

COU0030: KERBSIDE WASTE & RECYCLING COLLECTION SERVICE POLICY

Policy Type:	Strategic Policy
Responsible Department:	City Development
Responsible Officer:	Manager Strategic Assets
Related Policies and Procedures	<ul style="list-style-type: none"> Environmental Policy Service Procedures and contracts
Community Plan Link	<i>Environmental Stewardship</i> 2.2 Excellence in waste management is achieved through avoidance, re-use and diversion
Date Adopted	23 August 2010: C717/10
Last review date	9 December 2019: C0148/19
Next review date	December 2022
Reference/Version Number	COU0030: Version 3
ECM Doc set I.D.	1840019

1. PREAMBLE

1.1. The City of Unley is required to provide a kerbside waste service for general waste, recycling and green organics for the benefit of our community.

2. SCOPE

2.1. Council’s “Community Plan 2033” commits to the provision of efficient, environmentally friendly waste collection and recycling services.

3. POLICY PURPOSE/OBJECTIVES

3.1. Through the implementation of this policy, Council will provide a kerbside waste and recycling collection service consisting of:

- Weekly garbage collection
- Fortnightly recyclables collection
- Fortnightly green organics collection
- Hard refuse

to all separate rateable assessments.

4. DEFINITIONS

4.1. **The Act** means the *Local Government Act 1999*.

4.2. **Assessment** is rateable land as defined in The Act.

- 4.3. **Bin** is a 140 or 240 litre mobile garbage bin (MGB) or such other size as approved by Council.
- 4.4. **Council** means the City of Unley including any of its authorised representatives or staff under the delegated authority of Council.
- 4.5. **Garbage** is that part of the waste stream remaining after the removal of Recyclables and Green Organics, and includes refuse and rubbish (also known as Municipal Solid Waste - MSW).
- 4.6. **Green Organics** means:
- small prunings, cuttings and branches no larger than one metre long and 50 millimetres diameter;
 - lawn clippings, leaves, weeds and cut flowers;
 - any other materials as included by Council from time to time (e.g. food organics);
 - Food Waste and compostable (e.g. paper towel and tissues).
- 4.7. **Recyclables** means the following containers, packages and products:
- newspapers, magazines, junk mail, stationery, office paper, envelopes, telephone books, egg cartons, cardboard;
 - liquid, paperboard cartons;
 - glass bottles and jars (excluding crockery);
 - aluminium rigid and semi rigid packaging;
 - all rigid plastic packaging;
 - steel rigid packaging, including aerosol cans;
 - any other recyclables as nominated by Council.
- 4.8. **Standard Entitlement** - as per Service Operating Procedures and Service Contracts.
- 4.9. **Waste** means any discarded object or material (whether or not it has any apparent value).

5. ROLES AND RESPONSIBILITIES

- 5.1. This Policy will be administered on behalf of Council by the:
- Waste Management Officer
 - Manager Strategic Assets
 - General Manager City Development

6. POLICY STATEMENT

This Policy sets out the entitlement of any property to a kerbside waste and recycling collection service and applies to all ratepayers in the City of Unley.

6.1 General

- 6.1.1 Each rateable assessment (except an assessment that has been assessed as vacant land) is entitled to one garbage, one recyclables, and one green organics collection service regardless of the size or type of the premises, subject to the relevant conditions below:
- 6.1.2 In locations where multiple tenancies exist within a single assessment, the assessable property is only entitled to one standard entitlement, unless otherwise approved within this policy.

- 6.1.3 Bins are allocated to each assessment and must remain on the premises in the event of a change of property ownership or tenancy.
- 6.1.4 All bins remain the property of Council, with on-going repair and replacement carried out by Council's Contractor.
- 6.1.5 The supply and collection of extra bins in addition to the standard entitlement, is by arrangement with Council's Contractor on an agreed fee for service basis, after approval by Council. The annual fee is set by Council and payable to Council's Contractor. Businesses are not entitled to additional bins, exceptions being schools, education and health premises (see section 6.6).
- 6.1.6 Council's Contractor will replace all stolen bins provided that the theft has been reported to Police via the SAPOL Lost Property on-line, and a Police report number obtained and provided to Council's Contractor.
- 6.1.7 Residents and organisations are encouraged to identify and facilitate solutions to their waste management issues, associated with this Policy.
- 6.1.8 The Chief Executive Officer has delegated authority to approve waste management solutions where the resident or organisation can demonstrate exceptional circumstances that require a variance of this policy and that the solution/s have little or no cost implication for Council or Council's Contractor.

6.2 Garbage Collection Service

- 6.2.1 The garbage collection service is available to domestic and non-domestic premises, lessees of Council owned properties, and other premises as defined in section 6.6.
- 6.2.2 The garbage service will use a 140 litre MGB, collected weekly. The bins are identified by Council's logo and a blue lid.
- 6.2.3 Premises with an existing 240 litre garbage MGB must retain this bin until it is replaced by a standard 140 MGB as the 240L bin becomes damaged.
- 6.2.4 In the case of strata title, multi-unit, or similar high-density dwellings, garbage bins should be shared between properties. Requests to Council for premises to share garbage bins must be 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.

6.3 Recyclables Collection Service

- 6.3.1 The recyclables collection service is available to domestic and non-domestic premises, lessees of Council-owned properties and other premises as defined in section 6.6.
- 6.3.2 The recycling service uses a 240-litre MGB, collected fortnightly. The bins are identified by Council's logo and a yellow lid.
- 6.3.3 In the case of strata title, multi-unit, or similar high-density dwellings, recycling bins should be shared between properties. Requests to Council for premises to share recycling bins must be 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.

6.4 Green Organics Collection Service

- 6.4.1 The green organics collection service is available to domestic and non-domestic premises, lessees of Council-owned properties and other premises as defined in section 6.6.
- 6.4.2 For non-domestic premises a green organics bin is available on request to Council subject to a demonstrated need.
- 6.4.3 The green organics service is a 240-litre MGB, collected fortnightly. The bins are identified by Council's logo and a green lid. Bins in service prior to 2007 retain the current grey lid until replaced.
- 6.4.4. In the case of strata title, multi-unit, or similar high-density dwellings, green organics bins should be shared between premises. Requests to Council for properties to share green organics bins must be endorsed by the Property/Strata Management Company, Housing Trust, or relevant Body Corporate. Sharing arrangements may be subsequently varied subject to the above endorsements.
- 6.4.5 In some locations a green organics service may not be provided if alternative services are provided by the Body Corporate, or if the property landscape clearly does not warrant provision of a green organics collection service.

6.5 Business, Industrial and Commercial Premises

- 6.5.1 It is not Council's responsibility to collect waste generated by the activities of business, industrial or commercial premises. A kerbside waste and recycling collection service is provided within this Policy to encourage correct disposal and recycling of domestic level waste (e.g. staff lunch rooms).
- 6.5.2 Additional services are not available through Council to an individual business, industrial or commercial premises. Each business must access commercial waste and recycling collection suppliers for any needs in excess of the kerbside collection services defined within this Policy.
- 6.5.3 A multiple tenancy on a single assessment can apply for a kerbside waste and recycling collection service on a fee-for-service basis as detailed in section 6.1.

6.6 Council Owned Properties and Other Premises

- 6.6.1 This category includes schools, community groups, sports clubs, health services, religious centres, child or aged care.
- 6.6.2 In addition to the above, a discretionary provision also allows Council to deliver a domestic kerbside waste and recycling collection service to other groups, organisations, or activities that can demonstrate they are of a general benefit or that they operate in the community's best interest on a not-for-profit basis.

- 6.6.3 Premises/organisations in this category, and leased Council-owned properties not otherwise defined, will be provided with the kerbside waste and recycling collection service detailed in sections 6.1, 6.2, 6.3 and 6.4 of this Policy.

6.7 Collection Times

- 6.7.1 All services to any property are provided on the same day of the week between the hours of 7.00am and 7.00pm, except where varied by Council in exceptional circumstances.
- 6.7.2 It is the occupier's responsibility to remove bins from the kerbside within 24 hours of being emptied.
- 6.7.3 Recycling bins are emptied once a fortnight on the same day of the week as the weekly domestic waste collection, and green organics bins are emptied on alternate weeks to the recycling bins.
- 6.7.4 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 and Christmas Day. Any such changes are shown on the collection calendar, Council's website and advertised in the local newspaper.

6.8 Prohibited Waste

- 6.8.1 The following substances are **prohibited** from collection by the Council Waste Collection Service:
- 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 Environment Protection Act); car 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; radio-active waste; and
 - 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 at large.

6.9 Refusal of Service

- 6.9.1 Service is refused in circumstances where:
- The approved waste collection container is not used;
 - The bin contains prohibited waste as detailed in section 6.8;
 - A bin and its contents weigh more than 50kg;
 - A bin is placed in a location that cannot be easily accessed by the collection vehicle;
 - Recyclables or green organics are contaminated with other materials; or
 - There is repeated and recorded misuse of the bin;
 - An occupier has repeatedly failed to remove bins from the kerbside within 24 hours of being emptied.

- 6.9.2 Council reserves the right to refuse service where it is impractical to collect, store or present bins or where as part of planning approval conditions, responsibility for waste management is passed to the owner/occupier.
- 6.9.3 Bins are only collected from kerbside locations unless prior arrangements have been made including a signed agreement that indemnifies Council and the collection contractor against any claims for damages from the property owner or occupier.

7. POLICY DELEGATIONS

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

8. LEGISLATION

- *Environmental Protection Act 1993*
- *Local Government (Waste Collection) Amendment Bill, 2009*
- *SA Public Health Act 2011*
- *Environment Protection (Waste to Resources) Policy, 2010*

9. AVAILABILITY OF POLICY

- 9.1. The 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.

10. DOCUMENT HISTORY

Date	Ref/Version No.	Comment
23 August 2010	C717/10 (V1)	
22 October 2012	C564/12 (V2)	
9 December 2019	C0148/19 (V3)	