



## Policy

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### 78 WASTE COLLECTION AND DISPOSAL POLICY

File Reference No:

Strategic Outcome: Sustainable natural and built landscapes

Date of Adoption: 18/03/2015

Date for Review: 20/03/2019

Responsible Officer: Director Technical Services

#### 1. POLICY STATEMENT

Management of a waste collection disposal and recycling system for Berrigan Shire is one of the core responsibilities of Berrigan Shire Council.

This policy puts in place a framework under which the Council will deliver these services.

#### 2. PURPOSE

The purpose of this policy is to plan and provide for an environmentally sustainable and effective system for waste disposal in line with the *Waste Avoidance and Resource Recovery Act 2001*, other legislation and community expectations.

#### 3. SCOPE

This policy applies to all waste management activities undertaken by Berrigan Shire Council

#### 4. OBJECTIVE

This policy is developed to assist the Council with Delivery Plan Objective 1.3.2.2:

*Manage landfill, recycling and waste disposal*

#### 5. DEFINITIONS

**Hardwaste** – Includes waste that is neither putrescible (organic) or recyclable

**Greenwaste** – Includes garden waste, tree lopping and lawn clippings

**Putrescible** – Organic waste that is capable of decomposing (i.e. food scraps etc.)



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**Recyclables** – Includes materials able to be recycled in accordance with national standards e.g. cardboard, paper, plastics, metal, batteries, tyres and whitegoods etc.

**Scavenging** – the removal of items previously left as waste from a waste management facility by the public.

**Special Event** – A special event includes the following

- Picola Football Netball League and Murray Football Netball League Grand Finals (if held in Berrigan Shire)
- Berrigan and Finley Agricultural and Horticultural Shows
- Berrigan Gold Cup
- Finley Ricestrippers Ball
- Tuppal Food and Fibre Festival
- Other events as determined by the General Manager on a case-by-case basis.

## 6. POLICY IMPLEMENTATION

### 6.1 Waste management facilities

#### 6.1.1 Location

Berrigan Shire Council will operate the following facilities

- Berrigan Waste Management Facility – receives all waste
- Tocumwal Waste Management Facility – receives only clean hardwaste, recyclables and greenwaste
- Finley Recycling Centre – receives only recyclables



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### 6.1.2 Opening hours

Opening hours for these facilities are set as:

Facility	MON	TUES	WED	THURS	FRI	SAT	SUN
<b>Berrigan</b>	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm	Closed	Closed	12:30pm - 4:00pm
<b>Tocumwal</b>	Closed	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm	Closed	1:30pm – 4:00pm
<b>Finley</b>	Closed	Closed	Closed	Closed	Closed	Closed	8:30am – 12:00pm

Opening hours for these facilities will only be modified by resolution of the Council.

All waste management facilities will be closed on the following days:

- Christmas Day
- Good Friday
- ANZAC Day

While open, use of the facility will be supervised by an authorised Council employee at all times. Access to the facility outside normal opening hours is prohibited, except as otherwise allowed for in this policy.

### 6.1.3 Fees and charges

Fees and charges for these facilities will be set annually in the Fees and Charges Register.

As a general rule, all users of the facility will be charged the appropriate fee at the time of disposal. There is to be no free use of any of the waste management facilities.

Requests for the Council to donate the cost of use of the facility are to be directed to the Council for assessment under the Donations and Financial Assistance Policy. Unless the Council has expressly given notice that it will donate the cost of the fees, payment must be made at the time of disposal.

Commercial entities frequently using the Council's Waste Management Facilities may be granted credit facilities in line with the Council's Commercial Credit Policy.



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Until access to credit is expressly provided, payment must be made at the time of disposal.

### 6.1.4 Special events

The Council will cooperate with the organisers of “special events” regarding collection and disposal of waste associated with the event.

Generally, this will be by way of providing bins to allow for the normal kerbside collection service to collect.

Where this is not possible or practicable, the Council may allow access outside normal hours to a waste management facility for “special events”.

If access is allowed, the following arrangements will apply

1. On the last working day before the event an authorised representative of the organisers of the “special event” will collect a key from the Council Administration Office
2. At this time, the representative will complete a “Key Issue Responsibility Acceptance” form, noting that failure to return the key may make that person liable for the cost of installing new locks as required.
3. When the key is collected, the representative will pay any appropriate tipping fees based on an estimate of the type and quantity of the refuse expected to be disposed of. An adjustment to these fees may be made after the event if the types and quantities are materially different.
4. The key is to be returned on the first working day after the event.

Abuse of this privilege will see that organisation prohibited from access outside normal hours in the future.

Requests for subsidised tipping fees and the like will be considered as per the Council’s Requests for Donations and Financial Assistance Policy.

### 6.1.5 Scavenging rights

The Council will not allow any scavenging at any of its waste management facilities under any circumstances.



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### 6.2 Kerbside collection

#### 6.2.1 Services

The Council will offer the kerbside collection services shown in the table below:

Name	Service
<b>Domestic Waste Collected</b>	1 x Weekly pick up of 120 litre small garbage bin. (Green) 1 x Fortnightly pick up 240 litre recycling bin. (Blue)
<b>Additional Service (Collected)</b>	1 x Weekly pick up of 120 litre small garbage bin (Green)
<b>Uncollected (vacant)</b>	Charged on vacant land within the collection zone – no service is provided.
<b>Business / Non Residential Garbage</b>	1 x Weekly pick up of 240 litre big bin. (Green)
<b>Garbage and Recycling</b>	1 x Weekly pick up of 240 litre big garbage bin. (Green) 1 x Fortnightly pick up of 240 litre recycling bin. (Blue)
<b>Recycling Collected</b>	1 x Fortnightly pick up of 240 litre recycling bin. (Blue)

#### 6.2.2 Serviced area

The Garbage and Recycling services are normally only provided to those that are within the town boundary.

Under certain circumstances Council's service provider will collect outside the town boundary if a significant number of people request the service.

#### 6.2.3 Voluntary service

Residents outside the service area may avail themselves of the waste kerbside collection service. A request for this service will be passed on the Environmental Engineer to assess in line with this policy.



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The Environmental Engineer will determine the nearest collection point where the resident will need to bring their bins for collection.

Any property provided with a garbage service under this section will also receive a recycling collection service.

### 6.2.4 Fees and charges

Fees and charges for these facilities will be set annually, via the:

- Fees and Charges Register,
- Rating and Revenue Policy, and
- through the Council's rates and charges resolution.

### 6.2.5 Compassionate service

The Council will provide a larger 240 litre bin for the garbage service for Residents with special waste collection needs relating to their medical care – i.e. dialysis machine and adult incontinence aids etc.

Each request for a larger bin under this section will be assessed on their merits by the Environmental Engineer.

Residents will be asked to provide evidence – i.e. a medical certificate or a statutory declaration – in support of their request.

## 7. RELATED LEGISLATION, POLICIES AND STRATEGIES

### 7.1 Legislation and other documents

- *Local Government Act 1993*
- *Local Government (General) Regulation 2005*
- *Waste Avoidance and Resource Recovery Act 2001*
- [Reducing Waste: Implementation Strategy 2011-2015](#)

### 7.2 Relevant Council documents

- Fees and Charges Register
- Waste Management Asset Management Plan
- User Fees and Charges Policy
- Commercial Credit Policy
- Requests for Donations and Financial Assistance Policy