

## POLICY NO EP04 WASTE MANAGEMENT POLICY

<b>DEPARTMENT:</b>	Works and Infrastructure
<b>RESPONSIBLE OFFICER:</b>	Manager Infrastructure and Development Services
<b>LINK TO STRATEGIC PLAN:</b>	To provide quality infrastructure which enhances the liveability and viability of our communities for residents and visitors.
<b>STATUTORY AUTHORITY:</b>	Tasmanian Environmental Protection Authority
<b>OBJECTIVE:</b>	<p>To maintain the Break O'Day Council waste transfer station and inert landfill sites to a high standard within budget constraints and ensure they comply with permit conditions.</p> <p>To manage bin collections (recycling, general waste and town litter) in accordance with current operations and contracts.</p>
<b>POLICY INFORMATION:</b>	<p>Adopted 17 September 2012 – Minute No 09/12.15.7.255</p> <p>Amended 16 September 2013 - Minute No. 09/13.11.7.245</p> <p>Amended 21 August 2014 - Minute No 08/14.11.11.236</p> <p>Amended 16 July 2018 - Minute No 07/18/13.4.162</p> <p>Amended 28 June 2021 – Minute No 06/21.14.5.164</p> <p>Amended 15 November 2021 – Minute No 11/21.14.3.247 &amp;</p> <p>Amended 15 November 2021 – Minute No 11/21.14.4.248</p> <p>Amended 16 December 2024 – Minute No 12/24.14.3.511</p>

## POLICY

### 1. INTRODUCTION

Council operates seven (7) waste transfer stations within the Municipality located at:

- St Helens
- Scamander
- St Marys
- Fingal
- Pyengana
- Ansons Bay
- Weldborough

The Council also provides kerbside collection services for general waste and recycling and town litter bin collections.

### 2. SITES

All sites with the exception of Weldborough are accessible by the public during specified opening hours for the disposal of general wastes and recyclable materials. Residents of Weldborough can obtain key access to the Weldborough site by application to Council's Works Department.

The types of waste material accepted at each site varies. A current materials list is maintained and available for viewing on Council's website. An Infrastructure charge is adopted annually by Council and levied on rates notices, which is collected to partially fund compliance and operational costs of the seven waste transfer stations.

### 3. WASTE TRANSFER STATION DISPOSAL FEES

Council annually adopts the fees and charges for disposal of the different waste streams at the Waste Transfer Stations. The current Schedule of Fees & Charges is available on Council's website.

#### 3.1 Waste Transfer Station Site Fee Waivers

The Council has approved Waste Transfer Station fee waivers for the following not-for-profit and government departments:

Organisation	Site	Type of Rubbish to be Disposed
Parks & Wildlife Services	St Helens	All listed wastes excluding asbestos & biological waste.
St Helens Neighbourhood House Op Shop	St Helens	Non useable clothing or household items.
Tasmanian Ambulance Service – St Helens Branch	St Helens	Green Waste only.
The Anglican Parish of St Helens	St Helens	Furniture.
St Marys School Association Op Shop	St Marys	Non useable clothing or household items
St Helens District High School Op Shop	St Helens	Non useable clothing or household items

*Note: All waivers listed above will be recorded as donations to these organisations. All new applications for site fee waivers should be made in writing and marked for the attention of the General Manager. Approvals will be decided by Council.*

#### 3.2 Green waste 'fee free' days

Each year from 1 November to 28 February (29 February in a Leap year), Council offers a 'fee free' day every Sunday for the disposal of green waste, and which applies to

- Residential customers only (no commercial green waste)
- St Helens, Scamander and St Marys sites only.

### 4. KERBSIDE COLLECTIONS

Kerbside collection services are provided in set areas of the municipality for general waste and recycling. All non-vacant properties within the collection area are charged for the collection service.

The Council collects kerbside general waste.

A contractor collects kerbside co-mingled recyclables. The service contract is managed by Council's Works Department.

A calendar outlining waste collection dates and locations is produced for each calendar year and distributed to all households within collection areas.

#### 4.1 Bin Ownership

Mobile Garbage Bins (MGB) remain the property of Break O'Day Council and must be returned to Council if no longer required.

Bins are allocated to properties and remain at the property following sale of the said property or relocation of a tenant.

The standard service provides an allocation of one 140L MGB for general waste (blue bin with a red lid) and one 240L MGB for recycling (blue bin with a yellow lid) per residence.

Bins are embossed with Councils logo and each carries a unique bin identifier tag.

## 5. REPLACEMENT AND CHARGING OF KERBSIDE COLLECTION WHEELIE BINS

The process for the cost of replacement of mobile wheelie bins for kerbside collection is as follows:

5.1 If a wheelie bin is reported to have damage or be unusable a replacement bin will be provided free of charge pending the completion of associated paperwork with the following condition:

- a. The damaged/unusable bin is returned or collected by Council when the new bin is provided;
- b. If the damaged bin is not returned or collected by Council the replacement wheelie bin charge as per the current Schedule of Fees and Charges will apply (plus delivery fee).

5.2 If a wheelie bin is reported stolen the replacement charge per bin as outlined in Council's current Schedule of Fees and Charges plus delivery will apply for the issuing of a new wheelie bin. The replacement fee may be waived on application to Council where it can be demonstrated that the applicant has taken reasonable actions to prevent/respond to the theft. **The delivery fee is not refundable.** The Corporate Services Manager will process and review all applications for fee waivers.

5.3 Additional services may be requested by the property owner by completing the applicable forms and will be provided at the current charge to be levied on the rates notice.

5.4 Request for upsizing of general waste bins to 240L may be requested by the property owner by completing the applicable forms and will be provided at the higher charge to be levied on the rates notice.

## 6. TOWN LITTER BIN COLLECTION

Council's town litter bin collections are undertaken by Council employees.

Each town has a schedule for collections. Waste quantity is monitored constantly to ensure that the collection service meets usage demand. Extra collections are scheduled for peak demand periods.

## 7. COMMUNITY EVENTS

Council may provide waste management (wheelie bins) for community events which are held on public land. Event organisers requiring this service are required to discuss their needs with the Community Services Department.

Council employees undertake bin delivery and servicing.

## 8. MONITORING AND REVIEW

This Policy will be reviewed every three (3) years in line with the Council's Policy Framework or earlier in the event of major changes to legislation or related policies, procedures or if deemed necessary by the General Manager.