

## Kerbside Waste, Recycling & Green Organics Collection Service Policy

Strategic Reference	CVP Leadership, Strategy 3.1 – Council is an organisational leader, reinforcing our position as a leading local government body.
File reference	AR17/10895
Responsibility	Roads & Infrastructure Department
Revision Number	6
Effective date	October 2011
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Next review date	August 2026
Applicable Legislation	Environment Protection Act 1993 Local Government Act 1999
Related Policies	Rating Policy
Related Documents	N/A

### 1. Purpose

- 1.1 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;
- 1.2 Ensure that residents have access to sufficient information to understand the extent of services which affect the financial sustainability of Council.

### 2. Definitions

For the purposes of this policy the following definitions apply:

**“Assessment”** is rateable land as defined in the Local Government Act 1999.

**“Commercial Business”** is an activity conducted by companies to provide goods or services for sale. For the purpose of this policy, this definition excludes farming & agricultural businesses and residential style accommodation. Commercial businesses include, but are not limited to service stations, cafes, restaurants, hotel / motel.

**“Community Group”** a group or organisation which works for the public benefit.

**“Council”** means the Coorong District Council.

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**“Council Properties”** means properties owned by Council or Crown Land where the land is under management care and control of Council.

**“En-route”** means the route traversed by Council’s waste collection contractor between established collection points and deemed eligible for waste collection. A property is deemed en-route when its primary driveway access is from the road in which Council’s Waste Collection Contractor vehicle travels.

**“Mobile Garbage Bin”** is either a 140 or 240 litre mobile garbage bin (bin).

**“Property”** refers to developed/habitable land and does not include vacant land.

**“Rateable Property”** refers to dwellings, business, industrial and commercial premises to which Council rates apply.

**“Resident”** may be the **“Property Owner”** (the owner of a habitable property) or a **“tenant”** (a resident that is not the property owner).

**“Service”** means the provision of mobile garbage and recycling bins and the collection of household waste and recycling.

**“Service Charge”** means an annual service charge defined annually and listed on Council’s rate notice.

**“Service Fee”** refers to a fee to be charged by Council for the provision of additional waste and recycling bins at events and other community activities.

**“Unauthorised Waste Receptacle”** means a bin not allocated by the Coorong District Council for the purpose of waste disposal.

### **3. Scope**

This policy applies to all rateable properties within the Council district.

Council provides four service levels:

<b>1</b>	<b>Township residential</b>  Residential properties rated as township will receive a mandatory three (3) bin kerbside collection service: <ul style="list-style-type: none"><li>• 140L bin (red lid) – for the disposal of household putrescible waste, collected weekly</li><li>• 240L bin (yellow lid) – for the disposal of household recyclable products, collected fortnightly</li><li>• 240L bin (green lid) – for the disposal of green organics waste, collected fortnightly</li></ul>
<b>2</b>	<b>En-Route</b>  Eligible properties outside the kerbside collection boundary may receive two (2) bin en-route kerbside collection service: <ul style="list-style-type: none"><li>• 140L bin (red lid) – for the disposal of household putrescible waste,</li></ul>

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	<p>collected weekly</p> <ul style="list-style-type: none"> <li>• 240L bin (yellow lid) – for the disposal of household recyclable products, collected fortnightly</li> </ul>
<b>3</b>	<p><b>bin bank</b></p> <p>Private collection points for the exclusive use of inhabited dwellings not serviced by an individual waste bin collection service will receive a two (2) bin collection service. This service makes provision for each inhabited dwelling located within a single farm enterprise.</p> <ul style="list-style-type: none"> <li>• 140L bin (red lid) – for the disposal of household putrescible waste, collected weekly</li> <li>• 240L bin (yellow lid) – for the disposal of household recyclable products collected fortnightly</li> </ul> <p>bin</p> <p>Regulation 13 of the Local Government (General) Regulations provides that residents who do not receive this service at their property are entitled to a reduction in the service charge on the according to the following sliding scale:</p> <ul style="list-style-type: none"> <li>• Up to 500 metres from property access point – full charge</li> <li>• 500 metres to 2 kilometres – 75% charge</li> <li>• 2 kilometres to 5 kilometres – 50% charge</li> <li>• Over 5 kilometres – no charge</li> </ul>
<b>4</b>	<p><b>Waste Transfer Station vouchers</b></p> <p>Occupied dwellings not serviced by option 1 or 2, and by choice not use option 3, may dispose of the equivalent of one 6x4 trailer load (filled to water level) at a charge prescribed by the Fees &amp; Charges Schedule, up to twelve occasions per annum at any Waste Transfer Station in the district.</p> <p>The charge prescribed in the Fees &amp; Charges Schedule is an annual non-refundable charge.</p>

**NOTE:**

- Service 1 is mandatory for all dwellings located within the kerbside collection boundary.
- Services 2, 3 & 4 ratepayers have the option to opt in/out of this level of service.. The waste management charge is exclusive of Goods & Services Tax.
- Maps of the gazetted kerbside collection boundary are appended to this policy.

## **4. Policy**

### **4.1 Council Responsibility/Accountability**

#### **4.1.1 Council and/or its contractors will:**

- Retain ownership of each bin attributed to a property for the life of the bin (ie. bin will not leave property despite change in tenants/ownership).
- Ensure that all legitimate requests relating to waste & recycling collection services are responded to.

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- Provide each residential property with access to either a waste transfer station voucher, bin bank collection point or bin in accordance with the applicable service level and:

### Waste transfer station vouchers:

- Maintain a register of eligible properties and provide waste transfer station vouchers on an annual basis.
- Receive green organics waste in accordance with Council fees and charges schedule

### Bin banks:

- Maintain the bin (Bin Bank) collection point infrastructure (including replacement bins). Any refuse or debris placed outside of the bins remains the responsibility of the residential group it services.
- bin bank services may not be offered if Council assess the bin bank has reached capacity.

### Kerbside collection:

- Manage the operation of the garbage and recyclable collection service through a designated contractor and ensure the service is provided in a timely, professional and efficient manner.

All bins supplied by Council will contain Council's logo on the front of the bin.

The application of stickers on bins are permitted, however stickers must not cover or impede the stamped Coorong District Council logo.

#### 4.1.2 Council or its contractors will not:

- Empty overloaded, compacted or bins that exceed 50 kilogram weight limit.
- Empty bins containing hot ashes, medical waste and liquids (including paint, oil, dangerous or hazardous materials).
- Empty recycling bins that have been identified to contain non-recyclable materials.

## **4.2 Waste collection**

4.2.1 Waste and recycling collection services shall be undertaken between the hours of 6:00am and 6:00pm on the designated collection day. On occasions, collection time may vary as a result of unforeseen circumstances.

4.2.2 The household putrescible waste collection service will be undertaken weekly and the recycling collection service undertaken fortnightly.

## **4.3 Property owner/resident/tenant responsibility and accountability**

### Waste transfer station vouchers:

- A Coorong District Council official waste transfer station voucher(s) must be presented at each visit to the Waste Transfer Station.
- The waste transfer station voucher is to be used for the disposal of household putrescible waste only – no hard/green or construction and demolition waste materials.
- All loads are assessed at the discretion of the Waste Transfer Station Attendant.

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Farming businesses that own more than one property may be eligible for one voucher per occupied dwelling within the Single Farm Enterprise (SFE)

### Bin banks:

- Only for the disposal of household putrescible waste and recyclable products
- no hard, green organics or construction and demolition waste materials.
- Waste must be placed within the bins provided. Any items/waste disposed of external to the bin will not be collected.
- All bins must be removed by the property owner within 24 hours on the designated collection day. Bins are not to be left at bin banks between collection days.

### Kerbside collection:

- Bins must not be over-loaded or compacted (should not weigh more than 50kg) and the lid shall not be open more than 10cm prior to collection to reduce spillage.
- Waste must be placed within the bin. Any items/waste disposed of external to the bin will not be collected.
- Bins must not be used for the disposal of hot ashes, medical waste and liquids (including paint, oil, dangerous or hazardous materials).
- Bins must be placed on the kerb (where no kerbing exists, as close as practicable to the edge of the road shoulder) prior to 6:00am on the day of collection; in the correct position to enable pick up, with the lid opening in the appropriate direction.
- All bins to be presented for a 24 hours period on the designated collection day. Bins are not to be left collection point between collection days.
- Where bins are placed for collection and missed by Council's waste contractor, the resident will make arrangements directly with the contractor.
- Bins placed out after the normal collection time and after the collection vehicle has passed will not be collected until the next scheduled collection.
- Recycling bins must be used for the disposal of recyclable material only.
- Bins that do not conform will not be emptied and Council's contractor will report to Council any detected non-confirming bins.
- Council's waste contractor and Council staff will not empty drums of any size; including 44 gallon drums.
- Bins must be cleaned regularly. Cleaning of bins is the responsibility of the user (ratepayer, resident, tenant or business).
- Bins must be retained at the designated property during any transfer of ownership or occupancy.

#### **4.4 Replacement Mobile Garbage bins**

Stolen bins will be replaced by Council on receipt of a Police Report number.

#### **4.5 Bin repairs**

The repair and replacement of bins shall be as follows:

- 4.5.1 Replacement of a bin due to wilful damage or neglect may incur Council charges against the property unless there are special circumstances that justify not charging. In some cases the applicant will be required to submit

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appropriate documentation (ie. statutory declaration) stating the special circumstances.

Damage to bins as a result of operational activities will be repaired or replaced at no cost to the resident.

4.5.2 Damaged bins will be surrendered to Council. Failure to surrender will negate eligibility of a replacement bin.

### **4.6 Bin disposal**

Council will not make available second hand bins. All unserviceable bins will be delivered by the user to one of Council's waste transfer stations.

### **4.7 Council owned properties and public areas**

4.7.1 Council properties utilised by Council (ie. offices, works depots) will be charged a waste service charge.

4.7.2 Council owned properties and public area bins will be charged in accordance with this policy.

4.7.3 A waste service charge will apply to all Council properties occupied by a third party.

4.7.4 Council may, by way of resolution determine to waive a service charge to a group or organisation occupying Council property.

### **4.8 Schools**

Schools will be issued with designated 240L recycling bin based on the number of students at the school (maximum of one bin per 100 students). The purpose for this is to encourage recycling and promote waste minimisation. Other waste disposal arrangements that a school may already have in place remain unchanged and will remain the responsibility of the school.

### **4.9 Events**

Council may provide additional bins for events held in township areas, including sporting finals held on ovals and special events held on recreation reserves. The number of bins to be provided will be calculated on the basis of anticipated attendance.

Community and sporting events staged by community/sporting groups and not for profit organisations located within the Council district will not attract a charge for the supply of additional bins. Additional bins are to be placed appropriately for collection for Council's contractor.

Private organisations seeking additional bins for an event will be instructed to make their own arrangements (ie. commercial hire).

### **4.10 Shared bin arrangements**

In the case of strata title, multi-unit or similar higher density dwellings, Council may approve that residual waste bins, recyclables bins and/or green organics bins be shared between properties. Requests to Council for premises to share bins must be

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endorsed by the Property/Strata Management Company, Housing Trust or relevant Body Corporate. Sharing arrangements may be subsequently varied at any time subject to the above endorsements. bin sharing arrangements will attract an annual service charge for the rates assessment.

### **4.11 Business, industrial and commercial premises**

It is not Council's responsibility to provide a comprehensive waste collection service for waste and recyclables generated by the activities of business, industrial and commercial premises.

Businesses that require additional residual waste collections can choose to replace the green organics collection (if not required) with another residual collection. Businesses need to apply to Council for this change and is subject to approval. This applies only within the township kerbside collection boundary.

Additional bins for residual waste and recyclables are available to an individual business, industrial or commercial whose premises resides within Council's township collection boundary, on a fee for service basis. Council reserve the right to assess the number of additional bins provided based on factors such as business type & collection capacity.

Individual businesses, industrial or commercial who's premises resides en route or within a bin bank are not entitled to additional bins.

Alternatively, a business can access commercial waste and recyclables collection from an alternative service provider for any needs in excess of the kerbside collection services defined within this Policy.

Multiple tenancies on a single assessment may each apply for a kerbside waste and recyclables collections service on a fee for service basis.

### **4.12 Annual service 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 organics waste collection in addition to the standard waste and recycling collection service.

### **4.13 Exemptions**

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

- It is vacant land

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- It is primary production without a dwelling
- The dwelling is demonstrated as unsuitable for human habitation
- 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 and recycling disposal arrangements such as the use of Council's waste transfer stations or a private contractor. This is the responsibility of the ratepayer, resident, tenant or business.

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

### **4.14 Unauthorised waste receptacles**

Where a property is found to have unauthorised waste receptacles (ie. incorrect size, incorrect bin lid, Council logo missing), Council or its contractors reserve the right not to service (empty) them.

### **4.15 E-Waste**

E-Waste items may be safely disposed of by residents at a Waste Transfer Station. Occasionally Council may promote special campaigns for the collection and disposal of E-Waste and these will be advertised via social media and Council's website.

## **5. Availability/Accessibility**

This policy is available for inspection at Council's offices during normal business hours & Council's website and will be emailed to interested parties on request (please lodge request in writing via email to [council@coorong.sa.gov.au](mailto:council@coorong.sa.gov.au)).

## **6. Document History**

This policy shall be reviewed at least every three (3) years or more frequently if legislation or Council requires.

<b>Version</b>	<b>Adopted</b>	<b>Minute No</b>	<b>Description of change(s)</b>
1	18 October 2011	345/11	New policy
2	17 July 2012	260/12	Cyclical review
3	16 July 2013	270/13	Cyclical review
4	25 July 2017	137/17	Cyclical review
5	29 June 2021	137/21	Consolidation of clauses and definitions  Inclusion of a table summarising

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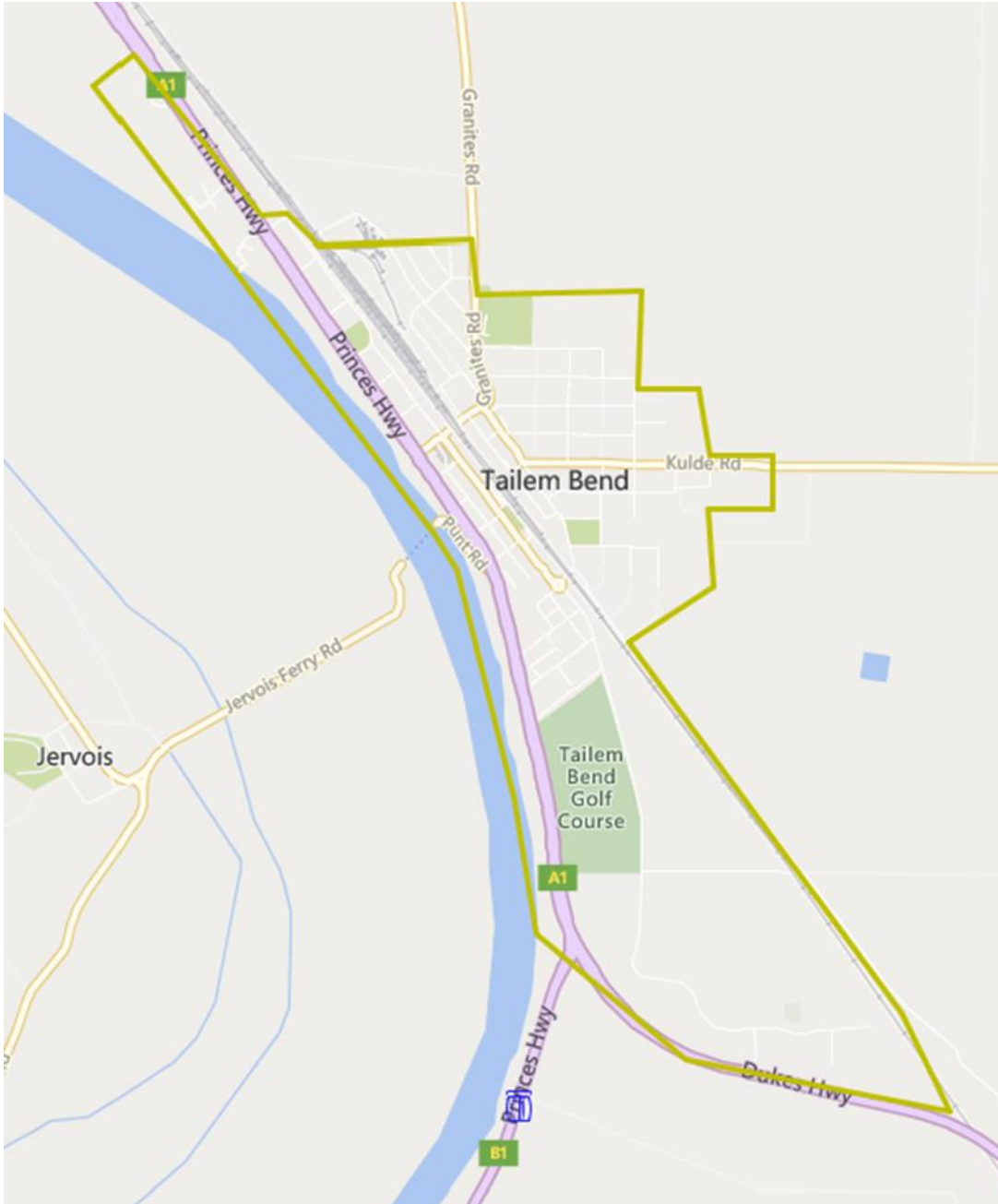
			<p>service levels</p> <p>Annual service charge (in accordance with Local Government Act 1999) outlined</p> <p>Inclusion of gazetted kerbside collection boundary maps</p>
6	17 October 2023	259/23	<p>Cosmetic changes</p> <p>'Commercial Business' and 'En-route' definitions refined</p> <p>Reference from 'Mobile Garbage Bin (MGB) changed to 'bin' throughout</p> <p>Clarity provided regarding mandatory service level(s), bin stickers, removal of bins from bin banks and additional bin requests</p>

# Kerbside Waste, Recycling & Green Organics Collection Service Policy

## Appendix

Gazetted kerbside collection boundaries

### Tailem Bend



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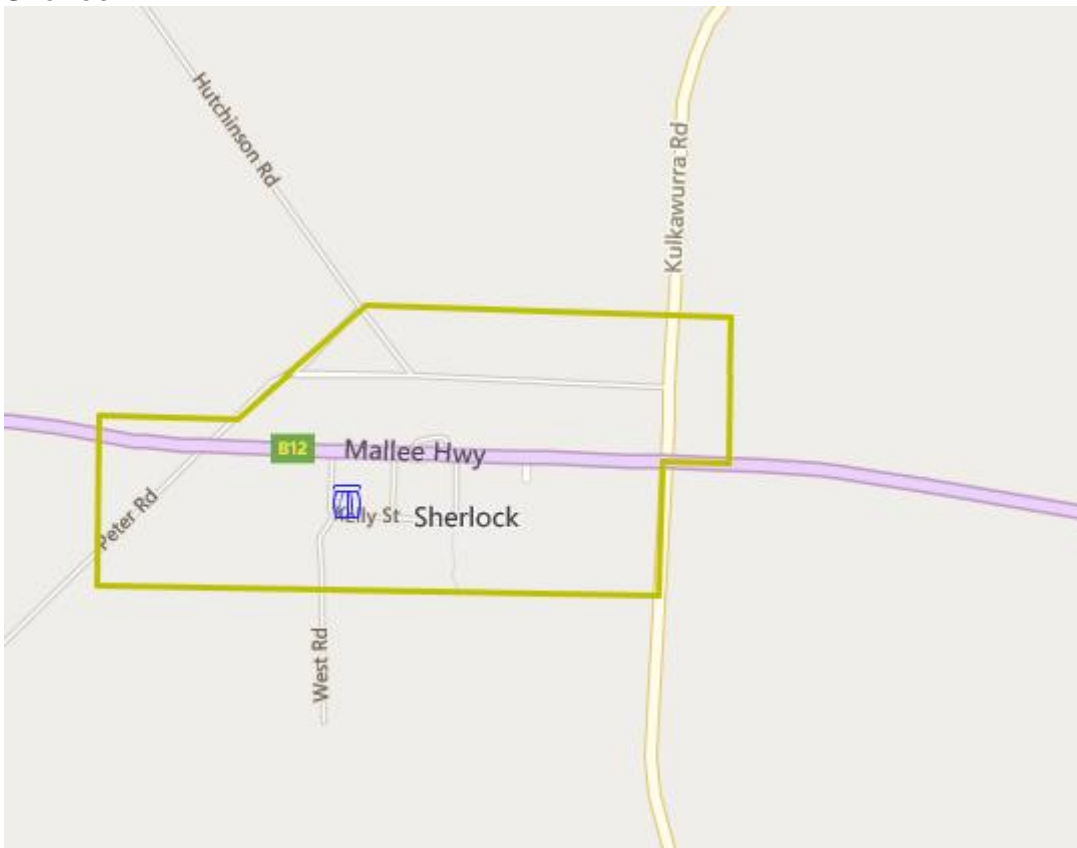
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**Moorlands**



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### Sherlock



### Buccleuch





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### Jabuk

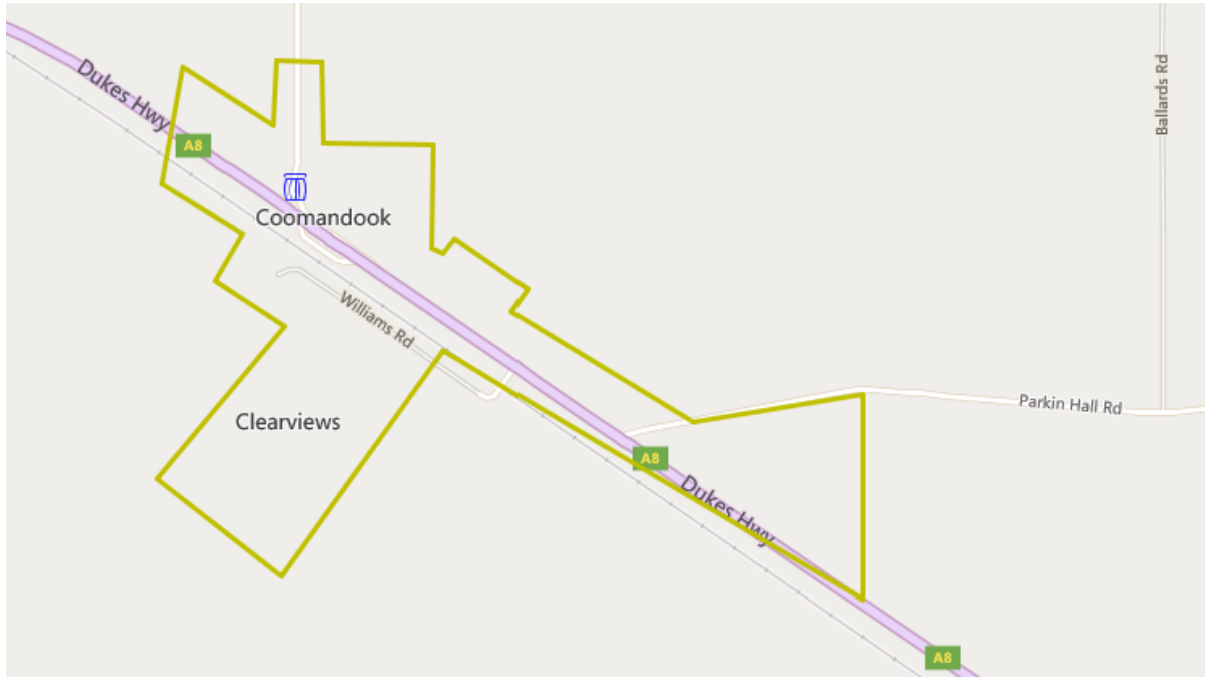


### Cooke Plains



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### Coomandook



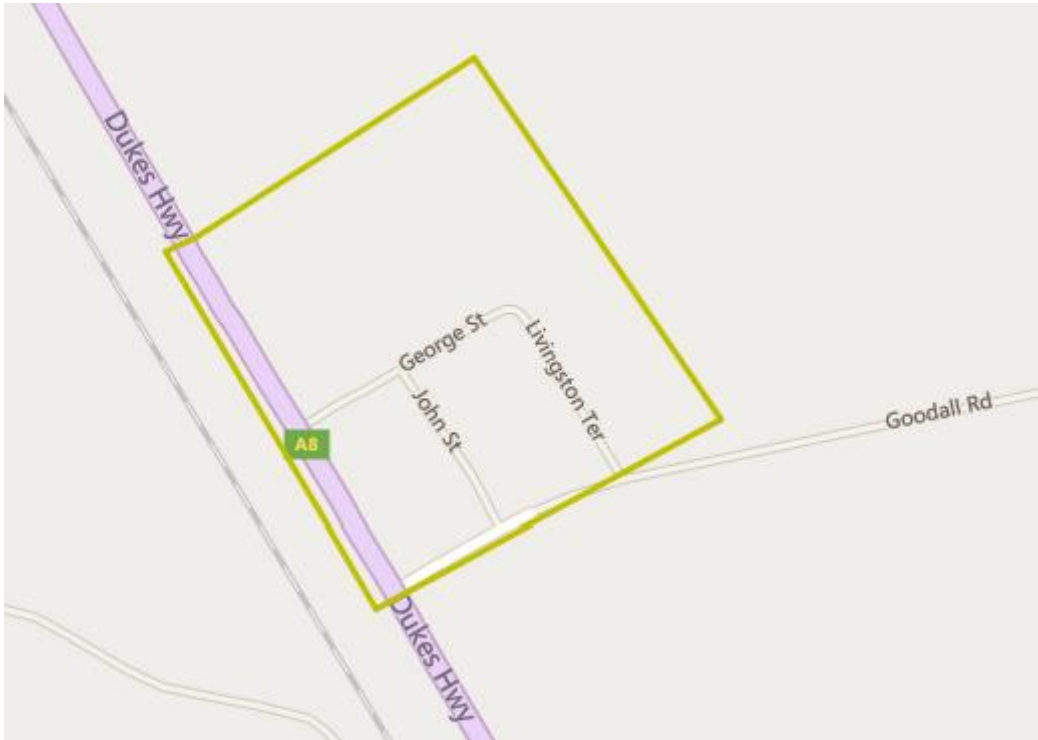
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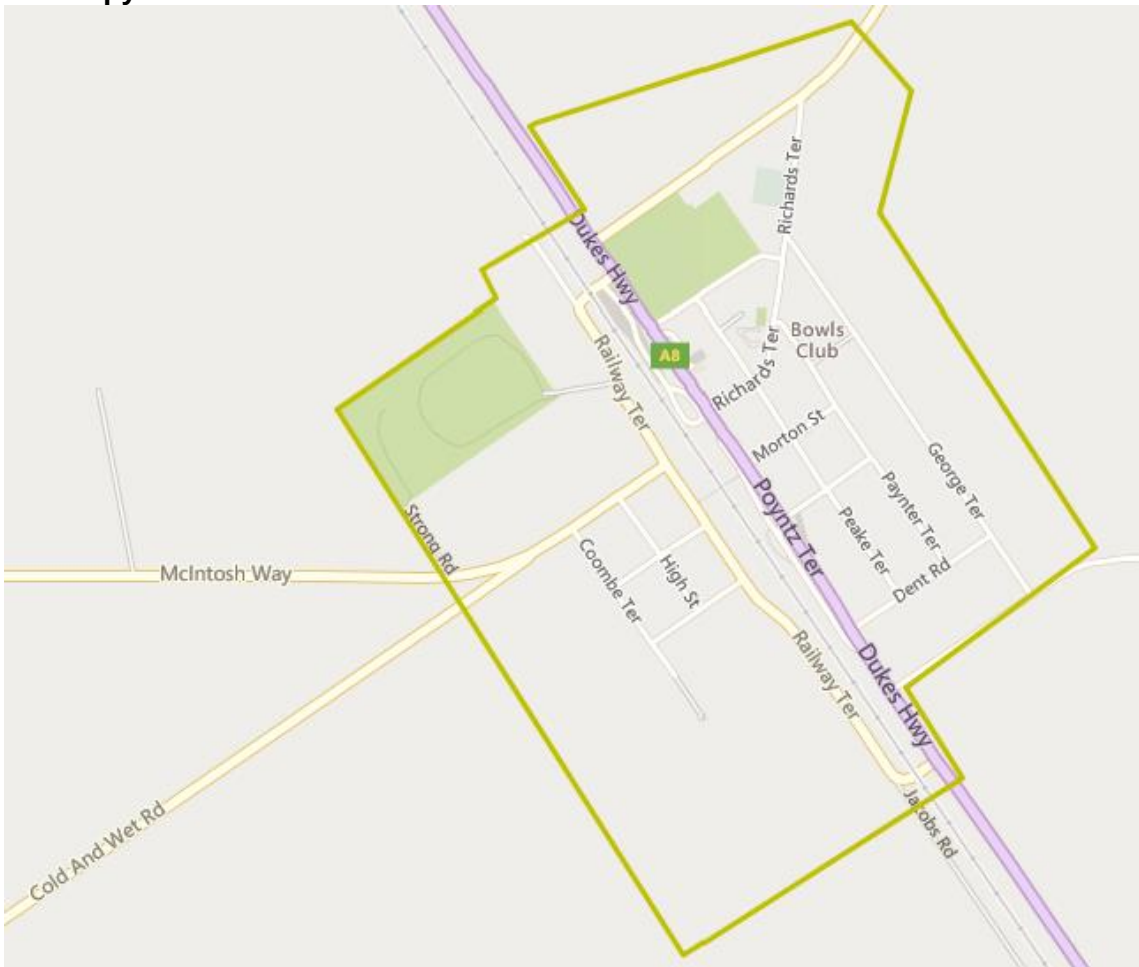
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**Meningie**



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**Coorong (Seven Mile)**



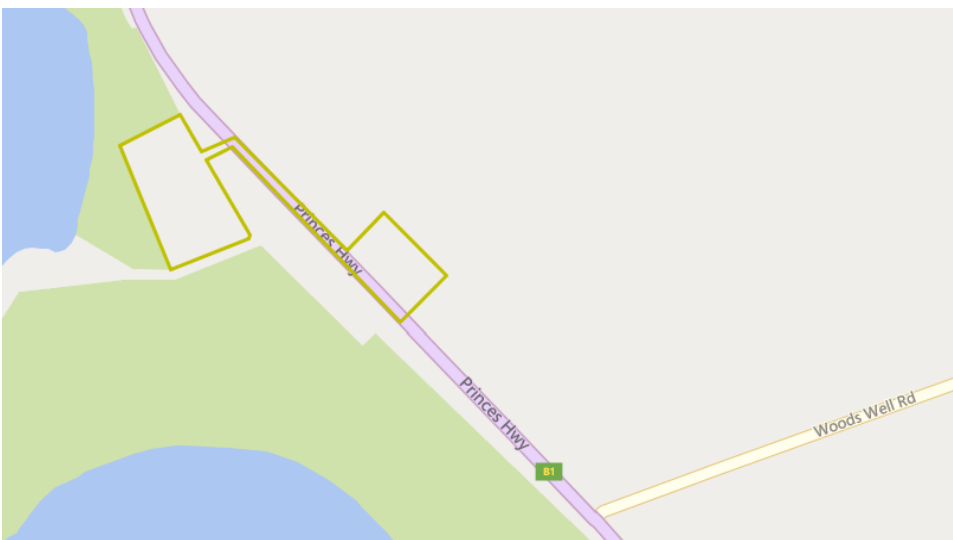
**Salt Creek**



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**Policemans Point**

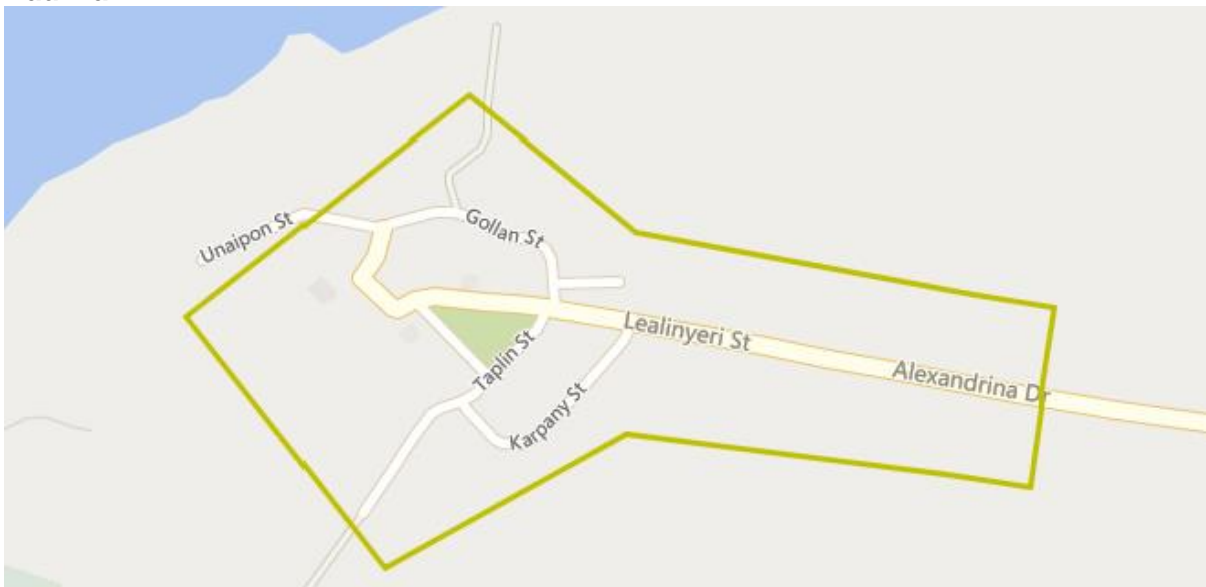


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### Narrung



### Raukkan



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### Wellington East and Placid Estates

