



# 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 80% of waste generated at events is either compostable or 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, Tweed, Richmond Valley and Clarence Valley) 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. You will be required to:

1. Communicate with the Event Coordinator or Council staff about packaging use.
2. **Bring "accepted" packaging material only** to the event as shown here in the table.
3. Use recycling and waste services correctly.

### Event Packaging Material Guide

Below is a quick guide as to what packaging materials are accepted at events across the region. A comprehensive list of suppliers and products is available from the council.

ACCEPTED	NOT ACCEPTED
Paper & cardboard	Polystyrene
Metal, ceramic or compostable food-ware eg paper, cardboard, corn starch, palm leaf	Plastic food-ware (cups, plates, cutlery, straws etc)
Plastics marked 	Plastics 
Fibre bags eg paper/calico/cornstarch	Plastic bags
Glass (only catering)	
Aluminium / Steel Cans	Polystyrene

## 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
Straws	Not necessary or use paper straws #
Pre wrapped straws	Keep straws in covered dispenser
Individual sugar/salt/pepper sachets	Provide bulk shakers
Individual tomato, chilli or soya sauce sachets	Provide bulk dispensers
Polystyrene boxes	Ask suppliers for cardboard boxes
Plastic bags	Not necessary, get customers into habit of bringing own bags OR if requested use cornstarch based or calico bags
Cling wrap	Recyclable Plastics Code 1,2,5 Nature flex Bags * #
Non-recyclable plastics	Re-useable items Recyclable Plastics Code 1,2,5
Coffee cup lids	Not necessary if not requested Sugarcane option available #
Plastic stirrers or spoons for hot drinks	Re-washable cutlery Wooden stirrer
Aluminium food bags	Not recyclable once contaminated Use Cardboard tray or paper bag

\* Nature flex is a 100% biodegradable plastic (made of cornstarch) .

# See our Biodegradable Suppliers and Product listing for suppliers.

## What recycling facilities are available?

Council has 240L split bins for recycling and waste, available for community events. The bins are clearly signed to avoid confusion with slots cut into the bins to help reduce contamination.

CO-MINGLED RECYCLING	WASTE
Glass Aluminium Plastics (1,2,3) Plastic drink containers Cardboard Aluminium Cans Milk and juice cartons Steel cans Clean paper	Non-recyclable plastic (4,5,6) Food Nappies Soy milk (foil lined tetra pacs) All other waste

## 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.
- Use an alternate bin if you find a bin full or overflowing

## 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 available to provide information on packaging and assist you with locating waste and recycling system on the day.

You can also contact:

Waste Wise Events Project Co-ordinator  
North East Waste Forum

E: [events@northeastwasteforum.org.au](mailto:events@northeastwasteforum.org.au)

