



Council Landfill Sites - Access Policy

1 Document Information

| | |
|--|---|
| Version Date <i>(Draft or Council Meeting date)</i> | [22 May 2018] |
| Author | Senior Environmental Services Officer |
| Owner <i>(Relevant director)</i> | Director of Environmental Services |
| Status – <i>Draft, Approved, Adopted by Council, Superseded or Withdrawn</i> | Adopted by Council |
| Next Review Date | Within 12 months of Council being elected |
| Minute number <i>(once adopted by Council)</i> | 18/05/20 |

2 Summary

This Policy has been introduced to restrict access to Council's landfill sites and transfer stations in order to enable control over waste dumped at these sites and encourage recycling in the Cabonne Local Government Area.

3 Approvals

| Title | Date Approved | Signature |
|------------------------------------|---------------|-----------|
| Director of Environmental Services | | |

4 History

| Minute No. | Summary of Changes | New Version Date |
|------------|--|-------------------|
| | 03/12/39-13 - [16/12/02] reviewed & submitted to May Council | April 2010 |
| 13/09/30 | Readopted as per s165(4) | 17 September 2013 |
| 18/05/20 | Readopted as per s165(4) | 22 May 2018 |

5 Reason

The policy has been introduced as a result of restricting access to the public at Cabonne's landfill sites and transfer stations.

This policy indicates Council's commitment towards sustainable waste management including source separation and recycling within the Local Government Area.

6 Scope

This policy at all times encompasses:

- The Cargo, Canowindra, Eugowra, Manildra, Cumnock, Yeoval and Molong (Green Waste) landfill sites and transfer stations in the Cabonne Local Government Area;
- Staff with access to landfill sites and transfer stations including; town maintenance personnel, cemetery maintenance officer, transfer station attendants, and any other staff with access to Cabonne's landfill sites and transfer stations.
- Cabonne residents and ratepayers who access the landfill sites and transfer stations.

7 Associated Legislation

Waste Avoidance and Resource Recovery Act 2001

Protection of the Environment Operations Act 1997

8 Definitions

N/A

9 Responsibilities

9.1 GM

The General Manager is responsible for the overall control and implementation of the policy.

9.1 Directors and Managers

Directors and Managers are responsible for the control of the policy and procedures within their area of responsibility.

9.2 Supervisors

To ensure that staff with access to landfill sites and transfer stations have the skills and experience required to administer this policy.

9.3 Employees

To implement procedures associated with this policy.

9.4 Contractors

To implement procedures and meet contractual obligations associated with this policy.

10 Related Documents

| Document Name | Document Location |
|---------------|-------------------|
| | |

11 Policy Statement

That:

1. Access is limited to:

The Public – can access these sites during normal landfill opening days/times unless special arrangements have been made with the Senior Environmental Services Officer. Access to the Eugowra site is limited to local Eugowra users as required by Forbes Council.

Council Staff – The following personnel are permitted access to the landfill sites and transfer stations at any time as necessary to carry out duties as required in their position:

- Town Maintenance staff
- Cemetery Maintenance Officer
- Landfill and transfer stations attendants
- Council waste collection service providers
- Landfill maintenance personnel including the Dozer Operator and the Skip Truck driver
- Senior Environmental Services Officer
- Other local businesses as negotiated with Council

Records must be kept in relation to the amount and type of rubbish and recycling dumped at each site and provided to the Senior Environmental Services Officer.

2. Keys be provided only to the above mentioned staff and service providers for access to the landfill sites and transfer stations.
3. Access may be permitted by other staff only after prior arrangements have been made with the Senior Environmental Services Officer.