard to the collection vehicle or collection system or is listed as banned from landfill within the Environment Protection (Waste to Resources) Policy 2010.

Where the bin exceeds 50kg in weight, the bin will be refused collection as it exceeds the maximum weight allowance for the robotic arms of the vehicle.

The contractor will only empty General Waste and Recycle bins that are supplied by Council for an approved service.

Green Waste bins that do not comply with Council specifications i.e. green body and lid, will not be collected by the contractor.

Unapproved additional services will not be collected.

In all 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 empty the bin within two days at no additional charge.

18. PUBLIC BIN PROVISION & REPLACEMENT

Council provided public bins will be progressively replaced to phase out the letter box style bins and ensure that the type of bin provided is consistent with the service level outlined in this policy.

The type of bin provided in a particular location will be dependent on the classification of the locality. For example, high profile areas such as the Linear trail will be provided with a particular type of bin to compliment the trail experience as outlined below:

A = 'High Profile' locality	140L Bin + bin surround
B = 'High/Medium Usage'	140L/240L bin on stand or if existing concrete surround.

The determination of usage will rely on feedback from field staff, contractors and frequency of collection. This will be regularly reviewed and updated as required.

The public bins will have a summer and winter schedule for collections and this is outlined in the associated public bin listing and collection schedule.

19. DELEGATION

The CEO has delegation to assess the exceptional circumstances for an additional service and may sub-delegate to other employees.

20. REVIEW

This Policy will be reviewed every four (4) years or earlier in the event of changes to legislation or related Policies and Procedures or if deemed necessary by the Manager Field Services.

21. ACCESS TO THE POLICY

The Policy is available for public inspection at the Customer Service Centre, at the Local Government Centre, 6 Dutton Road, Mount Barker, South Australia and on the Council's website www.dcmtbarker.sa.gov.au.

22. FURTHER INFORMATION

For further information on this Policy, please contact:

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