



Fleurieu Regional Waste Authority

Waste Less Events Guidelines

The Fleurieu Regional Waste Authority (FRWA) is working in conjunction with its four constituent Councils: Alexandrina, Victor Harbor, Yankalilla and Kangaroo Island to achieve sustainable waste and resources management in the region. Our common goal is to reduce waste to landfill and to increase reuse and recycling. This goal also includes events planned within any of FRWA's member Councils. We aim to achieve this by engaging event promoters and organisers at the planning stage to ensure that appropriate waste management sorting facilities and signage are provided at events to achieve **Waste Less Events**.

Event Waste Management Plan

(Please read prior to ordering event bins)

- **Event organiser** to notify all **stall holders** that they are participating in a **Waste Less Event** and to plan accordingly. Stall holders are required to use the event bins as per their intended use.
- When food and beverages are to be served, the **event organiser** is required to notify **all food service stall holders** that they are required to use either recyclable or compostable packaging or service ware for their product. Polystyrene foam is strongly discouraged. FRWA has a compostable packaging supplier list but does not promote any one company over another. Alternatively, compostable and or recyclable packaging suppliers can be found online.
- **Order bins appropriate to the type of waste that will be generated at the event.***
When food and beverages are served it is necessary to order bins for recyclable and compostable materials as well as for general waste. Bins are available for event hire through FRWA. The downloadable **event bin hire form** can be found on the FRWA website: www.frwa.com.au/kerbside collection/event bins. Complete the **event bin hire form** and return to admin@frwa.com.au or telephone FRWA on 8555 7405. ***Event bins must be ordered at least 10 days prior to the event.**
- **Bin labelling:** customised signage to guide bin users as to the correct bin are available from FRWA at no charge. All signage will be included with the event bins.
- For further information, support and or the **event bin hire form** and **compostable packaging supplier list** Contact FRWA's Education Project Officer via email: Joanne.McPhee@frwa.com.au; or telephone 8555 7409 or 0428 313 413.
- **Bin clusters:** Bins can be placed in clusters using two options
 1. Two bin clusters: Public litter bins (PLB) & container legislation deposit(CDL) bins only
 2. Four bin clusters: PLB, CDL, recycling & green organics would require "Green Team" monitors for each station and fenced, secure locations for swapping bins over when full
- **Volunteers :** Confirmation of volunteer numbers to monitor bin stations needs to be finalised (will also determine the ability to separate waste and number and type of bins required for each station)



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Waste Less Events Guidelines

**It is important to know that many events will produce little to no general waste. With careful planning many events can recycle or compost most of the material generated on-site. See FRWA's handy user guide below:*

Recyclables- Yellow Bin	Compostables- Green Bin	General or Landfill Waste
<ul style="list-style-type: none"> • Glass bottles, jars: lids removed but in same bin • Aluminium, steel, tin cans & lids • Paper, cardboard • Clean non-waxed paper cups, plates, bowls • Firm plastic containers: bottles, cups, plates, bowls, lids & straws 	<ul style="list-style-type: none"> • All food scraps • Compostable packaging of any sort • Paper towels, serviettes, tissues • Soiled non-waxed paper cups, plates, bowls • Soiled pizza boxes • Any vegetation: flowers, leaves, etc. 	<ul style="list-style-type: none"> • Soft plastics: cling film, plastic bags, shrink wrap, chip & biscuit packets; cask bladders • Aluminium foil, lolly & snack wrappers • Disposable Nappies • Cigarette butts

Event Organiser Checklist

Checklist: Management Plan for Waste and Recycling

✓ Please ensure that you have completed each task below

- Have you notified all stall holders that they are participating in a **Waste Less Event** and are requested to comply with these guidelines?
- Are food/beverages being served at the event? If yes, have you notified the food/beverage service stall holders that they will need to use either recyclable or compostable packaging or service ware for their product?
- Have you arranged for management of CDL items with a local community group?
- Have you ordered bins appropriate to the type of waste that will be generated at the event** using FRWA's event bin hire form? **Note:** event bins must be ordered at least 10 days prior to the event.
- Have you requested FRWA to provide **bin signage** with event bins?