



# Waste Wise Events Policy

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<b>Responsible Officer:</b>	Director Environment, Development & Community Services
<b>Strategic Plan Reference:</b>	1.5 An active and healthy community, with vibrant, clean local areas that provide social, recreational and economic opportunities

### 1. POLICY STATEMENTS

- 1.1 Council is committed to ensuring that waste avoidance, waste minimisation, resource recovery and sustainable procurement practices are an integral part of the planning and delivery of Council run events, Council supported events and all public events held on Council owned or managed property.
- 1.2 Council will educate event organisers to support the minimisation of waste at public events and to reduce the amount of waste sent to landfill.
- 1.3 All public events and functions held on Council owned or managed property must adhere to the Kingborough Waste Wise Events policy.

### 2. DEFINITIONS

- 2.1 **Event** – an organised occurrence held within the Kingborough municipality where people assemble at a given time and location for the purpose of entertainment, recreation, community, ceremonial or promotional purposes, either for free or for the payment of a fee, and includes but is not limited to:

- 2.1.1 Festivals, fairs and markets
- 2.1.2 Concerts, shows, film screenings and exhibitions
- 2.1.3 One-off sporting events
- 2.1.4 Civic, cultural or commemorative ceremonies or celebrations

This is inclusive of Council run events that are organised by Kingborough Council for members of the public or internally for Councillors and staff; Council supported events that are organised by local community groups but have either Council staff involvement or Council funding; and all public events and functions, markets, organised sporting and recreational activities held on land, in buildings or roads owned or managed by Kingborough Council.

- 2.2 **Waste** - any substance that is discharged or deposited in the environment in such volume, constituency or manner as to cause an alteration in the environment.
- 2.3 **Single use plastics** - any disposable plastic and polystyrene items such as straws, balloons, bags, cutlery or food/drink packaging that is only designed to be used once and then discarded e.g. single use sachets for tomato sauce, or sunscreen.
- 2.4 **Biodegradable** - a material that can be broken down or degraded over a period of time if exposed to the right conditions. For example, biodegradable plastic bags have additives that, over time, will break the plastic down into smaller pieces of plastic (micro-plastics).
- 2.5 **Compostable** – a product, package or material that will safely decompose, in a composting system, into a non-toxic, natural, organic material. For example, food scraps, paper products, plastics made from plant starches will break down into organic matter.
- 2.6 **Recyclable** -
  - 2.6.1 Aluminium and steel cans
  - 2.6.2 Food and drink cans, including pressure packs and pet food cans; milk and juice cartons (except UHT, Tetra packs or long-life containers)
  - 2.6.3 Cardboard, cartons, newspapers and office paper
  - 2.6.4 Glass bottles and jars
  - 2.6.5 Plastic beverage, food and non-food containers with the triangle symbol 1-7 (except polystyrene and styrofoam).

### 3. OBJECTIVE

- 3.1 The objective of the Kingborough Waste Wise Events Policy is to underpin the *Kingborough Waste Management Strategy*. The strategy has been developed to achieve a planned and collaborative approach to waste management, which is cost effective, supportive of the local community and economy and achieves recycling rates which exceed Tasmania's statewide performance. Kingborough is committed to working with its community to transition to a low carbon lifestyle. Events are a method of raising public awareness about recycling and show casing different ways to avoid and minimise waste.

### 4. SCOPE

- 4.1 The policy will be applied to all Council run events, Council supported events and all public events held on Council owned or managed property within the Kingborough municipal area.
- 4.2 The policy is implemented through Kingborough Council's Waste Wise at Events Guidelines, which forms part of Council's event and reserve bookings application and approval process.
- 4.3 The event holder/organiser will be responsible for the costs of implementing the Waste Wise Events Policy.
- 4.4 The policy does not apply to private functions or the ongoing or seasonal operation of sports club canteens and other community venues that hold events and functions as part of their normal operations; however, these organisations are encouraged to transition towards the principles of this policy.

### 5. PROCEDURE (POLICY DETAIL)

- 5.1 The Policy ensures that Waste Wise strategies are utilised in the planning and delivery of public events and functions held on Council owned or managed property.
- 5.1.1 Council will provide Waste Wise at Events Guidelines to support Council staff and event organisers to ensure that planning for events includes planning for avoidance, minimisation and recycling of waste.
- 5.1.2 Event organisers are required to promote and practise waste avoidance principles by:
- i. minimising the amount of waste generated;
  - ii. prohibiting the sale and/or distribution of single-use plastic products and single use sachets, polystyrene, plastic bags, plastic straws, bottles and/or balloons;
  - iii. minimising the sale/and or distribution of bottled water, except in cases of potential breach of health and safety requirements;
  - iv. responsibly managing any waste to ensure the cleanliness of the area is maintained during and after the event;
  - v. providing recycling bins to ensure that recyclable items are kept out of landfill;
  - vi. providing FOGO (Food Organics, Green Organics) bins to ensure that compostable materials are kept out of landfill;
  - vii. promoting and engaging in sustainable procurement practices;
  - viii. minimising the environmental impact of any products, supplies and promotional materials used at the event.
- 5.1.3 If waste is unavoidable due to health or safety requirements, then discarded materials are separated and recycled or disposed of responsibly.

- 5.1.4 Council will promote the policy to ensure an emphasis on the use of re-usable, recyclable or compostable products.

### **6. GUIDELINES**

- 6.1 This policy is supported by a set of operational Waste Wise at Events Guidelines

### **7. COMMUNICATION**

- 7.1 The policy will be applied to all Council run, Council supported events and all public events held on Council owned or managed property within the Kingborough municipal area.
- 7.2 The policy and Waste Wise at Events Guidelines will be made available to the public through Council's website.
- 7.3 The Waste Wise at Events Guidelines will be promoted through local media and social media where appropriate.
- 7.4 Adherence to the Waste Wise at Events Guidelines will be controlled via the issuing of event permits, leases, or licenses.

### **8. LEGISLATION**

- 8.1 *Plastic Shopping Bags Ban Act 2013*
- 8.2 *Environmental Management and Pollution Control (Waste Management) Regulations 2020*
- 8.3 *Litter Act Tasmania 2007*
- 8.4 *Environmental Management and Pollution Control Act 1994*

### **9. RELATED DOCUMENTS**

- 9.1 Kingborough Waste Management Strategy 2017
- 9.2 Kingborough Strategic Plan 2020-2025
- 9.3 Tasmanian Waste & Resource Management Strategy 2009
- 9.4 National Waste Policy 2018

### **10. AUDIENCE**

- 10.1 Public.

## Waste Wise at Events Guidelines

### Why be Waste Wise?

Waste minimisation and environmental considerations are an integral part of every event. Kingborough Council has developed a Waste Wise Policy for Council run and Council supported events and all public events held on Council owned property or public open space.

Most events generate waste, much of which could be avoided or recycled to conserve resources. Waste is a costly issue both financially and environmentally. If we can avoid creating waste, then we also avoid having to dispose of waste to landfill or paying the cost of sorting waste for recycling.

Plastics do not breakdown. When they are buried in landfill, toxins from plastics enter our waterways. Toxic waste (found in plastics and polystyrenes) can impact human health and can still be found in the environment hundreds of years after production.

Biodegradable plastics are also problematic. They contain additive that makes them break apart faster into smaller and smaller pieces, eventually becoming microplastics.

The aim of this guide is to provide event organisers and Council staff with practical solutions to manage and reduce waste at community events.

### What is a Waste Wise event?

The key aspects of a Waste Wise event include:

- Event organisers are committed to responsible waste management and purposefully plan to avoid and minimise waste;
- Event attendees are encouraged to reduce their waste through the provision of information, infrastructure and facilities;
- Event vendors/suppliers use reusable, recyclable (glass or aluminium) or compostable packaging and serving ware (cardboard, paper, certified compostable plastics);
- There is an emphasis on the use of re-usable, recyclable, or compostable products;
- All plastic packaging and plastic materials used must be certified as compostable and made from 100% renewable resources;
- There is good signage and placement of bins to enable discarded materials to be separated and recycled, composted or disposed of responsibly.

### How to be Waste Wise

#### Reduction/Avoidance

- Appropriate steps to avoid waste should be taken whenever possible. For example, packaging which is not essential to the use, distribution, retail sale, storage or safety of your products must be avoided.
- There are to be no plastic bags, balloons, straws, polystyrene cups, plastic takeaway food containers, sachets and plastic cutlery used at any Council run or Council supported event.
- Packaging or utensils that are essential must be constructed from compostable materials such as cardboard, paper, plant starches or other certified compostable materials.

## Waste Wise at Events Guidelines

- Consider offering discounts to people who bring their own container/cup/utensils or charging a small fee to cover the cost of disposable compostable containers and cutlery. Consider offering reusable items where health and other criteria deem appropriate like cups, plates and cutlery which can be borrowed (perhaps for a deposit) and returned to be washed and reused.
- Use event advertising to remind people to bring their own bags, drink bottles, cups, plates and cutlery to the event.
- Provide a water dispenser or water refilling station to minimise purchase of bottled water.
- Divert food scraps and other compostable materials from landfill.
- Where health and other regulations permit, and where practicable, packaging should be designed for re-use. For example:
  - to be re-filled with the same product e.g. water stations;
  - to be returned and re-used e.g. washable crockery and cutlery; or
  - to be re-used by patrons for the same or a similar purpose where possible e.g. use of sauce bottles rather than single serve sauce containers.

### Sorting and Recycling

- Provide highly visible, clearly labelled landfill, food organics (composting) and recycling bins together. By placing bins together, patrons are more likely to sort their waste.
- For items such as glass, aluminum, cardboard and recyclable plastic, take all steps possible to ensure that these materials are collected for recycling and do not end up in landfill. These are usually collected via yellow, 240L Recycling bins, with labelled lids.
- Compostable materials such as food scraps, paper and compostable containers can be disposed of using the green 240L Green Organics bin, with labelled lid. These bins can be hired from Veolia who will deliver and collect the bins for your event. Alternatively, compostable materials can also be collected and dropped off at Kingborough Waste Services, 1922 Channel Highway, Barretta.

### Responsible Disposal

- Empty bins before they are full.
- Arrange bins consistently throughout the site with a recycling and compost bin associated with each landfill waste bin.
- Locate bins near to where food and beverages will be consumed, at entry/exit points, close to toilets and at the intersection of pathways.
- Make bins as visible as possible with clear, easy to understand signage.
- Use bin monitors to encourage appropriate bin use.
- Donate re-useable items to charity.

## Waste Wise at Events Guidelines

### Calculating how many bins are required

There are a number of variables for calculating needs for bins (such as catering, formality of event, number of guests, waste strategies, etc); however, a general rule is to expect a minimum of one litre of waste per person per meal. As an example 1,000 people x 2 meal times = 2,000 litres of estimated waste.

### Waste Wise Education

- Inform the community that your event is Waste Wise via social media posts and media releases prior to the event. Remind people to bring their own reusable bags, drink bottles, cups, plates and cutlery to the event.
- Public announcements relating to the re-use, recycling and disposal facilities at the event are recommended at hourly intervals (where a public address system is available). Signage should be placed prominently to inform patrons of the correct usage of recycling, organic and waste facilities. It is important that the signage displayed corresponds with the service that is being offered. Refer to sample signage in this document and the Kingborough Council Recycling Guide.
- The use of bin monitors or a waste sorting station is recommended to assist in educating event attendees as to how to use the bin system in place, and to ensure minimal contamination.

AVOID	ALTERNATIVES
Non-essential disposable plastics and packaging	Re-useable items. Where plastic packaging is essential, it must be constructed from 100% renewable resources and must be certified as compostable.
All Polystyrene including clamshells, plates, bowls & cups	Encourage customers to bring their own serving ware, coffee cups and containers. Use cardboard clams, plates, bowls, cups, paper bags. Offer on a serviette.
Aluminum foil trays/plates	Re-useable/washable trays. Cardboard trays.
Pre-wrapped or plastic straws	No straws. Use compostable or paper straws.
Balloons	Reusable Bunting or Pinwheels; Tissue Paper Pom Poms; Painted Rocks; Bubbles.
Plastic stirrers or spoons for hot drinks	Provide re-washable spoons for use at stall.
Polystyrene boxes	Ask suppliers for cardboard boxes.
Plastic bags	Ask customers to bring own bag or supply paper bag.
Individual sauce, sugar, salt and pepper sachets	Provide bulk shakers or dispensers.
Coffee Cup Lids	Provide only on request. Offer a discount to customers who bring their own coffee cups.

## Waste Wise at Events Guidelines

PACKAGING ALTERNATIVES	
Non-Biodegradable Packaging	Compostable Alternative
Plastic plate or takeaway container	Paper or sugarcane plate; palm leaf plate; paper noodle box; cardboard food tray; cornstarch container.
Polystyrene / plastic cup	Paper cup (cold drinks); sugarcane cup (for cold and hot drinks).
Plastic cutlery	Wooden, bamboo or cornstarch cutlery.
Aluminium food bags	Cardboard tray or paper bag.
Cling Wrap	Cellophane wrap (made from cellulose).
Plastic Bags	Cornstarch bags and paper bags.

### Sample Bin Signs



### Contact

For more information on Waste Wise events, please contact Council's Community Services unit, Kingborough Council on 6211 8200 or [kc@kingborough.tas.gov.au](mailto:kc@kingborough.tas.gov.au)