



## Stallholder Guidelines

### How to participate in a Waste Wise Event

#### **What is a 'Waste Wise Event'?**

A waste wise event is one that takes responsibility for Waste Management by adopting sound purchasing and packaging policies, waste and recycling collection services and Clean Up practices.

Special events are particular in their temporary nature which generate a high volume of disposable materials. A waste wise event will aim to divert the maximum amount of material from being sent to landfill

#### **How much Waste do events produce?**

Public events can generate significant amounts of waste. It is estimated that each participant to an event generates 1.2kg of waste. Therefore if the event attracts 5000 people, that's 6000kg waste generated.

Recycling systems yield instant results. Up to 60% waste generated at events is compostable (if biodegradable packaging options are adopted) and 20% recyclable. Waste can be even further reduced through reusing and washing crockery.

#### **Public attitudes to recycling**

Community expectations about waste minimisation are driving change through Council resulting in new regulations for all participants involved in special events. Participants include Council, Event Coordinators, waste contractors, sponsors, visitors and stallholders.

#### **Who is responsible?**

Everybody!

At home and in public, we have to get used to taking a little more time to separate our waste and choose to purchase more sustainable products.

Visitors to the event are responsible for separating their waste correctly as are stall holders responsible for avoiding and separating their waste.

#### **New Policies and guidelines for events**

The Northern Rivers Councils (Ballina, Byron, Richmond Valley, Clarence Valley & Tweed Shire) are working in partnership with the North East Waste Forum (NEWF) to implement waste reduction into public events. To gain approval for running an event, event co-ordinators will be required to complete a Waste Management Plan.

Event Coordinators need to outline the types and amounts of materials expected on the day and how they will be managed. The focus is not only on recycling waste but introducing changes that reduce and avoid waste generation.

#### **How this affects Stallholders**

The Event Coordinator will need your assistance to complete the Waste Management Plan for Council. You will be required to:

1. Communicate with the Event Coordinator or Council staff.
2. **Bring "accepted" packaging material only** to the event as shown here in the table.
3. Complete and return Stallholder Packaging Audit form

#### **Event Packaging Material Guide**

Below is a quick guide as to what packaging materials are accepted at events across the region. See attached suppliers list for where to source bio-degradable packaging

ACCEPTED	NOT ACCEPTED
Paper & cardboard	Polystyrene
Metal, ceramic or compostable food-ware eg paper, cardboard, corn starch, palm leaf	Unnecessary disposable food ware e.g. straws, plastic cutlery.
Recyclable Plastics*	Non Recyclable Plastics
Fibre bags eg paper/calico/cornstarch	Plastic bags
Glass	
Metal - Aluminium & Steel Cans	

### How to be waste wise

The first step to reducing waste is avoiding waste generation. It requires us to change some of our habits which create waste unnecessarily.

AVOID	ALTERNATIVES
Non-recyclable plastics	Re-useable items Use recyclable Plastics*
Coffee cup lids	Provide only on request
Individual sugar, salt & pepper, sauce sachets	Provide bulk shakers or bulk dispensers
All Polystyrene including clam shells, plates, bowls & cups	Use cardboard clams, plates, bowls, cups** or paper bags. Offer on a serviette.
Aluminium foil trays / plates	As above
Pre wrapped straws	Keep in covered dispenser. Provide only on request
Plastic stirrers or spoons for hot drinks	Provide only on request. Provide re-washable spoons for use at stall.
Polystyrene boxes	Ask suppliers for cardboard boxes
Plastic bags	Ask customers to bring own or sell calico bags

\* Recyclable Plastics- Check with your local council to find out which plastics can be recycled.

\*\* Paper Coffee Cups- generally have an inner lining of around 5% plastic but are still acceptable for recycling as paper/cardboard.

### What recycling facilities are available?

A collection of recyclables will be provided at the event. Recycling stations will consist of a 3 separate suitably labeled bins:

COMPOSTABLES	CO-MINGLED RECYCLING	WASTE
Food Scraps Food Contaminated Paper & Packaging e.g serviettes, plates Biodegradable food ware e.g wooden cutlery, palm leaf, corn starch, sugar cane, or cardboard cups & plates etc.	Glass Glass bottles & jars  Aluminium cans & aerosols  Steel cans  Recyclable Plastics*  Cardboard & clean paper Milk and juice cartons	Nappies Plastic bags  Plastic wrap & film  Nappies All other non recyclable or compostable materials

### Waste Reduction and Rubbish Removal

Eliminate unnecessary packaging and wrapping before you bring goods on site. Sort your waste through out the day so that you can make use of the recycling bins at the end of the event.

### What if I don't want to participate?

Council and the Event Co-ordinator require you to comply with these new waste wise guidelines. If you choose not to, you will not be able to register your stall at this event. The event co-ordinator will monitor stalls on the day to ensure that environmental guidelines are followed.

### Need more help?

The Event Co-ordinator is responsible for supplying you with helpful information on alternative packaging and the waste and recycling system on the day.

You can also contact:

Karen Rudkin  
NEWF Waste Wise Event Coordinator  
PO Box 340, Lennox Head, NSW 2478  
Mb. 0401 941 330  
E. [greenhouse@northeastwasteforum.org.au](mailto:greenhouse@northeastwasteforum.org.au)