

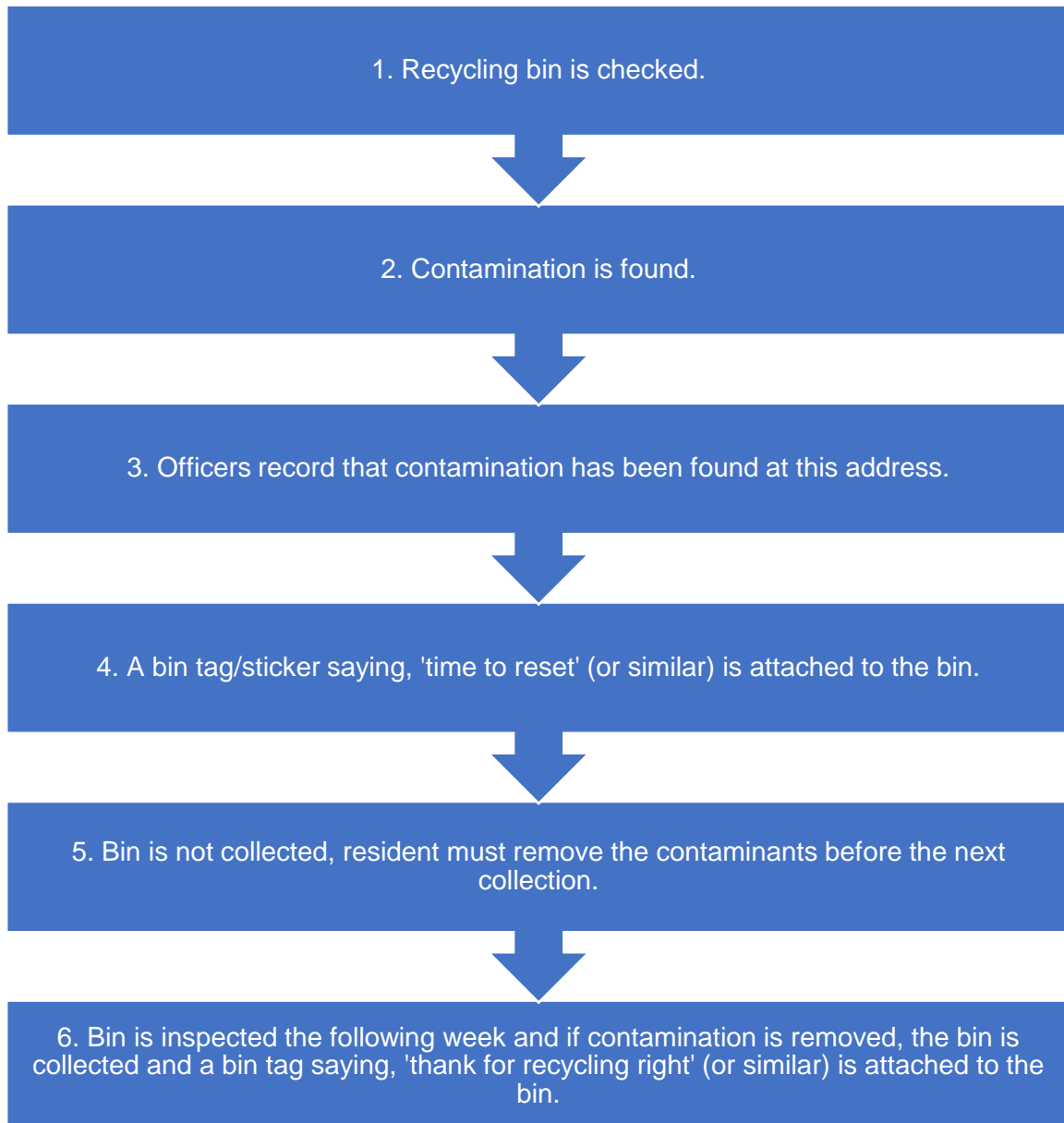
Attachment 3 – Proposed bin tagging process

1. Process for non-contaminated bins



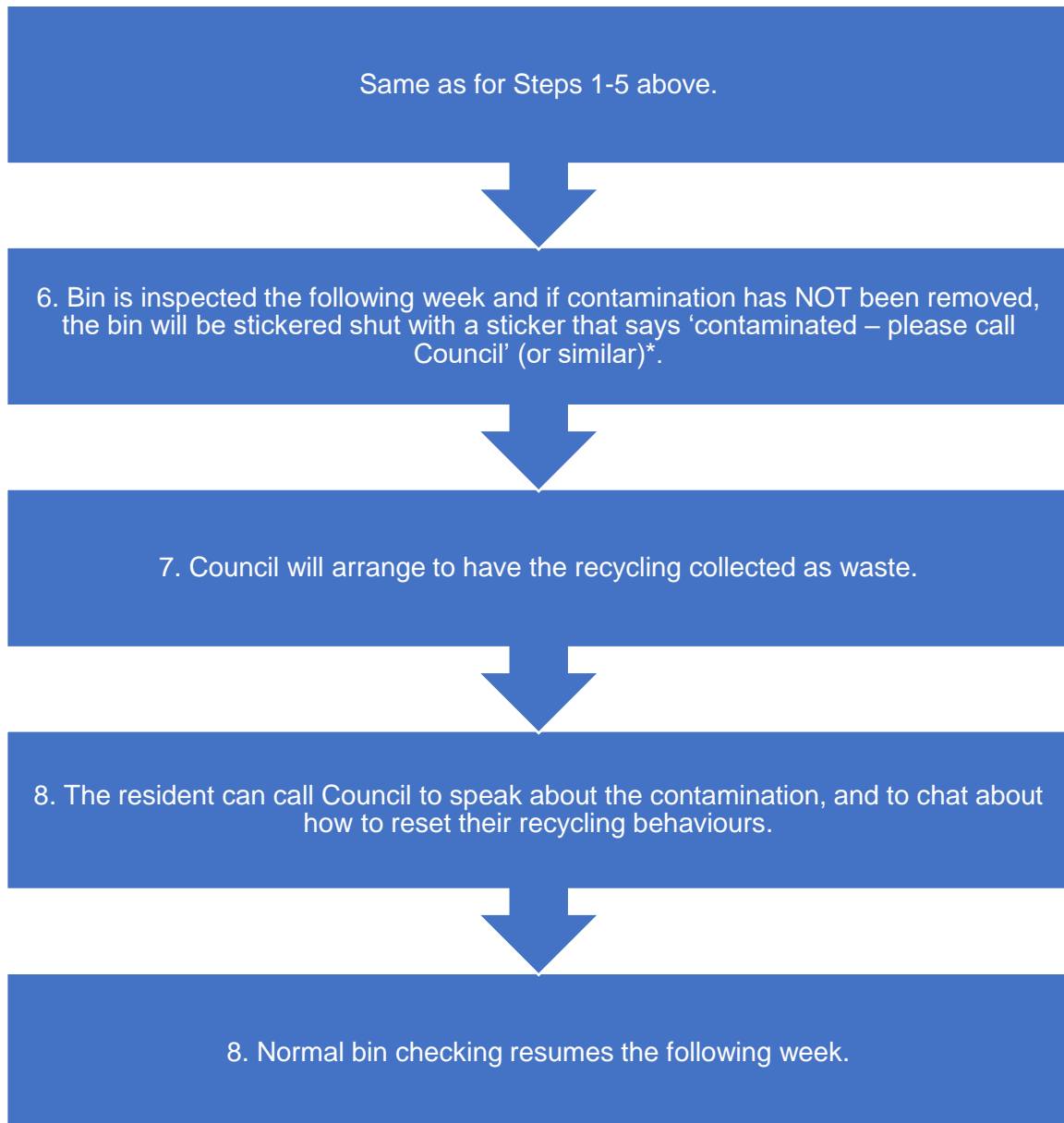
- The same process will be followed for both houses and apartment complexes.
- Where no contamination is found in communal bins, such as those shared by residents in apartment complexes, all residents in the apartment complex will receive an individual entry into the draw to win a \$50 gift voucher.
- Five \$50 gift vouchers will be drawn each month, at random, in accordance with Terms and Conditions established by Council.

2. Process for contaminated bins



- This process will be followed for both houses and apartment complexes.
- 'Time to reset' bin tags will record what contaminants were found and will outline the next steps to amend this.
- Where contamination is found in communal bins, such as those shared by residents in apartment complexes, a postcard will be dropped in all letterboxes to inform the apartment community, and it will be the responsibility of residents to coordinate the removal or contamination from recycling bins.
- If Council has access to, or can access the Owners Corporation contact details, an informative letter/email will also be sent.
- Where contamination is not removed, the following process will apply:

3. Process for contaminated bins which are not decontaminated



- *If a property records a second incident of receiving a 'contaminated – please call Council' (or similar) sticker, they will receive a letter from Council informing them that it if occurs again, their recycling bin will be removed.
- *If a property records a third incident of receiving a 'contaminated – please call Council' (or similar) sticker their bin will be removed, and they will receive a letter from Council outlining the process for applying to have it returned.
- If a property has their bin removed, they can apply to have it reinstated, and the above steps will again apply.

4. Additional notes

- Bin checks will be random and will take place in each Council Ward over the period of the program.
- If at any time any hazardous materials are seen in a recycling bin, e.g. asbestos or syringes, the resident will be requested by the officer to remove the materials and dispose of them safely and legally. Officers will record the address and the incident.
- Recycling bins will only be removed in the case of repeated, high-level contamination or repeated incidences of hazardous materials being placed in the recycling bin.
- Clause 36(7) of Council's Local Law No.1 (Community Amenity) provides the authorising framework to support the removal of bins using this approach noting that 'a bin issued to premises: (a) is owned by Council.
- With regard to Council's Open Data mandate, data captured via this program would only be used for education and enforcement purposes only, to improve waste and recycling practices. Any data shared publicly would be de-identified, for example: types of contaminants found, percentage of compliance versus non-compliance at a suburb level only.
- This program presents the risk that neighbours will want to 'dob in' their neighbours who may be contaminating their own or others' bins. Council will deal with this on a case-by-case basis, with the key messages to be:
 - o Inviting residents to engage with their neighbours in a safe and communal manner to inform them of the program, and how to recycle right and where to go for more information.
 - o Notifying residents of the scope of the program, and the number of bins Council has capacity to check each week, and the areas where checks will be completed.
 - o To give Council a call to discuss the program further.
 - o Advising residents to only place bins out on kerbside the night before collection and to bring in as close after collection as possible to minimise opportunity for others to contaminate their bin.