

DESIGNATED WASTE COLLECTION AREAS PROCEDURE

1. Scope

The Designated Waste Collection Areas Procedure (this 'Procedure') applies to the provision of waste management services in Council's local government area.

2. Purpose

This Procedure:

- a) supports Local Law No. 8 (Waste Management) 2018;
- b) identifies the Designated Waste Collection Areas; and
- c) provides a consistent approach to assessing the viability of including new areas into the Designated Waste Collection Areas.

3. Related Documents

Primary

Management of Waste and Recycling Services Policy

Related documents

Council's Revenue Statement

Designated Waste Collection Areas – Map Nos 1-8

Waste and Recycling Collection Procedure

4. Definitions

To assist in interpretation, the following definitions shall apply:

Collection Location	As defined in Local Law No. 8 (Waste Management) 2018.
Collection Service	Identified in the Waste Management Schedule.
Designated Waste Collection Areas	Areas within Council's local government area in which it will/may conduct general waste collection.
Local Government Area	As defined in the <i>Local Government Act 2009</i> .
New Development	A development approved by Council pursuant to the <i>Planning Act 2016</i> .
Owner	As defined in Local Law No. 8 (Waste Management) 2018.
Premises	As defined in Local Law No. 8 (Waste Management) 2018.
Revenue Statement	Council's annual Revenue Statement.
Waste Management Schedule	Refer to Appendix 1.

5. Procedure

5.1 Designated Waste Collection Areas

- a) For the purposes of s 5 of Local Law No. 8 (Waste Management) 2018, at its 18 June 2024 Meeting, Council endorsed the update of this Procedure which identifies the following at Appendix 1 'Waste Management Schedule (ver 3)':
 - i) the Designated Waste Collection Areas in which Council:
 - will conduct general waste collection (Collection Areas);
 - may conduct general waste collection (Service Routes); and
 - ii) the frequency of general waste collection.
- b) The Areas are identified on the Designated Waste Collection Areas Maps and are divided into two categories being:
 - i) Collection Areas (green); and
 - ii) Service Routes (red).
- c) Collection Areas
Premises in the Collection Areas will be supplied with the Minimum MGB per Premises identified in the Waste Management Schedule.
- d) Service Routes
 - i) Upon request from the owner of a premises with road frontage to a Service Route, the Manager Water and Waste Operations may approve the collection service subject to safety considerations.
 - ii) The collection service may only be cancelled if the Manager Water and Waste Operations determines the premises is unserviceable, it becomes unsafe to provide the service or the premises changes ownership.
- e) Designated Waste Collection Areas - Maps
The Designated Waste Collection Areas Maps are to be reviewed and updated on Council's website in March each year.

5.2 Expansion of Designated Waste Collection Areas

From time to time, it may be necessary to expand the Designated Waste Collection Areas to cater for new development or contribute to community health and safety. In addition, Council may consider expanding these areas upon request for a collection service to be provided (hereon referred to as a 'Collection Service Request').

1) New Development

Council's Development Assessment Team must inform the Manager Water and Waste Operations when a survey plan of new development is endorsed.

If the new development is not located in the Designated Waste Collection Areas, the Manager Water and Waste Operations is to apply Items 5.2.3 and 5.2.4 mutatis mutandis.

2) Assessment Criteria

A proposal to expand the Designated Waste Collection Areas that is not related to new development, requires an evaluation of the following assessment criteria.

2.1 Criteria 1 - Roads and Safety

Heavy waste collection vehicles undertake collection services and may not be suitable in some areas due to safety and accessibility issues.

To ensure waste collection vehicles can safely service areas proposed to be included in the Designated Waste Collection Areas, roads to be traversed and serviced must be assessed for suitability.

The assessment is to include, but is not limited to the following:

a) Turnaround Areas

- waste collection vehicles must have adequate room to turn around safely.

b) Accessibility

- roadside vegetation;
- steepness of terrain;
- gravel coverage on unsealed roads; and
- flooding (including impact on service due to extended periods of flooding).

c) Safety of Collection Location

- speed limit;
- visibility of traffic in both directions; and
- steepness of terrain.

If the assessment of Criteria 1 determines that roads to be traversed and serviced are suitable for waste collection vehicles, Criteria 2 is to be addressed.

2.2 Criteria 2 - Waste Collection Contractors Capacity and Charges

Expansion of the Designated Waste Collection Areas must take into account additional costs imposed by Council's waste collection contractor and their capacity to service an expanded area.

If the waste collection contractor has the capacity to service the expanded area, Criteria 3 is to be addressed.

2.3 Criteria 3 – Burden on Ratepayers to Provide Additional Collection Services

Council levies a uniform charge to provide collection services to premises within the Designated Waste Collection Areas.

However, the actual cost to provide the service can vary significantly depending on the location.

For example: Council's waste collection contractor will charge more to provide a service to rural areas than urban areas due to remoteness of location. Therefore, urban ratepayers may need to absorb costs for a service provided to rural ratepayers.

Additional charges imposed by Council's waste collection contractor are to be considered in terms of:

- a) Subsidisation – i.e. will subsidisation by urban ratepayers be necessary?
- b) Economies of Scale – i.e. will increasing the number of premises to be included in the Designated Waste Collection Areas reduce the cost per premises?

2.4 Assessment of Criteria 1-3

The Manager Water and Waste Operations must consider the assessment of Criteria 1-3 and decide whether the expansion proposal is viable or not.

a) Not Viable

If, after considering the assessment of Criteria 1-3, the Manager Water and Waste Operations forms an opinion that the expansion proposal is not viable, a summary assessment is to be presented to a meeting of Council.

b) Viable

If, after considering the assessment of Criteria 1-3, the Manager Water and Waste Operations forms an opinion that the expansion proposal is viable, a report is to be presented to a meeting of Council to consider expanding the Designated Waste Collection Areas.

However, if the expansion proposal is being considered because of a Collection Service Request and does not relate to a property on a service route, Criteria 4 – Service Demand must be undertaken before the proposal is presented to Council.

2.5 Criteria 4 - Service Demand

- a) To determine whether there is adequate demand for a collection service, Council will undertake a Service Demand Survey of the owners of all premises in the area proposed to be included in the Designated Waste Collection Areas.
- b) Council will not undertake more than one Service Demand Survey in any three year period.
- c) The Service Demand Survey is to:
 - provide information on the expansion proposal and associated waste management utility charges;
 - provide an opportunity for affected owners to support or not support the proposal;
 - state that if Council proceeds with the expansion proposal, all premises in the proposed expansion area will be provided with a collection service and charged the associated waste management utility charges regardless of whether the owner supports or does not support the proposal; and
 - state that a failure to respond will not be counted as either for or against the proposal and only positive or negative responses will be considered when assessing whether the 80% supportive response rate has been achieved.

3) Meeting of Council

Pursuant to s 5 of Local Law No. 8 (Waste Management) 2018 a resolution of Council is required to designate areas in which general waste collection may be conducted.

If the Manager Water and Waste Operations forms an opinion that a proposal to expand the Designated Waste Collection Areas is viable and there is an 80% supportive response rate to the Service Demand Survey, the report to Council addressing the assessment criteria must seek a resolution to:

- a) adopt:
 - i) the expanded Designated Waste Collection Areas; and
 - ii) an updated Waste Management Schedule (if necessary); and
- b) update the Designated Waste Collection Areas Maps at the following annual review.

4) Adoption of Expanded Designated Waste Collection Areas

While Council is not required to provide general waste collection services outside the Designated Waste Collection Areas, after considering a report on the assessment criteria outlined in Item 5.2.2, it may resolve to expand the Designated Waste Collection Areas.

A resolution to expand the Designated Waste Collection Areas requires the following matters to be addressed:

4.1 Collection of Waste Management Utility Charges

Subject to Item 5.1 a) ii) of the Waste and Recycling Collection Procedure, upon introduction of a collection service, all new premises included in the Designated Waste Collection Areas will be levied with the appropriate charges from the Schedule of Waste Collection and Recycling Charges in the Revenue Statement.

4.2 Designated Waste Collection Areas - Maps

The expansion area must be included in the Designated Waste Collection Areas Maps at the following annual review – refer to Item 5.1 e).

6. Changes to this Procedure

This Procedure is to remain in force until otherwise amended/replaced or other circumstances.

7. Repeals

This Procedure repeals Livingstone Shire Council Procedure titled 'Designated Waste Collection Areas Procedure (v2.0)'.

Version	Date	Action
1.0	21/09/2021	Procedure Endorsed by Council
2.0	19/04/2022	Revised Procedure & Change of Title – Endorsed by Council and Approved
3.0	19/06/2024	Amended Procedure Approved – full review undertaken, 5.1 and Appendix 1 updated

MICHAEL KRIEDEMANN
GENERAL MANAGER INFRASTRUCTURE

Livingstone Shire Council Waste Management Schedule (ver 3)

			COLLECTION SERVICE		
Designated Waste Collection Areas	Map Nos	Type of General Waste Collection	Minimum MGB per Premises	Standard General Waste Container	Frequency of Collection
Area 1	1 (ver 2) adopted 18 June 2024 2 (ver 2) adopted 18 June 2024 3 (ver 2) adopted 18 June 2024 4 (ver 3) adopted 18 June 2024 5 (ver 1) adopted 18 Sep 2018 6 (ver 2) adopted 18 June 2024	Domestic Waste	1	240 litre MGB	Weekly
		Commercial Waste	1		Weekly*
		Recyclable Waste (Domestic)	1		Fortnightly
		Recyclable Waste (Commercial)	1		Fortnightly
Area 2 (Ogmore)	7 (ver 2) adopted 18 June 2024	Domestic Waste	1	240 litre MGB	Fortnightly
		Commercial Waste	1		
Area 3 (Great Keppel Island)	8 (ver 1) adopted 18 Sep 2018	Domestic Waste	1	140 litre MGB	Weekly
		Commercial Waste	1		
		Recyclable Waste (Domestic)	1		Fortnightly
		Recyclable Waste (Commercial)	1		
* Subject to the approval of the Manager Water and Waste Operations, collections can be provided more frequently if requested by the owner of commercial premises – applies to Capricorn Coast only as identified on Map Nos 1&2. MGB means mobile garbage bin.					