



VARIANCE TO WASTE DISPOSAL FEES POLICY

POLICY NUMBER: DS-SWM-001

PURPOSE

The purpose of this policy is to outline the process under which waste disposal fees may be temporarily waived, varied, deferred or reduced.

SCOPE

This policy applies when an application is received by the City for the variance of waste disposal fees at the Yarri Road Refuse Facility from the published disposal fee. It applies to all applicants and all City officers with responsibility for assessing and determining an application.

DEFINITIONS

CEO means the Chief Executive Officer of the City.

City means the City of Kalgoorlie-Boulder.

Delegated Authority means authority by resolution of Council given to the CEO to act on behalf of Council.

Waste Disposal Fees means financial charges prescribed in the City's Schedule of Fees and Charges for the disposal of waste at the Yarri Road Refuse Facility.

POLICY STATEMENT

The City has developed this policy to ensure consistency, fairness and transparency in exercising authority to waive fees for waste disposal.

POLICY DETAILS

1. **Application for variance in waste disposal fees**
 - a. An application must be made in the Variance of Waste Disposal Fees Application Form or the request will not be considered by the City.



- b. Prior to disposal of waste, the applicant must complete and submit a Variance of Waste Disposal Fees Application Form to the City.
- c. Following consideration of the request, the applicant will be informed via written correspondence of the decision.
- d. If the request is approved, the applicant is to deposit approved waste solely at the Yarri Road Refuse Facility and will receive a disposal docket corresponding with the disposed waste.
- e. The City will verify that the waste detailed on the disposal docket corresponds with the waste specified on the approved Variance of Waste Disposal Fees Application Form.
- f. If the disposed waste differs from or exceeds the approved waste specified on the Variance of Waste Disposal Fee Application Form, the applicant may be invoiced for the amount that differs from or exceeds the approved waste at the published disposal fee. This also applies to any waste disposed prior to approval being granted.

2. CEO's authority

- a. The CEO has Delegated Authority to vary waste disposal fees upon receipt of a formal request through the Variance of Waste Disposal Fees Application Form.
- b. The maximum amount to be considered by the CEO for waiving or varying of waste disposal fees will be in accordance with the CEO's Delegated Authority.
- c. Following the event of a natural disaster the CEO has the Delegated Authority to vary disposal fees without receiving a formal request. In such circumstances the CEO may vary disposal fees over a period of time to ensure timely and efficient clean-up of waste generated from such events.

3. Criteria for assessing application

- a. Each application received by the City will be assessed on a case-by-case basis and must demonstrate significant public benefit.
- b. Applications will be stored as internal records by the City.
- c. Applicants will not be granted permanent variance to waste disposal fees. For consideration of permanent variance of waste disposal fees, a formal contractual arrangement must be established between the disposer and the City.

COMPLIANCE REQUIREMENTS

RELEVANT DOCUMENTS

Variance of Waste Disposal Fee Application Form



DOCUMENT CONTROL		
Responsible department	Waste Water and Sustainability	Engineering
Date adopted by Council	26 June 2023	
Date of last review	June 2023	Policy reviewed and amended
Date of next review	June2025	