1. **PURPOSE:**

To provide clear guidelines for the usage of the Green Waste Compound by Wagait Shire residents, ratepayers and local contractors.

External Contractors and excluded people are those are not permitted to use the facility.

2. **SCOPE:**

The Policy applies to all Wagait Shire residents, ratepayers, local contractors, external contractors and people located outside Wagait Shire boundaries.

3. **DEFINITIONS:**

**Approved Access Driveway:** Means the bitumen driveway located between the Community Centre and the boundary of 142 and 132 Wagait Tower Road.

**CCTV:** Closed Circuit Television

**CEO:** Means Chief Executive Officer

**External Contractors:** Means any contractors that do not have their primary place of business inside Wagait Shire Boundaries.

**Excluded People:** People that are not located within Wagait Shire boundaries or have been banned from using the facility by the CEO.

**Green Waste:** Means all green waste excluding tree stumps, leaves and grass clippings.

**Green Waste Compound:** Means the fenced compound located in front of the Council Workshop compound located at 142 (Lot 62), Wagait Tower Road.

**Users:** Means all Wagait Shire residents, ratepayers and local contractors.
4. **POLICY:**

(1) The Green Waste Compound is to be monitored 24 hours a day by CCTV.
(2) Access to the compound will only be by way of the approved driveway.
(3) Users are not permitted to deviate from the approved driveway other than to enter the compound.
(4) The compound opening hours will be:
   a. Monday to Friday 8.00am to 3.00pm
   b. Saturday 9.00am to 3.00pm.
   c. Sunday – 10.00am to 3.00pm
   d. Public holidays (Other than Good Friday and Christmas Day) – 10.00am to 3.00pm.
   e. CLOSED Good Friday and Christmas Day.
(5) The compound will be closed during wood-chipping activities.
(6) The CEO may also close the compound if there is illegal dumping, damage caused to the compound or Work, Health & Safety violations.
(7) Ad-hoc closures will be communicated by the CEO prior to the closure where viable.
(8) During the opening hours users are authorised to drop off green waste and pick up woodchip from designated stockpiles.
(9) Their will be no charge to users for either dropping off green waste or picking up woodchips.
(10) All signage is to be obeyed.
(11) Council employees are not authorised to either unload green waste or load woodchip for users.
(12) Access to the Council workshop compound by users is prohibited.
(13) No machinery or plant is to be brought into the compound by a user.

Those that do not comply with the terms of this policy may be banned from using the facility.

Any queries in relation to this policy are to be to the Chief Executive Officer.

5. **ASSOCIATED DOCUMENTS**

P26 Delegations manual
P33 Work Health & Safety Policy

6. **REFERENCES AND LEGISLATION**

Local Government Act
Local Government (Administration) regulations
Work, Health & Safety Act 2011

7. **REVIEW HISTORY**

<table>
<thead>
<tr>
<th>Date Approved: 20 September 2018</th>
<th>Approved By: Moved: Vice President Neil White Seconded: Cr Michael Vaughan</th>
<th>Councillors – resolution no. 2018/249</th>
<th>Date for review:</th>
<th>3 years from approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Approved:</td>
<td>Approved By:</td>
<td>Date for review:</td>
<td>Date for review:</td>
<td>Date for review:</td>
</tr>
<tr>
<td>Date Approved:</td>
<td>Approved By:</td>
<td>Date for review:</td>
<td>Date for review:</td>
<td>Date for review:</td>
</tr>
</tbody>
</table>