



## GLEN INNES SEVERN COUNCIL Domestic Waste Management Policy

<b>RESOLUTION NUMBER: 28.08/20</b> 18.11/15 22.07/13	<b>MEETING:</b> <div style="text-align: right;"> <b>27 August 2020</b>          26 November 2015          25 July 2013       </div>
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The purpose of this policy is to set the framework for domestic waste management services, including the issue and replacement of mobile bins used for recyclable and domestic waste collections.

### AIMS

The aims of the Glen Innes Severn Council Domestic Waste Management Policy are to:

- Equitably apply and fund the cost of domestic waste management services so as to provide fair and reasonable access to garbage and recycling services for all residents in a cost-effective manner;
- Provide guidance to the community on entitlements for the issue and replacement of mobile garbage bins, and for the collection and storage of mobile bins;
- Minimise contamination in recyclable collections;
- Encourage residents to look after mobile bins assigned to them, so as to minimise the loss of access to services and cost to Council through theft, loss or damage to landholders' kerbside collection bins; and
- To achieve a reduction of waste to landfill by maximising participation in recycling.

Reference Number:	Version Number: 3 Date: 27 August 2020	Review Date: 27 August 2023	Responsible Officer: DDPRS
Related Documents: <i>Local Government Act 1993, Waste Avoidance and Recovery Act 2001, NSW Waste Avoidance and Resource Recovery Strategy 2014–21, DLG Council Rating and Revenue Raising Manual 2007.</i>			

## DEFINITIONS AND ABBREVIATIONS USED IN THIS POLICY

**Contamination** means the presence of unwanted material in a *Mobile Bin*.

**Council** for the purpose of this document means Glen Innes Severn Council.

**Domestic waste** means waste on domestic premises of a kind and quantity ordinarily generated on domestic premises and includes waste that may be recycled but does not include sewage.

**Domestic waste management services** means services comprising the periodic collection of domestic waste from individual parcels of rateable land and services that are associated with those services.

**Garbage** means any matter that is no longer wanted or needed and cannot be locally recycled. Examples include food scraps and wrapping, broken crockery and ceramics.

**Local Government Area (LGA)** for the purpose of this document means the geographical area governed by Glen Innes Severn Council.

**Mobile Bin** means a light plastic receptacle with wheels used for the temporary storage of waste or recyclable materials between collection times.

**Recyclables** means materials such as glass, paper and plastics which can be locally processed for reuse.

**Scavenging area** for the purpose of this document means all rateable land within the LGA for which domestic waste management services are available.

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## POLICY STATEMENT

### 1.0 DOMESTIC WASTE MANAGEMENT RECORD KEEPING

Council will keep a record of all scavenging areas, which includes all urban land within the town of Glen Innes, and the villages of Deepwater, Emmaville and Glencoe.

Any changes to the scavenging area requiring a new or extended collection route, or a reduction to the scavenging area, must be separately approved by Council. Increases to the scavenging area along existing collection routes in rural areas may be approved by Council's Director of Development, Planning and Regulatory Services and in consultation with the collection contractor. A record of any such decision is to be registered within Council's document management system and notified to the Technical Support Officer in the Development, Planning and Regulatory Services Directorate to update the service map record and Council's Rates Officer so that billing of services can commence on a pro-rata basis from the date that the bin was purchased, being the date deemed as that on which the service begins.

### ALLOCATION OF WASTE SERVICES, ADDITIONAL OR UPGRADED SERVICES AND CHARGES

Each rateable property within the scavenging area is levied an annual charge for domestic waste management services under section 496 of the *Local Government Act 1993*, whether the resident chooses to utilise the service or not. This charge is described in the "Schedule of Fees for Waste Management" within the Glen Innes Severn Council Operational Plan. A lower annual charge is applied for vacant land.

One (1) garbage mobile bin and one (1) recycling mobile bin will be provided free of charge to new businesses excluding blocks with only a shed erected and residences upon commencement of domestic waste management services to the property when an Occupation Certificate has been issued.

Residents in scavenging areas, except for the Glencoe area, will be provided with:

- One (1) 140 litre red-lid garbage bin collected weekly;
- One (1) 240 litre yellow lid recycling bin collected fortnightly.

Residents in the Glencoe scavenging area will be provided with:

- One (1) 140 litre red-lid garbage bin collected weekly;
- One (1) 360 litre yellow lid recycling bin collected monthly.

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### Increased Number of Services

Any land owner may request increased services by completing an application form and paying for multiple waste services at the rates shown in Council's "Fees and Charges" document. For each additional service the owner will receive one (1) additional waste bin and one (1) additional recycling bin of the size appropriate to the scavenging area containing the property.

Properties with granny flats, dual occupancy or multiple dwellings on one parcel of land are obliged to pay for multiple services if requiring additional mobile bin capacity.

### Medical Condition

Residents or carers can request an upgrade from a 140 litre garbage bin to a 240 litre garbage bin on the grounds of a medical condition or physical disability by submitting evidence from a registered medical practitioner as to the medical condition or physical condition that results in the production of additional waste. No charge will be applied if the 140 litre bin is returned to Council in clean and fully functional condition. Council is to be notified in the event that the larger 240 litre bin is no longer required for collection.

### Other

Council recognises that some families and business houses may require a single larger garbage mobile bin. This is available upon request by completing an application form, signed by the land owner or managing agent. The existing 140 litre garbage mobile bin is to be returned to Council in a clean and fully functional condition, and owners will incur the additional upgrade and service fees prescribed in Council's "Fees and Charges" document which are within Council's annual Operational Plan and Budget and can be found on Council's website.

Council will not issue a refund for bins no longer required and returned.

### REPLACEMENT OF MOBILE BINS

The responsibility for repair or replacement of 140 litre or 240 litre mobile bins is summarised in the table below:

REASON	RESPONSIBILITY
Damage by collection contractor.	Resident to notify Council reporting information of all damage. Upon verification by the collection contractor, Council will collect the old mobile bin, and repair or replace the mobile bin at no cost to the resident.

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REASON	RESPONSIBILITY
Damage to mobile bin outside land owner's property where bin was left out for collection including but not limited to: <ul style="list-style-type: none"> <li>• being struck by a vehicle;</li> <li>• stolen; or</li> <li>• vandalised</li> </ul>	Resident to notify Council reporting information of all damage. Council will collect the old mobile bin, and repair or replace the mobile bin at no cost.
Damages to mobile bin inside land owner's property <ul style="list-style-type: none"> <li>•</li> </ul>	Land owner to replace the mobile bin at their full cost, at the prescribed fee/s for supplying and/or delivering bins within Council's "Fees and Charges" document.
Bin has reached the end of its service life.	Council will replace mobile garbage bins at Council cost where it is deemed that the existing bin has reached its practical service life.

Notwithstanding the above, responsibility for the final decision to accept or deny any claim to replace a mobile bin will be assessed on its merits and is to be approved by Glen Innes Severn Council's Director of Development, Planning and Regulatory Services, and a record of the decision registered within Council's document management system.

### **COLLECTION, STORAGE AND CARE OF MOBILE BINS**

Council will provide a regular service to collect domestic waste contained in the mobile bin/s supplied by Council, based on the number of waste services paid for each property. To account for a public holiday, changes may be required in the times or order of collections and these changes will be advertised on Council's website, Facebook page and/or weekly column in the Glen Innes Examiner.

Mobile bins are assigned to specific properties and are not to be removed from the property upon sale of a house or changes of tenancy.

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All mobile bins are to be placed for collection in front of the property to which the bins belong, within the Council road reservation. The lid of each bin must be closed shut and no material is to be placed on top of or around the bin. The wheels (and handles) of each mobile bin should be set facing the property. Mobile bins kept at least one metre clear of other mobile bins, and clear of parked cars, trees and poles to increase collection efficiency.

To ensure services are collected, Council recommends that service bins are placed out the front of the property for collection the night before the service day and be removed from the public place by the property owner or occupier as soon as possible after collection. Mobile bins should be stored in a secure place within the property boundary, clear of the general public so as to avoid vandalism, theft or misuse.

### **CONTAMINATION OF MOBILE BINS**

Council will not empty mobile bins found to contain contamination. Contaminated material will be identified by either the collection contractor or any Council officer empowered for that purpose.

Mobile bins identified as being contaminated will be left in place and distinguished by the collection contractor or relevant Council officer by placing an approved sticker onto the bin. The mobile bin will not be collected until such time as the resident has removed the incorrect material.

In the event that a contaminated recycling mobile bin has been emptied into the collection truck, it will be noted and a letter sent to the occupant giving notice of the contamination.

Where a recycling mobile bin has been found to be contaminated on repeated occasions, the mobile bin may be confiscated from the property. Council reserves the right to permanently cease recycling mobile bin collection if further warnings are issued to the occupant after resumption of services.

Should no action be taken by the owner to resolve the problem then the occupant may require additional waste mobile bins, which will be supplied by Council upon payment of the prescribed fee within Council's "Fees and Charges" document.

Mobile bins that weigh in excess of thirty (30) kilograms will not be collected and will be identified by either the collection contractor or any Council Officer authorised for that purpose. A mobile bin will not be removed until such time as the item/s causing the excess weight has been removed from the mobile bin.

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**APPLICATION**

This policy applies to approved waste scavenging areas within the Glen Innes Severn Local Government Area for which domestic waste services are available, including the urban areas of Glen Innes, Deepwater, Emmaville, and Glencoe.

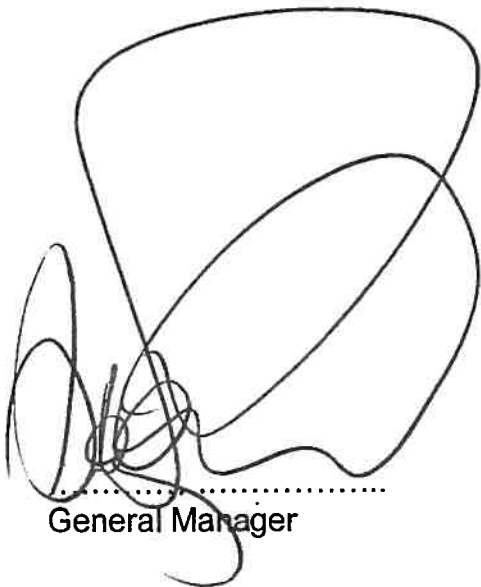
**VARIATION**

This Domestic Waste Management Policy shall be reviewed every three (3) years, or earlier if deemed necessary to ensure that it meets the requirements of legislation and the needs of Council. The term of this policy does not expire on the review date, but shall continue in force until superseded, rescinded or varied either by legislation or a new resolution of Council.

**COMMUNICATION / IMPLEMENTATION**

A media release and article will be provided in the Glen Innes Examiner advising of the adoption of the policy.

An updated copy of the policy will be provided to Council Customer Service staff, Rates Officer, Purchasing and Supply Officer and the Technical Support Officer.



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General Manager

7/9/20,  
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Date

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