



Fleurieu Regional Waste Authority  
Policy – Management of Waste Received from Not-for-Profit Organisations

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Policy Number	POL-2039
First Approved	August, 2015
Status	Authority Policy
Review Frequency	Bi-annually or as required earlier by legislation or changed circumstances
Last Reviewed	February 2024 ( <i>BM24010 Item 8.8 21/02/24</i> )
Next Review Due	February 2026
Version No.	5
Review Responsibility	FRWA Board
Related Documents	FM0059 Not-for-Profit Exemption from Waste Management Charges form FM0062 Additional Bin Collection Service form
Applicable Legislation	Local Government Act 1999 South Australian Public Health Act 2011 Environment Protection Act 1993

## 1. PURPOSE

The purpose of this Policy is to set down guidelines for FRWA to support responsible community waste management by charities, service clubs, community groups and fundraising activities through provision of limited use of waste and recycling depots (WRDs) and additional collection services free of charge.

## 2. POLICY

Periodically FRWA receives requests from not for profit (NFP) organisations and fundraising activities of local clubs, schools and community groups to support their valuable work by offering waste management options free of charge.

### 2.1 Eligible Not for Profit Definition

Eligible not for profit organisations include charity groups, service clubs, community organisations or fundraising activities conducted by local service clubs, schools, community groups or similar organisations.

### 2.2 Approval Value

Not for profit organisations conducting waste generating activities can apply for a credit of \$275 per financial year, per organization to be used;

- For waste disposal at any of the FRWA waste & recycling depots
- For purchase of landscaping products at any of the FRWA waste & recycling depots
- To purchase bins, bin parts or compost equipment from FRWA outlets
- To purchase annual additional collection services
- Or a combination of the above up to an annual value of \$275



### **2.3 Waste Type Accepted**

General Waste (e.g. municipal solid waste and hard waste), electronic waste and mattresses are included in this approval.

Hazardous waste (including Asbestos), explosives and liquid waste are excluded from this approval.

### **2.4 Approval Time Frame**

Each application is valid for a financial year with any unused credit forfeited on 30<sup>th</sup> June each year.

### **2.5 Application**

Eligible organisations need to apply using the Not-for-Profit Application for Exemption from Waste Management Charges (FM-0059) form.

If approval is granted the applicant will be advised in writing and the appropriate FRWA site advised; staff from the relevant organization will be required to identify themselves to FRWA gate staff to access the concession.

If approval is not granted, the organization will be advised in writing. Previous approval does not guarantee ongoing access to this concession, with applications assessed on their merits each year.

The \$275 credit ends on 30<sup>th</sup> June each year; or when the \$275 limit has been reached, amounts over \$275 will be invoiced to the exemption holder as per FRWA's regular trading terms.

Current exemption holders will be sent an invitation to renew via email in May each year, any change to the status of the organisation as a Not-for-Profit entity or discontinuing of a fundraising activity may result in the exemption being withdrawn by FRWA.

### **2.6 Basis of Approval**

Each application will be considered on its merits and in conjunction with FRWA's annual budget; this concession is provided at the discretion of each member council and may be discontinued at any time.

Should this concession be misused FRWA reserves the right to cancel the approval.

### **2.7 Recording of Transactions by FRWA Staff**

WRD staff will record each transaction as per our regular account customers, either in the point-of-sale system or via an account book (manual sites), with the organisations representative required to sign for all transactions at FRWA sites.

To access additional collection services organisations are required to complete an Additional Bin Collection Service Application (FM-0062) form.

Once the \$275 annual limit has been reached the organisation will be charged in accordance with the approved gate fees for that site.



### **3. REPORTING TO COUNCILS**

FRWA maintains an annual record of concessions granted for reporting as part of regular financial reports.

### **4. REVIEW**

It is the responsibility of the Executive Officer to monitor the adequacy of this policy and recommend appropriate changes. This policy will be formally reviewed by FRWA at least bi-annually (24 monthly).

# NOT-FOR-PROFIT EXEMPTION FROM WASTE MANAGEMENT CHARGES



Form Number: FM0059

## Organisation Information

Name:

Contact Person:

Title / Position:

Address:

Postal Address: (if different from residential)

Contact Number:

ABN:

Email:

## Event Information

Name of Event:

Date of Event:

Type of Service provided or to be provided:

Waste & Recycling Depot where the waste will be taken: (please tick one)

- KIRRC (Kangaroo Island)  
 Strathalbyn WRD

- Goolwa WRD  
 Yankalilla WRD

## Additional Waste Services

Is this for purchase of additional waste collection services?  No  Yes

*(If yes please fill in the table over the page)*

PLEASE READ THE GUIDELINES FOR APPLICANTS BEFORE SUBMITTING YOUR APPLICATION

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Return the completed form to: [admin@frwa.com.au](mailto:admin@frwa.com.au)

Or post to: Fleurieu Regional Waste Authority (FRWA) PO Box 2375 GOOLWA SA 5214



## ADDITIONAL ANNUAL KERBSIDE COLLECTION APPLICATION 2023-2024

DURATION OF ADDITIONAL COLLECTION	START DATE	COST GENERAL WASTE	Number of Services	TOTAL COST	COST RECYCLING	Number of Services	TOTAL COST	COST GREEN ORGANICS	Number of Services	TOTAL COST
12 months	1 July	\$200			\$120			\$120		
9 months	1 Oct	\$150			\$90			\$90		
6 months	1 Jan	\$100			\$60			\$60		
3 months	1 April	\$50			\$30			\$30		
<b>TOTALS</b>		GENERAL WASTE			RECYCLING			GREEN ORGANICS		

**(Extra bin services are limited to 2 additional bins per waste stream)**

**NOTE:**

1. A sticker for display on the front of your bin will be issued at the time of renewal or immediately before the start date of service.
2. If your bin is placed for pickup without a current sticker displayed it will not be collected/emptied.

OFFICE USE ONLY

ACNC / ABR Checked:	Yes / No	Added to NFP Register:	Yes / No
Executive Officer Approved:	Yes / No	WRD Site Advised:	Yes / No
Approval Date:		Added to POS:	_____
EO Signature: _____		Email advice to applicant:	Yes / No



## **Exemption from Waste Management Charges - Guidelines for Applicants**

***Please remove this sheet from the application form and keep for your own reference.***

1. What is an eligible organisation:
  - a not-for-profit organisation (charity group, service club, community organisation);
  - fund raising activity conducted by local service clubs, schools<sup>1</sup>, community groups or similar organisations.
2. Approval Value: \$275 credit to be used;
  - For waste disposal at any of the FRWA waste & recycling depots
  - For purchase of landscaping products at any of the FRWA waste & recycling depots
  - To purchase bins, bin parts or compost equipment from FRWA outlets
  - To purchase annual additional collection services
  - Or a combination of the above up to an annual value of \$275
3. Approval Time Frame: 12 months – runs from 1 July to 30 June each financial year.
4. Once the \$275 annual limit has been reached the organisation will be charged in accordance with the approved gate fees for that site.

Renewal - Current exemption holders will be sent an invitation to renew via email in May each year, any change to the status of the organisation as a not-for-profit entity or discontinuing of a fundraising activity may result in the exemption being withdrawn by FRWA

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<sup>1</sup>. Schools can only apply if it is a fundraising event