

WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY



Waste Management and Resource Recovery Services Policy

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WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

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WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

1. PURPOSE

- To state Golden Plains Shire Council's intention to improve the management and delivery of waste services for the community.
- To work with the community and businesses to cost-effectively protect and enhance the municipality's environmental and social attributes through the reduction, recovery and improved management of waste resources.
- To provide well executed and cost-effective best practice waste management services to the community using a 'user pays' and 'best value' approach.
- To ensure that all waste management services to the community are financially sustainable.
- To ensure waste and resource recovery activities are aligned with the Victorian Government's Circular economy plan: Recycling Victoria.



2. SCOPE

- 2.1 The Waste Management and Resource Recovery Services Policy (Policy) applies to the delivery of waste services by Golden Plains Shire Council, including kerbside collection services, public bins and resource recovery services. .

3. POLICY STATEMENT

(a) Waste Minimisation

Council will promote the waste minimisation hierarchy of 'Avoid, Reduce, Reuse, Recycle, Recover Energy and Safe Disposal', working to promote avoidance and reduction of waste and higher forms of resource recovery where practicable.

(b) Cost-effectiveness and Best Value

In keeping with Council's Waste and Resource Recovery Policy, Council will promote waste management and resource recovery options that are cost-effective, enhance prosperity and are financially sustainable. Council will work to minimise future costs of waste management by promoting innovation, efficiency and competition.

(c) Access to Services

Council will create appropriate opportunities for the community and businesses to reduce, recover and/or safely dispose of waste. These will be provided by kerbside collection services and/or transfer station drop-off services, together with the provision of information about waste reduction and the correct use of waste and resource recovery systems within

WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

the municipality.

(d) Equity

Council will price waste disposal and resource recovery services to reflect the full costs and benefits of the services, with appropriate charging for services at point of disposal and through Council rates notices.

Council recognises that the costs of kerbside collections may vary significantly between low density rural settlements and larger urban settlements. Council will apply a universal waste management charge across the whole municipality to provide equity in service and pricing.

(e) Triple Bottom Line Accounting/Reporting

Council will consider the performance of resource recovery and waste disposal activities against financial, social and environmental 'bottom lines' and seek to optimise and improve performance against each of these.

(f) Innovation

Council will continue to investigate the latest innovations in waste management, mindful of its obligations to the community and to the environment.

(g) Continuous Improvement

Council will collect appropriate statistics and annually review progress against its objective of waste minimisation and resource recovery. Each review will consider whether objectives are being met and whether any new actions/initiatives should be implemented.

(h) Community Engagement and Communications

Council will provide the community with opportunities to contribute to the development of its waste strategy and ensure that the objectives, actions and deliverables of the strategy are widely communicated and understood.

WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

Key Policy and Council Deliverables

(a) Kerbside Services

Council will continue to deliver kerbside garbage, recyclables and glass collection services to all existing and new residential properties (households) throughout the whole of the municipality on a compulsory basis.

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Council will also continue to provide the kerbside garbage, recyclables and glass collection services to commercial and industrial properties on a voluntary basis.

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Kerbside collection services will not be provided to vacant land.

(b) Standard Services

From 27 January 2025, the standard kerbside collection services will be as follows:

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- Garbage – fortnightly collections utilising 240 litre mobile bins (green bin with red lid)
- Recyclables – fortnightly collections utilising 240 litre mobile bins (green bin with yellow lid)
- Glass – four weekly collections utilising 140 litre mobile bins (green bin with purple lid)

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(c) Historical Provision and Ownership of Bins

During the period prior to 1 July 2015 residents were required to meet the costs of their garbage bins and the recycling bins were provided (and delivered) by Council.

From 1 July 2015 to 31/01/2023 all property owners who required new bins were required to meet the costs of having new garbage and recycling bins provided by Council.

(d) Current provision and ownership of bins

From 01/02/2023, Council will provide and deliver new and replacement garbage, recycling and glass bins. Bin purchase by the property owner / occupier will not be required.

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From 01/02/2023, all bins purchased by Council and provided to property owners / occupiers remain the property of Council.

Residents must not take bins with them if they move properties, as the bins are registered to the property address.

(e) Additional Services/Collections

Householders will be permitted to have access to one (1) additional garbage bin and/or one (1) additional recycling bin, and/or one (1) additional glass bin, subject to the payment of an additional service fee.

Non-residential properties (i.e. commercial, industrial or farms) are also able to utilise additional garbage and/or recycling and/or glass bins (no limits), subject to the payment of an additional service fee for each additional bin.

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In relation to additional bins, property owners / occupiers must notify Council in writing of their residential change of address, whereby Council will arrange transfers/retrievals of any/all additional bins if appropriate/necessary. They can only cancel their additional service again by writing to Council, whereby Council will remove the additional bin from the property.

WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

(f) Access to Services/Collections

(i) Residential Properties

Newly constructed residences will only have access to the services following the receipt of a Certificate of Occupancy for the dwelling.

In the case where a property dwelling is demolished, service won't be provided to the property, until a certificate of occupancy has been issued for the new dwelling. Pro rata waste charges will apply.

(ii) Commercial, Industrial and Farm Properties

Commercial, Industrial and Farm properties may have voluntary access to the kerbside garbage, recyclables and glass collection services as long as the waste produced is comparable to household waste in composition and quantity produced. Application for a commercial waste service will be subject to approval by Council officers.

There is no limit to the numbers of garbage and/or recycling bins placed out for collection. However, application for additional bins request will be subject to approval by Council officers. Council's commercial waste collection service is designed to assist businesses with waste appropriate for kerbside collection and is not designed to process large quantities of commercial and industrial waste.

Commercial, Industrial and Farm property owners who have opted voluntarily to receive any service can only "opt out" again by writing to Council.

(g) Access and Inclusion

In accordance with Council's relevant accessibility requirements, Council will assess at its absolute discretion requests for assistance on a case by case basis.

(h) Exemptions from the Kerbside Collection Services

Residential properties can only be exempted from receiving (and paying for) the kerbside collection services if the collection vehicles are not able to gain access to the roadway adjacent to the property driveway.

(i) Occupational Health and Safety

For occupational health and safety (OH&S) reasons, bins found to be overfull will not be emptied. Overfull and/or overladen bins can cause waste/recycling/glass to dislodge and injure pedestrians or damage the collection vehicles and potentially injure the contractor's staff.

Any bins that are too heavy for the mechanical arm to lift will be left uncollected and stickered accordingly by the contractor. The contractor will not return to empty any bins that have only partially emptied due to overfilling of the bin by the user.

(j) New Bins

All new bins must be provided by Council to ensure consistency of performance, style and colour. Bins that have been sourced elsewhere may not be serviced by the contractor at the discretion of Council officers.

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WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

(k) Bin Repairs

Council will replace broken lids, wheels, axles and pins on garbage, recycling and glass bins free of charge to property owners / occupiers.

It is the responsibility of property owners / occupiers to ensure that all bins are kept in good condition and sanitised.

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(l) Replacement Bins

Bins damaged through fair wear and tear, which have been vandalised or become lost or damaged by the collection contractor, will be replaced by Council free of charge. The new bin will remain Council property.

If a bin is missing or damaged, other than by any fault of the Council or its contractor, the resident is liable for all costs to repair or replace the bin.

If the bin has gone missing, got vandalised or damaged through no fault of the resident, residents may request a new Council bin free of charge. In this circumstance, Council may ask the resident to provide a statutory declaration and investigate the claim before providing a replacement bin free of charge.

Ratepayers may report these issues through Council's Customer Experience Officers.

Replacement bins may be either new or repaired as Council oversees the management of all repairs or replacements of bins.

It is the responsibility of the property owner to notify Council of stolen or missing bins as soon as possible.

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(m) Recreation Reserves, Halls and Community Facilities

Council provides free garbage and recyclables collection services to Committees of Management for recreation reserves and halls and to community facilities that are owned and / or managed by Council or by a local committee.

These services and supply of the bins are funded by the waste management charge and, whilst there is generally no limit on the numbers of bins being placed out for collection, Council expects the Committees to proactively manage and promote waste minimisation, resulting in reduced numbers of garbage bins being serviced by the collection contractors and more use of public place recycling bins.

Council reserves the right to cap the number of bins and services received by Committees of Management at Council's discretion.

The only exceptions to the above will be those facilities that are required to meet their own waste management costs under their respective leases, licences or management contracts.

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(n) Litter, Dumping and Public Place Recycling

In order to protect and improve the local environment, Council encourages residents and visitors to help keep the Shire clean by disposing of all litter, waste and rubbish thoughtfully. Council has the authority to issue infringement notices and enforce fines for

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offences under Council by-laws and under the Litter Act to ensure the environmental health of the municipality. Council provides public place litter bins in high traffic areas. Council will develop strategies to reduce and improve the management of litter and illegal dumping. Options for the expansion of public place litter and recycling systems will be considered on an on-going basis.

(o) Missed Bins

The contractor's vehicles will all be fitted with video surveillance and global positioning equipment that is primarily to be used for service enhancement and monitoring, and to assist with development of community education and information programs. However, this equipment also has the capacity to enable the contractor and Council to establish whether any bins were not placed out for collection at the time the contractor's vehicle arrived at the property. Council may at its discretion direct the contractor not to return to collect missed bins in circumstances where the bins are regularly not available for collection at the appropriate time.

(p) Contamination

Kerbside collection may be refused if contaminated or prohibited waste is placed out for collection.

Council will continue to direct resources into community education and awareness programs in its efforts to reduce contamination of the recyclables waste stream.

(q) Waste Management Charge and Fees

The schedule of waste management fees and charges will be based on full cost recovery – i.e. user pays.

(i) Waste Management Charge

Every property (residential and non-residential) that receives a kerbside collection service is required to pay a municipal waste management charge annually. This municipal waste charge is recalculated annually to ensure equity and full cost recovery.

(ii) Additional Garbage Service Fees

Householders wishing to utilise two (2) 240 litre mobile bins for the fortnightly garbage collection service will be required to pay (a) for the initial year: an additional garbage service fee calculated on a pro-rata basis based on the service commencement date (b) all future additional garbage annual service charges will be added to the properties rates.

Commercial and Industrial property owners wishing to utilise one or more additional garbage bin(s) will be required to pay: (a) for the initial year: an additional garbage service fee calculated on a pro-rata basis based on the service commencement date

(b) all future additional garbage annual service charges will be added to the properties rates.

(iii) Additional Recycling Service Fees

Householders wishing to utilise two [2] 240 litre mobile bins for the fortnightly recyclables collection service will be required to pay the following additional fees:

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- (a) for the initial year: an additional recycling service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional recycling annual service charges will be added to the properties rates.

Commercial and Industrial property owners wishing to utilise one [1] or more additional recycling bin/s will be required to pay:

- (a) for the initial year: an additional recycling service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional recycling annual service charges will be added to the properties rates.

(iv) Additional Glass Service Fees

Householders wishing to utilise two [2] 140 litre mobile bins for the four weekly glass collection service will be required to pay the following additional fees:

- (a) for the initial year: an additional glass service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional glass annual service charges will be added to the properties rates.

Commercial and Industrial property owners wishing to utilise one [1] or more additional glass bin/s will be required to pay:

- (a) for the initial year: an additional glass service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional glass annual service charges will be added to the properties rates.

It is the responsibility of the property owner to check the waste charge and additional services on their rates notice to ensure they are correct. Council will not refund annual waste management charges for non-service due to bins being stolen or missing.

(r) Waste generated at Special Events:

Council will assess requests for supply of bins for Special Events. The term Special Events refers broadly to requests to Council for waste collection provision in relation to community event, or initiative where ad-hoc waste collection provision is required.

Organisers of the event will be responsible for any costs associated with the supply of bins for the event, including but not limited to costs for delivery and removal of bins, disposal of waste, and any liability or damage caused by or to bins. Council may, in its absolute discretion, may:

- Refuse to provide bins for a specific event;
- Subsidise or refuse to subsidise the cost of providing bins for a specific event;
- Limit the number of bins provided for any specific event; or
- Impose any other conditions on the provision of bins that Council considers appropriate or necessary.

(s) Future Waste Management Initiatives

Council's waste minimisation and resource recovery objectives also require investigations to be carried out into the feasibility of a range of other service delivery initiatives, including:

- Introduction of Food Organics and Green Organics (FOGO) Service as well as Glass service as mandated by the *Circular Economy Act*.
- Transfer Station development

Each of the above (and other newly-identified initiatives) will be considered by Council as

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resources allow.

4. PROCEDURES

Contamination Control procedure to be developed.

5. RESPONSIBILITIES

5.1 Compliance, monitoring and review

It is the responsibility of the Manager Environment and Open Spaces to:

- Maintain the Waste and Resource Recovery Services Policy and to establish a procedure for the management of processes which are covered by this policy.
- To ensure the policy aligns with the Circular Economy Act 2021, Victorian Government's Circular Economy Plan: A New Economy and Council's Waste and Resource Recovery Strategy.

5.2 Reporting

No additional reporting is required.

5.3 Records Management

Council must maintain all records relevant to administering this policy in accordance with the Public Records Act 1973.

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DEFINITIONS OF TERMS OR ABBREVIATIONS USED

Term	Definition
Council	Golden Plains Shire Council

6. RELATED LEGISLATION AND DOCUMENTS

6.1 Strategic Documents

Waste and Resource Recovery Strategy 2020-2030
Council Plan 2021-2025
Council Rating Strategy

6.2 Legislation

Golden Plains Shire Council Local Law No 1

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*Victorian Government policy: 'Recycling Victoria: New Economy' Circular Economy (Waste Reduction and Recycling) Act 2021
The Environment Protection Act (2017)
Local Government Act 2020*

7. HUMAN RIGHTS STATEMENT OF COMPATABILITY

7.1 It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act 2006 (Vic)

POLICY OWNER

- 7.2 The Manager Environment and Open Spaces is the owner of the policy.
- 7.3 The policy owner is the individual who is given the responsibility to review, edit and maintain this policy and associated procedure. The policy owner is also the point of contact for any questions regarding this policy.

8. FEEDBACK

8.1 You may provide feedback about this document by emailing enquiries@gplains.vic.gov.au

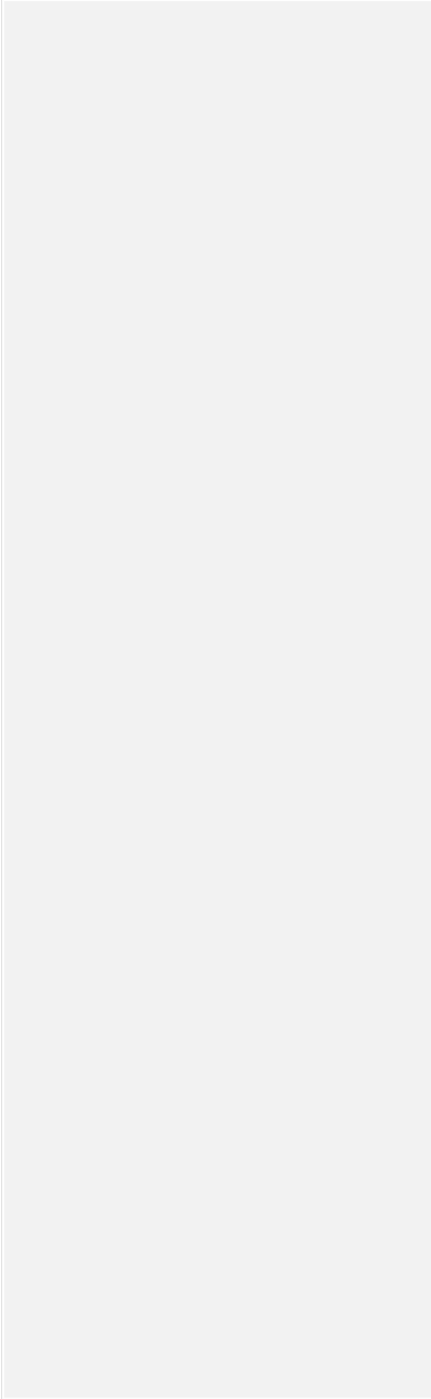
9. DOCUMENT INFORMATION

DOCUMENT TYPE:	Council Policy document
DOCUMENT STATUS:	[For example: Approved/Not Approved]
DOCUMENT OWNER POSITION:	Manager Environment and Open Spaces
APPROVED BY:	Council
DATE ADOPTED:	[Insert Date/Month/Year]
VERSION NUMBER:	[Insert version number]
REVIEW DATE:	January 2025
DATE RESCINDED:	
EVIDENCE OF APPROVAL:	Signed by Chief Executive Officer
FILE LOCATION:	[Include a file location (AltusECM Ref) so that it may be accessed in future and amended - Word and PDF – insert file path] INT[XX/XXXX]

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WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

NOTES:	Policy documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult Council's Policy page on the Golden Plains Shire Council website to ensure that the version you are using is up to date. Available at: https://www.goldenplains.vic.gov.au/identifiers/my-council/about-council/council-policies
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(n) Litter, Dumping and Public Place Recycling

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(o) Missed Bins

The contractor's vehicles will all be fitted with video surveillance and global positioning equipment that is primarily to be used for service enhancement and monitoring, and to assist with development of community education and information programs. However, this equipment also has the capacity to enable the contractor and Council to establish whether any bins were not placed out for collection at the time the contractor's vehicle arrived at the property. Council may at its discretion direct the contractor not to return to collect missed bins in circumstances where the bins are regularly not available for collection at the appropriate time.

(p) Contamination

Kerbside collection may be refused if contaminated or prohibited waste is placed out for collection.

Council will continue to direct resources into community education and awareness programs in its efforts to reduce contamination of the recyclables waste stream.

(q) Waste Management Charge and Fees

The schedule of waste management fees and charges will be based on full cost recovery – i.e. user pays.

(i) Waste Management Charge

Every property (residential and non-residential) that receives a kerbside collection service is required to pay a municipal waste management charge annually. This municipal waste charge is recalculated annually to ensure equity and full cost recovery.

(ii) Additional Garbage Service Fees

Householders wishing to utilise two (2) 240 litre mobile bins for the fortnightly garbage collection service will be required to pay

- (a) for the initial year: an additional garbage service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional garbage annual service charges will be added to the properties rates.

Commercial and Industrial property owners wishing to utilise one or more additional garbage bin(s) will be required to pay:

- (a) for the initial year: an additional garbage service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional garbage annual service charges will be added to the properties rates.

(iii) Additional Recycling Service Fees

Householders wishing to utilise two [2] 240 litre mobile bins for the fortnightly recyclables collection service will be required to pay the following additional fees:

WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

- (a) for the initial year: an additional recycling service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional recycling annual service charges will be added to the properties rates.

Commercial and Industrial property owners wishing to utilise one [1] or more additional recycling bin/s will be required to pay:

- (a) for the initial year: an additional recycling service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional recycling annual service charges will be added to the properties rates.

(iv) Additional Glass Service Fees

Householders wishing to utilise two [2] 140 litre mobile bins for the four weekly glass collection service will be required to pay the following additional fees:

- (a) for the initial year: an additional glass service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional glass annual service charges will be added to the properties rates.

Commercial and Industrial property owners wishing to utilise one [1] or more additional glass bin/s will be required to pay:

- (a) for the initial year: an additional glass service fee calculated on a pro-rata basis based on the service commencement date
- (b) all future additional glass annual service charges will be added to the properties rates.

It is the responsibility of the property owner to check the waste charge and additional services on their rates notice to ensure they are correct. Council will not refund annual waste management charges for non-service due to bins being stolen or missing.

(r) Waste generated at Special Events:

Council will assess requests for supply of bins for Special Events. The term Special Events refers broadly to requests to Council for waste collection provision in relation to community event, or initiative where ad-hoc waste collection provision is required.

Organisers of the event will be responsible for any costs associated with the supply of bins for the event, including but not limited to costs for delivery and removal of bins, disposal of waste, and any liability or damage caused by or to bins. Council may, in its absolute discretion, may:

- Refuse to provide bins for a specific event;
- Subsidise or refuse to subsidise the cost of providing bins for a specific event;
- Limit the number of bins provided for any specific event; or
- Impose any other conditions on the provision of bins that Council considers appropriate or necessary.

(s) Future Waste Management Initiatives

Council's waste minimisation and resource recovery objectives also require investigations to be carried out into the feasibility of a range of other service delivery initiatives, including:

- Introduction of Food Organics and Green Organics (FOGO) Service as well as Glass service as mandated by the *Circular Economy Act*.
- Transfer Station development

Each of the above (and other newly-identified initiatives) will be considered by Council as

WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

resources allow.

4. PROCEDURES

Contamination Control procedure to be developed.

5. RESPONSIBILITIES

5.1 Compliance, monitoring and review

It is the responsibility of the Manager Environment and Open Spaces to:

- Maintain the Waste and Resource Recovery Services Policy and to establish a procedure for the management of processes which are covered by this policy.
- To ensure the policy aligns with the Circular Economy Act 2021, Victorian Government's Circular Economy Plan: A New Economy and Council's Waste and Resource Recovery Strategy.

5.2 Reporting

No additional reporting is required.

5.3 Records Management

Council must maintain all records relevant to administering this policy in accordance with the Public Records Act 1973.

DEFINITIONS OF TERMS OR ABBREVIATIONS USED

Term	Definition
<i>Council</i>	<i>Golden Plains Shire Council</i>

6. RELATED LEGISLATION AND DOCUMENTS

6.1 Strategic Documents

Waste and Resource Recovery Strategy 2020-2030
Council Plan 2021-2025
Council Rating Strategy

6.2 Legislation

Golden Plains Shire Council Local Law No 1

WASTE MANAGEMENT AND RESOURCE RECOVERY SERVICES POLICY

NOTES:

Policy documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult Council's Policy page on the Golden Plains Shire Council website to ensure that the version you are using is up to date. Available at:

<https://www.goldenplains.vic.gov.au/resources/my-council/about-council/council-policies>



GENDER EQUALITY ACT 2020

Gender Impact Assessment Toolkit

1. Background and Context

1.1 Gender Equality and Local Government

Local government has a critical role in creating and supporting environments that enable everyone in our community to achieve optimal health and wellbeing. This role is legislated through:

- Public Health and Wellbeing Act 2008
- Local Government Act 2020 (Sections 28,46,48)
- Victorian Equal Opportunity Act 2010
- Sex Discrimination Act 1984
- Victorian Charter of Human Rights and Responsibilities Act 2006

Golden Plains Shire Council commits to ensuring that everyone in the Golden Plains Shire municipality, regardless of their gender identity, have access to equal power, resources and opportunities and are treated with dignity, respect and fairness.

Golden Plains Shire Council will strive to ensure that gender equality underpins all Council's planning, policies, service delivery and practices. Achieving gender equality supports Golden Plains Shire Council's aim that all forms of violence against women and girls and persons of diverse sexual orientations and gender identities are eliminated in the Shire's public and private spaces. This is reinforced through Council's newly adopted 2040 Vision, which seeks to promote gender equality and equity and inclusion for all.

1.2 Victorian Gender Equality Act 2020

The Victorian Gender Equality Act (*'the Act'*) passed through Parliament in February 2020 as a founding reform under *Safe and Strong: A Victorian Gender Equality Strategy*. The Act sets out the new obligations for the Victorian public sector, universities, and local councils to plan, implement strategies and report on gender equality in the workplace.

The Act promotes gender equality by:

- Requiring the Victorian public sector, local councils, and universities to take positive action towards achieving workplace gender equality.
- Requiring these organisations to consider and promote gender equality in their policies, programs, and services.

- Establishing the Public Sector Gender Equality Commissioner to provide education, support implementation and enforce compliance.

The objectives of the Gender Equality Act are:

- Promote, encourage, and facilitate the achievement of gender equality and improvement in the status of women
- Support the identification and elimination of systemic causes of gender inequality in policy, programs, and delivery of services in workplaces and communities
- Recognise that gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience based on Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation, and other attributes
- Redress disadvantage, address stigma, stereotyping, prejudice, and violence, and accommodate persons of different genders by way of structural change
- Enhance economic and social participation by persons of different genders
- Further promote the right to equality set out in the Charter of Human Rights and Responsibilities and the Convention on the Elimination of All Forms of Discrimination against Women

2. Gender Impact Assessments

The purpose of this toolkit is to help guide you through:

- > Understanding what Gender Impact Assessments are and their importance
- > Understanding whether Gender Impact Assessments are applicable to you
- > Determining whether a policy, program or service will have a direct and significant impact on the public or our consumers
- > Following the step-by-step guide to conducting a Gender Impact Assessment

2.1 What is a Gender Impact Assessment?

In many circumstances, women and gender diverse individuals may not have the same access to decision-making processes, resources, economic or social opportunities. This means that policies, programs, and services are likely to be experienced differently, and have different outcomes for people of different genders.

Gender impact assessments are a way of critically thinking about how policies, programs and services will meet the needs of women, men, and gender diverse people. The aim of this analysis is to move from gender blind service delivery, where differences between women and men are not acknowledged or assessed, to gender aware service delivery. Gender analysis assists in providing a robust evidence base that supports sound decision-making and to create better and fairer outcomes and ensure all people have equal access to opportunities and resources.

Gender impact assessments seek to:

- **Assess** the effects that policy, programs, or services have on people of different genders.
- **Explain** how the policy, program or service will be changed to better support Victorians of all genders and promote gender equality.
- **Apply an intersectional approach** to consider how gender inequality may be compounded by other forms of disadvantage or discrimination that a person experiences.

Intersectionality

Gender inequality may be compounded by other forms of disadvantage or discrimination such as Aboriginality, age, ability, gender identity, ethnicity, race, religion, and sexual orientation. This discrimination amplifies barriers to services, increases the risk of social isolation and exacerbates social and economic disadvantage, including housing insecurity.



Attitudes, systems and structures in society and organisations can interact to create inequality and result in exclusion. These include:

- sexism
- racism
- homophobia
- biphobia
- transphobia
- intersex discrimination
- ableism
- ageism
- stigma

When these aspects or characteristics combine:

- there is a greater risk of people experiencing family violence
- people find it harder to get the help they need due to systemic barriers
- there is increased risk of social isolation

This short video highlights some examples of privilege vs systemic disadvantage:

[Unequal Opportunity Race - YouTube](#)

<https://youtu.be/8R7Pih5ChB0>

The following short videos from Canada also provides understanding of this work:

[Gender-Based Analysis + : What is it and Why? - YouTube](#) (4 mins)

[GBA+: Beyond Sex and Gender - YouTube](#) (2 ½ mins).

4.2 GIA Template

Please complete this form and forward to your manager and email a copy to tania.barry@gplains.vic.gov.au so that we can include this activity in our progress report to the Public Sector Gender Equality Commissioner.

If you require any assistance, please contact one of Council’s Gender Equality Champions. The current list is available here - [Champions list final.xlsx](#).

The GIA Touchpoints guide can also provide guidance on assistance - [GIA support touchpoints2.pdf](#).


For any other information, please contact:

Tania Barry, Coordinator Health Wellbeing and Youth tania.barry@gplains.vic.gov.au or;

Tess Gardiner, Health and Wellbeing Planner tess.gardiner@gplains.vic.gov.au.

Information is also available on the Gender Equality Commission website [Gender impact assessments | Commission for Gender Equality in the Public Sector \(genderequalitycommission.vic.gov.au\)](#)

Name of Person(s) completing the GIA: Marina Desa	
Date: 12/11/2024	
Policy/Program/Service (PPS) Title: Introduction of Glass collection service	
Unit: Environment and Open Space	Duration: Ongoing
Step 1: Please provide some brief context of your policy, program or service (PPS)	
What is the purpose of your PPS or what is the problem you are trying to solve?	<i>Council is introducing a glass only service to the community as mandated by the Circular Economy Act and the Recycling Victoria policy. A report will be provided to Council with recommendation to endorse the updated Policy.</i> <i>The glass bin rollout starts on 13th November 2024 and will take place over November and December 2024.</i> <i>The first collection service will start in February 2025. This is when the Waste Management and Resource Recovery</i>

		<i>Services Policy will need to be updated from in order to provide a framework for the delivery of the new waste service.</i>
Who is your (PPS) targeting? Who is currently accessing your service? (provide source of info if possible) Which groups of people are missing out? (see page 3 above)		<i>All tenements paying for a waste service. Residential, commercial properties that decide to use the service and community facilities are receiving a waste and recycling collection service. Residential properties where the truck can't access the property for collection can't receive a waste service and are exempt to pay the waste management charge.</i>
<p>Step 2:  Think about our community, their needs and barriers. Challenge your assumptions!</p> <p>Think about who uses your PPS and who might have difficulty in access your PPS, their different needs, social roles, and backgrounds. Consider the depth of the impact in the community, including any potential impact on health, wellbeing, social, environmental, economic or cultural outcomes for the public.</p>		
How will this PPS impact:	people of different genders, including non-binary or gender diverse people?	<i>Around half (49%) of the Golden Plains Shire population are female¹. It is generally understood that females contribute more directly and often to their families and households through caring duties, for example. This strategy aims to reach girls and women accessibly through its various formats of delivery e.g. online survey mode and in-person consultations. There is limited information about the LGBTIQ+ community within Golden Plains Shire, however, it is generally understood that around one in 20 adult Victorians identify as LGBTIQ+, meaning they are a significant part of our community². Non-binary and gender diverse people may experience increased barriers to civic participation including this strategy's initiatives e.g. increased likelihood of discrimination, violence and poor health outcomes³. We will reach out to networks that currently support the LGBTIQ+ community of Golden Plains (e.g. Pride Party linked to the Youth Development team) to ensure they are aware of all the options to contribute to this strategy refresh.</i>

¹ Informed Decisions (2023) [Population and dwellings | Golden Plains Shire | Community profile \(id.com.au\)](https://www.id.com.au)

² Department of Families, Fairness and Housing (2022) [Pride in our future: Victoria's LGBTIQ+ strategy 2022–32 | vic.gov.au \(www.vic.gov.au\)](https://www.vic.gov.au)

³ Australian Human Rights Commission (2014) [Face the facts: Lesbian, Gay, Bisexual, Trans and Intersex People | Australian Human Rights Commission](https://www.hrc.org.au)

	people who identify as Aboriginal or Torres Strait Islander?	<i>Around 1.5 per cent of Golden Plains Shire residents are part of the Aboriginal and/or Torres Strait Islander community⁴. It is generally understood that First Nations Australians are more likely to experience discrimination, health issues, unemployment etc. This can be amplified if the Indigenous person is also LGBTIQ+ due to the intersectionality of their identities⁵. We will engage with contacts within and external to Golden Plains Shire Council to assist us in reaching First Nations communities for this strategy (e.g. Renee Williams from the Community Development team) and ensure that all communication is accessible and culturally appropriate.</i>
	people with different abilities?	<i>Around 5 per cent of the Golden Plains Shire community require assistance⁶. However, identifying as having a disability is on the rise and around one in five Victorians (18.4%) were estimated to be disabled in 2022⁷. Therefore, disability, whether visible or invisible should be front of mind in any work we conduct within the community⁸. We will ensure that all venues booked for our consultation are made physically accessible for those utilising mobility aids and that all communication is available in multiple formats upon request e.g. plain English text and close captioning is applied to all audio-visual material. We will also ask those who register for our consultation if they have any needs e.g. sensory adjustments such as low lighting or the need for an Auslan interpreter.</i>
	people of different cultural identities?	<i>Around 4 per cent of all Golden Plains Shire residents were born in a non-English speaking country⁹. The majority of residents have migrated from European countries and there were low rates of speaking a language other than English, though these were also European languages. We will engage with cultural networks to ensure best representation of intercultural communities throughout the consultation period. We will investigate the provision of translated communication materials upon request so that all community members, regardless of cultural background can best participate.</i>

⁴ Informed Decisions (2023) [Population and dwellings | Golden Plains Shire | Community profile \(id.com.au\)](#)

⁵ Department of Families, Fairness and Housing (2022) [Pride in our future: Victoria's LGBTIQ+ strategy 2022-32 | vic.gov.au \(www.vic.gov.au\)](#)

⁶ Informed Decisions (2023) [Need for assistance | Golden Plains Shire | Community profile \(id.com.au\)](#)

⁷ Department of Families, Fairness and Housing (2022) [People with a disability in Victoria - DFFH Service Providers](#)

⁸ Victorian Equal Opportunity and Human Rights Commission (c. 2023) [Public statement: Invisible disabilities | Victorian Equal Opportunity and Human Rights Commission](#)

⁹ Internal GIA Census 2021 data spreadsheet from the Health and Wellbeing team (2023)

	people of different ages?	<i>The Golden Plains Shire community is both ageing and growing, the current highest proportion of our population is in the 35-49 year old age group who are classified as parents and home builders by .id (Informed Decisions)¹⁰. In the last five years, the largest growth in age cohort has been of seniors (ages 70-84) by almost two per cent. However, there has also been a slight growth of half a per cent amongst the young workforce residents (ages 25-34). In comparison to regional Victoria, the Golden Plains Shire community is younger, with significantly more young people aged 0-17 in the Shire compared to Regional Victoria overall. We will engage with our networks to ensure that young people are reached with our Youth Development team so they are in attendance at our March consultation workshop and we will also be involved in school holiday programs and events to promote the engagement period overall. We will also utilise networks that the Access and Inclusion officer of our team is aware of to ensure that seniors are involved in the consultation process and are aware of our consultation workshop, including the Active Ageing and Inclusion Advisory Committee and attend events to target these groups. We will ensure that communication is delivered in plain English and that accessibility/assistance needs are met e.g. hearing loop technology is available.</i>
	people of different sexual orientations? (particularly the LGBTIQ+ community)	<i>Same-sex couples reported in the Census in Golden Plains Shire are at a low rate at less than two per cent who are married or in a de facto relationship¹¹. However, this proportion is likely higher as the Victorian proportion for lesbian, gay or bisexual identification is almost five per cent and is not restrictive to those who are currently in a relationship¹². Furthermore, it is understood that the highest proportion of LGBTIQ+ people are aged 18-34, meaning the proportion of this cohort is likely to grow. We will reach out to networks that currently support the LGBTIQ+ community of Golden Plains (e.g. Pride Party linked to the Youth Development team) to ensure they are aware of all the options to contribute to this strategy refresh.</i>
	people with different religions?	<i>In Golden Plains Shire half of all residents have no religion, however of all stated religions, Catholic has the highest following at one in five residents. We will engage with local religious groups to ensure that they are aware of all the options to contribute to this strategy refresh. We will ensure</i>

¹⁰ Informed Decisions (2023) [Service age groups | Golden Plains Shire | Community profile \(id.com.au\)](#)

¹¹ Internal GIA Census 2021 data spreadsheet from the Health and Wellbeing team (2023)

¹² Victorian Agency for Health Information (2021) [The health and wellbeing of the lesbian, gay, bisexual, transgender, intersex and queer population in Victoria - Findings from the Victorian Population Health Survey 2017 | Victorian Agency for Health Information \(vahi.vic.gov.au\)](#)


		<p>any participants are able to fulfill their cultural and religious needs at our workshop e.g. prayer time. We will also ask for any dietary requirements inclusive of religious needs for catering provided during our consultation workshop.</p>
<p>Any other considerations? (eg: location, socio-economic background, transportation, impacts of weather and natural environment)</p>		<p>We understand that Golden Plains Shire is a large regional area spanning almost 3,000 kms with over 50 townships of various sizes. .id report these as seven larger districts: 1. Bannockburn and District (7,687 people), 2. Central West (1,795 people), 3. Enfield – Napoleans and District (1,365 people), 4. Haddon – Smythesdale and District (5,352 people), 5. Lethbridge and District (2,507 people), 6. Linton and District (1,716 people) and 7. Teesdale and District (4,290 people) with an overall estimated residential population of 24,892 people¹³. There is limited public transport service across the Shire with local, community, private and V/Line buses operating intermittently and no current passenger rail service, we will also provide community buses for community members from across the Shire to attend the Smythesdale or Bannockburn workshop event ¹⁴¹⁵. Land use is predominantly for primary production use (85%) such as sheep and cattle grazing and gold mining, with only four per cent of land currently residential¹⁶. We understand the importance of reaching the community through various modes of communication i.e. hybrid – online and in-person modes across all parts of the Shire whenever possible.</p>
<p>Step 3:  Understand your context</p> <p>Undertake consultation and collect data that will add to your understanding of the community's needs, particularly using a gender lens and considering intersectionality. See page 3. Suggested links are:</p> <p><i>For more information or advice on data sets, contact a Gender Equality Champion</i></p> <ul style="list-style-type: none"> • Forecast ID https://forecast.id.com.au/golden-plains • Women's health atlas Victorian Women's Health Atlas (victorianwomenshealthatlas.net.au) • Gender Indicators, Australia, 2020 Australian Bureau of Statistics (abs.gov.au) • Central highlands Community Health and Wellbeing Profile CHPCP Cmnty-Profile with-Liveability-data May2021.pdf • Supporting the health of Aboriginal Victorians (vichealth.vic.gov.au) 		

¹³ Informed Decisions (2023) [Population and dwellings | Golden Plains Shire | Community profile \(id.com.au\)](#)

¹⁴ V/Line (c. 2023) [V/Line - Regional public transport for Victoria - Network maps \(vline.com.au\)](#)

¹⁵ Golden Plains Shire Council (c. 2021) [Golden Plains Community Bus | Golden Plains Shire Council](#)

¹⁶ Informed Decisions (2023) [About the profile areas | Golden Plains Shire | profile.id](#)

<p>What information/data is available to understand ...</p> <ul style="list-style-type: none"> > who is likely to be affected? > the issues and lived experience of gender and diverse groups in more depth > how different groups of people are likely to be impacted 	<p><i>There is a variety of information available to understand the community not limited to the evidence listed above. We will continue to work with our internal teams at Council to ensure that we have the most current information to inform the shaping of our strategy.</i></p>
<p>Have those who are impacted (directly & indirectly) been included in the design and decision making?</p>	<p><i>Community consultation was undertaken to gauge how Council can improve communication and waste education to the community.</i></p> <p><i>Waste education campaign dedicated on the glass service has been prepared and delivered across various channels since mid-2024 to inform the community about the upcoming changes.</i></p> <p><i>Waste collateral packs are attached each bin lid with all necessary information for residents to understand the new service and how to use the glass bin.</i></p>
<p>Step 4: Analyse your options</p>	
<p> <i>Another focus group or workshop might help here</i></p>	
<p>List your possible option/s for helping mitigate or reduce the gendered or intersectional impacts of this policy, program, or service.</p>	<p><i>Under Council kerbside collection contract, a property can apply to be a special needs property, where for an added fee, the driver can retrieve the bin from a location, empty it and place it back to its location.</i></p> <p><i>Furthermore, as stated above a waste education pack has been attached on each new glass bin lid in plain English with contact details for residents with low literacy to contact Council if required.</i></p>
<p>Consider the benefits, costs and challenges of each option including how they may help or hinder people of all genders and groups to be included or supported</p>	<p><i>Consultation was conducted on how Council can improve communication related to waste education and make it easier for residents to understand what items goes in each bin.</i></p> <p><i>We provided training for the Customer experience team to prepare them to the new service and make sure they have all the information to provide assistance and record feedback from the community.</i></p>
<p>Step 4: Make recommendations, implement and monitor</p>	

Based on the evidence you have gathered, identify recommended changes, and explain your reasons.	<i>The recommendation has been made for Council to adopt the updated Waste Management and Resource Recovery Policy in order to provide a framework for the new service.</i>
Make the changes and review the impact against expectations.	<i>Any future change will be reviewed and assessed on individual basis.</i>

Please send a copy of your completed decision making matrix and/or gender impact assessment to:

- > **Email:** melanie.linguey@gplains.vic.gov.au
- > **Subject:** Gender Impact Assessment | Policy /program/service title | Unit/Department

Please ensure you update the record keeping tool that is in the All Staff Teams Channel located [here](#).