 City of Mount Gambier	W125 WASTE MANAGEMENT KERBSIDE REFUSE COLLECTION	Version No:	6
		Issued:	17 September 2024
		Next Review:	November 2026

1. INTRODUCTION

This document sets out the policy of the City of Mount Gambier (“Council”) for the kerbside collection of household/putrescible waste, recyclables, food organics and garden organics (FOGO) refuse within the Council area.

2. PURPOSE

The purpose of this policy is to provide guidance in the provision of a safe, environmentally and financially sustainable kerbside collection service and assist in actively diverting waste to landfill and reducing contamination to Recyclable and FOGO disposal facilities at an equitable cost.

3. SCOPE

This policy applies to the collection of kerbside waste for the City of Mount Gambier.

4. DEFINITIONS

Key Term - Acronym	Definition
Food Organics and Garden Organics (FOGO)	*Acceptable materials to be placed in the FOGO waste bin.
Commercial Entities	Rateable properties that provide a commercial business activity.
Contiguous Properties	Where two or more adjoining properties have the same owner and occupier.
Landowner	Owner of land or property.
Mobile Garbage Bin (MGB)	Standalone bin mounted on wheels - 140 litres (household) and 240 litres (recyclable and FOGO).
Non-rateable Premises	Land that is not required to pay Council rates as defined in LGA s147(2).
Occupiable Premises	Land that has a building fit for occupancy.
Rateable Premises	Tax imposed on land within the Council area, in accordance with the Local Government Act 1999.
Recyclable Waste	*Acceptable materials to be placed in the recyclable waste bin.
General Waste	*Acceptable materials to be placed in the general waste bin.

*Refer to Council’s website - <https://www.mountgambier.sa.gov.au/sustainability>


5. ROLES AND RESPONSIBILITIES

Council

Responsible for adopting the policy, allocating resources, and providing high level oversight of the delivery of the Council’s asset management strategy and plans. The council is also responsible for ensuring that organisational resources are appropriately funded to ensure sustainable service delivery.

The Chief Executive Officer

Responsible for resourcing the development of a waste management strategy, plans and procedures and reporting on the status and effectiveness of waste management within Council.

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The General Manager – City Infrastructure

Responsible for developing and implementing a Waste Management Strategy and associated management plans for kerbside refuse collections, to achieve the strategic objectives within the agreed time frame. Monitor and review the effectiveness of Council’s Waste Management Strategy and Plan.

Manager Waste, ReUse and Environment


Responsible to develop waste management plans for kerbside refuse collections, using best practice waste management principals, to achieve waste reduction at landfill. To implement improvement plans for general waste, recycling and FOGO collections. To implement action plans (such as education campaigns, maintenance programs, capital works programs) in accordance with waste management plans. To deliver levels of service to agreed risk and cost standards. To present information to the Council and Chief Executive in terms of Community needs, lifecycle, risk and costs. To ensure statutory requirements are met and ensure EPA regulatory requirements are incorporated into related waste management strategies and plans.

Employees

Employees are responsible for adhering to the policy. Any staff member that has a responsibility to program, instigate, govern or oversee work that is related to kerbside refuse collections must collect all required data related to that activity and ensure that all information collected is entered into the relevant Council system(s) in accordance with waste management procedures, strategy and plans.

6. HOUSEHOLD GENERAL WASTE (RED LID)

- (a) Council will provide a weekly general waste collection to all rateable premises within the Council area and on which an occupiable premises is erected. The collection day for each premises shall be determined by the General Manager City Infrastructure and/or the Manager Waste, ReUse and Environment.
- (b) Each rateable premises (on which an occupiable premises is erected) will be entitled to place out for collection, on the nominated day, one 140 litre mobile garbage bin (MGB) (green body - red lid), for household and putrescibles waste.
- (c) Initial MGB’s will be supplied by Council at no cost. Noting that the bins are owned by Council and only bins supplied by Council will be collected.
- (d) Any MGB that is lost, stolen, damaged or otherwise deemed non-useable (fair wear and tear excepted) is to be replaced by the landowner at the landowner's expense. If the landowner can provide a Statutory Declaration proving the bin has been stolen the replacement fee can be waived at the discretion of the General Manager City Infrastructure and/or the Manager Waste, ReUse and Environment.
- (e) Non-rateable premises do not receive a bin service.
- (f) For contiguous properties, where two or more adjoining properties have the same owner and occupier (as per Council Policy Rates - Rating Policy), these properties will be charged one waste service fee and only receive x1 general waste and x1 recycle bin.
- (g) Rateable recreational or sporting activities (community groups) will be provided x1 general waste and x1 recycle bin at no cost.

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- (h) Council agrees to supply and collect, at no additional cost, a second MGB (to maximum size 140 litre) for residents who have a medical condition. This collection will only be available for the duration of the medical condition. An additional MGB for a medical condition will be determined by the General Manager City Infrastructure on provision of a medical certificate.
- (i) Commercial entities are not entitled to additional services and are encouraged to engage local contractors.


7. RECYLABLES (YELLOW LID)

- (a) Council will provide a fortnightly recyclable waste collection to all rateable premises within the Council area and on which an occupiable premises is erected. The collection day for each premises shall be determined by the General Manager City Infrastructure and/or the Manager Waste and ReUse.
- (b) Each rateable premises (on which an occupiable premises is erected) will be entitled to place out for collection, on the nominated day, one 240 litre mobile garbage bin (MGB) (blue body - yellow lid), for recyclable waste.
- (c) Initial MGB's will be supplied by Council at no cost. Noting that the bins are owned by Council and only bins supplied by Council will be collected.
- (d) Any MGB that is lost, stolen, damaged or otherwise deemed non-useable (fair wear and tear excepted) is to be replaced by the landowner at the landowner's expense. If the landowner can provide a Statutory Declaration proving the bin has been stolen the replacement fee can be waived at the discretion of the General Manager City Infrastructure and/or the Manager Waste, ReUse and Environment.
- (e) Under no circumstances is FOGO material to be deposited in the yellow lid MGB placed out for fortnightly collection. Council reserves the right not to collect a yellow lid MGB with FOGO material (or prescribed waste as defined later). MGB's detected to be containing anything other than approved recyclable waste will not be collected and a formal warning given to the owner/occupier. Repeat breaches may result in a suspension of the service for two collection periods (i.e. 4 weeks).
- (f) Under no circumstances are non-recyclable materials to be deposited in the yellow lid recycling MGB placed out for fortnightly collection. Council reserves the right not to collect a yellow lid recycling MGB which contains non-recyclable waste. MGB's detected to be containing anything other than approved recyclable waste will not be collected and a formal warning given to the owner/occupier. Repeat breaches may result in a suspension of the service for two collection periods (i.e. 4 weeks).

Acceptable recyclable materials include:

- Paper and cardboard.
- Cartons.
- Plastics 1-5 (not 6 & 7).
- Glass bottles and jars (not broken).
- Tins and cans.


- (g) Non-rateable premises do not receive a bin service.

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- (h) For contiguous properties, where two or more adjoining properties have the same owner and occupier (as per Council Policy Rates - Rating Policy), these properties will be charged one waste service fee and only receive x1 general waste and x1 recycle bin.
- (i) Rateable recreational or sporting activities (community groups) will be provided x1 general waste and x1 recycle bin at no cost.
- (j) Commercial entities are not entitled to additional services and are encouraged to engage local contractors.
- (k) Schools can apply for additional recyclable waste services for education purposes. Applications must be made in writing to the General Manager City Infrastructure. Council reserves the right to engage with entities to develop education programs as part of the additional bin requests.

8. FOGO WASTE COLLECTION


- (a) Council will provide, on a once-off payment for a MGB, a fortnightly FOGO waste collection service to residential premises within the Council area and on which an occupiable premises is erected. The collection day for each premises shall be determined by the General Manager City Infrastructure and/or the Manager Waste, ReUse and Environment.
- (b) Council will collect one 240 litre MGB (green body - lime green lid) of FOGO waste per fortnight from residential premises that have purchased the appropriate Council approved MGB. Council will allow a premises to have up to three 240 litre MGB's for the FOGO waste collection service and will collect each bin as a separate service, on payment for the additional MGB (strictly Council purchased bins capped at three).
- (c) Customers with existing non-conforming FOGO bins can contact Council for a replacement lid (lime green) at no cost.
- (d) Any MGB that is lost, stolen, damaged or otherwise deemed non-useable (fair wear and tear excepted) is to be replaced by the landowner at the landowner's expense. If the landowner can provide a Statutory Declaration proving the bin has been stolen the replacement fee can be waived at the discretion of the General Manager City Infrastructure and/or the Manager Waste, ReUse and Environment.
- (e) Only FOGO material is to be placed in the 240 litre MGB. FOGO waste includes all types of organic garden waste, lawn clippings, food scraps (can be wrapped in newspaper), meat, bones, etc. Clean and uncontaminated organic waste is of paramount importance to the long-term viability of the FOGO waste collection and disposal service.
- (f) Hard materials such as metals, stone etc are not to be deposited in the FOGO waste MGB.
- (g) MGB's detected to be containing anything other than approved FOGO waste will not be collected and a formal warning given to the owner/occupier. Repeat breaches may result in a suspension of the service for two collection periods (i.e. 4 weeks).

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- (h) Users of the system are to ensure that the total weight of the MGB does not exceed 75kg (wet grass clippings can be extremely heavy), or the volume does not exceed 240 litres.
- (i) Schools can apply for additional FOGO services for education purposes. Applications must be made in writing to the General Manager City Infrastructure. Council reserves the right to engage with entities to develop education programs as part of the additional bin requests.

9. GENERAL

- (a) All MGB's placed out for collection must be positioned in accordance with the attached plan and must be at least 1m apart.
- (b) MGB's for collection shall be placed in the appointed place for collection by 6:00am on the nominated collection day for that premises (including Public Holidays).
- (c) The following materials are prohibited from being placed out for collection:
 1. Prescribed wastes as listed in Schedule 1, Part B, of the *Environment Protection Act*. This does not apply to empty contaminated herbicide, fungicide and pesticide containers, that are less than four (4) litres capacity; and the contents of which have been used for domestic purposes.
 2. Potentially explosive material.
 3. Liquid wastes.
 4. Hot ashes.
 5. Commercial and industrial wastes.
 6. E-waste and fluorescent lighting.
- (d) The following constitutes grounds for refusal to make collection of refuse placed out for collection:
 1. The MGB contains matter prohibited by this policy.
 2. The MGB was late being placed out for collection or was not positioned in accordance with this policy.
 3. The incorrect bin was placed out for collection on the scheduled day.
 4. The MGB was placed out for collection in front of a premises which did not have an occupiable premises on it.
 5. Rubbish was jammed or stuck in the MGB.
 6. The MGB was over filled or plastic liners were not enclosed inside the MGB.
 7. The MGB was too heavy.

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- (e) Council will repair bin lids and wheels (where possible), and also replace bins damaged during the collection process. Customers are required to ring Council for any repairs to bins or replacements.
- (f) Council will not return for bins that are not placed out in time for collection (being by 6:00am on the nominated collection day for that premises, including Public Holidays). Customers must wait until the next scheduled collection or can take their waste directly to the Waste Transfer Station and pay the relevant fee.
- (g) Where rubbish has not been collected in accordance with this policy, notice shall be left at the premises giving the reason the collection was not made.
- (h) At the refuse collector's discretion, a collection may be made which could have been refused pursuant to this policy. In such cases, a notice shall be left at the premises advising that future collections will not be made unless specified remedial action is taken by the owner/occupier.
- (i) For all missed bin requests, Council will return within 5 clear business days.



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PLACE YOUR BIN ON NATURESTRIP
JUST BEHIND KERB AND CLEAR OF
TREES AND PARKED CARS



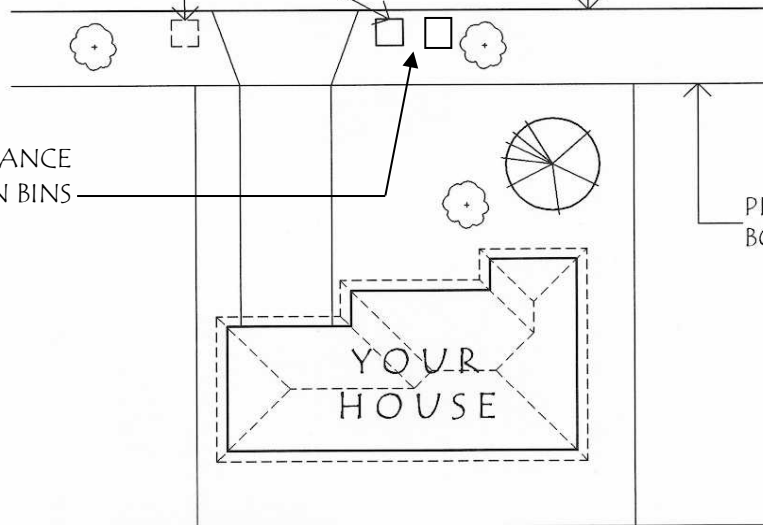
WHEELIE BIN MAY BE
LOCATED EITHER SIDE
OF DRIVEWAY


STREET

KERB

MINIMUM 1.0 METRES CLEARANCE
BETWEEN BINS

PROPERTY
BOUNDARY




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10. REVIEW & EVALUATION

This Policy is scheduled for review by Council in November 2026, however, will be reviewed as required by any legislative changes which may occur.

11. AVAILABILITY OF POLICY

This Policy will be available for inspection at Council's principal office during ordinary business hours and on the Council's website www.mountgambier.sa.gov.au. Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council's Schedule of Fees and Charges.

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File Reference:	AF18/47
Applicable Legislation:	Environment Protection (Waste to Resources) Policy 2010
Strategic Plan Reference:	Goal 2: Our Location
Related Policies:	Waste Management - Receiving of Waste - Caroline Landfill Rates - Rating Policy
Related Procedures:	Relevant SOP's
Related Documents:	Schedule of Fees and Charges Annual Business Plan and Budget Waste and Resource Recovery Strategy 2023-2030

DOCUMENT DETAILS

Responsibility:	General Manager City Infrastructure
Version:	6
Last revised date:	17 September 2024
Effective date:	17 September 2024
Minute reference:	17 September 2024 – Item 18.8 – Resolution OCM 2024/117
Next review date:	November 2026
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