



Towards Zero Events Waste Policy

(Policy Number – K-COMPOL007)
(Policy Type – Council / Management)

1 Aim

The aim of this policy is to encourage a planned and collaborative approach towards zero waste being generated at events within the municipal area.

Council's zero events waste policy seeks to balance supporting the local community, businesses and the economy with being able to deliver events in a cost effective manner.

2 Policy Statement

To support to the policies of Cradle Coast Waste Management Group and Rethink Waste in supporting and encouraging behavioural change in the wider community on the usage of single use plastic products.

Council will promote the use of alternative sustainable products by providing leadership and education on the social and environmental impact of single use plastic waste.

3 Policy Detail

3.1 Communication

Commitment	<ul style="list-style-type: none">• 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 types of public events held on Council owned or managed property.• Council will educate event organisers to support the minimisation of waste at public events and to reduce the amount of waste sent to landfill.• All public events and functions held on Council owned or managed properties are encouraged to adhere to the Kentish Council Towards Zero Event Waste Policy.
Responsibilities	<ul style="list-style-type: none">• 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 Kentish municipal area.• The event holder/organiser will be responsible for the costs of implementing the Towards Zero Event Waste Policy.• The policy does not apply to private functions 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.
Communication	<ul style="list-style-type: none"> • This policy will be applied to all Council run, Council supported events and all public events held on Council owned or managed property within the Kentish municipal area. • The Rethink Waste Tasmania 'A Guide to Preparing and Event Waste Management Plan' are available on the Council's website. • Council will promote its 'Towards Zero Events Waste Policy' to ensure an emphasis is on the use of reusable, recyclable, or biodegradable products.

3.2 Definitions

Event	<ul style="list-style-type: none"> • An organised event held within Kentish 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. • This includes events organised by Council for members of the public or internally for councillors and staff. • Council supported events includes those organised by local community groups but have either Council staff involvement or Council provided funding. • Any public event and/or function, market, organised sporting and recreational activity held in or on Council facilities/land.
External Catering	<ul style="list-style-type: none"> • Catering received by Council from external suppliers.
Internal Catering	<ul style="list-style-type: none"> • Catering supplied/arranged by Council for internal Council events.
Waste	<ul style="list-style-type: none"> • Any item that is discharged or deposited into the environment in such volume, constituency, or manner as to cause an alteration in the environment.
Plastic	<ul style="list-style-type: none"> • A synthetic material made from a wide range of organic polymers such as polyethylene, PVC, nylon, etc., that can be moulded into shape while soft, and then set into a rigid or slightly elastic form.



Single Use Plastic	<ul style="list-style-type: none"> Any disposable plastic and polystyrene items such as balloons, straws, plastic bags, bowls, plates, cups, containers, packaging (packages for biscuits and other food items), items with plastic lining (such as paper coffee cups) and other similar items.
Biodegradable	<ul style="list-style-type: none"> Sugarcane fibre, bamboo, cornstarch, polylactide (PLA), and cellophane wrap made from cellulose and some other materials that can be broken down into organic matter over a period of time if exposed to the right conditions.
Compostable	<ul style="list-style-type: none"> Food scraps, paper and some other materials that will break down into organic matter.
Recyclable	<ul style="list-style-type: none"> Aluminium and steel cans; food and drink cans, including pressure packs and pet food cans; milk and juice cartons; cardboard, cartons, newspapers, and office paper; glass bottles and jars; plastic beverage, food and non-food containers with the triangle symbol 1-7 (except polystyrene and styrofoam).

3.3 Policy

Promoting waste avoidance principles	<p>Event organisers are encouraged to promote and practice waste avoidance principles by:</p> <ul style="list-style-type: none"> minimising the amount of waste generated prohibiting the sale and/or distribution of single-use plastic products and single use sachets, polystyrene, plastic bags, plastic straws, bottles and/or balloons minimising the sale/and or distribution of bottled water, except in cases of potential breach of health and safety requirements responsible for managing any waste to ensure the cleanliness of the area is maintained during and after the event. event site is to be left litter free and any site remediation is completed to return the venue/site to pre-event condition maximising opportunities for attendees to recycle promoting and engaging in sustainable procurement practices; minimising the environmental impact of any products, supplies and promotional materials used at the event.
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Unavoidable plastic use	<ul style="list-style-type: none"> • If plastic use is unavoidable due to health or safety requirements, obligations under the <i>Food Act 2003</i>, or through instructions from Council Environmental Health Regulations, then discarded materials is to be separated and recycled or disposed of responsibly.
Education	<ul style="list-style-type: none"> • Event organisers have a role in educating and guiding their event staff, volunteers and event attendees on single use plastic free practices. This includes considering whether single use plastic items are needed, providing useful information, and promoting reusable alternatives such as the recycling bin toppers available from Kentish Council.
Reuse material	<ul style="list-style-type: none"> • Event organisers are encouraged to re-use event materials where possible (including event signage and promotional banners, materials, and flags). • Information on event equipment available from Kentish Council can be found at www.kentish.tas.gov.au/community.
Waste management plan	<ul style="list-style-type: none"> • Event organisers are required to develop a waste management plan that demonstrates a commitment to reduce, reuse or recycle single use plastic and general waste at events.
Council support	<ul style="list-style-type: none"> • Council may support and assist organisations, community groups or individuals organising an event managed or financed by Council, or in the wider community, to comply with this policy. • Council has some resources to assist organisations arranging events.

3.4 Towards Zero event Waste Guidelines

Education	<ul style="list-style-type: none"> • Waste education and minimisation and environmental considerations are an integral part of every event. Council has developed the Towards Zero Event Waste 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.
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	<ul style="list-style-type: none"> • Council does not support single-use plastic at Kentish events. Plastics do not breakdown, particles become smaller and smaller and enter the food chain. These particles can impact human, animal, and environmental health. • It is possible to obtain both compostable and biodegradable products. Council waste management facilities cannot distinguish between ordinary, compostable, and biodegradable plastic, Council does not support the use of single use, non-recycle plastic products. • At this stage Kentish Council waste management facilities cannot compost food waste. Non-soiled food containers made of cardboard or paper may be recycled. With the introduction of FOGO (Food Organics, Garden Organics) services during 2024, Council will review these guidelines. • The aim of this guide is to provide event organisers and Council staff with practical solutions to manage and reduce waste at community events.
<p>What is Zero Waste</p>	<p>The key aspects of a Zero Waste event include:</p> <ul style="list-style-type: none"> • 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, good signage, and placement of bins to enable discarded materials to be separated and recycled or disposed of responsibly. • Event vendors/suppliers use reusable, recyclable (glass or aluminium) or packaging and serving ware (cardboard, paper, bamboo etc). • By providing sustainable waste management services to the community, we encourage community pride and help preserve a clean and attractive area.
<p>Reduction / Avoidance – Towards Zero Waste</p>	<p>Appropriate steps to avoid waste should be taken whenever possible. For example, packaging which is not essential to the use, distribution, sale, storage, or safety of products should be avoided:</p> <ul style="list-style-type: none"> • There are 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 to the running of an



	<p>event should be constructed from 100% recycled sources such as cardboard and paper.</p> <ul style="list-style-type: none"> • Consider offering reusable items where possible 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. • Provide a water dispenser or water bottle refilling station to minimise the purchase of bottled water. • Divert food scraps from landfill. • Where health and other regulations permit, and where practicable, packaging should be designed for re-use. For example: <ul style="list-style-type: none"> - 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. • General Waste bins and bin toppers are available for use at no charge from the Council.
Recycling	<p>For all packaging materials, such as glass and aluminium, take all steps possible to ensure that these materials are collected for recycling and do not end up in landfill:</p> <ul style="list-style-type: none"> • Provide highly visible, clearly labelled general waste, FOGO, and recycling bins • Consider asking volunteers to monitor the waste stations and waste management practices during an event to assist attendees with maintaining waste minimisation behaviours.
Disposal	<ul style="list-style-type: none"> • Empty recycling and general waste bins before they are full. • Arrange bins consistently throughout the site with Recycling and FOGO bins with each General 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. • Use bin monitors to encourage appropriate bin use.



	<ul style="list-style-type: none"> • Use bin toppers to indicate what each bin is provided for. • Donate unwanted re-useable items to charity.
Calculating how many bins are required	<ul style="list-style-type: none"> • There are several variables to calculating the number of bins required (such as catering, formality of event, number of guests, waste strategies, etc). • 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.
Education	<ul style="list-style-type: none"> • Inform the community the event is practicing 'towards zero waste' via social media posts and media releases prior to the event being held. Remind people to bring their own reusable bags, drink bottles, cups, plates, and cutlery. • Public announcements relating to the re-use, recycling and disposal facilities at the event are provided at hourly intervals (where a public address system is available). • Signage is placed prominently to inform patrons of the correct usage of all waste facilities. It is important that the signage displayed corresponds with the service that is being offered. • The use of bin monitors or a waste sorting station is recommended to assist educating attendees as to how to use the bin system to ensure minimal contamination.

3.5 Alternative options

AVOID	ALTERNATIVES
Non-essential disposable plastics and packaging	Re-useable or washable items. Where plastic packaging is essential, it should be constructed from 100% renewable resources.
All polystyrene including clamshells, plates, bowls & cups	Encourage patrons to bring their own serving ware, coffee cups and containers. Use cardboard clams, plates, bowls, cups, paper bags. Offer wrapped or on a serviette.
Aluminium foil trays/plates	Re-useable/washable trays. Cardboard trays.

Prewrapped or plastic straws	No straws. Use paper, bamboo or metal 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.

3.6 Sample Bin Toppers



Note: Bin Toppers are available from Council



4 Associated Documents and References

4.1 Strategic Plan Reference

Area	3	Infrastructure
Program	3.6	Waste Management
Objective	3.6	To provide responsible waste management services
Strategy	3.6.5	Work closely with the Cradle Coast Waste Management Group in implementing waste minimisation projects.

APPROVED BY COUNCIL: 23 January 2024 Minute: 12.1

EFFECTIVE DATE: 23 January 2024

ADMINISTERED BY: Team Leader Community & Economic Development

This policy will be reviewed periodically to ensure its relevance in terms of community needs and expectations and Council goals, targets, budget and statutory requirements.