

SUSTAINABLE KERBSIDE WASTE MANAGEMENT POLICY

Policy Type	Council
Responsible Department	City Shaping
Responsible Officer	Manager Climate & Sustainability
Related Policies	<ul style="list-style-type: none"> • Environment Policy • Climate Change Policy
Community Plan Link	2. Environmental Stewardship 2.3 We maximise sustainable resource recovery and advance a circular economy through innovation and new technology.
Date Originally Adopted	23 August 2010
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1. PREAMBLE

- 1.1. The City of Unley is required to provide a domestic kerbside waste management service for the benefit of our community. Council is committed to excellence in waste management and the provision of a sustainable, reliable service which encourages waste avoidance and reuse, minimises waste to landfill and maximises resource recovery.

2. SCOPE

- 2.1. This document applies to the provision of domestic kerbside waste management services for all Service Entitled Properties (SEP) within the designated kerbside waste collection area provided by Council.

3. PURPOSE

- 3.1. The City of Unley is committed to delivering sustainable waste management services that meet community needs, comply with legislative requirements and align with the waste management hierarchy.

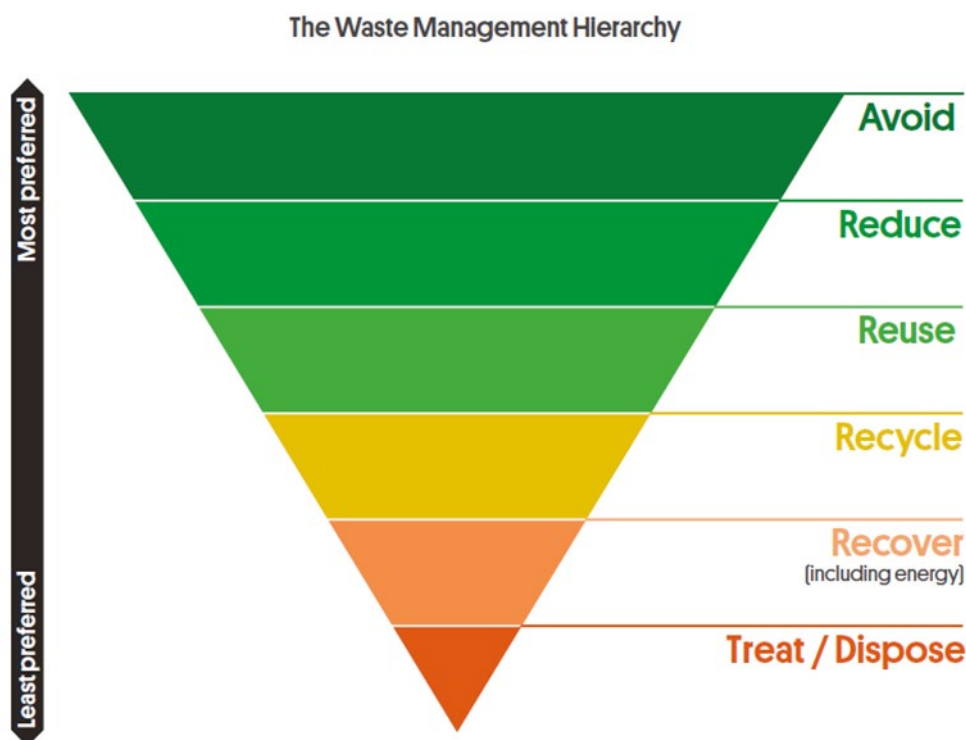


Figure 1: The Waste Management Hierarchy.

3.2. Council provides a domestic kerbside waste collection service including:

- Weekly Waste to Landfill collection
- Fortnightly Recyclables collection
- Fortnightly Food Organics Garden Organics (FOGO) collection
- Hard Waste services.

3.3. Council also provides services and advice on the disposal of other forms of waste and resources including hazardous waste, e-waste and 'tricky' waste, with information available on Council's website and through Council's and East Waste's Customer Service Team.

3.4. This service assists the community to reduce the amount of household waste going to landfill by avoiding and reducing waste and diverting recyclable material and FOGO from landfill through a fit-for purpose bin system and regular collection services.

4. ROLES AND RESPONSIBILITIES

4.1. This Policy will be administered on behalf of Council by the:

- Manager Climate & Sustainability
- Manager City Operations
- General Manager City Shaping

5. STATEMENT

5.1. General

This Policy applies to all Service Entitled Properties (SEP) in the City of Unley and sets out the Standard Waste Collection Service entitlements for a domestic kerbside waste, recycling and green organics (FOGO) collection service.

5.2. To enable the sustainable collection of waste, Council will typically provide each SEP with:

- A 140-litre Waste-to-Landfill (blue lid) Mobile Garbage Bin (MGB)
- A 240-litre Recycling (yellow lid) MGB
- A 240-litre FOGO (green lid) MGB
- A Kitchen Organics Caddy
- One roll of 150 compostable bin liners per year for the Kitchen Organics Caddy
- At Call Hard Waste Collection, limited to one free collection per financial year and one charged additional collection per financial year
- At Call mattress/and or ensemble collection, limited to one free collection per financial year.

All SEPs, regardless of the size or type of property are entitled to access the Standard Waste Collection Service as described, unless alternative arrangements are described within this policy.

5.3. Ownership and use of MGBs

- 5.3.1. Council retains ownership of MGBs, with ongoing repair and replacement carried out by Council.
- 5.3.2. MGBs must remain with properties and must not move between properties without written approval from Council.
- 5.3.3. SEPs who lease Additional Bins must comply with terms of the lease.

5.4. Kerbside MGB Collection Entitlements

- 5.4.1. Only Council-provided and endorsed MGBs may be used for kerbside waste services.

5.5. Residential Properties

- 5.5.1. All separately rated residential properties are entitled to receive a Standard Waste Collection Service, Hard Waste services, Kitchen Organics Caddy and compostable bags in accordance with this policy.

5.6. Multi-unit Dwellings (MUDs)

5.6.1. New MUDs

- 5.6.1.1. Owners of units in new MUDs are entitled to access all three MGBs as part of the Standard Waste Collection Service, provided the number of MGBs presented for kerbside collection is no more than 10 at any one time and where there is sufficient Serviceable Space.
- 5.6.1.2. In cases where the number of MGBs to be collected kerbside would be more than 10 at any one time, or where there is insufficient Serviceable Space, an application may be made to Council for a Non-Standard Waste Collection Service.

5.6.2. **Non-Standard Waste Collection Service for MUDs**

5.6.2.1. A Non-Standard Waste Collection Service may include:

- **Sharing a combination of bins**, provided no more than 10 are presented kerbside at any one time (if there is Serviceable Space). Any sharing arrangements will need to maintain waste collection standards to the satisfaction of Council, must include all three waste streams and meet the criteria of East Waste Guidelines and the State Guide.
- **Organising an on-site shared waste collection arrangement with a private waste contractor.**
- **Developing a Non-standard Waste Service Agreement for onsite waste collection** with Council if the property meets the criteria of East Waste's Guidelines and the State Guide.

5.6.2.2. Applications for a Non-Standard Waste Collection Service must be accompanied by a Waste Management Plan which meets the criteria of East Waste's Guidelines and the State Guide.

5.6.2.3. Where an application for a Non-standard Waste Collection Service is approved by Council a Waste Collection Service Agreement must be entered into between Council and the Strata or Community Corporation or Property Owners.

5.6.3. **Existing MUDs**

5.6.3.1. MUDs with existing kerbside collection arrangements are entitled to maintain those arrangements but may apply to Council to vary those arrangements if they so desire. Where a Non-standard Waste Collection Service is required the requirements of Clauses 5.6.2.1, 5.6.2.2, 5.6.2.3 apply.

5.6.4. **Financial contribution for eligible MUDs**

5.6.4.1. Large MUDs that require a private waste contractor under Clause 5.6.2.1 may apply to Council for a financial contribution for the collection of waste if prescribed requirements are satisfied.

5.6.4.2. For existing Large MUDs, a two-tier system designed to encourage Large MUDs to provide a FOGO waste collection will be used to determine the value of the contribution.

- **Tier 1 contribution:** provided to Large MUDs that provide a waste service equivalent to the three-bin system including Waste to Landfill, Recycling and FOGO services. Council's contribution will be equivalent to **4.5 percent** of the rates revenue from eligible Large MUDs per annum.
- **Tier 2 contribution:** provided to Large MUDs that provide a limited waste service, with recycling but no separate collection of FOGO waste. Council's contribution will be equivalent to **2.25 percent** of the rates revenue from eligible Large MUDs per annum.
- **No contribution** will be paid to apartment buildings that do not provide a recycling service.

- 5.6.4.3. New Large MUDs must provide a waste service equivalent to the three-bin system, including Waste to Landfill, Recycling and FOGO services to receive a contribution for the management of waste. Council may provide a Tier 1 contribution equivalent to 4.5 percent of the rates revenue from eligible Large MUDs per annum if prescribed requirements are satisfied.
- 5.6.4.4. Payments of the financial contribution will only be made to the overall Property Managers or Strata/Community Corporation responsible for each building, not to the owners of rateable properties or multiple building owners.
- 5.6.4.5. MUDs are eligible for Hard Waste services and for Kitchen Organics Caddies and compostable bags in accordance with this policy.

5.7. Council Owned Properties and Premises Delivering Community Services

- 5.7.1. Organisations in this category will be provided with a Standard Waste Collection Service to enable appropriate disposal and recycling of domestic levels of waste:
 - Council owned properties, including those occupied by Council Lessees.
 - Properties occupied by not-for-profit organisations including organisations delivering health, community, religious or charitable services.

5.8. Business, Commercial and Industrial Properties

- 5.8.1. It is not Council's responsibility to collect waste generated by the activities of business, commercial or industrial premises. However, to encourage correct disposal and recycling of domestic levels of waste, landfill, recycling and FOGO MGBs are available on request and subject to demonstrated need.
- 5.8.2. Businesses, industrial or commercial premises must access private commercial waste collection suppliers for any needs in excess of standard domestic levels of waste.
- 5.8.3. Additional MGBs will not be provided to business, industrial or commercial premises.

5.9. Vacant Allotments

- 5.9.1. Vacant allotments are not Service Entitled Properties.
- 5.9.2. A FOGO MGB may be provided on request and subject to a demonstrated need to enable the correct disposal of FOGO from landscape maintenance.

5.10. Hard Waste Service

- 5.10.1. Residents can request a Hard Waste Collection service at any time.
- 5.10.2. The service includes:
 - One free Hard Waste Collection per financial year limited in volume to 2 cubic metres defined as 2 metres long x 1 metres wide x 1 metres high.
 - One free Mattress and/or Ensemble Collection.
- 5.10.3. Residents can also request one additional Hard Waste Collection per financial year, with the same volume restrictions as above. This additional collection will incur a fee under the Fees and Charges Schedule.

5.10.4. Items placed out for collection in excess of the maximum amount and non-acceptable items will not be collected and will be the requester's responsibility for removal.

5.11. Kerbside Waste Collection Service Administration

5.11.1. Kerbside Waste Collection Services are managed on behalf of Council by East Waste.

5.12. MGB Collection and Service

5.12.1. Council will replace or repair all stolen, damaged or vandalised bins.

5.12.2. For stolen MGBs, residents must provide a statutory declaration signed by a Justice of the Peace (or duly Authorised Officer).

5.12.3. Waste collection days are based on location and are published on the Council and East Waste website.

5.12.4. Where a regular collection day falls on a public holiday, all services continue on the same day as normal unless otherwise advised, with the exception of Good Friday, Christmas Day and New Years Day.

5.12.5. MGBs must be placed on the kerbside by 6.00 am on the day of waste collection and removed from the kerbside within 24 hours of being emptied.

5.12.6. MGBs must be spaced at a minimum of 30 centimetres apart from other bins, and one metre from obstructions such as power poles, letter boxes, trees and parked cars.

5.13. Refusal of Service

5.13.1. MGBs will not be collected in circumstances including (but not limited to):

- The approved MGB is not used
- The MGB contains prohibited waste
- A MGB and its contents weigh more than 60kg
- A MGB is placed in a location that cannot be easily accessed by the collection vehicle
- A MGB is placed incorrectly with handles towards the road
- Recyclables or FOGO MGBs are contaminated with other materials
- There is repeated and recorded misuse of the MGB
- An occupier has repeatedly failed to remove MGB from the kerbside within 24 hours of being emptied.

5.13.2. Council reserves the right to refuse service where it is impractical to collect, store or present MGBs, or where, as part of planning approval conditions, responsibility for waste management is passed to the owner/occupier.

5.13.3. MGBs are only collected from kerbside locations unless prior arrangements have been made including a signed agreement that indemnifies Council and East Waste against any claims for damages from the property owner or occupier.

5.14. Provision of Additional MGBs

5.14.1. No additional Waste to Landfill MGBs will be provided, unless extenuating circumstances, such as medical conditions and large families with six or more family members, are demonstrated, a fee for the additional service is paid and a request is submitted in writing to Council.

5.14.2. The supply and collection of extra Recycling and FOGO MGBs in addition to the Standard Waste Collection Service, is on a fee for service basis, after approval by Council.

5.14.3. Sporting clubs that fall under Clause 5.7.1 may receive up to four FOGO MGBs to enable sustainable disposal of waste arising from landscape maintenance.

5.14.4. The annual fee is set by Council under the Fees and Charges Schedule.

5.15. Assistance for residents who are unable to move their MGBs for kerbside waste collection

5.15.1. Assistance may be provided where a resident is unable to place their own MGBs out for the regular kerbside waste collection service and retrieve the MGBs after waste collection.

5.15.2. To request assistance, residents must apply in writing and meet prescribed conditions.

6. DELEGATIONS

6.1. Full information about the sub-delegated powers and duties is contained in the Council Delegations Register.

7. LEGISLATION AND STRATEGY

- South Australia's Waste Strategy
- South Australia Better Practice Guide Waste Management for Residential and Mixed-Use Developments
- *Local Government Act 1999*
- *SA Public Health Act 2011*
- *Environment Protection (Waste to Resources Policy) 2010*
- City of Unley Community Plan
- City of Unley Waste Management & Resource Recovery Plan
- City of Unley Environmental Sustainability Strategy, Environment Policy and Climate Change Policy
- Roads By Law No.2 of 2022
- City of Unley Fees and Charges Schedule
- East Waste Service Level Agreement with City of Unley
- East Waste's Waste Management and Services Guide for Multi-Unit Dwellings

8. AVAILABILITY OF POLICY

This Policy is available for public inspection during normal office hours at:

The Civic Centre,

181 Unley Road, Unley SA 5061.

A copy may be purchased for a fee as determined annually by Council.

It is also available for viewing, download and printing free of charge from the Council's website www.unley.sa.gov.au.

9. DOCUMENT HISTORY

Date	Version No.	Comment
23 August 2010	Version 1	C717/10
22 October 2012	Version 2	C564/12
9 December 2019	Version 3	C0148/19
22 September 2025	Version 4	C1619/25

DEFINITIONS

<u>Term</u>	<u>Definition</u>
The Act	Means the <i>Local Government Act 1999</i>
Council	Means the City of Unley including any of its authorised representatives or staff under the delegated authority of Council.
East Waste	Means the Eastern Waste Management Authority Incorporated ABN 15 972 100 754, a regional subsidiary of the Adelaide Hills Council, City of Burnside, Campbelltown City Council, City of Norwood Payneham & St Peters, City of Mitcham, the Corporation of the Town of Walkerville, the City of Prospect and City of Unley established pursuant to Section 43 of the Local Government Act 1999.
East Waste's Guidelines	Means East Waste's <i>Waste Management and Services Guide for Multi-Unit Dwellings</i> (as amended from time to time).
E-Waste	Means any electrical or electronic items that require a battery or needs to be plugged into a power source to work.
Fees and Charges Schedule	Means the table that informs Council and residents of fees and charges published on Council's website.
Food Organics and Garden Organics (FOGO)	<p>Means domestic organic matter including:</p> <ul style="list-style-type: none"> • All food scraps (e.g. fruit, vegetables, dairy, meat) • Paper and cardboard not suitable for recycling because it is too small (e.g. shredded paper or pieces smaller than a credit card) or has organic matter on it (e.g. pizza boxes, paper towel, tissues) • Organic garden material (e.g. leaves, garden clippings) • Pet waste (including cat litter that is compostable, noting that not all cat litter is compostable, and including dog waste and compostable waste bags) • Compostable food and beverage containers. <p>Further information on items that may be placed in Green Organics bins is available through the Council or at https://www.whichbin.sa.gov.au/.</p>
Hard Waste	<p>Means domestic hard waste, which includes some waste items that do not fit in kerbside bins. Further information about what items can be collected as hard waste is available on the East Waste website and includes items such as air conditioners, bikes and toys, car seats, furniture, lawn mowers, sheets of iron and scrap metal, timber off cuts, washing machines and driers and wooden pallets.</p> <p>The hard waste collection system is defined in this policy and further information about collections is available through the Council website or Customer Service team.</p>
Kitchen Organics Caddy	Means a waste basket designed to hold indoor food scraps to assist in food waste disposal to the FOGO bin.
Lessees of Council Facilities	Refers to community groups, or other organisations that hold a lease over a Council facility.

<u>Term</u>	<u>Definition</u>
MGB	<p>Means a Mobile Garbage Bin, the wheeled receptacles used to collect and store domestic waste to landfill, recycling and FOGO waste produced at a Service Entitled Property.</p> <p>MGBs are 140 litre, 240 litre or such other size as approved by Council.</p>
Multi Unit Dwellings (MUDs)	<p>Means sites with multiple residential dwellings that exist within one site. MUDs can include (but are not limited to) flats, units, apartments, townhouses, dwellings within a strata or community corporation.</p> <ul style="list-style-type: none"> • 'Small MUD' Site means up to 5 dwellings. • 'Medium MUD' Site means from 5 up to 24 dwellings. • 'Large MUD' Site means more than 24 dwellings. <p>*The Planning and Design Code has definitions for land use and density. These definitions do not correlate with the definitions for MUDs under this Policy and should be considered separately.</p>
Prohibited Waste	<p>Means hazardous materials as nominated by Council including:</p> <ul style="list-style-type: none"> • Hot ashes • Liquids • Dust and fine loose material unless it is securely wrapped in paper • Pool chemicals • Paints, varnishes and solvents • Listed waste (refer to Schedule 1 of the <i>Environment Protection Act 1993</i>) as amended from time-to-time • Car batteries, batteries • Acids and alkalis • Soil, sand, gravel, rocks • Building materials including concrete, bricks, masonry, tiles • Asbestos • Bitumen • Vehicle bodies, engines and parts, tyres • Explosives and ammunition • Gas bottles • Medical waste (includes prescribed waste from dental and veterinary practices) • Wastes resulting from medical or veterinary research • Radioactive waste • Any other item or substance that could constitute a hazard to the waste collectors, to the mechanism of the collection vehicle and/or to the environment as determined by the Council or East Waste from time-to-time.
Property Managers	<p>Means Property Management, Building Management, Strata or Community Corporation Management Company, Housing Trust, or relevant Body Corporate.</p>

<u>Term</u>	<u>Definition</u>
Recycling	Means items that should be recycled through commercial recycling operations where kerbside recycling is processed, including: <ul style="list-style-type: none"> • Paper and cardboard (except material that is suitable for composting) • Glass bottles and jars • Aluminium and Tin Cans, aluminium foil and metal lids • Rigid plastics packaging (e.g. milk and detergent bottles, takeaway food containers, plant pots, margarine containers). Further information on items that may be placed in Recycling bins is available through the Council website or at https://www.whichbin.sa.gov.au/ .
Separately Rated Property	Means any property with a rates assessment under Chapter 10 of the <i>Local Government Act 1999</i> within the City of Unley.
Service Entitled Property (SEP)	Means any premises entitled to a collection service as set out in this Policy. For the purposes of waste collection, a service entitlement for a Service Entitled Property is based on rateable properties (under Chapter 10 of the Act) not on allotments or titles of land and does not include ancillary accommodation.
Serviceable Space	Means area within the frontage of a property that has adequate space for kerbside bin storage, presentation and collection as per <i>East Waste's Waste Management and Services Guide for Multi-Unit Dwellings</i> . Driveways, trees, verge plantings, on-street parking and other infrastructure/obstructions need to be considered.
Standard Waste Collection Service	Means the provision by Council of a kerbside waste collection service for three (3) domestic streams of waste: <ul style="list-style-type: none"> • Waste-to-Landfill (weekly collection) • Recyclables (fortnightly collection) • FOGO (fortnightly collection) comprising the standard MGB entitlement determined by Council and set out in this Policy.
State Guide	Means the South Australian Government's <i>Better Practice Guide to Waste Management for Residential and Mixed-use Developments</i>
Non-standard Waste Collection Service	Means: <ul style="list-style-type: none"> • Service sharing a combination of bins. Any sharing arrangements will need to maintain waste collection standards to the satisfaction of Council and must include all three waste streams. • Service provided by Council which is subject to meeting criteria outlined under East Waste's Guidelines and the State Guide and where a Waste Collection Service Agreement is entered into between Council and the property owner; or • Service provided by a private commercial contractor.
Residential	Means a residential dwelling, whether a house, townhouse, unit or MUD.
Waste	Means any discarded object or material (whether or not it has any apparent value).

<u>Term</u>	<u>Definition</u>
Waste-to-Landfill	<p>Means residual waste that has no better or more appropriate avenue of disposal. This waste is sent to landfill for disposal and is not recycled or composted.</p> <p>Items that are not residual waste include Recycling and FOGO (both defined above), plus Prohibited Waste and E-waste.</p>