



TATIARA DISTRICT COUNCIL

KERBSIDE WASTE & RECYCLING COLLECTION POLICY

Version	06
Last revised date:	14/02/2023
Minutes reference:	Agenda item: 16.10, Res # 2023/42
Next review date:	February 2027
Applicable legislation:	
Related Policies:	
Related Procedures:	
Other relevant documentation:	

1. PURPOSE OF THE POLICY

To define the level of service provision and entitlements for the kerbside collection of putrescible waste and, recycling and green waste to be provided by Council and outline the requirements for both Council and the ratepayer in providing this service.

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

Council's aim is :

- To promote further recycling within the Tatiara
- To reduce waste going to landfill
- To ensure Council's waste disposal system is consistent and fair with a mandatory 3 bin service and service charge
- To work with contractors who provide an existing waste and/or recycling service to businesses

2. SCOPE

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

3. 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 Tatiara District Council
- "Contractor" is the company contracted by Council to provide kerbside waste collection services.
- "Residential Property" is developed land and includes houses, individual rateable Strata and Community titled townhouses, units or flats. Residential property also includes approved temporary accommodation in the form of a

garage, shed or similar outbuilding used for residential purposes, on land where the construction of a dwelling has been approved, and the owners of the land have been granted approval to reside onsite during the construction.

- Dual Land Use - Where there is a dual land use at a property, the predominate use will be used to determine the service type provided.
- “Kerbside waste collection service” includes a putrescible waste collection service, a green waste collection service and a recycling collection service described in sections 3 & 4
- “Kerbside Collection Area”:
 - Is defined by the maps located in Appendix 2
 - Does not include the Industrial Estates at Keith and Bordertown

4. RESIDENTIAL KERBSIDE WASTE COLLECTION SERVICE

A residential Kerbside Waste Collection service includes:

- a. one weekly 140L MGB kerbside putrescible waste collection,
- b. one fortnightly 240L MGB kerbside recycling collection,
- c. one fortnightly 240L MGB kerbside green waste collection, and
- d. provision by Council of one 140L waste MGB (red lid), and one 240L recycling MGB (Yellow lid) and one 240L green waste MGB (green lid).

Council will provide one mandatory kerbside waste collection service per residential property within the Kerbside collection area.

Where a residential property comprises of several units/flats the Council may apply additional waste collection services upon request from the owner. The total number of services will be capped by the number of units/flats at the property.

Any additional kerbside waste collection service approved will be subject to a waste services levy as per clause 9.

Short-term accommodation on vacant land such as Recreational Vehicles & Caravans will not be provided a waste collection service unless owners have been granted approval to live onsite during the construction of a dwelling.

Vacant land will not be provided a waste collection service.

New residential properties will only receive the allocated bins when the building is occupied, unless the owners have been granted approval to reside onsite in temporary accommodation during the construction.

Council may allocate additional services in extenuating circumstances can be demonstrated, and a request is submitted in writing to Council (e.g. medical conditions, or large families with six or more members). If an additional service is approved, it is subject to a waste services levy as per clause 9.

5. COMMERCIAL KERBSIDE WASTE COLLECTION SERVICE

A commercial service receives;

- a. one weekly 240L MGB kerbside putrescible waste collection,
- b. one fortnightly 240L MGB kerbside recycling collection, and
- c. one fortnightly 240L MGB kerbside green waste collection

Council will provide a commercial kerbside waste collection service based on the following criteria:

- Provided to all developed properties that either have a business operating from them or that generate refuse, within the Kerbside collection area other than:
 - Residential properties
 - Storage facilities
- Where a business occupies two or more assessments, the owner will receive one mandatory service.
- Where two or more businesses operate from a single assessment, the owner will receive one mandatory service.
- Additional services will be assessed on a case by case basis, but will generally be capped at a maximum of 2 services per rateable assessment.
- Dual use properties (eg business with an attached dwelling) will be provided with the service type based on the predominant usage. Additional services may be granted upon request where a dual use can be demonstrated by the owner.
- Council may approve waste collection services at other properties (eg storage sheds) within the collection zone upon request.
- Any approved additional services will be subject to additional charges as per clause 9.
- Council understands that many businesses do not require a green waste service and have not automatically allocated green bins as a result. Businesses may however, request a green waste service and will be entitled to the equivalent number of service charges being paid. There is no additional charge for the green waste service.

A property supplied with a red lidded putrescible bin must also have a yellow lidded recycling bin.

Businesses are responsible for the appropriate disposal of waste and recyclable material produced in excess of this amount.

6. COUNCIL OWNED PROPERTIES

Unless otherwise specified in a lease, licence, management agreement or any other contract with Council, Council owned properties that are provided with a waste collection service are required to pay the waste management refuse service charge.

7. SCHOOLS

Schools will be issued with additional designated 240L recycling bins as outlined in Appendix 1 to encourage recycling, and promote waste minimisation as part of council's education campaign. Schools will be supplied with the number of ~~4~~240L waste bins as outlined in Appendix 1.

Schools will be responsible for managing the disposal of waste to landfill in excess of the capacity provided.

8. SPORTING CLUBS, NON-PROFIT ORGANISATIONS OTHER CLUBS & ORGANISATIONS

Sporting clubs, non-profit organisations and other clubs will be provided with a commercial service upon request and charged in accordance with Clause 9. Requests for waiver of annual refuse charge will be assessed by Council and any waiver approved by Council resolution. The table located in appendix 1 identifies the number of bins provided and the number of free services that Council has resolved to provide each sporting club, non-profit organisation, other clubs and organisations

9. ANNUAL WASTE MANAGEMENT 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.

Council will apply a service charge against all properties within the collection area where a service is provided unless a free service is provided as per appendix 1.

The service provided for the annual service charge includes the three-bin collection service for the collection of waste, recyclables and green waste. The service charge will not be split for individual services.

Where additional services have been granted, they will be charged at the standard service charge for the full year. It will not be pro-rated. Service charges for new residential properties or commercial businesses will be pro-rated to the nearest quarter.

10. BIN REPLACEMENT – LOST, STOLEN OR DAMAGED BINS

Damaged Bins

Will be replaced by Council or 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.

Where the bin has been damaged by the contractor, a replacement bin will be provided at no cost to the resident. Council will undertake minor repairs to damaged or broken garbage and recycling bins at no cost to the property owner or tenant in the following circumstances:

- Split bins
- Broken or damaged lids or pins
- Broken or damaged handles
- Broken or damaged wheels
- Bins involved in vehicle accidents bins involved in arson attempts (police report required)

Residents need to notify council staff at one of Council's District offices

Stolen Bins

The 140L waste bin and 240L recycling bin will be replaced at no charge where the resident has completed a statutory declaration that the bin has been stolen and provided this to the Council.

Rental Properties

It is the responsibility of the land owner and/or the land agent to ensure that when a change in tenant occurs that council bins stay at the property. If this does not occur, the cost to replace the bin will be the owner/land agent's responsibility.

11. BIN PROVISION INCLUDING NEW AND ADDITIONAL SERVICES

The waste and recycling bins whether it is 140L or 240L is the property of Council and shall remain with the premises at which it is located should a change of occupancy or ownership occur.

If residents and or businesses require additional bins they need to either:

- Negotiate the supply and collection with a contractor on a fee for service basis, or;
- Enter into an agreement with council for the supply and collection of those additional bins for which they will be charged an amount equivalent to the service charge.

12. COLLECTION TIMES

The kerbside collection service is to operate between the hours of 6.00am and 7.00 pm. 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 or preferably the night before.

Bins not placed out by 6.00 am on the day of collection 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.

13. REFUSAL OF SERVICE

Where prohibited materials (see 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 1993 or that is classified as a hazard to the collection vehicle or collection system.

Where the bin exceeds 50kg in weight, the bin may be refused collection.

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

In all the above cases the contractor will notify the householder of the problem by either attaching a sticker to the bin or letter being placed in the letterbox of the premise. If the householder rectifies the problem, they need to contact the Council who will arrange the Contractor to return to the premise within two (2) working days and empty the bin.

13.1 Gross Contamination

The Contractor will not empty any Mobile Bin where it is evident upon visual inspection that it contains Gross Contamination.

Gross contamination includes high levels of material that are not accepted in the bin. This may include for example bags of garbage visible at the top of a recycling of green organics bin.

The Contractor will notify the Customer of the problem either by way of letter being placed in the letterbox of the Premise or sticker attached to the Mobile Bin.

The Customer will be given the opportunity to rectify the problem within one (1) Working Day and contact the Council to request another Service. The Contractor will return to the Premise within two (2) Working Days of the Customer request for the Service being notified to the Contractor and provide the Service if the problem has been rectified.

13.2 Multiple Occurrences - Second Occurrence

On the second occurrence of contamination at a premises the Contractor will follow the procedure as outlined 13.1

13.3 Multiple Occurrences - Third Occurrence

On the third occurrence of contamination at a premises, the contractor will follow the procedure outline within 13.1 and in addition a letter will be issued to the premises by Council advising of the possible removal of services after any further incident.

13.4 Multiple Occurrences - Cessation of Service

The Council may request that the Contractor cease the collection service at the premises for a period of time. The Council will notify the Customer in writing after removal of the service.

14. EVENTS

Council will provide additional garbage and recycling bins for events held in township areas, including finals held on sporting Reserves. The number of bins to be provided will be calculated on the basis of anticipated attendance and will be based on a needs analysis.

Event organisers are requested to write to Council well in advance of the event to make arrangements for the additional street bins.

16. RECORD OF AMENDMENTS

DATE	REVISION NO	REASON FOR AMENDMENT
8 th March 2004		Waste section included in Council overall Policy Manual
12 th June 2007		Waste section updated to include Appendix listing Bin Entitlements
June 2014	Draft	New Separate Policy developed to cater for Businesses being : <ul style="list-style-type: none"> ○ being provided with a recycling bin ○ required to pay the waste levy
9 th July 2014	Rev: 01	Adopted by Council
9 th September 2014	Rev: 02	Clarification of service provision

13 th June 2017	Rev: 03	Reworded to include reference to Green waste collection service
9 August 2022	Rev:04	Amendments to align with waste collection contract and minor amendments
14 February 2023	Rev: 05	Changes to free service for Keith Caravan Park & Keith Basketball Club – Council res: 2023/42

Appendix 1 - Number of services provided to sporting clubs, non-profit organisations, other clubs and organisations

	Putrescible Bins		Recycling Bins	Paid services (Existing)	Paid Services (Current)	Free Services	Assessment No
Location	No. of Bins 140L	No. of Bins 240L	No. of Bins 240L				
<u>Schools</u>							
Bordertown High	0	3	3	2	2	2	A759
Bordertown Primary	0	3	11	1	1	2	A5726
Keith Area	0	3	6	1	1	2	A4766
Mundulla Primary	0	3	2	1	1	2	A5509
Padthaway Primary	0	3	2	1	1	2	A5213
Keith Kindergarten		2	1	0		2	A2607
B'town Kindergarten		2	2	0		2	A75
<u>Hospitals/Medical Centres</u>							
Bordertown		2	12	2	2	0	A88 & A86
Keith			3	2	2	1	A3631 & A3628
Padthaway medical centre		1		0		1	
<u>Caravan Parks</u>							
Bordertown	0	14	1	0	0	14	A14
Keith	0	2	2	0	0	2	A2573
Padthaway	0	0	1	0	1	0	A3474
<u>Bowling Clubs</u>							
Bordertown	0	2	2	2	2	2	A61
Keith	0	2	2	1	2	2	A2595
Mundulla	0	2	2	1	2	2	A3607

	Putrescible Bins		Recycling Bins	Paid services (Existing)	Paid Services (Current)	Free Services	Assessment No
Location	No. of Bins 140L	No. of Bins 240L	No. of Bins 240L				
Padthaway	0	2	2	0	0	2	A4031
<u>Football Clubs</u>							
Bordertown	0	2	2	0	0	2	A2065
Keith	0	2	2	0	0	2	A2585
Mundulla	0	2	2	0	0	2	A4391
Padthaway	0	2	2	0	0	2	A3434
<u>Basketball Clubs</u>							
Bordertown	0	2	2	0	0	2	A1238
Keith	0	4	4	0	0	4	A2595
<u>Netball Clubs</u>							
Bordertown	0	1	1	0	0	1	A2065
Keith	0	1	1	0	0	1	A2595
Mundulla	0	1	1	0	0	1	A4391
Padthaway	0	1	1	0	0	1	A4031
<u>Cricket Clubs</u>							
Bordertown	0	1	1	0	0	1	A1238
Keith	0	1	1	0	0	1	A2595
Mundulla	0	1	1	0	0	1	A4391
Padthaway	0	1	1	0	0	1	A3434
<u>Hockey Clubs</u>							
Bordertown	0	0	1	0	0	1	A1238
Keith	0	1	1	0	0	1	A2391

	Putrescible Bins		Recycling Bins	Paid services (Existing)	Paid Services (Current)	Free Services	Assessment No
Location	No. of Bins 140L	No. of Bins 240L	No. of Bins 240L				
Mundulla	0	1	0	0	0	1	A4391
Padthaway	0	0	0	0	0	1	
<u>Over 50's</u>	0	1	1	0	0	1	A2086
<u>Bordertown Croquet Club</u>	0	1	1		0	1	
<u>Scouts/Guides</u>							
Bordertown	0	1	1	0	0	1	
Keith	0	0	0	0	0	1	
Mundulla	0	0	0	0	0	1	
<u>Bordertown Horse Racing Club*</u>	0	10	2	2	0	2	
<u>The Floral Art & Art Group</u>	1	0	1	0	0	1	
<u>Churches</u>	1		1	1	1	0	
<u>Mundulla Sport & Rec</u>		2				2	A4391

Notes

- Green waste collection bins are not required by all sporting clubs, non-profit organisations, other clubs and organisations and therefore these are issues on a request basis only. The number allocated shall not exceed the provided shall not exceed the number of putrescible bins provided.
- The Bordertown Racing Club is entitled to equivalent of 2 putrescible bin collections per week (104 per annum) but may have up to a maximum of 10 in any given week. Additional collections over and above this number will be subject to additional charges.

Appendix 2 – Kerbside Collection Area Map

