

Mitchell Shire Council is committed to reducing the amount of waste going to landfill due to the cost and loss of valuable resources.

The aim of any Waste Management Plan should be to reduce, reuse and recycle, to provide for the efficient and safe removal of waste, and to discourage litter at community and sporting events.

A waste management plan is a requirement for the hiring of any Council facility including parks or reserves for events.

### **WHAT TO CONSIDER WHEN DEVELOPING YOUR PLAN**

The types of waste that will be produced will determine what types of bins you will need. Events where food and drink is provided or can be purchased will need more bins than an event that does not.

A recommended minimum requirement is a waste and recycling bin per waste station. If there is likely to be more recyclables than waste, there should be two recycling bins and one waste bin per station.

Waste stations should be located near eating areas, exits and entrances. Most people are unlikely to walk more than 20m to dispose of their waste or recycling.

### **GUIDE TO NUMBER OF BINS REQUIRED AT EVENTS**

As a guide you should expect a minimum of one litre of waste per person per meal.

For example:

1,000 people x 2 meal times = 2,000 litres of estimated waste

Divide 2,000 by 240 litres = 8 wheelie bins (4 recycling and 4 waste bins)

### **PRIOR AND POST EVENT**

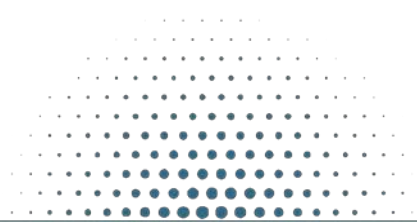
Research indicates that people are more likely to litter if the venue is already unclean. To minimise the amount of litter at your event, do a clean up of the site prior to the event.

Most contamination of recycling bins occurs during the clean up after the event has finished. To avoid contamination of recycling bins, remove them before pack up commences.

The site must be cleaned at the end of the event to ensure the venue is in the same state as it was before the event.

A template for the Waste Management Plan is provided overleaf. A map of the site with locations for placement of bins and the bin collection area for waste and recycling trucks will need to be submitted with the Waste Management Plan.

Waste Management Plans need to be submitted two weeks prior to the event. Late applications may not be processed in time.



EVENT DETAILS			
EVENT NAME:			
DATE			
TIME FROM:		TIME TO:	
VENUE:			
ANTICIPATED CROWD:			

ORGANISER DETAILS	
ORGANISATION NAME:	
POSTAL ADDRESS:	
CONTACT:	
MOBILE No:	

WASTE DETAILS: (Please indicate the types of waste that may be produced)			
RECYCLING		GARBAGE	
<input type="checkbox"/>	Cardboard boxes, paper cups, milk/juice cartons, newspapers	<input type="checkbox"/>	Waxed products (Cups, boxes, oily bags / containers from fried food)
<input type="checkbox"/>	Plastic drink bottles and cup lids	<input type="checkbox"/>	Straws, polystyrene and plastic bags
<input type="checkbox"/>	Aluminium drink cans and clean foil trays	<input type="checkbox"/>	Aluminium foil food bags
<input type="checkbox"/>	Glass bottles and jars	<input type="checkbox"/>	Ceramics, pyrex and light bulbs
<input type="checkbox"/>	Food cans and aerosol cans	<input type="checkbox"/>	Lolly wrappers and chip packets
<input type="checkbox"/>		<input type="checkbox"/>	Food and organic waste

Who will monitor recycling bins for contamination of food and general waste?			
How often will bins stations be monitored?			
Number of bins required:		GARBAGE	RECYCLING
Example:	1,000 people	X 2 (meal times)	= 2000 litres
	2000 litres	÷ 240 (litres)	= 8 bins
	This could be a combination of (4 recycling + 4 waste) or (8 waste) for example		

Who is providing your waste collection?		
Council's Contractor	<input type="checkbox"/>	(18/19 fees - \$25.00 each for recycling, and \$30.00 each for garbage)
Other Contractor	<input type="checkbox"/>	(please state)

How and where will waste / recycling be placed for convenient and safe collection by trucks?
Please ensure that every Waste Management Plan has an accompanying site map with locations of the bins and the bin collection area for trucks highlighted on the map.