

Waste Management Policy



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Responsible Manager	Manager Building Assets & Environment
Other key internal stakeholders	Director Assets & Environment
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PURPOSE

The purpose of this policy is to state Council's position in regards to waste management within the City of Tea Tree Gully. This policy will assist in the provision of an environmentally and financially sustainable and efficient kerbside waste and recycling collection service for the community and assist with the minimisation of waste material from the City of Tea Tree Gully.

POLICY

The City of Tea Tree Gully is committed to providing sustainable waste management services across the City that meet the needs of the community while complying with Environment Protection Authority requirements.

The service, education and contract deliverables are focussed on the following four key strategic pillars:



Council's targets and objectives for its waste management service will be assisted through the provision of environmentally responsible and economically sustainable services including:

1. A weekly kerbside collected domestic residual waste service
2. A fortnightly kerbside collected domestic recycling service
3. A fortnightly kerbside collected organics service
4. Kitchen Caddy provided on an opt-in basis with compostable bags
5. An at-call Hard Waste Collection Service
6. Provision of mobile or bulk bins to agreed community facilities
7. Public place litter including waste, recycling and/or organics bins and dog waste bag dispensers at parks, reserves and roadsides
8. An Enviro Care Program
9. Recycling Station – provided at the Civic Centre for the collection of select batteries, mobile phones and printer cartridges

Waste, Recycling and Organics Collection

Council's domestic residual waste, recycling and organics collection services will be provided in accordance with the following principles:

1. Each occupied property is entitled to place out for collection one mobile 140 litre waste bin, one 240 litre recycling bin and one 140 litre or 240 litre organics bin as provided by Council. These bins remain the property of Council, with exception of organics bins when they are privately owned.
2. Occupied properties are eligible for one 8 litre kitchen caddy and an annual supply of 150 compostable bags, on an opt-in basis.
3. Mobile bins supplied by Council are registered by a serial number and RFID (Radio Frequency Identification) to each property and must remain at that property unless returned to Council.
4. The RFID technology is for the purpose of locating bins and to assist in education, customer support and monitoring of contract services.
5. Households with five or more occupants are eligible for a second service at no charge. The appropriate form is to be completed.
6. Additional mobile bins may be approved on the basis the occupant satisfactorily demonstrates there is a need to remove additional material. This will be provided upon payment and completion of the appropriate form and subject to fees and charges.
7. There will be no collection of material on Good Friday, Christmas Day or New Year's Day. Arrangements for collections that would otherwise occur on these days will be advertised through suitable communications channels such as Council's website and social media.
8. Council may provide alternative waste, recycling and organics disposal arrangements in cases where the provision and / or collection of mobile bins is impractical for any reason. The alternative may include the provision of bulk bins.
9. Developers are to consider the provision of waste services to ensure that collection is manageable by Council's contractor, and according to the service levels of the contract.
10. Where the Council cannot safely, lawfully or practically provide waste and recycling services to a particular residential development, a private commercial waste and recycling service must be provided by the property owner or relevant community corporation or Strata Corporation, at their own expense.
11. Commercial / industrial premises may use the organics collection service on the condition that material generated from the property arises from general gardening activities that enhance the appearance of the property.

Responsibilities of the occupant

The following are the key responsibilities of the householder/

1. All mobile bins must be placed in position for collection by 6.00am on the day of the designated service, or the evening prior. Serviced bins must be returned to the premises on the same day of the collection.
2. To maintain the bins in a clean and tidy condition and to report any structural damage to Council.

3. Mobile bins must be presented for collection such that they are not be impeded by trees, signs and/or parked vehicles and must be spaced to allow effective collection of each mobile bin.
4. Household waste and recyclable material storage areas are to be located away from dwellings and screened from public view.
5. Any mobile waste, organics or recycle bin provided by Council that is lost, stolen or vandalised by unknown persons may be replaced or repaired by Council upon request of the occupant and at the discretion of Council.
6. Mobile waste, organics and recycle bins that are damaged or lost through negligence of the occupier or through inappropriate use are able to be repaired or replaced at cost to the occupant.
7. Materials from commercial premises must only include domestic type recyclables. There must be no material from commercial or industrial activity placed in the mobile bins
8. Any bin must not exceed a total weight greater than 60 kilograms, inclusive of contents.

Refusal to service mobile bins

Education is key for the community and Council will adopt this approach in the first instance. However the following constitutes grounds for the refusal to service mobile bins:

1. Contamination with incorrect contents or prohibited substances
2. Exceeding the weight limit
3. Material is caught in the bin and is unable to be moved by normal operation
4. Over-full (i.e. the lid was open, risking damage to the mobile bins and the operating equipment)
5. The mobile bin is inappropriately presented for collection at the kerbside
6. The mobile bin is placed out late for collection.

Where a mobile bin has not been serviced due to any of the above reasons, a notice will be left on the mobile bin advising the reason for the non-clearance. At the operator's discretion, a clearance may be made and, in such cases, a notice will be left advising that future collection may not be made until the occupier takes remedial action.

Bin condition and maintenance

1. Damage caused to mobile bins through the collection process conducted by the Council contractor will be repaired or replaced by Council after an inspection and determination.
2. Occupiers of home units, flats and other multi-residential properties may share mobile bins.
3. Occupiers may identify their mobile bins by applying stick-on house numbers or by painting on numbers. Engraving is strongly discouraged.

Organics bins owned by occupant

Where the occupant owns the organics bin, Council will support in the following manner:

1. Damage caused to bin during the collection process will be repaired or replaced by the Council or Council's waste contractor at its discretion.
2. If the bin is damaged beyond repair a new bin will be issued and it will remain Council property.

- Council is undertaking a renewal program to replace aging organics bins. This is intended to support occupants to have ongoing access to the service, and for the bins to become property of Council.

Eligibility for Services

Rating classification	Residential Property	Other – Commercial, Industrial	Vacant Allotments
Waste	Yes	Yes	No
Recycling	Yes	Yes	No
Organics	Yes	Yes	Yes
Hard Waste	Yes	No	No
Kitchen Caddy	Yes*	No	No

*Provided on an opt-in basis

Bins for Non-Domestic Collection

Council encourages Churches and Not-for-profit organisations to participate in the recycling and organics collection services. Each site is eligible for a single set of MGBs at no charge, providing it can be presented kerbside for collection. They may apply to Council for the supply of additional bin provided by Council, subject to assessment, and fees and charges may apply.

Schools and Kindergartens are required to demonstrate their intentions to commit to ongoing educational awareness programs that promote and reinforce the benefits of recycling and waste minimisation. This is subject to fees and charges.

Leased facilities, occupied by clubs, will be responsible for managing their waste services in accordance with their lease agreement. This may be subject to fees and charges.

Hard Waste Collection

Hard waste is any material that is too heavy and/or too big to be put into a domestic waste bin. Upon booking, the occupier will be sent confirmation that explains all of the permissible items.

Council will provide an at-call hard waste collection service in accordance with the following principles:

- Only residential ratepayers and occupants are eligible for the hard waste service. This includes residents of independent living, retirement villages or similar, but excludes nursing homes and other supported accommodation. The service is to be provided by arrangement with Council.
- Occupants utilising the hard waste collection service are required to pre-book a collection with Council's waste contractor for up to two collections per year.
- Occupants will receive a letter or email stating the suitable items and instructions for using the service
- Occupants must not place the material on the kerbside until 24 hours prior to the nominated collection date.
- Further details are provided on Council's website.

Public place litter bins and dog waste bag dispensers

Public place litter bins include all general waste bins, recycling and organics bins in our streets, parks and reserves. They are placed throughout our most frequented locations to assist in managing and recycling public waste and to encourage people to avoid littering.

The placement of these litter bins will be determined by efficiency and accessibility of servicing, minimising risk for injury, and minimising possible damage to vehicles and property.

Public litter bins will not be placed on private property.

Dog waste bag dispensers with compostable bags and organics bins are located at dog parks and other locations deemed appropriate by the Chief Executive Officer or delegate.

Enviro Care Program

Council will provide the residents and ratepayers of the City of Tea Tree Gully with a service for the recycling of large organics material and other specifically nominated materials in accordance with the following principles:

1. The service will operate at the St Agnes Recreation Park (Smart Road, St Agnes) on such a day/times or place as advised by Council.
2. The service is provided for residents of the City of Tea Tree Gully and only for domestic quantities, e.g. car boot, trailer etc.

Residents can dispose of organic materials, and other household items listed on the Council's website. The provision of this service will be at the discretion of the Council to enable adjustment of the yearly schedule from time to time to allow for operational constraints or special events 2.

LEGISLATIVE AND POLICY FRAMEWORK

There is no legislative requirement for Council to have a policy relating to this area. The following legislation applies to this Policy:

[National Waste Policy – Less waste more resources 2018](#)

Sets the national agenda for the management of waste in Australia and provides a framework for collective action by businesses, governments, communities and individuals until the year 2030.

[Environment Protection Act 1993](#)

The Environmental Protection Act (1993) provides a broader framework for the protection of the environment in South Australia which includes, but is not limited to, the management of waste.

The Environmental Protection Authority (EPA) is the body corporate charged with matters relating to the implementation of the Environmental Protection Act. The EPA seeks to regulate the environmental impacts of waste in South Australia to avoid or minimise adverse effects on human health and the environment and promote resource recovery. It administers environment protection policies, codes of practice, licences, environment improvement plans, guidelines and enforcement tools.

Environmental Protection (Waste to Resources) Policy (2010)

The Environmental Protection (Waste to Resources) Policy (2010) (EP Policy) applies to all ‘waste’ within the meaning of the Environmental Protection Act and provides specific guidance to councils and other organisations in the waste management industry about their requirements when it comes to handling and processing waste.

Clause 10 (2) of the EP Policy mandates that councils in metropolitan Adelaide must provide a weekly general kerbside waste collection service (other than for recyclable waste or vegetative matter). Therefore, under the EP Policy, there is no ability for a council to reduce the regularity of MSW collections to a time period of greater than a week. Councils are required to comply with this and other relevant sections of the EP Policy in its waste management activities.

Green Industries SA Act (2004)

The Green Industries SA Act (2004), formerly the Zero Waste SA Act (2004), is the main legislative instrument which guides the performance of South Australia’s waste management industry. Part 4 of the Act requires Green Industries SA to develop and adopt a Waste Strategy for the State, at least every five years which is to include:

1. analysis of the levels of waste generation and waste management practices;
2. targets and goals for waste reduction and diversion of waste from landfill;
3. the means of implementation of targets or goals, obstacles to implementation and significant risks; and
4. criteria and methods for assessing the adequacy of the strategy and its implementation.

Part 3 of the Act, legislates the creation of the Green Industry Fund (formerly the Waste to Resources Fund) which is funded by at least 50% of the amount paid by waste depot licence holders by way of levy under Section 113 of the Environmental Protection Act (1993) (Solid Waste Levy).

Section 19 of the Act requires Green Industries SA and the Environmental Protection Authority (EPA) to co-ordinate their activities in the development and implementation of waste strategies and initiatives for the State.

South Australia’s Waste Strategy 2015-2020 The Green Industries South Australia’s Waste Strategy 2015-2020 (Waste Strategy) is the key strategic document which sets the State’s objectives, targets, priorities for action and partnerships in relation to waste management.

The Waste Strategy’s Mission is to “achieve a resource efficient South Australia, by minimising South Australia’s demand on primary resources, and maximising the reuse, recycling and recovery of materials, using the framework of the waste management hierarchy and the principles of ecologically sustainable development”.

The Waste Strategy reinforces the waste hierarchy as described in both the Environmental Protection Act (1993) and the Green Industries SA Act (2004). Of particular relevance to CTTG are the following targets within the Waste Strategy:

1. Municipal solid waste target: 70% diversion by 2020 (Adelaide metropolitan only);
2. General waste generation target: 5% reduction in waste generation per capita by 2020 (from 2015 baseline);
3. Problematic and hazardous waste target: effective product stewardship schemes in place by 2020;
4. Work with the waste management sector, businesses and others to realise the full potential of the green economy and help to keep South Australia at the forefront of green innovation; and
5. Realising the potential of energy from waste opportunities.

[South Australian Public Health \(General\) Regulations 2013](#)

Regulation 7 (Control of waste) states that the owner or occupier of premises must take reasonable steps to ensure that waste on the premises that poses or may pose a risk to public health.

While on the premises, waste to be kept in a receptacle that is-

1. Capable of adequately holding the waste and containing any offensive odours and fluids from the waste
2. Inaccessible to pests, vermin and other animals
3. Impervious to water
4. In a clean and sound condition; and
5. Made available for collection by a waste collection service as often as may be appropriate having regard to the nature of the waste.

Maximum penalty: \$5,000. Expiation fee: \$315.

[Local Government Act 1999](#)

Section 297 of this Act provides that any rubbish that is collected by Council within its area is the property of Council. Council may sell or dispose of collected rubbish as it finds appropriate.

Section 235 of this Act addresses that discarding rubbish for collection other than in accordance with this policy, may give rise to an offence for illegal dumping (being \$5,000 maximum penalty or \$315 expiation fee).

Other references

Council's documents including:

- a. [By-law No.6 - Waste Management](#)
- b. [Tea Tree Gully Council Development Plan](#) (Consolidated – 29 September 2016)
- c. Planning and Design Code (as of late 2020)
- d. [Fees and Charges Register](#)
- e. [Waste and recycling information](#) on Council's website: www.cttg.sa.gov.au

External documents including:

- a. [Product Stewardship Act 2011 \(Cth\)](#)
- b. [South Australia's Waste Strategy 2015–2020](#)

STRATEGIC PLAN/POLICY

Strategic Plan

The following strategic objectives in Council's Strategic Plan 2025 are the most relevant to this report:

Objective	Comments
Community	
<i>Our services are accessible to all and respond to changing community needs</i>	All members of the community are encouraged to responsibly utilise the waste services.
Environment	
<i>Environmentally valuable places and sites that are flourishing and well cared for</i>	The waste services are focussed on both household and public litter removal, which provides for a cleaner environment.
<i>A community that is protected from public and environmental health risks</i>	Waste removal is integral to hygienic environment and community.
<i>The carbon footprint of our city is reduced through the collective efforts of community and Council, including businesses</i>	The waste management and resource recovery activities have a direct impact on the carbon footprint of our City.
<i>Our consumption of natural resources is minimized by reducing, reusing and recycling products and materials, and using renewable resources</i>	The promotion of circular economy principles, and the recycling of materials is a core function of the waste management.
Places	
<i>Streets, paths, open spaces and parks are appealing, safe and accessible</i>	The waste collections services is focussed on both household and public litter removal, which provides for a cleaner environment.
Leadership	
<i>Leadership and advocacy is focused on the long term interests of the community</i>	Waste management service provision impacts directly on the core business of Council, the environment and the community.

Organisation Plan

Our Strategic Plan is supported by an Organisation Plan which focuses on five key themes of organisational excellence. The themes most relevant to this report are: People and Leadership; Customers and community relations; Governance; Finance and systems, Continuous improvement

DEFINITIONS

For the purposes of this policy the following definitions apply:

Enviro Care

A service provided by Council where residents can drop off organics waste and a range of hard waste items at St Agnes Recreation Park (Smart Road, St Agnes) on such a day/times or place as advised by Council.

Mobile bin / MGBs

The container used for the temporary storage of waste, recycling or organics. The sizes are either 140L or 240L.

Bulk bin

The container used for the temporary storage of waste, recycling or organics. Size range includes 660L, 1100L, 1500L and 3000L.

Occupier / Occupant / Occupied Premises

Means a person who is, either jointly or alone, in possession of land (to the substantial exclusion of others)

Rateable Property

Rateable land or rateable property means land that is rateable under Chapter 10 or the Local Government Act 1999; ratepayer means a person who appears in the assessment record as the owner or occupier of rateable property;

POLICY IMPLEMENTATION

This Policy will be implemented by the Chief Executive Officer or relevant portfolio director and managed in accordance with Council's scheme of delegations.

ACCESSIBILITY

This Policy and Council's Fees and Charges Register are available to be downloaded free of charge from Council's website: www.cttg.sa.gov.au

Hard copies, for a fee, can be provided in accordance with Council's Fees and Charges Register at Council's Civic Centre at 571 Montague Road, Modbury SA 5092.