



Kerbside Collection Services Policy

Version 12 POL-6

Approval Date: 1 June 2020

Review Date: 1 June 2024

DOCUMENT CONTROL

Responsible GM	Jody Riordan	
Division	Regional City Planning & Assets	
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DOCUMENT HISTORY		
Authority	Date	Description of change
Council	To insert	Change to criteria for kerbside collection service exemptions, additions and refunds on garbage charges. Hard waste collection change/coupons. Application of the Domestic Waste Card.
References	Refer to Sections 16 and 17 of this Policy	
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1. Background

The Kerbside Collection Services Policy provides guidance to Latrobe City Council when responding to requests for variations to the provision of kerbside waste collection services to the community.

Changes to the level of services or manner in which they are provided must consider the objectives outlined by this Policy whilst also being responsive to Victorian government regulations.

2. Objectives

Latrobe City Council will provide kerbside collection services that:

- Are equitable for all rate payers;
- environmentally and financially sustainable;
- seek to reduce waste to landfill;
- support increase re-use and or recycling, and
- Outline the Contamination Process

The processes of developing levels of service, engaging contractors, developing business plans, setting fees and charges will be consistent with the objectives of this Policy.

3. Scope

This Policy provides direction as to how Latrobe City Council provides Kerbside Collection Services to the community. Changes to the level of services or manner in which they are provided must consider the objectives outlined by this Policy whilst being responsive to regulatory and Victorian Government regulations.

4. Principles of Management

In relation to exempting certain residential or business properties from the provision of Kerbside Collection Services (and/or fees and charges) or providing additional services, a range of historical practices have been applied. In addition, from time to time, new requests for exemptions or additions are received. These present challenges to officers, who must attempt to ascertain whether or not to accede to such requests or refer them to Council, including consideration of financial impacts on Council. In order to be fair to all parties (including staff and ratepayers who are not exempted), a clear framework is required against which officers can make decisions.

5. Exemptions from Kerbside Collection services

The full service provision for kerbside collection services includes a 120 litre waste Mobile Garbage Bin (MGB), a 240 litre recycling MGB and a 240 litre green waste MGB. The full service will be provided to all properties within the gazetted areas except as provided for below:

- 5.1. Applications for exemptions from services may be made at any time.
- 5.2. Until such applications are made, resolved and given effect, services will continue to be provided on whatever circumstance pre-exists the application (for exemption) being made. Refer to Section 9 for further details.
- 5.3. Council Policy will be as follows:
- 5.3.1. Owners and tenants of all properties within Latrobe City must be able to demonstrate that they dispose of the waste produced or deposited at or near that property, and that an appropriate level of recycling is occurring, in alignment with the overall environmental goals of the City. Therefore, such persons must avail themselves of Council's full range of Kerbside Collection Services, except where exempted below:
- 5.3.2. Application of this Policy will be on the basis of the type of property. The relevant categories shall be as follows:
- Residential (including sub types of Medium/High density and Rural Residential lots up to four (4) hectares in size);
 - Commercial (shops etc);
 - Industrial (factories, warehouses), and
 - Rural properties > 4 hectares.

Except where specifically provided for in this Policy, this Policy framework shall be applied consistently to all land use category definitions as specified under the Victorian Planning Provisions (VPP) and the statutory guidelines of the Latrobe Planning Scheme.

The application of this Policy will be used for assessment and consideration of all proposals regardless of existing uses. The Policy guidelines as set out under the scheme must be complied with by all applicants to the satisfaction of the responsible authority.

Unusual situations such as home based businesses shall not constitute sufficient reason for consideration as another category.

Note: In addition to the above Policy standards, the responsible authority reserves the right to either approve or refuse the application in accordance with the statutory requirements and particular zoning provisions in order to ensure consistent and transparent planning advice throughout the municipality.

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- 5.3.3. Residential properties may be exempted from the need for a 120 litre MGB and 240 litre recycling MGB where they are solely and permanently used for storage of goods or equipment. Council may inspect premises to establish the validity of applications for such exemptions.
- 5.3.4. Owners/occupiers of properties greater than 4 hectares and Commercial/ industrial properties who can provide evidence and/have demonstrated, that they have their own separate garbage and/or recycling collection contracts in place shall be exempted from being required to have the relevant services provided by Council.
- 5.3.5. Rural properties > 4 hectares in size, commercial and industrial properties are not required to have green waste bins, though can elect to.
- 5.3.6. Commercial businesses that occupy more than one premises may, where their premises are located in close proximity (e.g. directly opposite in an arcade, or on the same side of the street separated by another shop), be exempted from being required to have garbage and recycling bins for each of their premises. This shall be at the discretion of the assessing officer, and subject to analysis of the volumes and types of waste being generated by the businesses' activities.
- 5.3.7. Commercial properties that have been vacant for more than twelve months may apply for an exemption. Evidence of vacancy period shall be provided prior to cessation of applicable fees and charges. Any exemption granted shall be for a period ending in the current financial year. For each year thereafter an exemption form and statutory declaration will be required for the next financial year.
- 5.3.8. Owners or occupiers of properties outside collection areas (i.e. whose main property access is not to the road on a current collection route) are exempted from being required to avail themselves of Council's Kerbside Collection Services (except as provided for in any Policy on extensions to waste collection areas). However, if such persons request to have services provided, they will be granted subject to:
- 5.3.8.1. Fees and Charges being payable as per Section 8.
- 5.3.8.2. An obligation to avail themselves of the full service relevant to the land use (this includes green waste bins on all properties, unless > 4 hectares in size); and

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- 5.3.8.3. An obligation to present bins for collection at the nearest point on the collection route.
- 5.3.9. Property owners or occupiers outside collection areas, who do not take up Council services are encouraged (as part of the alternative arrangements they put in place) to carry out similar practices to those who do, in order to assist council in its goals for waste management.
- 5.3.9.1. May apply for a “Domestic Waste Card” that permits the weekly disposal of 2 x 240 litre garbage bins of household waste at any of Latrobe City Council’s transfer stations. Recycling can be disposed of at no cost.
- 5.3.9.2. Once payment is received, new cardholders will be supplied with 1 x 240 litre garbage bin and 1 x 240 litre recycle bin for private use.
- 5.3.10. Land owners and occupiers of multiple dwelling sites (i.e. including single or multi-storey “flats” but excluding villa units or medium density housing developments):
- 5.3.10.1. May be granted an exemption from green waste services where the property owner/manager can demonstrate the existence of a commercial gardening service that removes all green waste not otherwise recycled at the site. This exemption will not apply if kitchen-based organic domestic waste is subsequently introduced to the Kerbside Collection of green waste.
- 5.3.10.2. May share garbage and/or recycling service and/or green waste service. This shall be at the discretion of the residents, subject to the property owner/body corporate not requiring other arrangements. Property owners may elect to require separate bins for each unit and/or have a specified number provided to the property.
- Maximum of 2 residential units share a 120 litre garbage bin;
 - Maximum of 4 residential units share a 240 litre recycle bin; and
 - Maximum of 4 residential units share a 240 litre green waste bin.
- 5.3.11. Properties with buildings, halls and meeting rooms used by community groups/churches/service clubs, sporting clubs etc. may be exempted from aspects of service provision as follows:
- 5.3.11.1. Where the organisation is providing all three aspects of Waste Collection (domestic, recyclable, green) via alternative arrangements to the satisfaction of the assessing officer, or

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5.3.11.2. Where premises are used for small (up to 30 persons), infrequent Club meetings (intervals of a week or greater), involving activities that do not generate significant types and quantities of waste, the required services shall only be those assessed as relevant by the assessing officer.

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- 5.4. Undeveloped properties will be exempted from Kerbside Collection services, unless requested by the property owner where a kerbside service is available. After the issue of the original certificate of occupancy for a property, a property may be occupied and Kerbside Collection Services need to be available to occupants. However, in order to minimise vandalism and thefts, initial services will not be provided until requested by the property owner/occupier. In the event that an occupier moves out, it is the obligation of the property owner to store the Council- provided bins securely until a subsequent tenant/occupier is secured. For the purpose of this Section, an undeveloped property includes properties where the only structures are non-habitable sheds, or dwellings that have been condemned (or otherwise certified) by a municipal building surveyor, engineer or environmental health officer as being unfit for human habitation.
- 5.5. All other requests for exemptions from services and/or fees and charges (including “appeals” from persons not satisfied with an officers response with regard to applying the Policy) not covered by this Policy will be referred to a meeting of Council on at least a quarterly basis. The report must detail:
- 5.5.1. The list of new, non-conforming requests presented since the last relevant Council meeting, including the financial and other impacts of granting the presented requests;
 - 5.5.2. The number of non-conforming requests and financial impacts granted in the financial year to date;
 - 5.5.3. The total number and annual financial impact of all requests granted previously that are still active (including requests approved by officers under this Policy); and
 - 5.5.4. Any suggested amendments to this Policy that would result from setting any new precedents related to new non-conforming requests presented.
- 5.6. All requests that are received after the report (referred to in Section 5.5) is approved in Council’s report system but before the meeting itself is held, shall be referred to the next quarterly review process.
- 5.7. Council will approve or reject such applications individually or in total, based on their merits, alignment with this Policy, past decisions, financial or other impacts, competing priorities of Council and broader environmental or waste-related policies and strategies (such as the Sustainability Victoria ‘SV2020’ strategy). Council will also simultaneously resolve any suggested amendments to this Policy. A decision by Council to approve any case not previously covered by the Policy will form the basis of a revision to the Policy,

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and will be applied by officers immediately as a precedent for any similar cases presented, without referral to Council.

- 5.8. Properties owned and/or occupied by elderly citizens may be exempt from any specific service, upon request (in accordance with the original Council resolution on provision of these services).
- 5.9. Households with special medical requirements may (on the basis of certification by a medical professional or an officer from either Council's Aged and Disability team, Centrelink, the Department of Health and Human Services (DHHS) or other agency deemed relevant by the assessing Council officer) request the deletion of a particular bin type or types. This exemption shall only be allowed in situations where residents are likely to contaminate recyclables and/or green waste due to a relevant, verified disability. Such cases shall require the agency or individual making the submission to show appropriate consideration of alternative means of achieving Council's recycling aims, and may also require assessment of the need for additional domestic waste disposal bins or recycle bins by the assessing Council officer in accordance with Sections 7.2 and 7.2.4.
- 5.10. In all other cases, exemptions will not be granted.

6. Exemptions from fees and charges

Exemption from a Council-provided service will generally correspond with exemption from being charged for that service. However:

- 6.1. Any property serviced during any part of a financial year will be charged on a pro-rata basis.
- 6.2. Except where corresponding to an exemption from service provision, exemptions from fees and charges will not be granted to:
 - 6.2.1. Developed but untenanted properties, except up until the initial occupancy (it being the obligation of the property owner to store Council-provided bins securely until a subsequent tenant/occupier is secured). Refer to Sections 5.3 and 5.4 "Undeveloped Properties".
 - 6.2.2. Charitable and/or religious organisations.
 - 6.2.3. Not for profit organisations/community groups.
 - 6.2.4. Service clubs.
 - 6.2.5. Sports clubs.

- 6.3. Exemptions from fees and charges will be granted to:
- 6.3.1. Council owned and occupied properties.
 - 6.3.2. Any government department or other properties exempted by specific legislation from Council service fees and charges, such as those for Kerbside Collection Services.
 - 6.3.3. Any other property where Council has signed a contract, lease, management agreement or passed a resolution to the effect that service fees and charges are exempt until further notice or until a certain date. Payment of rent to Council (including “peppercorn” rents) shall not be interpreted as covering Kerbside Collection Service fees and charges unless agreed to in writing by Council in a relevant document.
- 6.4. Exemptions from fees and charges (where services, including additional services, are provided) may be granted via the quarterly process described in Sections 5.3, 5.5 – 5.7 to disadvantaged persons. The minimum requirement for consideration will be:
- 6.4.1. A Commonwealth Government health care card or similar means-tested proof of low income, and
 - 6.4.2. Supporting documentation from a relevant professional that the person(s) affected require the exemption, setting out adequate reasons.
- Any exemptions thus granted will require an annual re-submission of such supporting evidence, but will not require re-consideration by Council.
- 6.5. Although exemptions (to individuals or the types of groups listed in Sections 6.2 and 6.2.2 – 6.2.5 should generally not be granted where services are provided. Council may (at its discretion and subject to budget limitations) partially or wholly cover the cost of such services via its Community Grants scheme, or internal charging mechanisms involving funds overseen by Council teams providing community support services, but any such decisions shall be outside the scope of this Policy. Organisations exempted from rates and general municipal charges under section 154 of the Local Government Act are not exempted from fees and charges related to specific services.
- 6.6. Fees are payable on all required services even if the resident elects not to use the service.
- 6.7. At high/medium density housing units, fees will generally be charged in the same proportion as the sharing of services. Charging arrangements between

property owners/body corporates and residents/tenants/members shall be a matter negotiated between the affected parties, and not a Council matter.

7. Additional Services

- 7.1. Any property owner or occupier may apply for an additional service, provided they are services that Council currently provides elsewhere in the municipality.
- 7.2. Such services will be granted, subject to being practically achievable and in line with Council's goals for Waste Management, and payment of corresponding fees and charges as per Section 8. In this regard:
- 7.2.1. Commercial and industrial property owners or occupiers may request a 240 litre waste MGB.
- 7.2.2. Large families (defined as households with six or more persons) may apply to have a 240 litre MGB substituted.
- 7.2.3. Households with:
- Two or more children in disposable nappies, OR
 - Four or more persons, one being a child in disposable nappies may apply to have a 240 litre MGB substituted.
- 7.2.4. Households with special medical requirements may (on the basis of certification by a medical professional or an officer from either Council's Aged and Disability team, Centrelink, the Department of Health and Human Services (DHHS) or other agency deemed relevant by the assessing Council officer) apply to have a 240 litre MGB substituted. This may include situations where residents are likely to contaminate recyclables and/or green waste unless additional domestic waste disposal or recycling capacity is provided.

8. Additional Fees and Charges

Additional fees and charges will be as follows:

- 8.1. Property owners or occupiers granted an additional service shall pay, in addition to any amounts payable for the standard services they receive, an amount which is at least the cost to Council for the additional service. The only circumstances in which this will vary are where the applicant is also granted an exemption from or reduction in fees and charges under Section 6 of this Policy.
- 8.2. A schedule of fees and charges for additional services shall be included with the fees and charges schedule for standard services published annually by Council.

9. Refund of Garbage Services Fees.

Any rateable property that has been charged incorrectly for a garbage service is entitled to a refund. Such a refund shall be limited to only include the current financial year and in the case where the charge has occurred erroneously, then the previous year's fee shall also be included. Any decision to extend beyond the previous year's fee shall be at the discretion of the Manager Sustainability and Environment considering the objectives of this Policy including equity and fairness to all ratepayers. This shall be capped at a maximum of six years.

10. Historical Arrangements

All historical arrangements (in terms of additional or exempted services and/or fees) in place at the time of this Policy being adopted by Council shall continue until the end of the financial year in which the Policy is first adopted, after which they shall cease, except as listed in Section 6.3. It shall be the obligation of any affected persons to apply for consideration for exemptions/additions to services and/or fees.

11. Non-Collection Waste Services

The above Sections in this Policy relate to kerbside collection processes. In relation to other services such as Transfer Station, Material Recovery Facility and Green Waste Processing facilities and services, the following shall apply, even where Kerbside Collection Services have been exempted from charging:

- 11.1. Transfer Station and Landfill Fees shall generally still be payable as per the annually published schedule of fees and charges.
- 11.2. Separate approval is required for exemptions from Transfer Station and Landfill Fees and charges for individuals or organisations. However, applications for these may be submitted simultaneously with applications for exemptions from (or additions to) kerbside collections services and/or fees.
- 11.3. The principles applicable to kerbside services shall also be applied to Transfer Station/Landfill related services and fees.
- 11.4. Any exemptions granted by Council will be subject to monitoring of fair use by Council staff and contractors. Persons or organisations exploiting any fee/charge exemption will have their exemption rescinded by officers without requiring referral to Council, and such exploitation may affect eligibility for subsequent applications for re-exemption.

- 11.5. Exemptions shall not apply in relation to any services provided at or by a Materials Recovery Facility or Green Waste Processing facility owned, managed or contracted by Council.

12. Kerbside Collection Service Coupons

Rateable properties that are provided with the full service provision for kerbside collection services as noted in Section 5, shall be issued two (2) Hard Waste/Green Waste Coupons for the disposal of up to 2 cubic metres of hard waste or green waste at any of Latrobe City Council's transfer stations or green waste processing facilities without charge. The coupons may also be used to book one (1) of two (2) kerbside hard waste collections provided each year.

Hard waste / green waste coupons are identified by the Property Assessment Number provided on the Rates Notice. Coupons are electronically recorded when used and cannot be reissued. Presentation of used coupons at any facility will be indicated by the records system as "Invalid" and therefore cannot be redeemed.

- 12.1. Lost or damaged coupons will not be reissued; however, residents can quote the Property Assessment Number at any of Latrobe City Council's transfer stations or green waste facilities for the disposal of materials.
- 12.2. The allocation of coupons to residents within DHHS or other community supported housing arrangements will be mailed to the property address for use by the DHHS tenant;
- 12.3. Tenants of privately owned properties who produce permission from their landlord to use the property allotted coupons will be issued with the Property Assessment Number to use as required.
- 12.4. Properties that have changed ownership after the issue of the property rates notice and prior to the coupon expiry date shall be permitted to use the Property Assessment Number at any Latrobe City Council facility if the previous property owner has not redeemed the coupons after the change of ownership.
- 12.5. Councils new hard waste service will no longer require bookings or use of waste coupons. Any resident who currently receives a kerbside collection will now be able to place acceptable items out during their locality's advised pick up time.

These residents will also have the option of an additional paid hard waste collection at a time that suits them.

- 12.6. Cancellation of a booked hard waste collection service prior to the booking closing date will reallocate the coupons for use to dispose of hard waste or green waste at any Latrobe City Council facilities.

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13. Accountability and Responsibility

Accountability and responsibility for this Policy is outlined below.

13.1. Council

- Responsibility to ensure this Policy is consistent with Latrobe City Council Strategic Direction and other Latrobe City Council Policy, and
- Responsibility for the decision to approve this Policy by Council Resolution.

13.2. Chief Executive Officer

- Overall responsibility for compliance with this Policy;
- Overall responsibility for enforcing accountability;
- Overall responsibility for providing resources, and
- Overall responsibility for performance monitoring.

13.3. General Manager

- Responsibility for compliance with this Policy;
- Responsibility for enforcing accountability;
- Responsibility for providing resources, and
- Responsibility for performance monitoring.

13.4. Manager

- Develop frameworks and procedures in compliance with this Policy;
- Enforce responsibilities to achieve compliance with frameworks and procedures, and
- Provide appropriate resources for the execution of the frameworks and procedures.

13.5. Employees, Contractors and Volunteers

- Participate where required in the development of frameworks and procedures in compliance with this Policy, and
- Comply with frameworks and procedures developed to achieve compliance with this Policy.

14. Evaluation and Review

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This Policy will be reviewed on request of Council, in the event of significant change in the Executive team, significant changes to legislation applicable to the subject matter of the Policy or, in any other case, during each Council term (generally four years).

15. Definitions

In this Policy and in particular the Kerbside Collection Service Specifications, the following terms will, unless inconsistent with the context, have the meanings indicated:

‘Alternative Collection Points’ means an alternate location for Customer placement of Mobile Bins for collection, determined by the Council, where for example there is no space at kerb or for other reasons including safety.

‘Alternative Facility’ means a specified waste handling, processing or treatment facility, landfill, materials recovery facility or processing facility other than a “Nominated Facility”, which is approved by the Council for receiving materials under Contract.

‘Collection Schedule’ means the systematic scheme prepared pursuant to the Contract. Further details are available via the Latrobe City Council website: https://www.latrobe.vic.gov.au/sites/default/files/LCC_Waste_Calendar

‘Collection Vehicles’ means a vehicle or vehicles used by the Contractor to perform the Services.

‘Compostable Food Organics’ includes:

- Fruit and vegetable material;
- Bread, pastries and flours (including rice and corn flours);
- Food soiled paper products (hand towels, butter wrap etc.);
- Biodegradables (cutlery, bags, polymers).

‘Contamination’ means all materials which are not Recyclables as defined in the General Specification and materials deemed unacceptable in Clause D3, of Part 4 – Organics Specification.

‘Contractor’ means the organisation that undertakes the provision of all or any of the Services specified in this Policy.

‘Council’ means Latrobe City Council, including any of its authorised representatives or staff under the delegated authority of Council.

‘Coupon’ means Latrobe City Council provided hard waste / green waste coupons supplied to a property that incorporates the kerbside collection service.

‘Customer’ means an owner or occupier of Premises in the Service Area who uses any service provided under this Policy.

‘Early Starts’ means the commencement of Services before the Start Times such as Christmas Day and ANZAC Day.

‘Excessive Weight’ means any Mobile Bin, which is unable to be physically moved by the collection vehicle lifting equipment or by the Contractor’s personnel or any Mobile Bin which is deemed to pose a significant risk of damage to any equipment or vehicle or injury to any person if collected, generally being a Mobile Bin together with its contents which weighs eighty (80) kilograms or over.

‘Garbage’ is the residual fraction of the waste stream remaining after the removal of the more easily recyclable materials including Recyclables, Garden Organics and Compostable Food Organics, includes refuse and rubbish, except building or construction wastes, Hazardous Wastes and car parts.

‘Garbage Service-Entitled Premise’ means any Premise entitled to a garbage collection service as specified under Clause D2 of Part 2 – Garbage Specification and Clauses D4.4.1, D6.1, D6.2 and D6.3 of the Kerbside Collection Contract.

‘Garbage Collection Service’ means collection of garbage from all Garbage Service-Entitled Premises specified by the Council from time to time.

‘Garden Organics’ includes:

- Pruning’s, cuttings and branches no longer than 60 cm and less than 10 cm in diameter;
- Lawn clippings, leaves and cut flowers. weeds (free of soil)
- discarded plants and branches (including rose clippings)

‘Gross Contamination’ means all materials which are not Recyclables as defined in the General Specification, where it is evident upon visual inspection that excessive amounts of these materials are present within the Mobile Bin.

‘Infirm Household’ means any Customary Premises that the Council has determined (on such evidence as Council deems appropriate) that by reason of ill health or other physical or mental incapacity, no Customer of such Premises is reasonably able to place a mobile bin out for collection.

‘Kerbside’ means the area adjacent to any road carriageway.

‘Materials Recovery Facility’ or **‘MRF’** means a facility for the receipt, handling and sorting for marketing, of materials collected in the Recyclables Collection Service, including an **‘Alternative Facility’**.

‘Missed Service’ means the failure by the Contractor to collect Waste from any Mobile Bin on the specified day of collection from any Premise within the Service Area.

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‘Mobile Bin(s)’ means an appropriately designed container with wheels which may be used in connection with any of the Services, with 80, 120, or 240 litres capacity that meets all requirements and any additional requirements under the particular Service Specification.

‘Nominated Facility’ means a nominated waste handling, processing or treatment facility, landfill, materials recovery facility or processing facility approved by the Council for receiving materials from any particular service.

‘Organics’ means Garden Organics and Compostable Food Organics as defined and specifically excludes tree stumps, soil, plastic and material in plastic bags, non-organic material, treated, painted, stained or laminated timber, particleboard, plywood or wire contaminated material.

‘Organics Collection Service’ means the collection of organics from Organics Service-Entitled Premises as are specified in writing by the Council from time to time.

‘Organics Service-Entitled Premise’ means any Premise entitled to an organics collection service as specified under Clause D2 of Part 4 – Organics Specification and Clauses D4.4.1, D6.1, D6.2 and D6.3 of the Kerbside Collection Contract.

‘Other Complaint’ means any other reasonable complaint from a Customer about the Services that is not a Missed Service or a noise complaint about Early Starts.

‘Post Consumer’ means materials that have been used by consumers and recovered for use as raw materials to make new products.

‘Premise(s)’ means a building of any description and land, whether built on or not.

‘Processing Facility’ means the facility nominated for receipt and processing of materials collected in the Organics Collection service or an “Alternative Facility”.

‘Recyclables’ means the following containers, packaging and products emanating from Service-Entitled Premises:

- Recyclable Paper and Cardboard as defined below;
- Liquid paperboard cartons;
- Glass bottles and jars;
- Aluminium rigid and semi-rigid packaging;
- PET (1), HDPE (2) and PVC (3) rigid plastic packaging;
- Other rigid plastic packaging including LDPE (4), PP (5), PS (6), Other (7);
- Steel rigid packaging, including aerosol cans; and,
- Any other recyclables as agreed or determined by Victoria’s Circular Economy Policy.

‘Recyclable Paper and Cardboard’ means:

- Newspapers;

- Magazines;
- Junk mail;
- Stationery;
- Office paper;
- Envelopes;
- Telephone books;
- Cardboard.

‘Recyclables Collection Service’ means the collection of Recyclables from Recyclables Service-Entitled Premises as are specified by the Council from time to time.

‘Recyclables Service-Entitled Premise’ means any Premise entitled to a recyclables collection service as specified under Clause 2 of the Recyclables Specification and Clauses D4.4.1, D6.1, D6.2 and D6.3 of the Kerbside Collection Contract.

‘Scheduled Service’ means a Service-Entitled Premise.

‘Schedule’ means a schedule attached to a Section of these Specifications.

‘Service(s)’ means all or any of the services to be performed by the Contractor as described in the Contract Documents.

‘Service Area’ means the area indicated on maps, together with such additional Premises that Council may nominate during the term of the Contract providing such Premises are within Council’s boundary.

‘Service-Entitled Premises’ means any Premise entitled to a collection service as specified under Clauses D4.4.1, D6.1 and D6.2 of the Kerbside Collection Contract.

‘Special On-Property Collection’ means any service that the Council has determined (on such evidence as Council deems appropriate) requires collection from within the property boundaries of the Premises. This may occur due to lack of kerb space, on-site storage issues or other reasons.

‘Waste’ means any material put out for collection as part of any of the Services provided as part this Contract, and includes garbage, recyclables, and organics.

16. Related Documents

Local Government Act, Sustainability Victoria ‘SV2020’ strategy, Provision of Kerbside Waste and Recyclables Collection Service, Contract Number 13501.

17. Reference Resources

Victorian Planning Provisions (VPP), Latrobe Planning Scheme.

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18. Appendices

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