

WASTE MANAGEMENT GUIDELINES

EVENTS





Journey Through Time, created by local school students and artist Steven Campbell.

Acknowledgement of Country

Cessnock City Council acknowledges that within its local government area boundaries are the traditional lands of the Wonnarua people, the Awabakal people and the Darkinjung people. We acknowledge these Aboriginal peoples as the traditional custodians of the land on which our offices and operations are located, and pay our respects to Elders past and present. We also acknowledge all other Aboriginal and Torres Strait Islander people who now live within the Cessnock Local Government Area.

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INTRODUCTION

Introduction

The volume of waste generated by an event can be linked to event attendance. Waste generated by attendees includes items bought to the event and disposed of while in attendance along with food, packaging and other items from vendors, stall operators and event staff.

The management of waste at events can be undertaken through setting achievable sustainability goals for the event and selection of vendors and stallholders that commit to waste minimisation goals. Careful planning and organisation of a waste management system that accounts for appropriate bin placement and collection will assist in meeting the event's waste goals. This guideline has been developed to assist with the completion of a Waste Management Plan (WMP) for events and meeting the requirements for waste management under Council's Development Control Plan (DCP). A template WMP for events has been provided in Appendix A of this guideline to assist in preparing for a public event.



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WASTE PLANNING FOR YOUR EVENT

Waste goals and vendor selection

Management of waste can vary at different types of events due to the requirements for the staging of the event and variety of stallholders/vendors involved in the event. However, setting a waste goal, such as no waste to landfill or compost all food/green waste, highlights the event's intention to waste management and sustainability.

In planning an event select stallholders/vendors that will collaborate in meeting the event's waste goals or offer terms and conditions for participating in the event. Discuss with the event stallholders/vendors or service providers about the role the event can play in reducing waste.



Waste collection service

Collection of event recycling and residual waste materials can be arranged for

1. Public land owned or managed by Council – through Council Event Bin application from <https://www.cessnock.nsw.gov.au/Residents/Waste/Waste-collection/Waste-forms>
2. Private land or other government managed land – through a private waste contractor

Waste materials generated by stallholders, including packaging, food wastes, containers etc should be ordinarily managed and removed by stallholders rather than left at the event site for removal.

Event managers may opt to coordinate management of all, or a portion of back of house waste.

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BIN LOCATIONS

Bin locations

Bins for recycling, and residual waste should be co-located together at locations across the event area to facilitate separation of waste.

When planning the number of bins for an event order an equal number of recycling and residual waste bins to facilitate bin stations. Bin stations should be located in areas where waste is most likely to be disposed while not reducing pedestrian movement. Site exits and food eating areas are high waste locations.

Bin stations should include clear signage to inform attendees regarding separation of waste. Alternatively, bin monitors/volunteers could be stationed at each bin location to assist with attendees to separate waste.

Waste storage areas

Each stallholder or vendor should have a secure waste storage area near their allocated event site for separation of materials. Bins or containers for recyclables, and residual waste should be sufficiently sized to hold a day's volume of material for each stallholder/vendor.

Dedicated communal waste storage areas should be considered so individual stallholders/vendors can transfer waste for collection. Communal waste storage areas should be appropriately screened and identified to allow access by event stallholders/vendors only. The communal waste storage area should contain sufficiently sized waste bins to consolidate materials from the event for collection.

Waste collection points and transfer routes

The event should identify dedicated waste collection points for access for collection vehicles. The nominated waste collection point should consider distances, gradient and ease of moving bins over different ground surfaces. If distances or slope are an issue larger carting equipment or small waste transport vehicles may be required to transport bins to the waste collection point. Manual bin carting for wheeled bins over 360L in size should not exceed 10m.

Site Plan

The Site Plan for the event should provide locations for the following

- Bin delivery points at event set up/'bump in'
- Bin storage areas
- Public bin areas
- Waste storage areas for stallholders/vendors or communal waste storage areas
- Waste collection points where bins will be placed for emptying
- Bin aggregation areas and removal points at the end of the event/'bump out'.

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USEFUL RESOURCES

Useful Resources

City of Sydney 2020, Sustainable Event Guidelines, Sustainable event guidelines – City of Sydney, <https://www.cityofsydney.nsw.gov.au/guides/sustainable-event-guidelines>

Department of Environment and Conservation NSW 2007, Waste Wise Events Guide, <https://www.cessnock.nsw.gov.au/files/assets/public/v/1/hptrim/website-community-information-do-not-change/wastewise-events-guide-decc.pdf>

Department of Environment and Conservation NSW 2005, Better Practice Guide for public Place Recycling, Managing waste for public places and events, <https://www.epa.nsw.gov.au/your-environment/recycling-and-reuse/business-government-recycling/waste-wise-events/public-places-and-events>



APPENDIX A

Appendix A

Click here to download a council built template for your waste management plan:

https://www.cessnock.nsw.gov.au/files/assets/public/v1/hprim/website-forms-do-not-change/waste-management-guidelines-_events_-_fillable-forms.docx



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