



Community Waste Disposal Voucher Policy 2018

Preamble

Bass Coast Shire has a number of community and charitable organisations that provide a positive community benefit and often incur costs due to waste disposal resulting from undertaking their community activities.

Charitable organisations accept donations of unwanted goods from the community. Sometimes these donations are not useable and cannot be on-sold or given away. This creates issues where excess and sometimes large waste, such as furniture, is generated by these groups.

Bass Coast Shire also has a large network of community groups that occasionally deal with illegal dumping or conduct beach or bushland “clean-ups”.

To help community and charitable organisations within Bass Coast Shire manage this excess waste, Council offers waste disposal vouchers. The vouchers allow for 6 x 1 cubic metre loads of waste to be taken to Council’s transfer stations at no cost.

This policy sets out the principles and framework around the issuing of these vouchers. Where a situation arises that a community benefit is identified outside of the policy, a variation to this policy can be made at the discretion of the Chief Executive Officer.

Policy objectives

The objective of this policy is to outline the provisions for issuing community waste disposal vouchers, which includes:

- What type of community groups are eligible for vouchers
- The process for requesting a voucher by community groups
- How Council will issue a voucher

Policy statement

1.0 Eligible community groups

The community waste disposal vouchers are designated for not-for profit organisations that provide a service to the community. Council will issue waste vouchers to organisations including but not limited to opportunity shops, carer service providers, hall committees of management and community clubs such as Rotary, Lions and Probus. Council will assess each community group’s requirement for the vouchers prior to issue.

2.0 Requesting a voucher

Council will only accept a request for a waste disposal voucher that is received in writing and is on the requesting organisations letterhead. Council will not issue vouchers unless this

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formal written request is provided. Council will not issue new vouchers if the request is made within three months of the community group's previous request for a waste voucher.

3.0 Issuing the voucher

Council will issue vouchers with a letter explaining the requirements of using the voucher such as the voucher is not to be used for normal business operations. The procedure for issuing community waste disposal vouchers explains the process for issuing and recording the issuing of waste disposal vouchers. The Waste Services Administration Officer and Waste Education Officer are authorised to issue community waste disposal vouchers.

Council will suspend any community group from receiving further vouchers if it is identified that the voucher is being misused.

Additional documents

No additional documents required

Reference to other documents

- Community waste disposal voucher issuing letter
- Procedure for issuing community waste disposal vouchers

Review process

This policy will be due for review in four years from the date it is adopted.

Accountability process

The Sustainable Environment Manager will be responsible for ensuring adherence to and the review of this Policy.

Approval

Adopted by Council at its meeting held on	Date/...../.....
Signed by the Mayor (Name).....	
.....	Date/...../.....



Vouchers issued since January 2016 to current. – updated 6/3/18

Organisation	Voucher No	Date of Issue
Inverloch Bowling Club	245/246	22/01/2016
South Gippsland Animal Aid	247	22/01/2016
Lifeline Wonthaggi	250	27/01/2016
Inverloch Lions Club	251	1/02/2016
Save the Pets Op Shop	248	4/02/2016
Anglican Op Shop	252	29/02/2016
James McNama	254	7/03/2016
Berry Street Gippsland	256	22/03/2016
St Georges Church Op Shop	257	24/03/2016
Lifeline Wonthaggi	258	31/03/2016
Rotary Club of Phillip Island/ San Remo	259	31/03/2016
Bass Valley Community group	260	11/04/2016
Warrawee Seniors Club	261	19/04/2016
Bass Coast Community Babtist Church	262	26/04/2016
MI Fellowship	263	27/04/2016
Bass Coast Health - San Remo Op Shop	264	3/05/2016
South Gippsland Focus Group	265	17/05/2016
Vinnies Wonthaggi	266	27/05/2016
Lifeline Wonthaggi	267	2/06/2016
Grantville Op Shop	268	21/06/2016
Anglican Op Shop	269	11/07/2016
Anglican Op Shop	270	20/07/2016
St Johns Uniting Church - Cowes	271	3/08/2016
Lifeline Wonthaggi	272	9/08/2016
MI Fellowship	273	19/08/2016
Bass Coast Health - San Remo Op Shop	274	1/09/2016
Corinella Bowling Club	275	27/09/2016
Inverloch Lions Club	276	7/11/2016
WHO Group (We Help Ourselves)	277	20/12/2016
Wellways	278	22/12/2016
St Vinnies - Cowes	279	4/01/2017
Paws Galore	280	12/01/2017
Lifeline Wonthaggi	281	16/01/2017
Inverloch Mens Shed	282	7/02/2017
Corinella Foreshore Committee	283	16/03/2017
Anglican Op Shop	284	16/03/2017
Bass Coast Health	285	16/03/2017
Bass Valley Community group	286	28/03/2017
Rotary Club of Phillip Island/ San Remo	287	29/03/2017

Bass Coast Specialist School	288	26/04/2017
The Salvation Army - Wonthaggi	289	17/05/2017
San Remo Fire Brigade	290	17/05/2017
San Remo Recreation Centre	291	23/05/2017
The Anglican Church of Bass/Phillip Island	292	22/06/2017
Inverloch Anglican Op-Shop	293	22/06/2017
Inverloch & district pre-school	294	22/06/2017
South Gipps FOCAS	295	22/06/2017
N/A	296	
South Gipps Yacht Club	297	6/10/2017
Red Cross op-shop Inverloch	298	6/10/2017
The Salvation Army - Wonthaggi	299	6/10/2017
San Remo Pre School	300	10/10/2017
Paws Galore Thrift Shop	301	14/11/2017
Inverloch Mens Shed	302	15/11/2017
Lions Club Cowes	303	15/11/2017
Anglician Church op shop	304	15/11/2017
BCSC - Red Frogs Schoolies	305	21/11/2017
BCSC - Red Frogs Schoolies	306	21/11/2017
BCSC - Red Frogs Schoolies	307	21/11/2017
	308	Cancelled
Combined Anglican and Uniting Parish Wport Op shop	309	11/12/2017
San Remo Pre School Centre	310	11/12/2017
Cape Paterson Surf Life Saving Club	311	13/12/2017
rose Lodge Op Shop	312	9/01/2018
Save The Pets Op Shop	313	10/01/2018
Vinnies Cowes	314	18/01/2018
Red Cross South Gippsland	315	24/01/2018
Bass Valley Community Group	316	21/02/2018
Vinnies Wonthaggi	317	21/02/2018
Salvation Army Wonthaggi - Op Shop	318	21/02/2018
Wonthaggi Kindergarten - Drysdale St	319	22/02/2018
Wonthaggi Kindergarten - White Rd	320	22/02/2018
Rose Lodge Op Shop	321	22/02/2018
Wonthaggi Baptist Church	322	23/02/2018
We Help Ourselves	323	5/03/2018