



City of Stonnington

Waste Collection Fees and Charges Policy

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Author	Revenue Coordinator

City of Stonnington

Waste Collection Fees and Charges Policy

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1. Purpose

To specify the requirements for setting and applying the fees and annual service charge for Council's Garbage Collection and Food and Green Waste Services (the **Waste Collection Services**).

This Procedure also aims to:

Outline the fees and annual service charge for the Waste Collection Services.

Outline the criteria upon which the fees and annual service charge for the Waste Collection Services will be applied.

Ensure that the cost of providing the Waste Collection Services is covered by the fees and annual service charge levied.

To encourage responsible waste management practices.

2. Definitions

AVPCC - means an Australian Valuation Property Classification Code based on the Valuation Best Practice Specifications Guidelines;

Food and Green Waste Fortnightly collection and disposal of the contents from a Council supplied 120 or 240 litre Food and Green Waste receptacle.

Exempt Property is a property that will not be charged any Waste Management Charges by the City of Stonnington.

Exempt Owner is where a property has an AVPCC that would be charged a Waste Management Charge but is exempt from being charged due the ownership of the subject property.

Goods and Service Tax – March 3, 2015, the City of Stonnington received a private ruling that GST (Goods and Service Tax) no longer was to be applied to Council waste management charges.

Header Record: contains the property description information relating to dependant assessments, it is also used to record any transactions relating to the common land of developments that cannot be recorded on the property records of the development.

Minimum Waste Management Charge Kerbside Weekly collection and disposal of the contents from a Council supplied 120 litre garbage receptacle or a Council supplied garbage receptacle of less capacity for residential and non-residential properties.

Large Waste Management Charge Kerbside Weekly Collection and disposal of the contents from a Council supplied 240 litre garbage receptacle.

Non Kerbside Waste Management Charge - Where the ratepayer of the land can provide satisfactory evidence that a private garbage and recycling collection service is being

undertaken at the land the non kerbside waste management will apply. This charge is for all waste management services provided to properties within the City of Stonnington with the exception of kerbside collection of waste.

Owners Corporation An owner's corporation is the legal entity that combines all the lot owners in a strata scheme. Owner's corporations are automatically created when a plan of subdivision contains common property. For the purposes of waste management, owner's corporations are recorded on the header records and invoices for bins allocated to common land, and are issued on the owner's corporation on the header record in the Council Property database.

Service rate and service charges – section 162 Local Government Act 1989.

(1) A Council may declare a service rate or an annual service charge or any combination of such a rate and charge for any of the following services—

- (a) the provision of a water supply;
- (b) the collection and disposal of refuse;
- (c) the provision of sewage services;
- (d) any other prescribed service.

(2) A service rate or service charge may be declared on the basis of any criteria specified by the Council in the rate or charge.

Service charges on non-rateable land – section 221 Local Government Act 1989.

(1) A Council may impose in relation to any land in its municipal district which is not rateable land an annual service charge for any of the following services which the Council provides or which the Council is prepared and able to provide—

- (a) the provision of a water supply;
- (b) the collection and disposal of refuse;
- (c) the provision of sewage services;
- (d) any other prescribed service.

(2) The service charge under this section may be imposed on the basis of any criteria specified by the Council.

Shared bin

Where the weekly collection and disposal of the contents from a Council supplied 240 litre garbage receptacle is shared by two or more premises and has been nominated and qualifies for a shared bin discount.

User Pays Principle

Consistent with the Council's Financial Management Principles, waste charges will be assessed/determine with reference to changes in the cost of service delivery. Further details in relation to the User Pays Principle can be found in Section 7 of the Financial Management Principles Policy.

3. Scope

This Policy applies to the provision of Waste Collection Services, which comprises of:

- (a) Garbage Collection Service
- (b) Kerbside Recycling Collection Service
- (c) Food and Green Waste Collection Service

- (d) Hard Rubbish Collection Service
- (e) Green Waste Collection Service
- (f) Litter Bin Collection Service
- (g) Street Cleaning Service

4. Basis for Determining Waste Service Charges – Full Cost Recovery

When determining the annual financial year waste service charge, Council will set the charge/fee levels through its annual budget and will determine value/movement in these charges with reference to changes in the cost of service delivery. The charge setting process will include deliberative engagement, as outlined in the Council's Community Engagement Policy, with the community on the proposed waste fees/charges as part of the budget process prior to their adoption in any given year.

Council will apply competitive neutrality pricing principles to charges for any waste services that are subject to market competition.

The key principle that will apply to setting annual waste charges is that the higher the level of private benefit, the higher the proportion that will be paid by the user, and the lower the level of Council subsidy (if applicable).

Waste charges will be calculated on a full economic (including direct/indirect (overhead) operating and capital replacement expenses) cost recovery basis. This includes passing-on any cost increases resulting from State Government fees or levies associated with waste collection and disposal.

All residents will be charged the minimum waste management service charge, which will be determined based on the full economic cost of providing these activities and be charged on a per property basis.

The value for waste (garbage and recycling) services will include the minimum charge plus the full economic cost of the direct service type provided; with bigger bin services being charged a higher fee based on their direct contribution to the costs of providing these activities and the increased impact this has on the environment.

Where waste services reduce landfill costs for Council, the charge applied will reflect the economic and environmental benefit attributed to this activity.

Council will review and where appropriate adopt new waste charges for services where there is a high level of private benefit to users and/or there is a significant public/economic activity policy benefit derived from the implementation of the new fee or charge.

5. Background

Council is entitled to charge Service Rates and Charges for the collection of waste under the provisions of section 162 and 221 of the *Local Government Act 1989*.

The waste and resource recovery service charge is based on the following principles:

There are wide range of waste services that council provides that benefit all residents regardless of whether they receive a kerbside garbage, recycling or organics service. These include public place litter and recycling bins, provision of a transfer station, street cleaning, waste and environmental education, and booked hard waste collection services (that all residents can use). Council also has on-going costs associated with the management of former landfill sites. These costs have been allocated to all ratepayers in the minimum waste service charge.

Kerbside recycling and organics recovery services have a cost and are delivered to meet environmental sustainability objectives and community expectations of service provision and environmental responsibility. All members of the community benefit from the improved environmental outcomes resulting from recycling and organics recovery. The costs of providing these services are therefore shared across all ratepayers in the minimum waste services charge.

To promote waste minimisation and recycling an incentive for property owners to choose the standard 120 litre garbage bin rather than the 240 litre bin, the charge for the 120 litre bin is not full cost recovery whilst the 240 litre bin charge is more than the cost of service delivery.

The Council undertakes, as part of the base level of service of the Waste Collection Services, to supply all land (or part) which require use of the Services with a 120 litre garbage receptacle or a 240 litre garbage receptacle for shared use by two or more premises. Notwithstanding this, an owner or occupier of land in the municipal district which participates in the Waste Collection Services may:

- participate in the Food and Green Waste Service; or
- increase or decrease the capacity of their Garbage or Food and Green Waste receptacle; or
- supplement their Garbage or Food and Green Waste receptacle with another; or
- exchange their Garbage or Food and Green Waste receptacle for another; or
- have their Garbage or Food and Green Waste receptacle replaced; or
- have their Garbage or Food and Green Waste receptacle repaired
- by paying the applicable fee(s) set by Council.

The Waste Collection Services are provided for, and primarily benefit, the owners and occupiers of all rateable land in the municipal district of the City of Stonnington, except the:

- properties that have an AVPCC that has been identified in section 5 of this report as being exempt; and
- property owners identified in section 6 of this report as being exempt.

The Waste Collection Services are available to:

- all owners and occupiers of rateable land (or part); and
- at Council's discretion, all owners and occupiers of non-rateable land (or part) in the municipal district of the City of Stonnington.

The base level of service of the Waste Collection Service is:

A weekly kerbside collection of garbage from either:

- a 120 litre garbage receptacle supplied by the Council, or
- a 240 litre garbage receptacle supplied by the Council shared by two or more premises, or
- other approved receptacle of 120 litres or less capacity per premises;

A weekly kerbside collection of recyclable co-mingled material, including paper, cardboard, unbroken glass bottles and jars, plastic drink containers, milk and juice cartons and metal cans, from a 240 litre recycling bin supplied by the Council;

- a biannual kerbside collection of hard rubbish that is neatly stacked;
- a biannual kerbside collection of green waste that is tied and bundled;
- the regular collection of litter from the public litter bins under the control of Council; and
- the regular cleaning of, and the collection and removal of litter from, the streets under the control of Council.

6. Property classification and AVPCC

The property classification describes the type of waste management charge that will be allocated to a property within the City of Stonnington.

The property classifications are:

- Residential properties
- Commercial properties (includes all other properties that are not residential)
- Exempt properties (council unable to provide any waste management services)

The following table is a list of all AVPCCs in the City of Stonnington and the relevant property classification:

Table 1: List of AVPCC's Classifications

AVPCC	Description	Property Classification
100	Vacant Residential Home Site Surveyed Lot	Exempt
101	Residential Development Site	Exempt
118	Residential Land (with buildings adds no value)	Exempt
126	Individual Car Park	Exempt
150	Miscellaneous Buildings on Residential Land	Exempt
200	Commercial Development Site	Exempt
202	Commercial Land	Exempt
274	Automatic Teller Machine	Exempt
280	Ground Level Parking	Exempt
281	Multi-Story Car Park	Exempt
282	Individual Car Park Site	Exempt
290	Static Non Electric Advertising Sign (no lighting)	Exempt
300	Industrial Development Site	Exempt
600	Vacant Land	Exempt
601	Unspecified Transport Storage Utilities and Co	Exempt
623	Electricity Substation Terminal	Exempt
653	Suburban and Rural Roads	Exempt
655	Reserved Roads Unused Roads	Exempt
660	Railway line in use	Exempt
663	Railway Passenger Terminal Facilities	Exempt
666	Tramway Maintenance Terminal Storage	Exempt
694	Telecommunication Towers and Aerials	Exempt
721	School Primary Public Private	Exempt
723	School College Secondary Technical School Public	Exempt
724	Special Needs School	Exempt
725	University Private Public	Exempt
726	Technical and Further Education	Exempt
763	Civic Buildings	Exempt
783	Animal Shelter	Exempt
800	Vacant Site Sporting Use	Exempt

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AVPCC	Description	Property Classification
812	Outdoor Sports Grounds Complex (includes stadium]	Exempt
813	Outdoor sports - Extended Areas/Cross Country	Exempt
821	Outdoor Sports Grounds town or suburban facilities	Exempt
844	Parks and Gardens	Exempt
110	Detached Home	Residential
112	Semi-Detached Terrace Home Row House	Residential
113	Granny flat/Studio	Residential
116	Cabin Accommodation (rental leased individual residential]	Residential
120	Single Strata Unit Villa Unit Townhouse	Residential/Share
121	Conjoined Strata Unit Townhouse	Residential/Share
124	Company Share Unit	Residential/Share
125	Strata unit or flat	Residential/Share
130	Boarding House Private Hotel Dormitory Accommodation	Residential/Share
131	Residential Investment Flats	Residential/Share
132	Individual Flat	Residential/Share
140	Retirement Village Unit	Residential/Share
142	Aged Care Complex Special Accommodation Nursing Home	Residential/Share
741	Religious Hall	Residential
742	Rectory Mance Presbytery	Residential
128	Individual flat	Residential
210	Retail Premises (single occupancy single title]	Commercial
211	Retail Premises (multiple occupancies]	Commercial
212	Mixed Use Occupation	Commercial
213	Regional District Neighbourhood Shopping Complex	Commercial
214	National Company Retail	Commercial
215	Fuel Outlet Garage Service Station	Commercial
219	Market Stall	Commercial
220	Office Premises (single occupancy single title]	Commercial
221	Low Rise Office Building	Commercial
230	Residential Hotel Motel Apartment Hotel Complex	Commercial
231	Residential Hotel Motel Apartment Hotel Units	Commercial
232	Serviced Apartments Holiday Units	Commercial/Share
235	Guest Lodge Back Packers Bunkhouse Youth Hostel	Commercial
240	Pub Tavern Hotel Licensed Club Restaurant Licensed	Commercial
241	Hotel-Gaming	Commercial
242	Club Gaming stand-alone [not attached]	Commercial
243	Member Club Facility e.g. Melbourne Club	Commercial
245	National Company Restaurant	Commercial

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AVPCC	Description	Property Classification
246	Kiosk	Commercial
252	Film Movie Theatre Playhouse Traditional Theatre	Commercial
271	Health Clinic	Commercial
274	Automatic Teller Machine	Commercial
283	Car Wash	Commercial
284	Vehicle Sales Centre	Commercial
310	General Purpose Factory	Commercial
312	Major Industrial Complex Special Purpose Improve	Commercial
320	General Purpose Warehouse	Commercial
321	Open Area Storage	Commercial
562	Plant Tree Nursery	Commercial
698	Telephone Exchange Purpose Built	Commercial
711	Private Hospital	Commercial
712	Infant Welfare Centre	Commercial
713	Community Health Centre	Commercial
714	Centre for the Mentally Ill	Commercial
715	Day Care Centre for Children	Commercial
720	Early Childhood Development Centre Kindergarten	Commercial
730	Police Facility	Commercial
731	Court Facility	Commercial
740	Church Temple Synagogue Mosque	Commercial
743	Religious Study Centre	Commercial
750	Halls and Service Clubrooms	Commercial
752	Community Neighbourhood Facility	Commercial
820	Indoor Sports Centre	Commercial
822	Outdoor Sports Extended Areas Cross Country	Commercial
823	Water Sports Swimming Pools Aquatic Centers	Commercial
837	Culture recreation and sport	Commercial
840	Library Archives	Commercial
841	Museum/Art Gallery	Commercial
842	Cultural Heritage Centre	Commercial
830	Library Archives - National-State	Commercial
851	Boat Sheds	Commercial

7. Exempt property owners

All properties owned by the State and Federal Governments will be exempt from waste management charges unless the government body has requested the installation of a waste management bin.

In the case where a bin has been requested by a government body, the bin charge will be applied in the same manner as rateable properties in conjunction with the AVPCC for the subject property.

The City of Stonnington is exempt from waste management charges, however, the number of bins will be recorded, in order to identify the expense incurred and the revenue that is not

collected to ensure transparency in regards to competitive neutrality, where Council may be in competition with a private supplier of the same service.

The following property owners of shopping centres or charitable purpose properties, have been deemed as an exempt owner from waste management charges:

- Chadstone Shopping Centre – 1341 Dandenong Road Malvern East
- Glenloch Homes - various
- Malvern Central – 110-122 Wattletree Road Armadale
- Como Centre – 618 Chapel Street South Yarra
- Jam Factory – 500 Chapel Street South Yarra
- Vogue – 670 Chapel Street South Yarra
- Prahran Central – 325 Chapel Street Prahran
- Tok-H – 459 Toorak Road Toorak
- Trak Centre – 443 Toorak Road Toorak
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There are two types of exempt property owners:

- Government (including City of Stonnington) owned properties that are not commercially or residentially occupied without application.
- Properties that are unable to be provided any of the City of Stonnington Waste Management Services and written application must be received by Council demonstrating evidence that council is unable to provide any waste management services.

Applications requesting exemption of all Waste Management Charges must be in writing to Council and will only be considered from the date of the application, there will be no retrospective adjustments for these requests.

8. Fees & Charges

Waste Service Charges levied on properties

The cost to provide the Waste Collection Services will be funded by an annual waste service charge levied on;

- All rateable properties in the municipal district of the City of Stonnington, unless the property has an exempt AVPCC or in an exempt property owner as detailed in sections 6 and 7 of this report.
- Non kerbside collection waste management charge will be applied to:
 - unit/flat developments equal to or greater than 50 properties,
 - where the Waste Management Department have been advised by the Planning Department that a planning permit has been issued that precludes the development from receiving a council kerbside waste management collection
 - by application to Council where written evidence is provided that Council is unable to provide a kerbside collection service to that property
- All non-rateable properties unless the property has an exempt AVPCC or in an exempt property owner as detailed in sections 6 and 7 of this report.

The annual service charge levied for the Waste Collection Services will be known and referred to as the **“Waste Management Charge”**.

The waste management charges that are apportioned to the relevant properties within the City of Stonnington will be determined by the Council Waste Management Department, who will notify the Revenue Department in writing of all additions, deletions and changes to the bins installed at properties within the City of Stonnington.

The number of additions, deletions and changes of bins installed will be recorded on the City of Stonnington Property Database. An amended waste management charge notice will be issued on a pro-rata basis from the date of notification from the Waste Management Department.

The cost to provide the Food and Green Waste Services will be funded by an annual service charge (to be known and referred to as the “**Food and Green Waste Charge**”) levied against each land (or part) in respect to which a Food and Green Waste Service is provided.

The number of additions, deletions and changes of bins installed will be recorded on the City of Stonnington Property Database. An amended food and green waste management charge notice will be issued on a pro-rata basis from the date of notification from the Waste Management Department.

9. Waste Service Charges annual determination

The unit charge for each Waste Management Charge and the Food and Green Waste Charge will be determined and declared as part of the Council in the Annual Budget process

The Waste Management Charge and the Food and Green Waste Charge will be levied against land (or part) based on the following criteria:

All Waste Service Fees will be charged on application by an owner or occupier rateable/non rateable property assessment in the municipal district, charges will be apportioned as detailed below:

Table 2: List of Waste Charge Fees

Waste Service Fees		
Charge Description	Charge Code	Annual Charge 2021/2022
<p>MINIMUM RESIDENTIAL SERVICE CHARGE NO KERBSIDE COLLECTION</p> <p>Property developments with 50 or more units not receiving kerbside garbage, recycling or organics collection service. This charge covers the costs of litter management, street sweeping, public place litter and recycling bins, waste education, hard and bundled green waste services, transfer station costs not covered by gate fees, shared costs of processing recyclables and organics and waste services administration. All community members benefit directly or indirectly from these council activities, so it is appropriate that this is the base rate.</p>	GarbKerb	\$ 245.00
<p>MINIMUM COMMERCIAL SERVICE CHARGE NO KERBSIDE COLLECTION</p> <p>Property developments with 50 or more units not receiving kerbside garbage, recycling or organics collection service. This charge covers the costs of litter management, street sweeping, public place litter and recycling bins, waste education, hard and bundled green waste services, transfer station costs not covered by gate fees, shared costs of processing recyclables and organics and waste services administration. All community members benefit directly or indirectly from these council activities, so it is appropriate that this is the base rate.</p>	GarbKerb Com	\$ 245.00
<p>RESIDENTIAL 120 LITRE GARBAGE + RECYCLING SERVICE (ANNUAL COST)</p> <p>Applying to all premises provided with access to the Waste Collection Services and supplied with a 120 litre garbage receptacle and kerbside commingled recycling.</p>	Garb120	\$345.00

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Waste Service Fees		
Charge Description	Charge Code	Annual Charge 2021/2022
COMMERCIAL 120 LITRE GARBAGE + RECYCLING SERVICE (ANNUAL COST) Applying to all premises provided with access to the Waste Collection Services and supplied with a 120 litre garbage receptacle and kerbside commingled recycling.	Garb120Com	\$ 345.00
RESIDENTIAL 240 LITRE GARBAGE + RECYCLING SERVICE (ANNUAL COST) Applying to all premises provided with the Waste Collection Services and to be supplied with a 240 litre garbage receptacle and kerbside commingled recycling service.	Garb240	\$655.00
COMMERCIAL 240 LITRE GARBAGE + RECYCLING SERVICE (ANNUAL COST) Applying to all premises provided with the Waste Collection Services and to be supplied with a 240 litre garbage receptacle and kerbside commingled recycling service.	Garb240Com	\$ 655.00
RESIDENTIAL SHARED BIN + RECYCLING SERVICE (ANNUAL COST) Applying for a land (or part) to have access to the Waste Collection Services and to be supplied with a shared garbage receptacle (120 or 240 litre) for use in an approved shared bin arrangement.	Share	\$ 339.00
COMMERCIAL SHARED BIN + RECYCLING SERVICE (ANNUAL COST) Applying for a land (or part) to have access to the Waste Collection Services and to be supplied with a shared garbage receptacle (120 or 240 litre) for use in an approved shared bin arrangement.	ShareCom	\$ 339.00
RESIDENTIAL ORGANICS COLLECTION SERVICE For premises opting to use the kerbside food organics and garden organics collection service: - 120 litre	GWaste 120	\$133.00
COMMERCIAL ORGANICS COLLECTION SERVICE For premises opting to use the kerbside food organics and garden organics collection service: - 120 litre	GWaste 120Com	\$ 133.00
RESIDENTIAL ORGANICS COLLECTION SERVICE For premises opting to use the kerbside food organics and garden organics collection service: - 240 litre	GWaste 240	\$ 180.00
COMMERCIAL ORGANICS COLLECTION SERVICE For premises opting to use the kerbside food organics and garden organics collection service: - 240 litre	GWaste 240Com	\$ 180.00
OWNERS CORPORATION ORGANICS COLLECTION SERVICE 240 LITRE For premises opting to use the kerbside food organics and garden organics collection service: - 240 litre	OCGrnW240	\$ 180.00

Waste Service Fees		
Charge Description	Charge Code	Annual Charge 2021/2022
OWNERS CORPORATION ORGANICS COLLECTION SERVICE 120 LITRE For premises opting to use the kerbside food organics and garden organics collection service: - 120 litre -	OCGrnW120	\$ 133.00
OWNERS CORPORATION ORGANICS COLLECTION ADMINISTRATION FEE - Owners Corporation Annual administration fee per unit development	OCAAdmin	\$ 20.70
REPLACEMENT – ALL BINS Replacing a land's (or part) Garbage or Garden Waste RecyclingFood and Green Waste receptacle that has been damaged, destroyed, lost, stolen or missing. (This fee does not apply where a Garbage or Garden Waste RecyclingFood and Green Waste receptacle has been stolen; the theft has been reported promptly to the Police and a Statutory Declaration confirming the theft has been delivered to the Council.)	No Charge	No Charge
REPAIR – ALL BINS Repairing a land's (or part) Garbage or Garden Waste RecyclingFood and Green Waste receptacle that requires maintenance due to normal wear and tear on the receptacle.	No Charge	No charge

10. Provision of Multiple Bins to a Property

Multiples of the Waste Management Charge and/or the Food and Green Waste Charge will be levied against land (or part) which has been supplied with multiple garbage and/or Food and Green Waste receptacles.

Where there is doubt as to whether a land (or part) has shared use of a Council supplied 240 litre garbage receptacle, particularly where multiple premises exist on a land, a measure of the total available garbage receptacle capacity at the land will be undertaken and an assessment made of the garbage receptacle capacity per premises. Where the garbage receptacle capacity per premises is less than or equal to 120 litres, all premises on the land will be deemed to have shared use of a Council supplied 240 litre garbage receptacle, and charged accordingly. Otherwise, all premises on the land will be deemed to have use of a Council supplied 240 litre garbage receptacle, and charged accordingly.

11. New Bin Installation and Application of Waste Management Charges

Any land (or part) in the municipal district which seeks to access for the first time, or change the level of service it receives under the Waste Collection Services will be levied a pro-rata of the applicable Waste Management Charge or Food and Green Waste Charge, effective from the first day of the month immediately following the date of application for the new service or change in service.

12. Vacant Land and Application of Waste Management Charges

Where a rateable land becomes assessed as Vacant Land, or where a request is received from a non-rateable land (or part) for cessation of its access to the Waste Collection Services,

the Council will remove the Waste Management Charge against the land within 14 days of the date when:

- the waste and recyclable receptacles supplied to the land have been returned to Council in good order; or
- when payment of the cost for the replacement of the waste and recyclable receptacles supplied to the land have been received by Council.

13. Procedures

Determination and Declaration of the Fees and Waste Management Charge

Council will declare the Waste Management Charge and the Food and Green Waste Charge, together with all other rates and charges, each year in the Annual Budget of the City of Stonnington.

The Waste Service Fees for the Waste Collection Services will be determined by Council resolution by the same time.

14. Waste management charge adjustments

Allegations of undercharging or overcharging of the Waste Management Charge, Food and Green Waste Charge and Waste Service Fees will be investigated promptly, but only for the financial year in which the allegation is made, unless in the case of fraud, when the Council may investigate prior years and pursue the full undercharged or overcharged amounts.

Where an owner or occupier of land has been undercharged, the Council will recover the undercharged amount through the issue of an amended rate notice or an invoice.

Where an owner or occupier of land has been overcharged, the Council will immediately credit the overcharged amount against the land if it has any unpaid rates or charges, or contact the owner or occupier and make arrangements for refunding the overcharged amount.

15. Financial hardship

Where a property owner has contacted council in regards to financial hardship in relation to the payment of waste management charges, the request will be handled in accordance with Councils Financial Hardship Policy.

16. Bin stock and stocktake

The method of auditing the actual bins that have been installed within the municipal district will be undertaken in accordance with the relevant adopted Policy. The waste management charges database is recorded on the City of Stonnington property database. These waste management charge attributes are recorded against each property assessment. The attributes are then used to calculate the annual waste management charges in conjunction with annual council budget of rates and charges declared.

The bin numbers are used for all council reports to both internal and external customers and statutory authorities.

17. Responsibility

The following Senior Officers of the Council are responsible for implementing this Policy:

- Director Environment & Infrastructure
- Manager City Operations
- Waste Management Coordinator
- Chief Financial Officer

- Revenue Coordinator

18. Internal Audit

The Council's rate waste management collection, fees and charges processes and compliance levels will undergo independent scrutiny from time to time in accordance with Council's Internal Audit Program, with the results reported to the Chief Financial Officer, Manager of City Operations and Audit Committee.

19. Human Rights Charter

This policy has been reviewed against and complies with section 13 of the *Charter of Human Rights and Responsibilities Act 2006*, as this Policy aligns with and provides for the protection of an individual's right not to have their privacy unlawfully or arbitrarily interfered with. It is also in line with section 18, which recognises a person's right to participate in the conduct of public affairs.

20. Delegations

Revenue Coordinator has delegated authority to record, levy and issue rate notices for the collection of waste management charges under the provisions of the Local Government Act 1989, Local Government Act 2020 and the Local Government (General) Regulations 2015.

21. Related Policies and Procedures

The Rates Hardship Policy shall be observed in conjunction with related policies and procedures as set out below:

Policy/Procedures
Rate Administration Procedure
Rates Financial Hardship Policy

22. References

Local Government Act 1989.

Local Government Act 2020.

Local Government (General) Regulations 2015.