

## Fee Reduction – Dunmore Recycling and Waste Disposal Depot

Policy Owner: Group Manager Asset Strategy	
Date Last Adopted/Amended: 23 February 2023	Review Date: 23 February 2026

### 1. Policy Statement/Objective(s)

Shellharbour City Council is committed to providing consistent, open and equitable financial assistance to the community within the Shellharbour City Local Government Area.

The objective of the policy is to outline the requirements and criteria for Council to allocate financial assistance for services provided at the Dunmore Recycling and Waste Disposal Depot to suitable organisations and residents within the Shellharbour City Local Government Area, whilst complying with S356 of the Local Government Act 1993 (the Act).

### 2. Scope

This policy applies to requests received by Council, for exemption or reduction for tipping fees at the Dunmore Recycling and Waste Disposal Depot.

### 3. References

Section 356 of the Local Government Act 1993 (as amended).

### 4. External/Internal Consultations

Finance

### 5. Definitions

"**Financial assistance**" for the purposes of this policy, means a reduction or exemption from fees associated with the Dunmore Recycling and Waste Disposal Depot.

"**Working Party**" refers to the Financial Assistance Working Party.

### 6. Variation and Review

Council reserves the right to review, vary or revoke this policy.

## Review History

Date Policy first adopted – version 1	28 April 1998
Date amendment adopted – version 2	14 August 2007
Reviewed with no amendment	14 August 2009
Date amendment adopted – version 3	28 August 2012
Reviewed - only formatting changes – version 4	9 September 2016
Date amendment adopted – version 5	4 February 2020
Date reviewed with minor amendments	23 February 2023

## 7. Policy

Applications for ongoing assistance and assistance for specific projects must be submitted on Council's standard form referenced in this policy document and addressed to the Chief Executive Officer, Shellharbour City Council.

All requests will be assessed on their merits, having regard to the circumstances of each case, the availability of funds in the Council's budget, the guidelines of this policy and any relevant provisions of the Local Government Act 1993 (as amended) or any other applicable legislation.

Applications for ongoing assistance for registered charities and assistance for specific projects shall be assessed by a Working Party in accordance with this policy and the Financial Assistance – Donations policy. The Working Party will make recommendations to Council, of those applications which should receive financial assistance.

### 7.1. Ongoing Assistance for Registered Charities

The Working Party shall assess each request in accordance with the following guidelines:

1. That the request is from a non-profit, non-government, registered charity, located in the Shellharbour Local Government Area.
2. That the request is made each year on Council's *Application for Fee Reduction* form.
3. That the fee reduction takes the form of one or more of the following:
  - a. A 75% reduction in the advertised price of disposal, for unwanted, second hand goods and clothing donated to the charity by the Shellharbour community. The goods must be first made available to Council's Resource Recovery Contractor and must not be subjected to deliberate damage prior to or during delivery.
  - b. Free tipping of clean, separated garden refuse, originating from the Shellharbour Local Government Area.
  - c. A full exemption on the tipping fee, for material that has been illegally dumped at charity premises and in or around charity collection bins, subject to:
    - i. details of the illegal dumping incident must be registered with Shellharbour City Council; and
    - ii. The charity must be registered with the NSW Environment Protection Authority, for a current exemption from the NSW Waste Levy.

4. That the total value of ongoing assistance granted in any one year, to any one organisation, not exceed \$3,000.

## 7.2. Assistance for Specific Projects

Once off per financial year waste disposal fee exemptions will be provided subject to the following conditions:

1. That the request is from a non-profit, non-government organisation, charity or community group, located in the Shellharbour Local Government Area.
2. The beneficiary has not already had a request for assistance approved in the same financial year.
3. That the request is made on Council's *Application for Fee Reduction* form.
4. That the waste material is in the form of non-hazardous mixed waste and/or clean, separated garden refuse originating from Shellharbour Local Government Area.
5. That the value of assistance for a single, specific project does not exceed \$1,000. With the total assistance budget provided for all specific projects to not exceed \$5,000 in value in any single financial year period.
6. Should more applications for assistance on specific projects be received than available budget, the allocation will be provided in the same order that the complying requests are received.

## 7.3. Assistance for Disaster Events

In the occurrence of a disaster event the Chief Executive Officer has delegation to waive waste fees and charges with the following requirements:

1. The NSW Environment Protection Authority has waived the NSW Waste Levy for residents disposing of waste associated with the disaster (for general waste disposal only).
2. The fee waiver only applies to residents of the Shellharbour Local Government Area and does not apply to commercial businesses.
3. The waste originates from the Shellharbour Local Government Area.
4. The fee waiver is time limited.
5. That the fee waiver takes the form of one or more of the following:
  - a. Free disposal of disaster impacted general waste materials.
  - b. Free disposal of separated garden refuse.

## 8. Related Forms/Documents

- Application for Fee Reduction

**Note: Related forms can be located Online under "Forms"**

COLLABORATION

ACCOUNTABILITY

INTEGRITY

RESPECT

SUSTAINABILITY

**9. Attachments**

Nil

**Policy Authorised by:**

Name: Council Resolution No. 14

Date: 4 February 2020