

# Waste Data Online

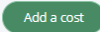

## Quick guide: Local government annual return - Costs and charges

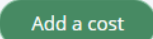

The Costs and charges section of the local government annual return form (page 6) enables you to enter costs and charges data for both domestic and commercial services. It is the equivalent of sections E1, E2 and F2 in the Local Government Census (see *Quick guide – Waste Data Online pages versus Census*). The costs and charges for domestic services each have their own table, whereas with the commercial services, cost and charge data are inputted into a single table.

Please refer to the [Approved procedure](#) attached to the CEO Notice for local governments for information on how to estimate and calculate the data required to be reported in the annual return.





### 1. Domestic services - costs

To input domestic services cost data there are four options depending on the level of data available to you. Regardless of the option chosen, you are required to report all costs associated with providing all domestic waste services for the reporting period. It is preferred that you provide the most detail possible:

- a. One total figure for the cost of all domestic waste services. If this is the option you want to select, click , click on *Total amount*, enter the cost and click on the  button. The data should display in the summary table as below. You are not required to add any other costs.

| Costs   |               |            |              |   |
|---|---------------|------------|--------------|---|
| Add costs for each domestic service provided by your local government.                |               |            |              |   |
|  |               |            |              |   |
| Cost Type ↓   | Waste Service | Waste Type | Service Type | Cost ↓  |
| Total amount  |               |            |              | \$1,000,000.000  |

- b. Separate cost amounts per waste service category. If you select this option you will need to make up to four separate entries, each time clicking on *Waste Service* and selecting the waste service in the drop-down box. The data should display in the summary table as below.

| Costs   |               |            |              |   |
|---|---------------|------------|--------------|---|
| Add costs for each domestic service provided by your local government.                |               |            |              |   |
|  |               |            |              |   |
| Cost Type ↓   | Waste Service | Waste Type | Service Type | Cost ↓  |
| Waste service   | Drop-off      |            |              | \$250,000.000  |
| Waste service   | Kerbside      |            |              | \$250,000.000  |
| Waste service   | Public Place  |            |              | \$250,000.000  |
| Waste service   | Vergeside     |            |              | \$250,000.000  |

- c. Separate cost amounts per waste type (e.g. Drop-off – Recycling). If you select this option you will need to make up to eight separate entries, each time clicking on *Waste Type* and selecting the waste service and waste type in the drop-down box. The data should display in the summary table as below.

**Costs**

Add costs for each domestic service provided by your local government.

[Add a cost](#)

| Cost Type ↓ | Waste Service | Waste Type               | Service Type | Cost ↓        |
|-------------|---------------|--------------------------|--------------|---------------|
| Waste type  | Drop-off      | Drop-off-Recycling       |              | \$125,000.000 |
| Waste type  | Drop-off      | Drop-off-Waste (Garbage) |              | \$125,000.000 |
| Waste type  | Kerbside      | Kerbside-Recycling       |              | \$125,000.000 |
| Waste type  | Kerbside      | Kerbside-Waste (Garbage) |              | \$125,000.000 |

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| Cost Type ↓ | Waste Service | Waste Type                   | Service Type | Cost ↓        |
|-------------|---------------|------------------------------|--------------|---------------|
| Waste type  | Public Place  | Public Place-Recycling       |              | \$125,000.000 |
| Waste type  | Public Place  | Public Place-Waste (Garbage) |              | \$125,000.000 |
| Waste type  | Vergeside     | Vergeside-Bulky              |              | \$125,000.000 |
| Waste type  | Vergeside     | Vergeside-Recycling          |              | \$125,000.000 |

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- d. Separate cost amounts per service type (e.g. Kerbside – Kerbside recycling – Co-mingled dry recycling). For this option you will need to click on *Service Type*. Then select the waste service, waste type and service type in the drop-down box. Repeat for each service type provided. The data should display in the summary table as below.

**Costs**

Add costs for each domestic service provided by your local government.

[Add a cost](#)

| Cost Type ↓  | Waste Service | Waste Type         | Service Type  | Cost ↓       |
|--------------|---------------|--------------------|---|--------------|
| Service type | Drop-off      | Drop-off-Recycling | Dry recyclables Drop-off (includes paper/cardboard, packaging containers) | \$50,000.000 |
| Service type | Drop-off      | Drop-off-Recycling | Green waste drop-off  | \$50,000.000 |
| Service type | Drop-off      | Drop-off-Recycling | Hard waste or bulk rubbish drop-off                                       | \$50,000.000 |
| Service type | Drop-off      | Drop-off-Recycling | Waste recovered for sale at a "tip shop"                                  | \$50,000.000 |

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| Cost Type ↓  | Waste Service | Waste Type               | Service Type   | Cost ↓       |   |
|--------------|---------------|--------------------------|--|--------------|---|
| Service type | Drop-off      | Drop-off-Waste (Garbage) | Mixed waste drop-off facilities  | \$50,000.000 | ▼ |
| Service type | Kerbside      | Kerbside-Recycling       | Co-mingled dry recycling   | \$50,000.000 | ▼ |
| Service type | Kerbside      | Kerbside-Recycling       | FOGO - combined food organics and garden organics                          | \$50,000.000 | ▼ |
| Service type | Kerbside      | Kerbside-Recycling       | Separated dry recyclables (e.g. containers only, paper and cardboard only) | \$50,000.000 | ▼ |

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| Cost Type ↓  | Waste Service | Waste Type               | Service Type   | Cost ↓       |   |
|--------------|---------------|--------------------------|--|--------------|---|
| Service type | Kerbside      | Kerbside-Waste (Garbage) | Mixed waste collected and transported to landfill directly or via a transfer station | \$50,000.000 | ▼ |

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## 2. Domestic services - Charges

For the charges levied on households, you can choose to either report a combined figure for both waste and recycling services or provide separate amounts for waste services and recycling services.

- a. To report a combined figure for both waste and recycling services, click on the **Add a charge** button and select *Combined waste & recycling* and enter the combined charge for the service and click **Submit**. The data should display in the summary table as below.

| Charge Type ↓              | Charge ↓  |   |
|----------------------------|-----------|---|
| Combined waste & recycling | \$200.000 | ▼ |

- b. To provide separate amounts for waste and recycling services, you will need to complete the form twice. First click on the **Add a charge** button and select *Waste collection per residence* and enter the charge for the service. Repeat to enter the charge for recycling collection. The data should display in the summary table as below.

| Charge Type ↓                      | Charge ↓  |   |
|------------------------------------|-----------|---|
| Waste collection per residence     | \$100.000 | ▼ |
| Recycling collection per residence | \$100.000 | ▼ |

### 3. Commercial services

Cost and charge data are combined into one table for commercial services. You need to enter two sets of costs and charges: one for waste services and one for recycling services. The cost figure is the total cost of providing the service to all commercial properties within the local government in the financial year.

The charges are based on what is charged for an individual service to a single commercial property. You can choose to enter this figure on a per bin lift basis, annual charge or other (there is no provision to specify what 'other' means).

## Commercial costs & charges

**Service type**  
*Provide costs and charges for each service individually*

|                |                    |
|----------------|--------------------|
| Waste services | Recycling services |
|----------------|--------------------|

**What was the total cost of providing this service? \***  
*Cost (\$)*

**Charges**  
**Select the units used for commercial service charges**

|              |          |       |
|--------------|----------|-------|
| Per bin lift | Annually | Other |
|--------------|----------|-------|

**Select the most commonly provided bin size**  
*Litres*

▼

**Provide the charge for the most common bin size**  
*Charge (\$)*

This is where you enter the total annual cost of providing either the waste service or the recycling service to all commercial properties.

This is where you enter data about the charge levied on a single commercial property for either the waste service or the recycling service.