

2.1.20 Waste Services and Charging

| | |
|--------------------------------|---|
| Type: | Corporate Services – Financial Management |
| Legislation: | <i>Local Government Act s 6.16 (2) (b)</i> <i>Waste Avoidance and Resource Recovery Act 2007</i> |
| Delegation: | Not Applicable |
| Other Related Document: | Policy 2.1.15 Waste Services for Community and Sporting Organisations Town of East Fremantle Waste Plan 2020-2025 <u>Waste Local Law 2017</u> |

Objective

The purpose of this policy is to state Council’s position regarding waste management, service requirements and waste charges within the Town of East Fremantle.

The community is encouraged to embrace waste minimization principles and maximise the separation of waste into the appropriate collection streams of recycling, food organics/garden organics (FOGO) and general waste.

Policy Scope

The State Government is legislating the imposition of a separate waste charge on the rate notice with the objective of “providing transparency and awareness of costs for ratepayers”. The Town will therefore be levying an annual waste charge for each parcel of rateable land where the service is available. The charge is levied through rates notices and includes administration, collection, processing, treatment, community education and other activities associated with waste services.

Waste charges will be adopted annually in Council’s Schedule of Fees and Charges.

Whilst the Town provides commercial waste services, businesses are encouraged to arrange their own waste services by engaging a commercial waste contractor.

Council also encourages clubs, schools and not for profit organisations to participate in FOGO and recycling activities. Pursuant to Policy 2.1.15 ‘Waste Services for Community and Sporting Organisations’, all organisations will be eligible for a full concession on 1 general waste service, including a FOGO, recycling and general waste bin.

Waste charges will be levied with the objective of full cost recovery of direct and indirect costs, which include the following services:

| Activity | Level of Service | Approximate Annual Cost |
|---|--|-------------------------|
| Kerbside Collection Service - FOGO | 240L MGB Collected Weekly | \$389,146 |
| Kerbside Collection Service - Recycling | 240L MGB Collected Fortnightly 360L MGB Collected Fortnightly | \$138,724 |

| | | |
|--|--|-----------|
| Kerbside Collection Service – General Waste | 140L MGB Collected Fortnightly 240L MGB Collected Fortnightly | \$257,571 |
| General Waste – Commercial Collection | 240L MGB Collected Weekly | \$18,868 |
| Recycling – Commercial | 240L MGB Collected Fortnightly | \$3,203 |
| Green Waste Bulk Collection Service | 2 Collections Annually | \$103,305 |
| Hard Waste Bulk Collection Service | 1 Collection Annually | |
| Provision of Bulk Bins for Multi-Unit Dwellings | On Application | \$22,503 |
| Provision of Waste Education | On Request | \$28,000 |
| Provision of Residential Tip Passes | 1 Tip Pass Annually | \$19,965 |
| Provision of FOGO Bin Caddy and Liners | All residential properties were provided 1 x caddy in 2019. New residents to the Town receive a caddy on request. The Town provides one roll of compostable liners to residents annually, to be collected from the Town Administration Office on request. | |
| Provision of access to Fremantle Recycling Centre | 4 x bulk waste drop offs. Unlimited drop off for recyclable material. | \$113,516 |
| Public place litter bins at parks, reserves and roadsides. | 184 Bins Collected Weekly | \$27,348 |
| Provision of bins for privately run events | Provision of FOGO Recycling General Waste | |

Policy

The Town of East Fremantle provides a standard 3 bin collection system for residential and commercial properties. There are options for variations to the standard services to meet specific requirements or needs of the user at the discretion of Town Officers.

The following are the key principles of the system:

1. All residential dwellings within the Town will be charged for a standard three bin FOGO waste service This includes multi-unit dwellings where shared bins or bulk bins are being used. This principle is very similar to how minimum rates are applied; all residential properties are required to make an equitable contribution to the cost of waste services, irrespective of how they are consuming services, how much residential waste is being generated or how efficient the collection systems are.
2. The standard three bin collection system is a fortnightly 140L general waste service, a fortnightly recycling 240L service and a weekly food and garden organic (FOGO) 240L service.
3. All commercial properties within the Town will be charged for a standard three bin service (unless a private contract is in place)
4. The standard commercial collection system is a weekly 240L residual waste service and a fortnightly comingled recycling 240L service. Where appropriate Commercial Properties will also be provided with a 140L or 240L FOGO service which is emptied weekly at no additional charge.

5. The standard waste collection system must utilise mobile garbage bins supplied by the Town. The bins are allocated to and are to remain at the property. Each bin will have a serial number affixed, which will be recorded in the rating system.
6. Residents may be granted an additional general waste bin where it is assessed that there are additional waste needs. An additional bin attracts an additional charge. Increase requests will be undertaken on a case-by-case basis. Any amendment to service will be pro-rata and effective from delivery/removal.
7. Residents may be granted an increased recycling bin (240L to 360L) at no charge; however, an additional recycling bin attracts an additional charge. Increase requests will be undertaken on a case-by-case basis. Any amendment to service will be pro-rata and effective from delivery/removal.
8. Where additional bins are requested, an application form must be signed by the property owner or their authorised agents. If an additional bin is no longer required, an application to remove the bin must be made in writing by the property owner or their authorised agent. A pro-rata credit will be applied to the property with effect from date of removal.
9. The Rates Notice is to provide separate descriptions for the Waste Charge and Additional Bin Charges.
10. The Town provides a priority service for eligible residents.
11. Council's waste provider reserves the right not to collect any FOGO or Recycling service as well as any additional bins where deemed appropriate on the grounds of ongoing and/or regular contamination. Provided previous notices have been advised to the resident.
12. 240l mobile garbage bins, inclusive of contents, must not exceed a total weight of greater than 60 kgs.
13. Bins damaged through fair wear and tear, which have been vandalized or damaged by the Collection Contractor will be replaced at no cost to the owner. Customers may report these issues through the Customer Service Officers. For stolen bins, residents may be requested to provide a Statutory Declaration to secure a new bin free of charge and Council may investigate these instances.
14. In the event that a collection is missed, and the bin was presented for collection, the Town expects the Collection Contractor to collect the missed bin the next business working day if it is reported prior to 2pm.
15. All Council owned bins shall be removed prior to demolition and be reinstated on request, once the new dwelling has been completed. An amendment to the service form will be required at both events.
16. Exempt rateable property will be charged according to VEN property use.

Provision of Kitchen Organics Caddies and Compostable Bags

The Town will provide all residential properties with an initial Kitchen Organics Caddy and a roll of 150 Compostable Bags. Additional rolls of 150 Compostable Bags may be made available during the year to residents who demonstrate their residency, justify their high usage and may incur a charge. Broken or lost kitchen caddies can be purchased from all major retail stores.

Community Events

The Town can provide bins for all event requests. Council approved fees and charges will apply. Event bin costs are based on the collection being undertaken as part of a normal collection run,

enabling standard collection rates to apply. Should a collection be required outside a standard collection run then the applicable charge will be per hour to service the bins.

The Town can provide complete bin stations (waste, recycling, FOGO) for all events held in the Town of East Fremantle.

The charge per bin covers the delivery to/from the site and the disposal of contents (one empty prior to removal from site). If an event is cancelled after the bins have been delivered, then the event bin charge will remain applicable.

Pricing

Western Australian Local Governments have the right to impose different types of charges in relation to services beyond the raising of a general rate, including a waste collection rate (section 66) or a receptacle charge (section 67) under the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act). The *Local Government Act 1995* deals with fees and charges from sections 6.16 to 6.19. In summary, a local government may impose a fee or charge for any goods or services it provides.

Recovery of the cost of disposing of waste from collection should preferably be recovered through the waste collection charges. Effective subsidization of waste services by general rates is not seen as equitable.

Sundry waste services and expenses such as litter collection, provision of park and street bins, green waste removal are included in the pricing model, and recoverable through fees and charges.

The following pricing model assumptions apply:

- The current level of service is maintained.
- The split of indirect costs is apportioned 96% residential and 4% commercial based on relative rateable assessment numbers.
- The split of disposal costs is apportioned 94% residential and 6% commercial based on prior waste audits.
- The standard fee is calculated per rateable assessment rather than by bin.
- The pricing model is not discounted for any income that is received from additional bins. This additional income is to be transferred into the Waste Reserve annually. The objective of this transfer is to create a pool of available funds that the Town can draw down in the event there are unexpected movements in operating costs such as gate fees and overhead contributions.

The schedule of fees and charges are calculated in the appendices, and are to be reviewed annually and adopted by Council:

| | |
|-----------------------------------|----------------------------------|
| Responsible Directorate: | Corporate and Technical Services |
| Reviewing Officer: | Finance and Operations |
| Decision making Authority: | Council |
| Policy Adopted: | 19/11/24 |
| Policy Amended/Reviewed: | |
| Former Policy No. | Refer to 2.1.13 |

Appendix 1 – Schedule of Fees and Charges 2025/26

| Rate Service Code | Description | Bin Collection System | 2025/26 Charge |
|-------------------|---|--|----------------------|
| R-01 | Standard Residential Waste Charge | 3-Bin FOGO System | \$412 |
| C-01 | Standard Commercial Waste Charge | 3-Bin General Waste/Recycling and FOGO where appropriate | \$627 |
| R-02 | Waste Charge per Additional FOGO Bin - Residential | FOGO Bin, | \$158 |
| R-03 | Waste Charge per Additional Recycling Bin - Residential | Recycling Bin, | \$158 |
| R-04 | Waste Charge per Additional General Waste Bin - Residential | General Waste Bin | \$158 |
| C-02 | Waste Charge per Additional Recycling Bin - Commercial - Commercial | Recycling a | \$237 |
| C-03 | Waste Charge per Additional General Waste Bin – Commercial | General Waste bin | \$237 |
| C-04 | Waste Charge per Additional FOGO Bin - Commercial - Commercial | FOGO | \$237 |
| | | | |
| RP01 | Standard Residential Waste Charge – Concession property | 3-Bin FOGO System | \$223.00 |
| M-01 | Bin Hire – private run events | FOGO, General Waste and Recycling | \$per bin x per lift |
| C-05 | Concessional Service – Community Groups and Sporting Clubs | FOGO, General Waste and Recycling | \$0 |
| R-05 | Residential Recycling upgrade | 240-360ltr Recycling | \$0.00 |
| R-06 | Residential General Waste upgrade | 140-240ltr General Waste | \$100.00 |
| C-06 | Commercial Recycling upgrade | 240-360ltr Recycling | \$100.00 |

Appendix 2 – Rubbish Bin Request Form

RUBBISH BIN REQUEST NEW SERVICE OR ADDITIONAL BIN / CANCELLATION FORM



This form is to be completed by the property owner or managing agent where a new bin service or additional bins are required, or to cancel additional bin services.

APPLICANT DETAILS

Name: _____

Company: _____

Contact Number: _____ Mobile: _____

Email: _____

PROPERTY DETAILS

Property Address: _____

Assessment Number: _____

PLEASE TICK WHAT RUBBISH SERVICE OR AMENDMENT OF RUBBISH SERVICE IS REQUIRED

Newly Built House / Property with no current bin service: (new service request) Yes

Note: Standard residential services include: 1x 140L general waste bin (red lid), 1x 240L FOGO bin (lime green lid) & 1x 240L recycling bin (yellow lid).

Removal of Rubbish Service (Demolition to occur) Yes

Date of Demolition: _____ Demolition Contractor Name: _____

Additional Residential Bin Required:

| | | | | |
|---|-----|----------|------------------------------|-----------------|
| Red Lid General Waste Bin - 140L Per additional service | Fee | \$250.00 | <input type="checkbox"/> Yes | Comments: _____ |
| Lime Green Lid FOGO Bin - 240L Per additional service | Fee | \$250.00 | <input type="checkbox"/> Yes | Comments: _____ |
| Yellow Lid Recycling Bin - 240L Per additional service | Fee | \$250.00 | <input type="checkbox"/> Yes | Comments: _____ |
| Cancel / Remove Additional bin service | | | <input type="checkbox"/> Yes | Comments: _____ |

Additional Commercial Bin Required:

| | | | | |
|---|-----|----------|------------------------------|-----------------|
| Red Lid General Waste Bin - 240L Per additional service | Fee | \$500.00 | <input type="checkbox"/> Yes | Comments: _____ |
| Lime Green Lid FOGO Bin - 240L Per additional service | Fee | \$250.00 | <input type="checkbox"/> Yes | Comments: _____ |
| Yellow Lid Recycling Bin - 240L Per additional service | Fee | \$500.00 | <input type="checkbox"/> Yes | Comments: _____ |
| Cancel / Remove Additional bin service | | | <input type="checkbox"/> Yes | Comments: _____ |

DECLARATION OF PROPERTY OWNER or MANAGING AGENT

I have read and understand the rubbish services fees and conditions on this form and accept any applicable costs associated with this application.

Signature:

Date:

RUBBISH SERVICES FEES AND CONDITIONS

- Rubbish Services are as per the Town of East Fremantle’s Schedule of Fees and charges.
- Rubbish Service Fees are an annual fee and calculated on a pro –rata basis for ratable properties from the date the bin is delivered to the property. (Residential properties receive a 3 bin FOGO service within their rates, pro-rata fees apply to additional services).
- Additional charges will continue and be reflected on your rates notice until the Town of East Fremantle is advised in writing that you wish to discontinue the additional service.
- Provided all required information has been submitted to the Town, please allow up to seven business days for your request to be actioned.
- The Town undertakes random waste auditing annually. Residences that repeatedly misuse bins may have their bins removed (following discussions with the owner / occupier).
- The Town is committed to reducing its waste impact and is within its rights to reject additional bin requests.

Please email the completed form to admin@eastfremantle.wa.gov.au for processing.

| OFFICE USE ONLY | |
|---|----------|
| Operations | |
| Operations have actioned bin request <input type="checkbox"/> Complete | |
| New bin bar code numbers : | Bin Type |
| New bin bar code numbers : | Bin Type |
| New bin bar code numbers : | Bin Type |
| Corporate Services | |
| Rates Officer has updated Assessment Number Complete <input type="checkbox"/> Yes | |
| Interim Rates Notice Issued <input type="checkbox"/> Yes | |

Appendix 3 – Process Map – Changes to the Rate Record

(assuming form already provided)

Enquiry received and allocated by Customer Service to Operations

Operations perform the adjustment – delivery/removal of bin(s) – update request and reallocate to Customer Service.

Customer Service complete update to rating record (serial numbers and bin types) and assign to Revenue.

Revenue completes the request upon creating pro-rata rating adjustment on property.

Regulatory Services to provide all Demolition permits the refuse adjustment form to ensure bin removal prior to demolition.

(interims will be performed in arrears after awaiting any corresponding customer service reports from Veolia).

Appendix 4 – Pricing Model

| | | Rate Category | Residential | Commercial | Residential | Commercial |
|---------------------------|--|-----------------------|------------------|---------------|----------------|---------------|
| | | No Assessments | 3147 | 126 | 96% | 4% |
| | | Total Costs | 1,328,348 | 62,824 | | |
| Withdrawal from RRG 23/24 | | Fee per Property | 422 | 499 | | |
| | | | DIRECT COSTS | | INDIRECT COSTS | |
| COA | Description | LTFP 25 | | | | |
| E10000 | Materials and Contracts - Sanitation-Household Refuse - Activity Based Costing Allocated | \$83,492.52 | | | 80,278 | 3,214 |
| E10100 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - FOGO | \$154,685.03 | 154,685 | | | |
| E10101 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Recycling | \$75,000.07 | 75,000 | | | |
| E10102 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - General Waste | \$78,536.37 | 78,536 | | | |
| E10103 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs (Commercial Properties) - Recycling | \$3,202.89 | | 3,203 | | |
| E10104 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs (Commercial Properties) - General Waste | \$18,868.12 | | 18,868 | | |
| E10105 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs (Commercial Properties) - FOGO | \$0.00 | | 0 | | |
| E10106 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Parks & Reserves | \$4,310.24 | | | 4,144 | 166 |
| E10107 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Street Bins | \$23,037.50 | | | 22,151 | 887 |
| E10108 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Alexandra Rd & East St (Bulk Service) | \$22,503.23 | 22,503 | | | |
| E10109 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal (Recycling) | \$63,723.53 | 59,900 | 3,823 | | |
| E10110 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal - General Waste | \$179,034.60 | 168,293 | 10,742 | | |
| E10111 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal - Fogo | \$234,460.96 | 220,393 | 14,068 | | |
| E10201 | Materials & Contracts - Sanitation - Household Refuse - Waste Education - Better Bins Plus: Go FOGO | \$9,548.10 | 9,548 | | | |
| E10203 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Ratepayer Tip Pass Fees | \$19,965.08 | 19,965 | | | |
| E10204 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Annual Bulk & Green Waste | \$103,305.10 | 103,305 | | | |
| E10205 | Works Costing - Maintenance - Plant & Equipment - Implementation of Strategic Waste Plan | \$0.00 | | | 0 | 0 |
| E10206 | Employee Costs - Other Sanitation - Salaries & Wages - Waste Education | \$93,489.21 | | | 89,890 | 3,599 |
| E10207 | Materials and Contracts - Other Sanitation - Materials - Purchase Bins | \$27,185.60 | | | 26,139 | 1,047 |
| E10208 | Materials and Contracts - Other Sanitation - Service Contracts - Waste Removal - Bund (Wauhop) | \$32,622.68 | | | 31,367 | 1,256 |
| E10210 | Works Costing - Maintenance - Plant & Equipment - Street Bin Maintenance | \$36,422.52 | | | 35,020 | 1,402 |
| E10212 | Materials and Contracts - Sanitation-Household Refuse - Service Contracts - City Of Fremantle Contributions - Waste Facility | \$113,516.30 | 113,516 | | | |
| E10221 | Interest Expenses - Sanitation-Household Refuse - SMRC - Loan Interest Repayments | \$0.00 | | | 0 | 0 |
| E10225 | Other Expenditure - Other Sanitation - Contributions - Regional Waste Management | \$0.00 | | | 0 | 0 |
| E10230 | Employee Costs - Other Sanitation - Superannuation - Waste Education Officer | \$14,261.70 | | | 13,713 | 549 |
| E10232 | Materials and Contracts - Other Sanitation - Service Contracts - RRRR Overhead Contribution | \$0.00 | 0 | 0 | | |
| | | \$1,391,171.32 | 1,025,645 | 50,704 | 302,702 | 12,120 |
| I10080 | Fees And Charges - Sanitation-Household Refuse - Discretionary - Domestic Service Charge (AASB 1058) | -\$29,098.12 | | | | |
| I10081 | Fees And Charges - Sanitation-Household Refuse - Discretionary - Commercial Refuse (AASB 1058) | -\$93,741.73 | | | | |
| I10082 | Fees and Charges - Sanitation - Discretionary - Sporting Club Service Charges (AASB 1058) | -\$6,249.45 | | | | |