

The background of the entire page is a blurred photograph of a large crowd of people walking on a paved surface, likely a boardwalk or promenade. The motion blur is horizontal, suggesting the people are moving quickly. The colors are muted, with a lot of greys and blues, but some brighter colors like a green shirt and a blue shirt are visible on the right side.

RMCG

FEBRUARY 2022

Improving event waste management in north east Victoria

Final Research Report

Alpine Shire Council in partnership with the
North East Waste and Resource Recovery Group

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Executive Summary

OVERVIEW

This project researched and developed a regionally consistent approach to effective event waste minimisation and management in the north east region of Victoria. This approach will be supported by the development of strategies, tools, and education material, in addition to a high-level feasibility assessment of employing dedicated infrastructure, to improve event waste management at events.

BACKGROUND

The Alpine Shire Council, in partnership with seven councils and three alpine resorts, were awarded funding by Sustainability Victoria to undertake a research project to determine recommendations for improved event waste management across the north east region of Victoria.

The north east region of Victoria is comprised of seven councils and three alpine resort management boards, including Alpine, Benalla, Indigo, Towong, Mansfield, Wangaratta, Wodonga, Falls Creek, Mt Hotham and Mt Buller/Mt Stirling. Approximately 3.6 million tourists are attracted to the region each year through the many and varied events which are held ranging from agricultural shows, skiing events, cycling and mountain biking events, farmers markets, festivals, and music events.

Waste management is an important consideration in the planning and hosting of events. There are several event guides for waste minimisation and management that have been developed by councils, community groups and other waste and resource recovery groups across Victoria, however there is not currently a consistent regional approach to event waste minimisation and resource recovery in the north east.

This project aims to determine what best practice waste management at events looks like for the north east region, and make recommendations for an improved regional approach.

This research report is based on the findings from a desktop review, observations at events, and engagement with key stakeholders including local government, alpine resorts, event managers and event stallholders.

ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Owners of the Country that we work on throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging and the Elders of other Aboriginal and Torres Strait Islander communities. Moreover, we express gratitude for the knowledge and insight that Traditional Owners and other Aboriginal and Torres Strait Islander people contribute to our shared work.

KEY FINDINGS

Organisational policies and procedures exist

- There are already event waste policies and event permit processes in place within councils and some alpine resorts to varying degrees. There is also an extensive range of event waste minimisation resources currently available that could be adapted, adopted or used by the north east councils or alpine resorts.
- There are also significant changes to State Government policy for resource recovery, which will have implications for the way waste is managed in the north east. Therefore, this is the opportune time to consider how improvements in event waste management can be planned and aligned with the implementation of the *Recycling Victoria* policy. This is particularly relevant for organics collection given there is uptake among event vendors using compostable packaging.

Resourcing and capacity are limited

- Councils and alpine resorts have limited resources to implement, monitor, enforce and review their waste management policies and procedures.
- There is limited involvement of the waste officers in event planning other than provision of bins and waste services (where applicable).
- Event managers are usually operating on a small budget and dealing with a range of other challenges such as the implications of the COVID-19 pandemic and coordination of stallholders or attractions. Waste is not a priority issue in most cases, and therefore there is a lack of willingness and capacity to change from this key stakeholder group.
- Councils fear that if the administration burden of waste management becomes too great for event managers, then they will take their event elsewhere. This is particularly problematic for post-COVID recovery and the desire to stimulate the regional tourism economy in many north east towns.

Event waste challenges

- Contamination of existing bin infrastructure was a problem at most events observed by the project team and identified through the interviews and surveys. This is in part due to:
 - Inconsistency of bins provided (e.g. some only have recycling bins and no general waste bins in the same area)
 - Inconsistency in bin signage
 - Lack of bin signage
 - Lack of understanding from the patrons about what materials belong in each bin.
- Stallholders are grappling with the implications of the COVID-19 pandemic on the use of bring your own (BYO) cups and reusable cups and crockery. There is the perception that everything needs to be individually wrapped to stop the spread of the virus.
- It is perceived among some stallholders and event organisers that there is not a waste issue at events and that improved event waste measures are not needed. This is in part due to:
 - The lack of incentives for stallholders or organisers to implement their own waste reduction measures e.g. no cost to the event organiser for waste management infrastructure in many of the regions and for most events,
 - No policy or no enforcement of policies on product requirements e.g. single-use plastic.
- There is uptake of compostable packaging by event stallholders at events, primarily driven by event participant and organiser demand.

RECOMMENDATIONS

Priority area 1: Align and implement existing policies (30% budget and resourcing allocation)

- Instigate a regular council forum to promote collaboration and shared understanding between waste and event divisions as part of the Regional Waste Management Forum or similar mechanism (e.g. quarterly)
- Seek to align and implement existing council and alpine resort policy on waste at events as a foundation for regional consistency and collaboration.
- Seek to adopt or adapt consistent key messaging and information for events and event permit requirements where possible across all organisations. Some examples include:
 - Consistent information and signage about infrastructure (e.g., what can be deposited into each bin type, how to plan an event, how to develop waste strategies, how to monitor waste)
 - No single use plastic policies
 - Zero waste to landfill from events by 2025
- Distribute resources and templates available to enable organisations to write, implement and review policies or strategies and ensure there is a consistent process for ensuring that there is alignment between organisations
- Create and implement a waste charge for event organisers based on the volume of waste produced at their event and ensure consistency across the region and clarity for event organisers.

Priority area 2: Improve awareness and education throughout the supply chain (40% budget and resourcing allocation)

- Leverage the existing regional Waste Education Network to develop and implement an engagement plan for educating event organisers, stallholders, and patrons about event waste minimisation
- Leverage the existing regional Waste Education Network to develop and implement an event waste education campaign for event organisers, stallholders and patrons. This should focus on clear purpose and messaging for each stakeholder group (e.g. starting with “what’s in it for me?”) and include the following information:

Stallholders

- Guidance on how to pick the right packaging for their product and ensure this is relevant to the infrastructure that councils and alpine resorts provide or that event organisers will be directed to access (e.g. private contractor)
- Demonstrate and facilitate initiatives for reducing waste at events (e.g. mug libraries)
- Demonstrate and facilitate initiatives for minimising waste throughout the COVID-19 pandemic

Event organisers

- Guidance on how to run a waste wise event
- Guidance on how to engage with stallholders
- Provide tools to help drive waste reduction outcomes at their event

Patrons

- Guidance on how to separate your waste effectively
- Promote and incentivise BYO and/or reusable cups, crockery and cutlery

Councils and alpine resorts

- Guidance on what event organisers should be charged for bin contamination
- Guidance on what is involved in establishing and leasing a dishwashing station
- Guidance on how to access drinking water trailers/stations if they are available
- Guidance on where to place bins at the event site tailored to the event type and size

- Guidance on what sort of information is required to promote behaviour change amongst event organisers and patrons
- Adapt or adopt existing templates for councils and alpine resorts such as:
 - Event waste plan templates
 - Designing a site layout and infrastructure checklist
 - Engaging service providers and patrons – survey templates
 - Stallholder covenants templates
 - Estimating quantity and types of waste – waste audit template
 - Waste audit and data reporting
 - Council policy templates
 - Communications and marketing templates.

Priority area 3: Investigate and implement infrastructure solutions and pursue further funding opportunities (30% budget and resourcing allocation)

- Develop cost-effective consistent regional event bin signage outlining what materials can and cannot be placed in each bin and ensure it is relevant to the types of waste being produced e.g. coffee cups, paper / plastic plates, compostable materials (e.g. biocup can be placed in organics bins)
- Implement consistent event waste bin colours across all councils and alpine resorts in the north east region
- Roll out event waste infrastructure in banks to facilitate correct bin usage by patrons and minimise contamination issues (e.g. recycling paired with general waste and organics (where applicable), rather than placed individually throughout different areas of the events)
- For councils and alpine resorts who do not yet have an organics collection in their area, consider adding an organics bin to the event bin banks when this service becomes available to ensure that compostable packaging and food waste is being diverted from landfill
- For councils and alpine resorts who do have an organics collection in their area, ensure there is an organics bin as part of your service to capture compostable packaging and food waste and ensure it is being diverted from landfill
- Investigate the opportunity for washing and drinking facilities that can be shared across the north east region (e.g. booking or lease system)
- Investigate opportunities to provide other waste separation initiatives such as coffee cup collectors
- Pursue additional infrastructure and education funding opportunities to assist with implementation (e.g. Recycling Victoria Councils Fund Round 2 Stream 2).

1 Introduction

1.1 OVERVIEW

THIS PROJECT

This project researched and developed a regionally consistent approach to effective event waste minimisation and management in the north east region of Victoria. This approach will be supported by the development of strategies, tools, and education material, in addition to a high-level feasibility assessment of employing dedicated infrastructure, to improve event waste management at events.

PURPOSE OF THIS REPORT

The purpose of this working draft report is to:

- Outline the findings from our research into waste management at events in the north east region, and
- Detail a clear set of recommendations to improve waste management.

The report is being shared in a working draft form to provide an overview to Alpine Shire Council and the North East Waste and Resource Recovery Group (NEWRRG) and to satisfy milestone reporting requirements with Sustainability Victoria (SV). Following the completion of the consultation for the project the complete draft will be submitted and comment sought from the Technical Advisory Subcommittee (TAS).

1.2 PROJECT BACKGROUND

The Alpine Shire Council, in partnership with six councils and three alpine resorts, were awarded funding by SV to undertake a research project to determine recommendations for improved event waste management across the north east region of Victoria. Following a competitive tender process, RMCG was appointed to deliver this project under the coordination of the Alpine Shire Council and the NEWRRG.

The north east region of Victoria is comprised of seven councils and three alpine resort management boards, including Alpine, Benalla, Indigo, Towong, Mansfield, Wangaratta, Wodonga, Falls Creek, Mt Hotham and Mt Buller/Mt Stirling. Approximately 3.6 million tourists are attracted to the region each year through the many and varied events which are held ranging from agricultural shows, skiing events, cycling and mountain biking events, farmers markets, festivals, and music events.

Waste management is an important consideration in the planning and hosting of events. There are several event guides for waste minimisation and management that have been developed by councils, community groups and other waste and resource recovery groups across Victoria, however there is not currently a consistent regional approach to event waste minimisation and resource recovery in the north east. It is recognised that the multitude of localised ad hoc approaches are likely to cause confusion amongst event operators, stall holders and food stallholders, undermining the success of many of these campaigns and programs.

This project aims to determine what best practice waste management at events looks like for the north east region, and make recommendations for an improved regional approach.

We acknowledge the Traditional Owners of the Country that we work on throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging and the Elders of other Aboriginal and Torres Strait Islander communities. Moreover, we express gratitude for the knowledge and insight that Traditional Owner and other Aboriginal and Torres Strait Islander people contribute to our shared work.

1.3 RESEARCH APPROACH

To understand how waste is managed at events in the north east we undertook the following:

- A desktop analysis of event waste documentation provided by councils and alpine resorts including related material that is publicly available, and identification of other event waste minimisation guides outside of the north east region that were publicly available online (detailed event guide content information is provided in **Appendix 1**).
- Interviews with participating north east councils and alpine resorts about their requirements for and their involvement in events in the north east region (interview guide provided in **Appendix 2**)
- Event manager and vendor survey distributed by councils and alpine resorts (survey form provided in **Appendix 3**)
- Observations of waste minimisation and management at events in the north east region from the 8th - 22nd of January 2022
- Interviews with event managers (interview guide provided in **Appendix 4**).

1.4 STRUCTURE OF THIS REPORT

The report is structured as follows:

- Executive summary
- Introduction
- Analysis:
 - Desktop review
 - Interviews with councils and alpine resorts
 - Survey
 - Observations from events
 - Interviews with event managers
 - Cost benefit analysis of options
- Summary of key findings and recommendations
- Appendices:
 - Appendix 1: Event guide content information
 - Appendix 2: Council and alpine resort interview guide
 - Appendix 3: Survey form
 - Appendix 4: Event Manager and stallholder interview guide
 - Appendix 5: Council and alpine resort interview summaries

2 Analysis

2.1 DESKTOP REVIEW

As part of the desktop review we:

- Analysed event waste management documentation supplied by north east councils and alpine resorts to understand the current operating context.
- Undertook an in-depth review of ten event waste management guides that were publicly available from Victoria, New South Wales, South Australia and New Zealand to understand what information resources and practices are employed outside the north east region.
- Undertook a high-level review of other resources that were more specific to plastics management, particular types of events and designed for COVID-19 safe events to understand what specific information could be used to undertake the cost benefit analysis.
- Reviewed *Recycling Victoria: a new economy* policy in addition to the applicable local government policies to understand the policy context for event waste and possible implications for current practices in the future.

A summary of our key findings are outlined below. Further details of the analysis are outlined in the following sections.

KEY FINDINGS

- All councils have an event application process or permit system in place. These processes address waste management but to varying degrees. In most cases it is limited to how many bins are required and in some cases waste management must also be addressed in the site plan. There are some instances where applicants are encouraged to provide further details on how they will minimise waste at events, but it is “optional”.
- There is a wide range of information publicly available that can be used by councils and alpine resorts to guide how they plan, deliver and review their own events, or provide to event organisers who are hosting events in their region.
- The structure of the documents generally fell into two categories: a step-by-step on how to plan, deliver and review an event, or a general list of tips / items to consider. Two of the ten guides reviewed used a step-by-step guide and the rest had a general list of tips / items to consider.
- A strong feature in each of the guides was the importance of separating waste into various streams and monitoring it throughout the event to reduce contamination and monitoring this through the event.
- In addition to information about how to minimise waste generation, there is an extensive list of tools and templates that can be adapted by councils, alpine resorts, or event organisers. The information reviewed here is general enough that it could be applied or used in the north east region of Victoria. COVID-19 safe event information is also included in the Barwon South West and Loddon Mallee Zero Waste Event Guide as it was recently developed.
- The State Government *Recycling Victoria: a new economy* policy sets out a clear direction to reduce the amount of waste generated and divert waste from landfill where possible. In particular, there is a clear directive to minimise organic waste going to landfill. This has significant implications for how councils and alpine resorts manage waste streams in their area as food and organic waste collection is not available in all local government areas or alpine resorts as a separate collection and recycling service (FOGO service is only available in Wodonga Rural City Council, Indigo Shire Council, and Benalla Rural City Council). Given councils and alpine resorts often provide the bins for events, consideration will need to be given to how these set-ups are supplied, monitored, and managed in the future to align with the State Government policy. Providing an organics bin is a significant opportunity for diverting waste from landfill at events given that there is an increasingly uptake of compostable packaging.

NORTH EAST REGION POLICIES AND GUIDES

A review was completed of relevant event waste policies and guides specific to the north east region. These documents were sourced directly from councils or alpine resorts, from their websites or through the North East Waste and Resource Recovery Group. Analysis of the documents is further provided in Table 2-1.

Table 2-1: Analysis of Council and alpine resort event waste management documentation

COUNCIL RESORT	MATERIAL
Alpine Shire Council	<i>Waste wise events in the Alpine Shire</i> covers: ▪ Benefits of avoiding waste ▪ Waste Hierarchy ▪ Tips for a waste wise event for before, during and after ▪ Requirements for holding events on Council owned or managed land and facilities or for events receiving council support (financial or in-kind). This includes a minimum requirement and other options for each of the following: - Commit to holding a waste wise event - Complete the waste plan in the event permit application - Avoid using single use plastic and products - Recycle right - Maintain a litter free event - Review and submit a waste evaluation - Frequently asked questions ASC also has an event permit process, of which waste management is a criterion.
Benalla Rural City Council	The Event Planning Guidelines refer to waste management. The information says Council can provide access to bins or the event organiser can call the waste management coordinator to discuss easy and cost-effective solutions. The guidelines also recommend a site plan be completed but there is no reference to waste infrastructure.
Falls Creek Alpine Resort Management Board	Nothing provided or available on the website
Indigo Shire Council	<i>Indigo Shire Waste Wise Event Toolkit</i> includes: ▪ Waste Management Hierarchy ▪ Plastic wise compliance plan which outlines suggested options for common single use plastics as events and a space for the event organiser to commit to an action for each material. If this section is completed and submitted to Council, waste management charges can be waived ▪ Waste Management pre-event planning table with a list of actions required for the event and space for the event organiser to write in whether it is applicable, the date, who is responsible and whether or not it has been complete. The list of actions includes: - Number of bins required and type - Submission of request through the Event Notification Form on the Council website - Location of waste stations - Signage and bins for all waste streams (optional) - Gain commitments from events team, sponsors, stall holders to discuss waste requirements (optional) - List of expectations for caterers or stall holders (optional) - Add waste information to promotional material (optional) - Investigate suitability of waste reduction trailers (optional) - Assess the waste produced by the event and identify ways to reduce it (optional) ▪ Event day set up template – similar to above

COUNCIL RESORT	/ MATERIAL
	▪ During event checklist – similar to above ▪ Post event checklist – similar to above There is also an event planning guide, which outlines everything that should be considered for an event. The items specific to waste include: ▪ Bin type availability ▪ Refers to the toolkit above Indigo implemented a Plastic Wise Policy in 2018 which sets a direction to reduce or eliminate single use plastic within Council operations and civic events.
Mansfield Shire Council	Mansfield Shire Council has an Event Management Plan Guide to support event organisers to develop their own plan. The guide specifically refers to waste management and covers the following items: ▪ Items that <u>must be</u> considered as part of the event plan, including: number of general waste and recycling bins (for patrons only, not stallholders), sufficient clean-up resources, waste reduction measures, management of cigarette butts ▪ Guidance for event coordinators on how to support responsible packaging and responsible disposal of the waste generated at the event. Mansfield Shire Council encourages: - No plastic bags - No polystyrene - Minimise the amount of packaging and products brought on site - Encourage food and drink stallholders to use recyclable or biodegradable food and drink containers and cutlery Mansfield Shire Council have a standard event permit application process.
Mount Hotham Alpine Resort Management Board	Nothing provided or available on the website
Mount Buller Mount Stirling Alpine Resort Management Board	Mount Buller has an event permit process. Waste management is a criterion of the event management plan.
Towong Shire Council	Nothing provided or available on the website
Wangaratta Rural City Council	General conditions about appropriate waste collection and disposal in their event permit terms and conditions
Wodonga City Council	Wodonga City Council has a Single Use Plastics Policy, which outlines a commitment with Albury City to <i>Reduce and where possible eliminate single use plastic items for all events held on council-owned or managed lands</i>. This is linked to their single-use plastic implementation action plan and the Sustainable Wodonga Sustainability Strategy. Wodonga City Council also has an Event Management Planning Guide (2020). This guide specific refers to: ▪ The availability of the North East Water drink tap water station ▪ Waste Management Plan requirements: - Assess who will generate waste at the event and how much (rule of thumb is 1L per person per meal) - Cleaning and re-stocking of existing and temporary toilet facilities

COUNCIL RESORT	/ MATERIAL
	- Emptying bins on site - Delivery and emptying of skips (as a guide there should be 10 x 240L general waste bins, 10 x 240L recycling bins and organics bins if serving food per 1000 people) - Ensuring stallholders and contractors management their own waste - Pick up of ground litter - Cleaning of infrastructure - Hiring cleansing - Communicating the event waste management plan to participants ▪ Guidance on bin to people ration (1 bin per 100 people subject to event type and whether food and drink is being served).
Other information	A two-page flyer was provided which outlines recommendations for event waste management. It includes and overview of: ▪ What makes a <u>waste management plan</u> successful (i.e. reduces waste to landfill, avoids litter, reduces the impact of the event on the environment, meets expectations of sponsors, visitors and community, and aims to reduce single use plastic. ▪ <u>Waste reduction strategies</u> (i.e. three bin system, waste reduction trailers (dish pigs, water trailers), discourage further contamination by removing bins with contamination, remove litter before, during and after, groups bins, provide adequate signage, reusable crockery and washing system, serve condiments in bulk, have a buy-back system in place for cups, utilise re-usable signage) ▪ Communication including who to communicate to and key messages Event Waste Management Plan template A template was also circulated and outlines the following: ▪ Event details ▪ Aim ▪ How waste is being generated ▪ Strategies to minimise waste ▪ Waste collection (before, during, after) ▪ Contamination management (before, during, after) ▪ Stakeholder briefing methods ▪ Site Plan ▪ Review.

IN-DEPTH REVIEW OF EVENT WASTE MINIMISATION GUIDES AND APPROACHES

RMCG reviewed several event waste minimisation guides used throughout Victoria to identify what waste minimisation measures are out there. The document reviewed were:

- Victorian guides:
 - Zero Waste Event Guide – Barwon South West and Loddon Mallee Waste and Resource Recovery Groups
 - Campaspe Shire Council Waste Wise Events Guide
 - City of Melbourne Sustainable Event Guide
 - City of Port Phillip Sustainable Events guidelines
 - Waste wise events in the Alpine Shire (as noted in the previous section)
- Interstate guides:
 - New South Wales Department of Environment and Conservation Waste Wise events
 - Government of South Australia – Waste Minimisation Guide, Events and Venues

- International guides:
 - Hamilton City Council Event Waste Management Guide (New Zealand)
 - Event waste planning guide for events held in Tauranga (New Zealand)
 - Wellington City Council – How to make sure your event's not rubbish (New Zealand).

Structure of guides

The guides generally contained similar information but were structured in two types of ways. One format was comprehensive guide about what to do before, during and after an event, the other commonly used format was as a list of general things to consider when planning an event but not necessarily tied to a specific step in the planning phase.

For example, the Zero Waste Event Guide from the Barwon South West and Loddon Mallee regions had three distinct planning phases that covered the following information:

- Planning phase:
 - Set targets
 - Estimate quantity, type, and source of waste
 - Design site layout
 - Choose infrastructure - bins, skips and logistics
 - Research and engage waste service providers
 - Create a stallholders covenant and engagement plan
 - Budget and staff allocation
 - Develop a communication and education plan
- Delivery phase:
 - Site set-up, training, and education
 - Stallholders engagement and assessment program
 - Capture the event (stallholder assessment, patron questionnaire, site assessment and bin monitoring)
- Evaluation phase:
 - Waste audit and data
 - Summarised what was captured during the event.

The New South Wales Department of Environment and Conservation Waste Wise events guide was also structured the same way.

The other format commonly used was a general list of things to consider when planning an event. These largely covered the same information as the previous two discussed but not organised into stages of planning and delivery. For example, the Campaspe Shire Council Waste Wise Events Guide covered the following information:

- What is a waste wise event
- Avoid food waste
- Recycle
- Prevent litter
- Waste wise event education and promotion
- Waste wise event certification (managed through council event application process)
- Appendices.

This approach was used to varying extents in all the other documents we reviewed but to varying degrees, some provided more detail in each section and others provided less.

Content

The City of Melbourne and City of Port Phillip's guide contained less detailed information on the above. Particularly when it came to engaging with stallholders, they did not go into detail beyond asking stallholders to use or minimise packaging.

One unique difference with the City of Port Phillip guide, compared to the other guides was the wider sustainability scope. This guide also included guidance on emissions reduction of event set-up and delivery, water efficiency, carbon neutrality and purchasing and contracting.

What came through strongly in each of the guides was the importance of separating waste into various streams and monitoring it throughout the event to reduce contamination. Another common content feature was the recommendation to review how waste will be generated at the event, what kind of waste it will be and in what quantities and developing strategies to reduce it and maximise its recovery. For example having a policy on single use plastics or a ban on straws / single use water bottles etc.

Another main observation from the review was how many different tools and templates are available. The most provided template was a high-level waste management plan. Six out of the ten guides reviewed supplied some version of a waste management plan.

Other event waste guides, such as the Barwon South West Guide, the New South Wales Department of Environment and Conservation Waste Wise Event Guide, the South Australian Government Guides, and the Wellington City Council guide (New Zealand), provided a comprehensive list of templates and tools that support each of these steps, for example waste management plan templates, policy templates, contract clause examples and more.

As the Barwon South West Guide is one of the more recent documents that has been developed, it also contains information on COVID-19 safe events that also minimise waste.

Appendix 1 has a table outlining the content of each of the ten guides we reviewed in depth as part of this project.

BROADER SCAN OF EVENT WASTE DOCUMENTATION

We also conducted a high-level review of other relevant existing documentation that informed some of the documentation described in detail in the section above. This included:

- Green Industries South Australia "Waste Minimisation Guide – events and venues", specifically their steps to success, barriers and enablers and Handy How-to Guides
- Tasmania's Rethink Waste "Event Waste Management Plan", specifically their concise approach and guidelines for stallholders
- Surf Coast Shire's "Plastic Wise Guide 2019 for Markets and Events", specifically their approach around avoiding plastic and encouraging compostable packaging
- APCO Compostable Plastic Packaging, specifically definitions, explanations, and certification of compostable material
- Zero Waste Events (NZ) and their four-step approach and COVID-19 details
- Green Events (International) articles about events and COVID-19
- Green Music (Australia), specifically their "Food and Vendors" content and recommended suppliers
- WRAP UK "Zero Waste Events Guide", specifically examples around construction and operation waste avoidance
- ANZ Stadium approach for large scale sporting events

- Biopak's recycling program.

The information from the above documentation is more detailed than the general guides investigated in-depth in the above section. These sources of information provide specific guidance relevant to certain types of events (e.g. stadium events, music festivals), COVID-19 safe events or specific waste streams (e.g. compostable materials, plastics).

GOVERNMENT POLICY

In 2020, the Victorian Government released *Recycling Victoria: a new economy*, which sets out a new plan for waste and recycling in Victoria. This is a multifaceted plan that focusses on designing materials to last, repair and recycle, using products that create more value, recycling more resources and reduce harm from waste and pollution.

This plan will significantly alter the way that local government and alpine resorts manage their waste streams and how materials will be recycled. Events can be a significant generator of waste so where it cannot be avoided, material streams should be separated into general, paper / cardboard / plastic, glass, and food and organics, to align with the kerbside system. As councils and alpine resorts often provide bin infrastructure for events, councils should consider the best set-up for them that facilitates waste stream segmentation and minimises contamination.

Several of the local government organisations already have Plastic Wise policies in place as previously mentioned which are aligned with the State Government's policy direction.

INFRASTRUCTURE AVAILABLE THROUGHOUT THE REGION

There is event based infrastructure used throughout the region already, this includes:

- Dish pig – portable wash station run by Plasticwise Yackandandah that can be hired for events in the north east region. The purpose of the dish pig is to support the uptake of reusable crockery at events to avoid the need for any single-use items.
- North East Water Trailer – this is available for hire from north east water
- General bin set-ups – for most events, there is usually a recycling and a general waste bin set-up at a minimum. This is normally in the form of public place bins or kerbside event bins dedicated for events. More information on these set-ups is described in the subsequent sections and in the council and alpine resort interview summaries in the appendix.

2.2 INTERVIEWS WITH COUNCILS AND ALPINE RESORTS

KEY FINDINGS

Challenges:

- All councils and alpine resorts have limited resources to implement, monitor, enforce and follow-up on event waste policies, strategies or to undertake educational campaigns
- There is limited involvement of the waste officers in event planning other than provision of bins and waste services (where applicable)
- Organisations fear that if the administration burden becomes too great for event managers then they will take their event elsewhere
- Recycling bins are often contaminated
- There is no incentive for event managers to reduce or recover waste when the costs are covered by councils or the alpine resorts

Opportunities for improvement:

- Waste education campaign for the broader community
- There are opportunities to have more consistent signage and infrastructure between organisation as colours, form and offering (i.e. one or two bins) is different across the region
- Templates, guidance, educational materials, and resourcing support would help councils implement waste minimisation measures at events

MAIN CHALLENGES FACED BY COUNCILS AND ALPINE RESORTS

Resourcing for policy development, implementation, monitoring, and enforcing is limited

Resourcing is a major challenge for all councils and alpine resorts. Generally councils have one or two people waste teams and one or two event managers. This limits their ability to implement, monitor, enforce and review waste policies at events. For alpine resorts, they have small teams which focus on this and manage all waste at events for event organisers.

Some organisations have policies for event waste (e.g. no single use plastic) however they are not often implemented because of the resourcing required to do so or used more as a guide rather than a mandated. Other organisations have no policies at all, which is limiting their ability to influence waste generation within their area, and none of the organisations we spoke to are auditing and recording event waste. Many found that the logistics, findings the skills and capacity to be able to implement, monitor and review their approaches is difficult.

Another issue with no single-use material policies was providing an alternative. For example, if the Council requires no single-use drink bottles but the water trailer for drink bottles is unavailable then it becomes hard to implement. It also became more difficult to provide drink stations and dish washing stations during the COVID-19 pandemic because they were required to be monitored and cleaned after every use, instead of periodically and most land managers and event managers did not have the resources for this.

Most councils and alpine resorts provide or hire out bin set-ups for event organisers, except for Wodonga City Council. They refer event managers to contractors to manage waste, which they find limits their ability to enforce policies on waste.

Limited involvement of the waste officer / coordinator

Event applications generally cover how many bins are required and the number of people at the event. This is often referred to the waste officer, however beyond the provision of bins, their involvement is limited if it is a small event. Waste officers are usually only engaged to a greater extent if a large event is taking place or if the application does not contain the right information.

Administration burden for event organisers may result in them taking their event elsewhere

There is also a perception that if it becomes too onerous for the event manager to get approval then they may take their event elsewhere. For small towns, some Councils reported that some community event organisers are “mortified” that they have to do an event application at all. In addition, some councils and alpine resorts found it difficult to influence waste generation when it was in control of the event stallholders.

Recycling bins are often contaminated resulting in the material being sent to landfill

There are consistent challenges for land managers with contamination of recycling bins. As a result, material for recycling was being deposited in landfill if it appeared to be contaminated. From their perspective, there is a lack of understanding among patrons and stallholders about what can and cannot be recycled.

No incentive for event managers to focus on waste reduction and resource recovery

The cost of rolling out the infrastructure for events is increasing and, in most cases, it is the Council or alpine resort that is covering costs. Depending on the size of the event there are processes in place at most organisations where the costs of waste management are either covered by the organisation or they are eligible for a grant to cover the costs. In some cases, the waste is managed by an external provider so the event manager must cover the costs. When the costs are covered by the organisation it removes the incentive for event managers to focus on waste reduction and resource recovery.

MAIN OPPORTUNITIES FOR IMPROVEMENT

Waste education campaign

Education and key messaging about reducing and sorting waste effectively at events using the infrastructure required was one of the main opportunities for improvement. It was proposed that key messaging should include:

- How to avoid waste
- What can be deposited into each bin provided
- Packaging information
- Financial benefits of reducing waste
- How to access resources such as drink trailers or dish washing stations.

To be effective, key messages would need to be widely communicated within the organisation and supported through changes to event permits to ensure that policies (once developed) are implemented.

Clear and consistent signage

Signage and infrastructure inconsistencies between shires and alpine resorts was also reported to add to the confusion for patrons so driving consistency between infrastructure was also another way to improve sorting and therefore diversion from landfill.

Guidance for organisations

Organisations are seeking guidance on several issues that could support them to improve event waste management in their area, this is included:

- Guidance on what organisations should be charged for bin contamination
- What is involved in setting up and hiring out a dishwashing station
- How to access water trailers if they are available
- Where to place bins
- What sort of information is required to trigger the right behaviour
- Templates that can be adapted such as:
 - Event waste plan templates
 - Designing a site layout and infrastructure checklist
 - Engaging service providers and patrons – survey templates
 - Stallholder covenants templates
 - Estimating quantity and types of waste – waste audit template
 - Waste audit and data reporting
 - Council policy templates
 - Communications and marketing templates.

2.3 SURVEY

KEY FINDINGS

- Two bin (recycling and general waste bins) or three bin systems (general waste, recycling and organics) were implemented by event organisers across the north east region.
- The most effective waste reduction measures at events are: reusable cups and crockery, BYO container policies, audits and monitoring, waste management staff, covenants, policies and plans.
- The challenges for event managers, council and alpine resorts (land managers), and stallholders were similar. All have limited time and resources (both people and funding) to implement, monitor (enforce), and improve how they manage waste at events. Some even highlighted the lack of understanding or education to be able to use the infrastructure appropriately.
- There were a few respondents who do not think there is a problem with waste at events and rely on other businesses or organisations to have their own policies.
- Contamination of bins at events was a widely reported issue from both the land managers perspective and the event managers perspective.
- From a vendor's perspective, in addition to funding, time, resources and insufficient information, the COVID-19 pandemic has resulted in the perception that everything needs to be individually wrapped to stop the spread of the virus.
- The main opportunities for minimising waste at events from event managers' perspectives include: Access to funding to support implementation of initiatives, access to infrastructure and information on COVID-19 and what it means for minimising waste at events. From a land managers perspectives it was providing more detailed education material for organisers and patrons, having stronger waste requirements for the event, and recycling marshals to help educate and ensure proper disposal of materials. From a stallholders perspective it was separate bins for waste products, access to drinking water stations and further COVID-19 information for operating a waste free event.

DEMOGRAPHICS

Overall 51 people responded to the survey. There were three land managers who responded to the survey, 45 event organisers, one land manager who also runs events, and two stallholders who responded to the survey.

Events run by the survey respondents were generally small. Almost half (47%) of the events were for less than 150 people. Almost a third (31%) of events were for between 150-1000 people. The types of events and the relevant proportion is provided in Figure 2-1.

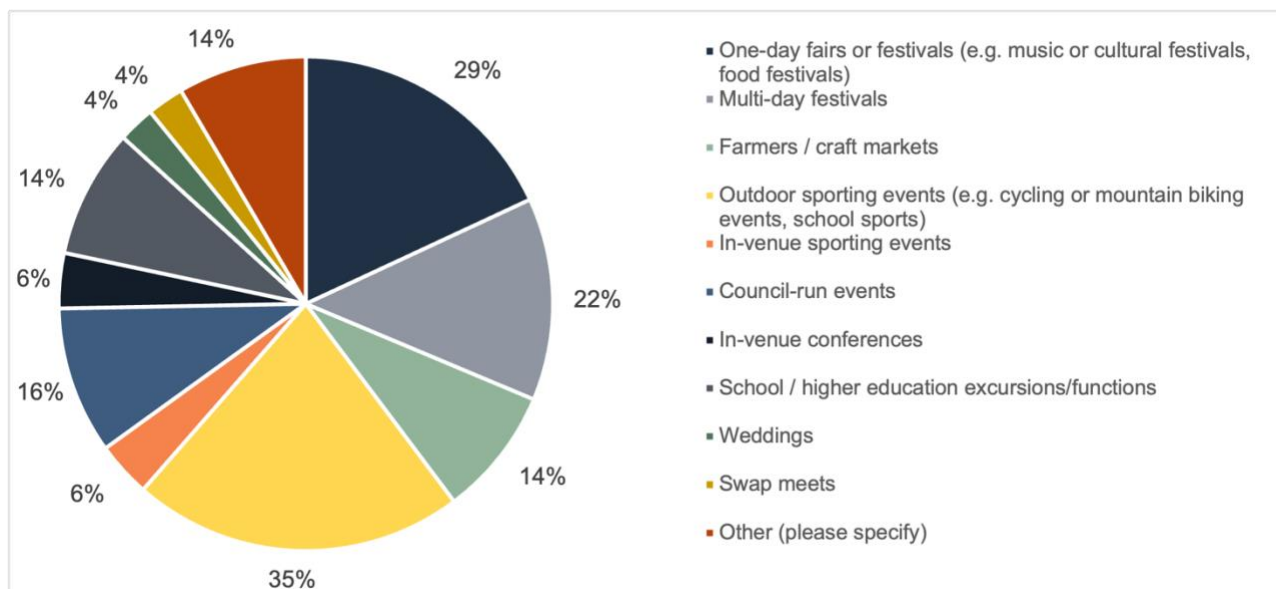


Figure 2-1: Types of events run by respondents

Events run by the organisers or managers that responded to the survey were mostly held in Alpine Shire (53%), Indigo Shire (18%), Mount Hotham (12%) and Wangaratta (22%). A small proportion (6%) of event managers also ran events outside of the northeast region (Figure 2-2).

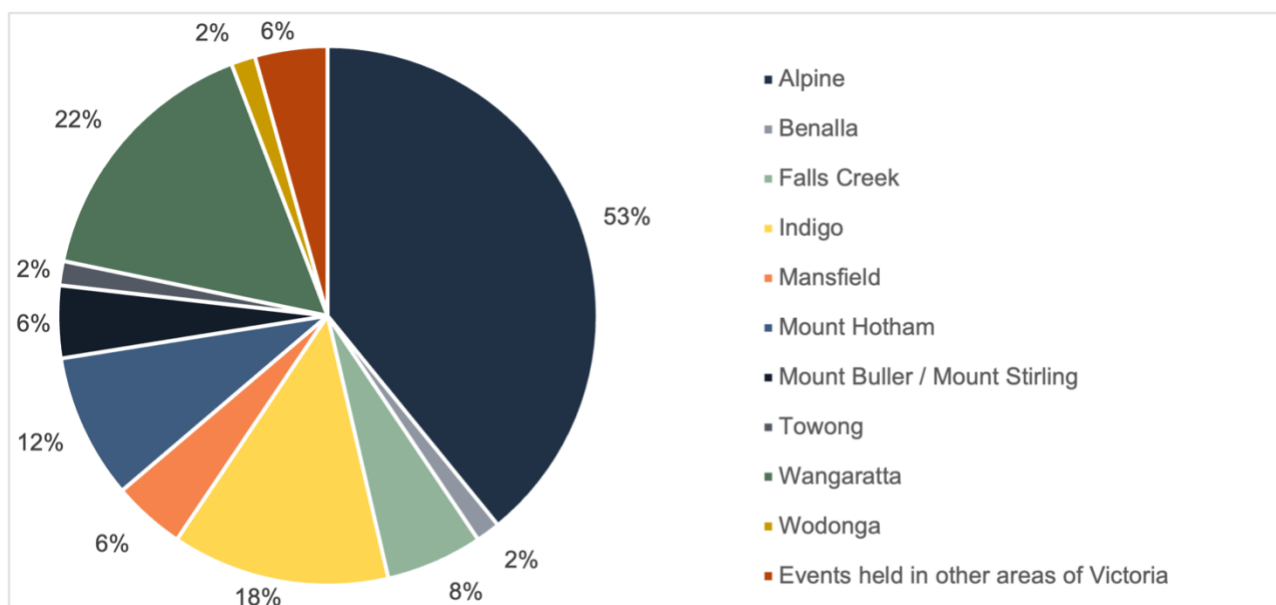


Figure 2-2: Event locations

APPROACHES TO MANAGING WASTE AT EVENTS

Bin set-up

Around 66% of event organisers offered a two-bin system (recycling and general waste) and 14% offer a three-bin system (recycling, compostable, and general waste). Those who do not provide a waste service take their waste off-site for disposal or have a “take home” policy. Some respondents said they offer “other” front or back of house approaches. These involved:

- Collection of all waste and hand sorting behind the scenes into the appropriate streams (general waste, recycling, and home composting)
- Sorting cans behind the scenes for scouts to on-sell through a scheme.

Level of effort

On average respondents said their organisation puts a moderate (2.5/5) amount of effort into minimising waste at events. A small proportion of respondents (<10%) put a high amount of effort into minimising waste at events.

Waste and litter minimisation measures used by event organisers

Event organisers reported that reusable cups and crockery were the most effective ways to reduce waste at events. This was followed by BYO container policies (Figure 2-3). Other top rating measures included:

- Audits / monitoring and evaluation overtime
- Waste management staff or volunteers
- Stallholder covenants
- Packaging policies
- Waste management plans.

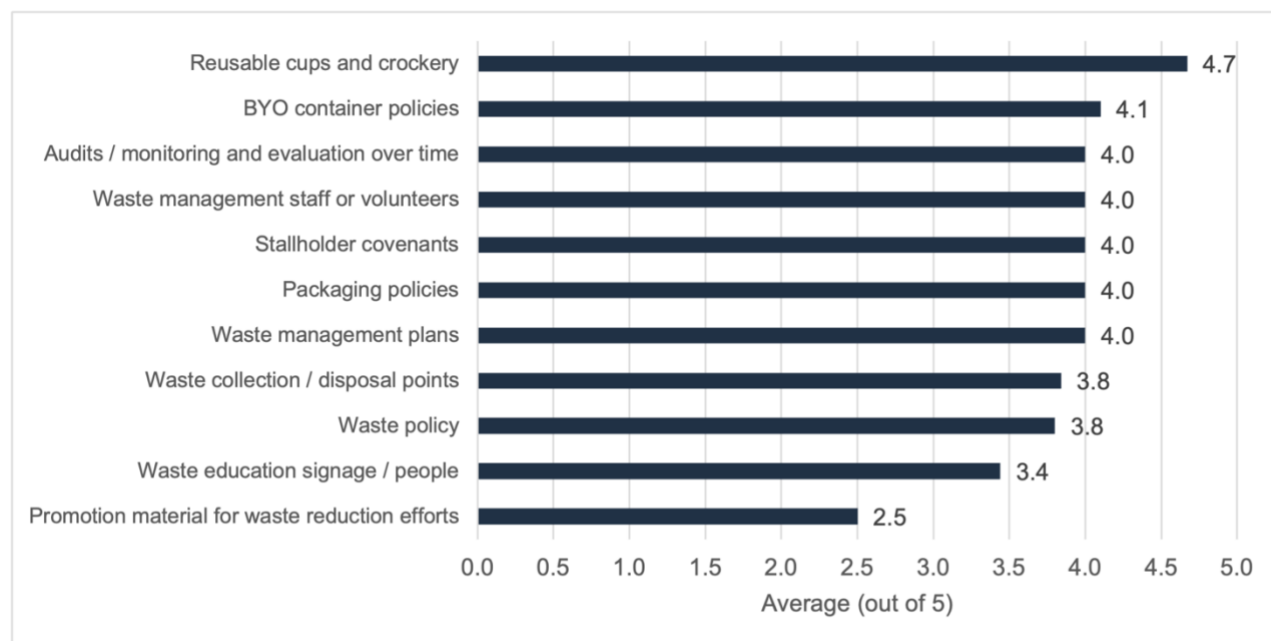


Figure 2-3: Effectiveness of waste and litter minimisation measures where 1 = least effective and 5 is most effective

Waste and litter minimisation measures used by land managers

Land managers often require event organisers to apply for permits when holding an event on land within their jurisdiction. Of the four land managers who responded to the survey, two have the following requirements as part of an events permit:

- Waste Management Plan
- Ratio of bins to expected number of attendees
- Specific measures for waste streams (general waste and co-mingled recycling).

One land manager also requires compostable packaging, site plan, and waste management staff and volunteers to monitor the event.

Land managers who required a certain ratio of bins to expected number of attendees and specific measures for waste streams reported that these were moderately effective at reducing waste and managing litter. Site plans, compostable packaging and waste management plans were slightly less effective and having waste management staff or volunteers was not found to be as helpful at reducing waste and litter (Figure 2-4).

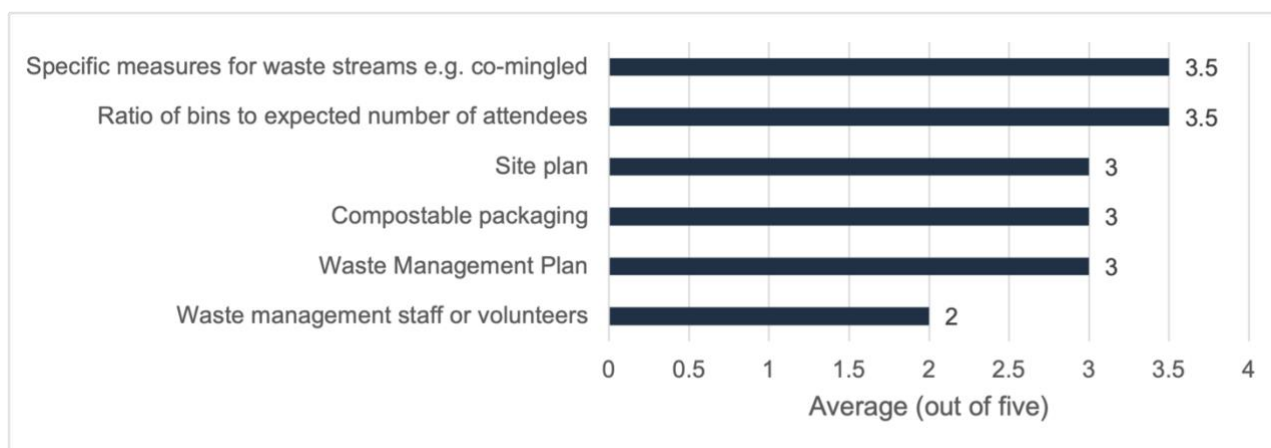


Figure 2-4: Effectiveness of land manager event permit requirements

Waste minimisation measures used by stallholders

Of the few stallholders who responded to the survey, the main measures they implement to reduce waste included:

- Tailoring catering quantities to the confirmed guest numbers to minimise food waste
- Banning single use plastic cups.

There were some comments made by a vendor who stated that there was no waste produced by their event, so they did not need to implement any measures.

CHALLENGES

Challenges for land managers when promoting, assisting, and enforcing policy directions

The challenges that land managers reported were:

- Cleaners mixing bin contents
- Limited resources for education and enforcement
- Lack of resources for running and overseeing waste management at events
- Public is less proactive at recycling properly and municipal waste is often placed in recycling bins
- Getting stallholders to use products that can be re-used or recycled.

Challenges for event organisers when planning for an event

Similarly to land managers, event organisers also faced the challenge of not having access to skilled volunteers or staff. This was the most reported challenge followed by access to infrastructure (e.g. waste segregation bins, washing up trailers etc.), limited time to plan an event, and the costs to event organisers associated with waste management as shown in Figure 2-5.

Other comments made were:

- *Cost and access to fully recyclable consumables like cups and plates*
- *Our event is big but run on quite a small budget, it would be great if we could afford to hire washing up trailers, and some sort of cardboard/paper recycling system where we know it will be recycled. A mug library for coffee stallholders (some are doing this on their own anyway).*
- *We manage our small level of waste very well*
- *Most of our events are small in scale so do not face challenges from a planning perspective*
- *Not really an issue - attendees at cycling events seem to do the right thing*
- *With health and safety and COVID 19 reused items are very hard to be used*
- *With events and having water on the courses, cups is the best option however the waste does add up but we cannot come up with a more environmentally friendly way with the public and health restrictions*
- *Short staffed to assist in monitoring*
- *Limited time to plan with the current situations [COVID-19]*
- *Expensive but worthwhile so we always invest (money could certainly be used elsewhere though)*
- *I have no waste management issues. It works perfectly. We rely on businesses who have their own policies.*
- *Currently, we pick up litter along the path before our event. We don't generate rubbish - just CO2 from people huffing and puffing from exercise!*
- *Covid - all foods provided for runners now must be individually wrapped*
- *People do not use the bins correctly. By the end of the market the recycling bin is full of rubbish and the rubbish bin full of recycling*
- *Cannot control/police general/recyclable waste segregation*
- *Items that are recyclable are still very limited in Australia. Need to increase the number of things that can be recycled especially the single use items that are difficult to find an alternative.*

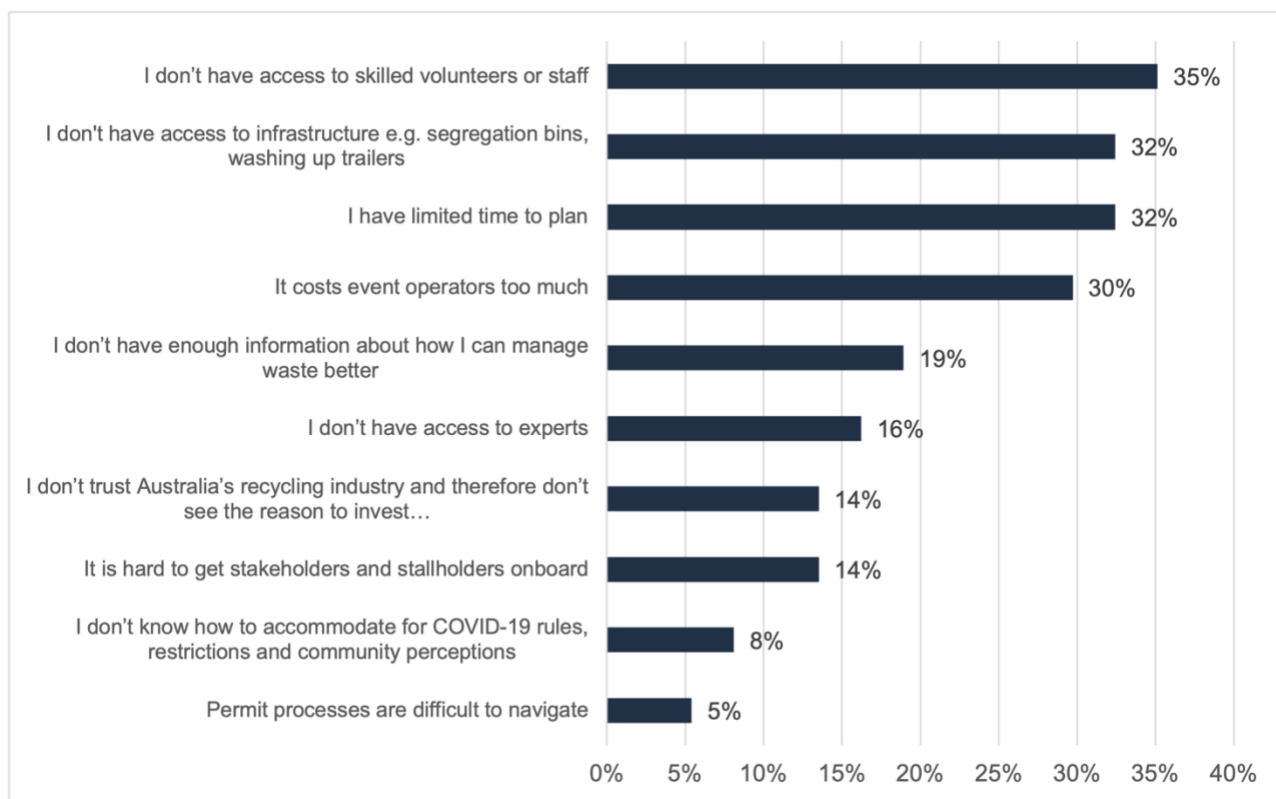


Figure 2-5: Challenges faced by event organisers when planning an event

Challenges faced by event organisers when running an event (i.e. during event)

The most commonly faced challenge for event organisers was the contamination of bins (65%), for example, patrons putting general waste items in the recycling bin. This was followed by finding staff to oversee event waste operations (experience by 49% of survey respondents) and difficulty ensuring staff, contractors and stallholders are following procedures (43%). “Other challenges” not listed in in Figure 2-6 included not having access to bins for organics / biodegradable containers or that they did not face any challenges.

Over 67% of event organisers do not measure the waste generated by their event. Those that do use the following metrics: cost of disposal (12.5%), weight in tonnes (5%), volume (5%). Those who selected other record the number of bins they hire vs how many are used. Other comments consisted of:

- *Not enough is generated to warrant any monitoring*
- *This is managed by Council, not us.*

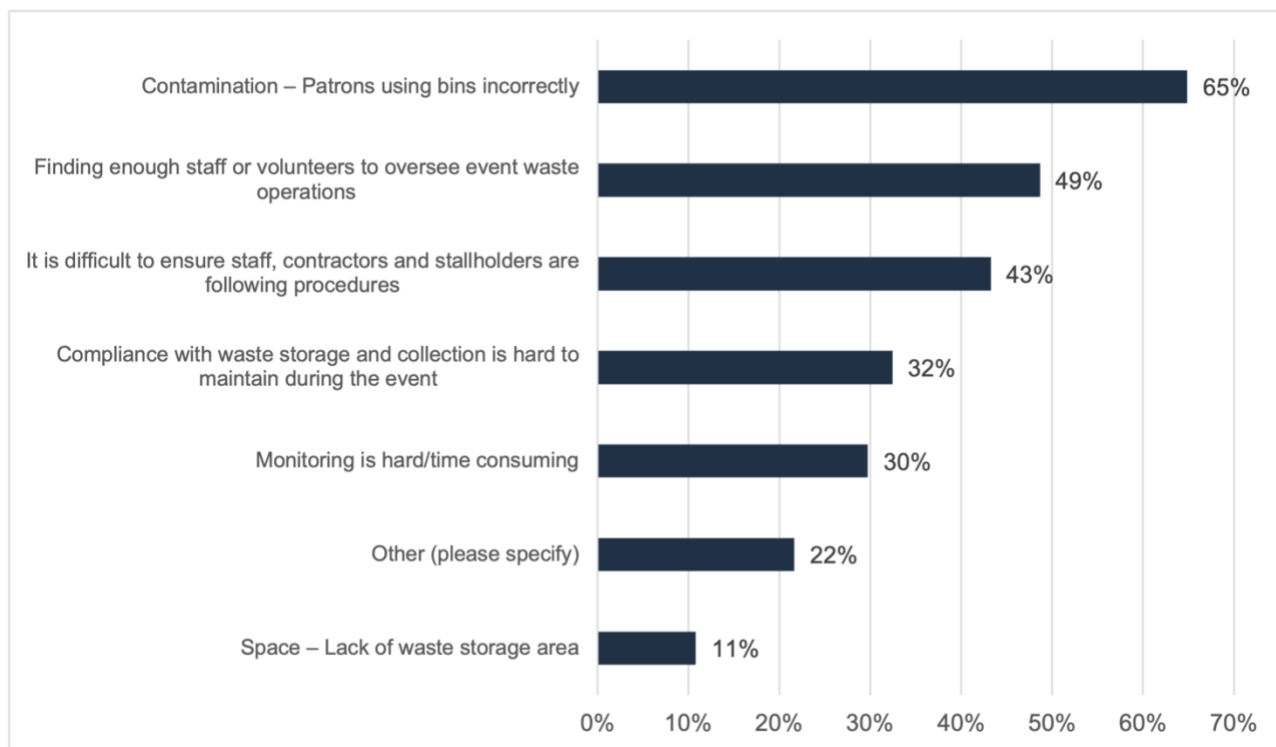


Figure 2-6: Challenges faced by event organisers during an event

Challenges faced by stallholders

Stallholders noted that there are three main barriers that prevent them from reducing waste at events:

- Insufficient / inaccurate numbers booked for catering
- Funding, time, and helpers
- COVID-19 and the perceived necessity to have everything individually wrapped to stop the spread.

OPPORTUNITIES FOR MINIMISING WASTE AT EVENTS

For event managers

The main factors selected that would make it easier for event managers to pursue event waste minimisation opportunities were access to funding (to support implementation of initiatives) (45%), access to infrastructure (45%), and information on COVID-19 and what that means for waste minimisation at events (40%). Others are listed in Figure 2-7. Other factors that event managers were identified separately included:

- Changes to health and safety regulations for mobile dishwashing services
- Staffing options
- Information on weights of collected waste materials
- Centralised access to ways to dispose of biodegradable food containers that is not individual events based.

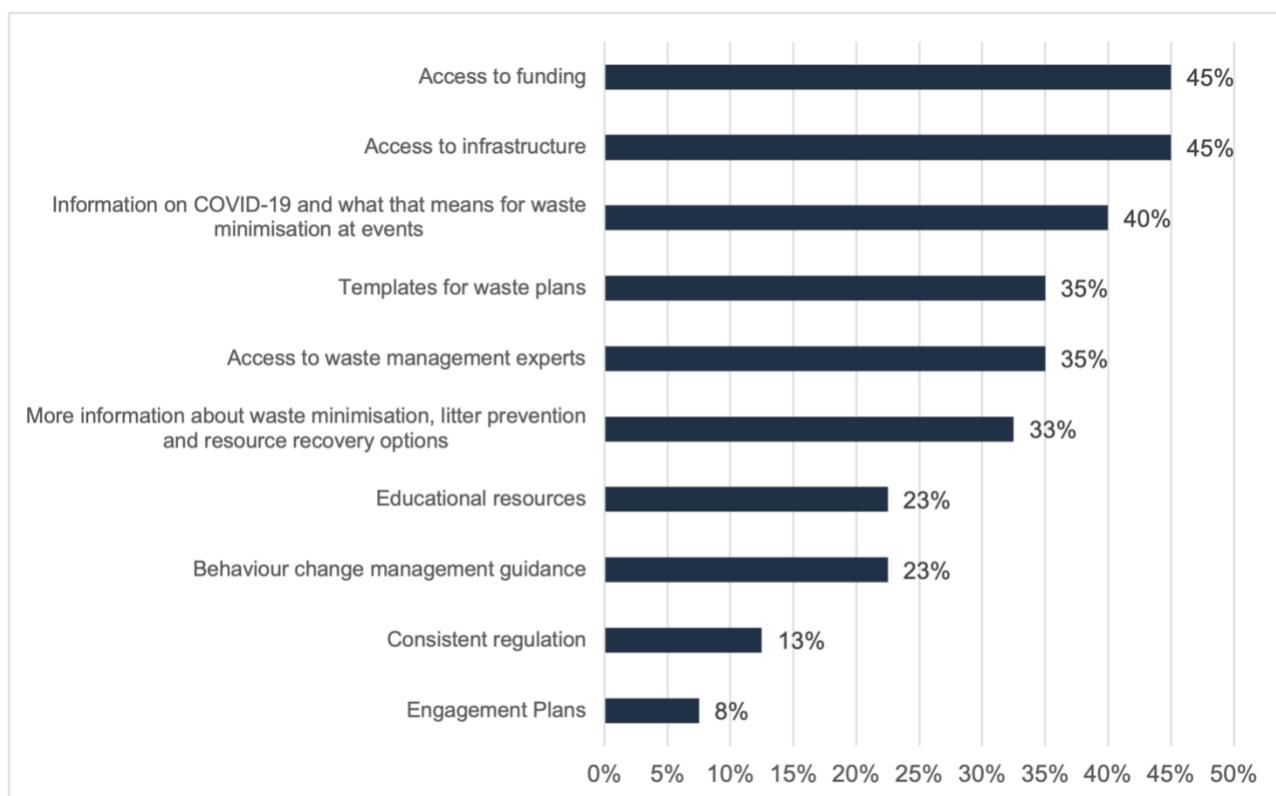


Figure 2-7: Opportunities for minimising waste at events from an event organisers perspective

For land managers

Land managers identified four main opportunities for improvement when assisting event organisers to reduce and manage waste, which included:

- Providing more detailed educational material
- Have stronger waste management measures that must be adhered to for the event to proceed
- Education for patrons to reduce the contamination of recycling stream with general waste
- Recycling marshals to help educate and ensure proper placement of recycling.

For stallholders

Stallholders selected the following options for support to help them reduce waste and increase recycling or recovery of materials at events:

- Separate bins for different waste products (e.g. general waste, recycling, organics)
- Access to drinking water stations
- Information on how to reduce waste during the COVID-19 pandemic.

One respondent did make the comment that no support was required.

SPECIFIC GUIDANCE THAT EVENTS MANAGERS, STALLHOLDERS AND LAND MANAGERS ARE SEEKING

Event waste plan templates were the most popular form of guidance that the event organisers are looking for. This was followed by volunteer and people management, costs and benefits of different types of packaging, communications and marketing templates, council policy templates and stall holder covenants (Figure 2-8).

There were three comments reporting that no assistance was required. Another stated that Council manages their waste so did not require any information, whereas another respondent would like more funding assistance from Councils and resources.



Figure 2-8: Specific guidance required for improving event waste management

2.4 OBSERVATIONS FROM EVENTS

OVERVIEW

RMCG attended 5 events in the northeast region in January 2022. These included:

- Wangaratta Farmers Market 8th January
- Wodonga Farmers Market 8th January
- Lake Moodemere Regatta, Rutherglen, Victoria, 15th January
- Alpine Classic, Bright, Victoria, 21st January
- Myrtleford Farmers Market, 22nd January.

Our approach at the events was to observe and analyse:

- What waste services (e.g. bin set up) were in place, and the configuration and placement
- What kind of signage / education (if any) is being used
- Whether there are any obvious litter issues e.g. overflowing bins, etc
- Types of materials being provided by stall holders if appropriate
- Any evidence of proactive waste minimisation activities e.g. separate coffee cup collection or BYO packaging signage
- Peoples use of waste infrastructure.

The subsequent sections of the report provide a summary of our observations from each event.

KEY FINDINGS

- At all events observed, there was both a recycling and general waste bin configuration. Most were placed in pairs except for one event where it differed between bin banks.
- Most recycling bin contents observed at each of the five events were contaminated. This was mainly from coffee cups.
- Some food stallholders have taken the initiative to use biodegradable packaging for their products. This was mainly driven by their desire to be environmentally sustainable, to meet expectations of the community or because the product itself was best suited to their needs. For some, this also meant that they were able to access events that had packaging requirements.
- Most people at farmers markets were using their own bags, but to a lesser extent their own coffee cups.
- Signage was placed on bins to varying extents and at one event, there was mixed messaging on the bin itself e.g. one bin had bottles listed as an item for recycling even though the event sign said cardboard only.
- Litter was not an issue at most events, except for along the cycling route of the Alpine Classic.
- Some stallholders are producing food waste which is being deposited in the general waste stream.

WANGARATTA FARMERS MARKET

Overview

There was a total of 21 stall holders at the Wangaratta Farmers Market. The market is part of the Victorian Farmers Market Association. RMCG observed the market from approximately 8.30am to 9.30am on Saturday 8 January.

Stall holders were mainly fresh produce traders with some selling preserves, recycled wool products, pottery, coffee, egg and bacon rolls, and wood craft.

Waste management set up and observed waste

There was one street bin station within 20m of the farmers market with both general waste and recycling 240L bin inside a street bin frame. The recycling bin had signage indicating what materials were able to be deposited. It did appear that coffee cups were accepted in the recycling bin based on the sign. It was not possible to see inside either bin (Figure 2-1 & 2-2).

In addition to the permanent street bins was one recycling bin, which appeared to belong to the nearby Holy Trinity Cathedral. It was approximately a third full. Mostly with documents (assuming they came from the church) and coffee cups which were mostly the same type of packaging as those coming from the Cloud 9 coffee stand. After observing for about 15 minutes it appeared as though most people who deposited coffee cups in the recycling bin during that period had obtained them from the coffee stand.

Main waste generating stallholders

There were three sources of waste for the market:

- Home made by Annie which was serving freshly squeezed juice in BioCup with a paper straw (Figure 2-3)
- Cloud 9 coffee stand, which was serving coffee in Detpak cups. They were also accepting BYO coffee cups
- Egg and bacon roll stand, which served rolls with a paper serviette.

General observations

There were no obvious litter problems in the Cathedral grounds where the market was held (Figure 2-4). Most traders seemed to store their products and additional stock in re-usable containers (plastic or wooden). One trader was providing “Future Friendly Bags” for products purchased if the buyer did not have their own bag. These brown paper bags (although not made from recycled paper) were packaged in a plastic bag with the same branding. Fruit and vegetables were not packaged except for the berries.

Most customers bought their own re-usable bags for the produce they purchased. Only one customer out of approximately 50 had a single use paper bag.

Recommendations

- Implement clear and updated signage on all bins indicating what it should be used for.

Photos are provided overleaf.

Wangaratta farmers market traders

Cherry Time Orchard

Heirloom Naturally

Mill and Bakery

Gamila at Beechworth (fresh produce)

Sam's Cordials

Woodland Mushrooms Gourmet

Beechworth Berries

Nashi Juice

Ask for Garlic

Chickens and Eggs

Blueberries

Ivy and Vander

Home made by Annie

Frances Cecil Farm

Cloud 9 Coffee

Warby Wood

Made in Clay

Preserves

Unknown vegetable seller

Recycled wool store

Egg and bacon roll stand

(Italics denotes banner / business name)



Figure 2-1: Street bins observed in parkland at the Holy Trinity Cathedral



Figure 2-2: Close up of the recycling bin signage, which indicates what materials can be deposited here



Figure 2-3: Picture of the BioCup packaging with the paper straw from the fresh juice stand



Figure 2-4: View of part of the Wangaratta Farmers Market

WODONGA FARMERS MARKET

Overview

There was a total of 16 stall holders at the Wodonga Farmers Market (Figure 2-5). The market is part of the Victorian Farmers Market Association and was held at the Lincoln Causeway, Wodonga. RMCG observed the market from approximately 10.15am to 11.15am on Saturday 8 January.

Stall holders were mainly fresh produce traders with some selling preserves, coffee, dumplings, and wood craft.

Waste management set up and observed waste

There was one bin station centred in the middle of the farmers market with a general waste and recycling 240L bin. Both bins were labelled JJ Richards and the yellow bin indicated that it was for recycling only. There was no signage indicating what materials were accepted in each (Figure 2-6).

The bins were only a quarter full. Mostly with coffee cups. Detpak coffee cups were observed in both the general waste and recycling bins. There were also approximately 5 paper plates in the general waste bin and 3 in the recycling bin from the dumpling vendor. Only the surface of the bin contents was observed as this was not an audit. There was also one set of plastic knives and forks observed in the recycling bin.

Main waste generating stallholders

There were two sources of waste for the market:

- Cloud 9 coffee stand, which was serving coffee in Detpak cups. They were also accepting BYO coffee cups.
- Dumpling stand which served dumplings on a paper plate with a plastic knife and fork if required. All condiments looked to be served in bulk.

General observations

There were no obvious litter problems at the Lincoln Causeway where the market was held (Figure 2-4). Most traders seem to store their products and additional stock in re-usable containers (plastic). Fruit and vegetables were not packaged except for the berries. Customers were encouraged to provide their own containers.

Most customers bought their own re-usable bags for the produce they purchased, and no single use bags were observed.

There was no clear indication about what was accepted in recycling bin. According to the Wodonga City Council website (through Halve Waste) coffee cups are not accepted and therefore were a contaminant in the recycling bin at the market.

Recommendations:

- Implement clear signage on all event bins about what can and cannot go into the bin
- Implement organics public place bins and event bins when the service is rolled out across the region to divert compostable packaging and food waste from landfill

Wodonga farmers market stallholders

KNM Berries and Fruit

Cloud 9 Coffee

Red Elk Beverage Co

Beechworth Berries

Fresh Blueberries

Back to Earth Soaps

Free Range Eggs

Little Cedar Farmhouse Goat Cheese

Gourmet Dog Treats

L'Oliveraire

Homemade gingerbread

Dumplings

Art stand

3 x Vegetable stands

Wood craft stand

Plant stand

(Italics denotes banner / business name)



Figure 2-5: Part of the Wodonga Farmers Market



Figure 2-6: 240L General waste and recycling at the Wodonga Farmers Market

- Implement packaging covenants to support the uptake of compostable packaging when an organics public place and event bins are rolled out.

LAKE MOODEMERE REGATTA

Overview

The Lake Moodemere, Rutherglen Rowing Regatta is a two-day event at the Lake. RMCG observed the event from 1pm – 2pm over on Saturday 15 January. It is estimated that there were over 200 people on-site.

Waste management set-up and observed waste

There were three streams of waste being collected at the Regatta. A red lidded bin was used for general waste, a yellow lidded bin for paper and cardboard and a grey bin for plastic bottles and cans.

There were eleven bin stations observed over an area of approximately 150m by 20m. Bins were provided in banks (Figure 2-7), however not all banks consisted of all waste streams. It is not clear whether the configuration was set-up in this way or if bins were moved around by the event attendees (as they were not secured). The bank configurations were as outlined in the table below. Bank 1 was started in the food section and bank 11 was at the entry point to the event.

BANK	NUMBER OF BINS		
	General waste (red) 	Paper and cardboard (yellow) 	Plastic bottles and cans (grey) 
1	3		4
2	1		
3	1		
4	1	1	
5	1	2	
6	1	1	1
7		1	
8	1	1	1
9	1	1	
10	2	4	
11	1	1	



Figure 2-7: Three bin system at Lake Moodemere Regatta

All paper and cardboard (yellow bins) recycling bins that contained any waste were contaminated by coffee cups and the plastics lids (Figure 2-10). Some also contained plastic bottles. There was one bin observed that had what appeared to be an old label on the lid indicating that plastics, bottles, paper, and cardboard could be placed in the bin. It also had a new sign on the front that said for paper and cardboard only (Figure 2-8). This

bin did have plastic bottles, coffee cups and cans inside (Figure 2-9). There were three paper and cardboard bins which did not contain any waste at that time.

There were less signs of contamination in the grey bins designated for plastic bottles and cans (Figure 2-11). The general waste bins contained a mix of materials including soft plastics, fruit scraps (watermelon, bananas), food containers, paper straws, and tissues / serviettes (Figure 2-12). None of the bins were more than a quarter full by 2pm on the Saturday (i.e. following the lunch period).



Figure 2-8: Old label on the yellow bin lid designated for paper and cardboard



Figure 2-9: Inside a yellow bin (with old label Figure 2-8) designated for paper and cardboard



Figure 2-10: Inside a second yellow bin designated for paper and cardboard

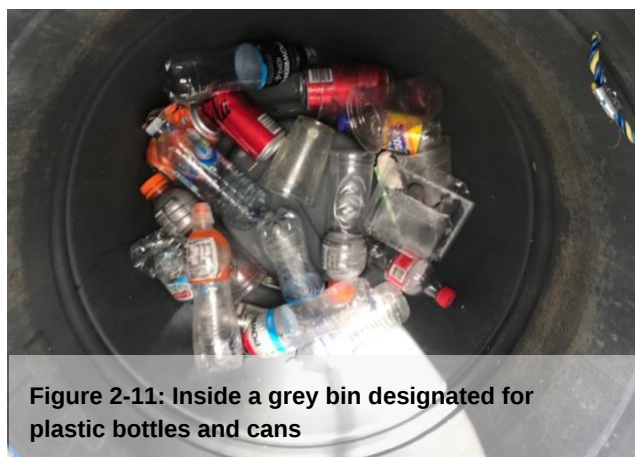


Figure 2-11: Inside a grey bin designated for plastic bottles and cans



Figure 2-11: Inside a general waste bin



Figure 2-12: Event entry

Main waste generating sources

There were five main sources for waste generated at the Regatta:

- The attendees – most attendees appeared to have brought with them their own food for the weekend and all of their supplies

- The sausage sizzle – this was voluntarily run by the rowing clubs. Sausages were served in serviettes and condiments were provided in bulk and applied by those running the BBQ. Fruit was also provided but was not packaged
- Drinks station – the drinks station sold drinks in bottles and cans
- Coffee stand – Detpak coffee cups
- Merchandise stand – Merchandise did not appear to be packaged in plastic or sold in bags.

General observations

There were no litter issues observed and the site was very neat and tidy. Attendees had set up their club tents and had organised their own food. Most of the food being served was fresh fruit and platters on re-usable picnicware. There were some boxes of “Shapes” and packets of chips being consumed in tents. There was not a lot of waste generated throughout and after lunch time on the Saturday. It was not clear whether people were stockpiling waste in their tents to dispose of later e.g. plastic bags of rubbish. Despite having clearly labelled bins there was still contamination throughout the waste streams.

Recommendations:

- Group general waste, cardboard, and cans/plastic bottle bins together rather than separately to enable patrons to better sort their waste
- Implement clear signage to avoid confusion about what each bin should be used for
- Implement organics event bins when the service is rolled out across the region to divert compostable packaging and food waste from landfill
- Implement packaging covenants to support the uptake of compostable packaging when an organics public place and event bins are rolled out.



Figure 2-12: Lake Moodemere Regatta at Rutherglen, Victoria

Alpine Classic

Overview

The Alpine Classic is a three-day cycling event through the Alpine National Park. The main event hub was in Bright at Howitt Park, and the cycling routes took participants through Tawonga Gap, Mount Beauty, Falls Creek, Omeo, Mount Hotham and Dinner Plain, and Mount Buffalo.

We observed the event hub on Friday 21 January, which consisted of food stallholders, merchandise stands, and first aid / massage stands. We also observed around 250km of the cycling route and the catered breakfasts (Bright Community Hall and the Golden Age pub in Omeo).

Waste Management set up

At Howitt Park, the back of house set-up consisted of two general waste skips, one skip for bottles and cans recycling and one for cardboard. At the registration desk there were two recycling skips and three general waste skips. The skips had up to 1.5 tonnes of capacity. See figures below.

Throughout the hub, there were approximately 13 bins stations. Each station consisted of two 140L kerbside bins, one for general waste and one for recycling (see figures below). Each bin was signed indicating what material can be disposed of in each. The general waste bins were lined with black plastic bags, whereas the recycling bins were lined with clear plastic bags so cleaners could see whether they were contaminated or not before being emptied into the skip bins back of house. All skip bins at the hubs were expected to be full by the end of the weekend.

Along the 250km course, there were volunteer stations with one bin. There didn't appear to be any separation of waste material at these points.

Stallholders at the event hub

Sub4 teamwear

Face painting

Physio

Medical tent

Everest Sports

Black Barrel BBQ

Slinky Spuds

Slinky Seafood Shack

OJ2Go

Indian Hot Food

Home Made Spring Rolls

AJs Coffee

32 Gi

Bright Brewery

(Italics denotes banner / business name)



Figure 2-13: Event hub at Howitt Park



Figure 2-14: Bin station, general waste 140L bin



Figure 2-15: Bin station, recycling 140L bin



Figure 2-16. Recycling skip (bottles and cans) at Howitt Park (note this was a Veolia general waste skip that was converted to recycling for the purposes of the event)



Figure 2-17. Cardboard Skip at Howitt Park



Figure 2-18 General waste skip at Howitt Park

Main waste generating sources

At the main event hub, the food stallholders were the main waste sources and the event information stand. Food stallholders used a combination of:

- Cardboard tray / bowl for serving food
- Timber skewers for potatoes
- Serviettes
- Bio-cups for fresh drinks
- Bottles and cans for drinks
- Coffee cups.

The event information stands had information leaflets, flyers and brochures with event information on them.

Throughout the course, many riders bought their individually wrapped muesli bars or gels for the ride. At stations along the course there were single use plastic cups and coffee cups for riders and at the breakfasts there was reusable crockery for drinks and food service, however there was also a range of single use packets of butter / jam / coffee / tea etc. At some stations there were salad rolls available which were all individually wrapped in glad wrap and single use treats like lolly packets, zooper doopers, and cordials. 20L containers of water and cordial were also used minimising the need for individual drinks of both. No single use water bottles or discarded masks were observed throughout the course.

Observed waste

At the event hub, 140L bins were locked with small rubber outlets at the top for disposing rubbish in. One set bin station set-up was not locked so we were able to see the contents inside. In the general waste bin there was a combination of paper, cardboard, timber skewers (from potatoes), serviettes, plastic wrapping and coffee cups. In the recycling bin there was a plastic coffee cup lid, pamphlets, and a pizza box.

Throughout the course hundreds of discarded wrappers from gels and muesli bars were strewn across the road and in the gutters. These were not provided by the event coordinators to the best of our knowledge

(although they have been in previous years). The event guidance provided to riders was very clear that they were NOT to discard them along the route, however this instruction was not observed by some riders who deliberately littered them.

At the watering points and food stations throughout the routes fruit peels (e.g. banana peels and watermelon skins) were discarded into the general waste stream as well as gladwrap from pre-made sandwiches and rolls, plastic wrapping from other food products and single use cups.



Figure 2-19: General waste bin contents at the event hub at Howitt Park



Figure 2-20: Recycling bin contents at Howitt Park

General observations

- Litter only appeared to be an issue along the cycling route, particularly from muesli bars and gels.
- Waste material separation was only observed at the event hub, whereas along the route there were only general waste bins observed.
- The event bin stations at Howitt Park were well signed and relevant to the types of waste being produced in that area. However, there were still some items in the general waste bin that could have been deposited in the recycling bin suggesting more community education is required.
- A lot of single use packaging was observed, particularly at the breakfasts. At the event hub, this was mainly cardboard or timber skewers for food, and bottle, cans, coffee cups for drinks. However, at the breakfasts and along the route it was plastic packaging for condiments and snacks.
- There are opportunities to prevent waste along the route and litter through infrastructure for separation (particularly organics for fruit scraps) and more engagement with riders about littering.
- While some re-usable crockery was used at established venues, there was also an excessive amount of single use cups used at venues who have access to glasses / crockery.

Recommendations:

- Implement organics public place bins and event bins when the service is rolled out across the region to divert compostable packaging and food waste from landfill
- Implement packaging covenants to support the uptake of compostable packaging when an organics public place and event bins are rolled out

MYRTLEFORD FARMERS MARKET

The Myrtleford Farmers Market was on Saturday 22nd of January at the Piazza. There was a total of 26 stallholders at the market. The market is accredited by the Victorian Farmers Market Association. RMCG observed the market from about 9.45am to 10.45am.

Stallholders were mainly fresh produce traders with some selling preserves, coffee, ready to eat food, crafts and plants.

Waste management set up and observed waste

There were three bin stations. One was a designated event waste bin station consisting of a 140L general waste and a 140L recycling bin, the same as those used at the Alpine Classic. In addition, there were two sets of public place bins which were available for use. The event bins had the same signage about what you could and could not put in the bin as the Alpine Classic event bins, however the street bins did not have any.

The event waste bins (general waste and recycling) were less than a quarter full, however the two public place general waste bins were full and at the point of nearly overflowing.

We observed the surface waste of the bins where possible. The event general waste bin contained cardboard, plastic wrappers and coffee cups. The event bin recycling contained pizza boxes, a can, coffee cup, serviettes, paper bag, aluminium pie container and a bamboo crepe cone.

The recycling public place bin contained single use paper and plastic cups with a plastic lid and straw, as well as a small cardboard box. Whereas the general waste bin contained a lot of cardboard and paper on the surface as well as bamboo cones.



Figure 2-21: General waste bin front at Myrtleford Farmers Market



Figure 2-22: General waste bin contents at Myrtleford Farmers Market

Myrtleford farmers market stallholders

Crepe collective

Stringy Bark Bakery

Ninns Pantry

101 dog treats

Coffee Chakra

Boonderoo Bakery

Heirloom Naturally

Homestead estate (olive oil)

Coloured Fibre Company

Stone Hill View

Gluten Free Bakery

Woodland Gourmet Mushrooms

Whitlands Produce

Ovens River Nuts

Buffalo River Nursery

Quinola Breakfast

KNM Strawberries

Mannies Italian Style Donuts Frittele

Gamila Beechworth

Boundary Creek Garlic

Mountain Fresh Trout and Salmon Farm

Goulburn Valley Pork

Plant stand

Two other nut producers

(Italics denotes banner / business name)



Figure 2-23: Recycling event bin at Myrtleford Farmers Market



Figure 2-24: Contents of recycling event bin at Myrtleford Farmers Market



Figure 2-25: Public place bins (one set)



Figure 2-26: Contents of a public place recycling bin



Figure 2-27: Contents of a public place general waste bin

Main waste generating sources

The main waste generating sources were the food stalls serving crepes, donuts, ready to eat baked goods and coffee. Most food observed was served in bamboo cones or cardboard bowls, whereas the coffee cups were detpak.

General observations

- Most people bought their own bags to the market. For those who did not bring their own bag, a brown paper bag was provided.
- The recycling public place bins had a small hole for depositing materials into and appeared to be for bottles and cans only, although there was no signage. As a result, a lot of cardboard appeared to have been put into the general waste bin because its slot was bigger.
- Throughout a 15-minute period (approximately 10-15 customers), no patrons used their own coffee cup at the coffee stand and instead relied on the one provided by the stallholder. The coffee cart was accepting byo keep cups.

Recommendations:

- Recommendation: re-consider the size of the openings on public place bins to allow for cardboard to be placed in the recycling bin rather than general waste
- Recommendation: Implement an organics bin public place bin when the service is rolled out across the region to capture compostable packaging.

2.5 INTERVIEWS WITH EVENT MANAGERS AND STALL HOLDERS

RMCG conducted interviews where possible, with the event organisers and stallholders. Stallholders and organisers were asked specifically about the challenges they face when managing waste at events, barriers to reducing waste and opportunities for improvement.

We contacted 15 people in total (a combination of event managers and stallholders) for interviews but were only able to get hold of seven.

The interview guide is in Appendix 4.

KEY FINDINGS

- It was difficult to get the perspectives of stallholders and event organisers on waste as half of our interviewees did not respond to our requests or attempts at engagement at events. One event organiser declined an interview because they were not interested.
- For most stallholders and event organisers waste reduction is not a high priority. Most are dealing with challenges such as COVID-19 restrictions impact on their ability to use reusable items or coordinating people and resources to make the event happen.
- There was also the perception that these events or the stallholders themselves do not produce a lot of waste and therefore no further waste management measures were required.
- Some did provide opportunities for improvement that they had seen work well which consisted of having “bin fairies” or marshals to help people dispose of waste correctly, having the appropriate infrastructure and education to ensure people can sort their waste and mug libraries.

CREPE COLLECTIVE – MYRTLEFORD FARMERS MARKET STALLHOLDER

Crepe Collective attend many farmers market events in the northeast region and sometimes further afield. They have a strong sustainability focus for their business so focus on sourcing products for their stall as locally as possible. The main waste product that they generate at an event are the bamboo cones they use to serve crepes in. These cones were chosen for two reasons the primary reason was that they are biodegradable and the second is that they meet the needs of the business. At a market, they use between 80-150 cones.

When it came to broader challenges that they face, there were none. Crepe Collective have found that event organisers are increasingly looking for stallholders that have a sustainability or minimal waste focus. It wasn't clear to them whether this was their own motivation or whether it was a local government directive. The criteria for this vary but generally requires stallholders to demonstrate that their products are sourced locally, have biodegradable packaging, level of engagement with the community and local labour. While these measures are in place, there is no follow-up or enforcement.

Measures that they have seen work well include:

- “Bin fairies” at events that help people decide what to put in each bin
- Mug libraries at events, where you can borrow and mug and then take it back to be washed. These were usually volunteer run and used nearby community halls or facilities for mug washing.

Opportunities for assisting stall holders and organisers to reduce was include:

- More promotion and guidance about the different types of biodegradable / compostable packaging. There are so many types of packaging available on the market that are biodegradable and cost about the same as packaging that is not.
- Assistance to help organise “bin fairies”
- An organics collection – if stall holders use packaging that is suitable for these bins then it would help divert it from landfill.

AJS COFFEE - ALPINE CLASSIC STALLHOLDER

AJs Coffee is a small coffee vendor with a van set-up. To attend events, they must register through council and comply with any advice either from Council and/or the event manager. Their only waste produce at events is the coffee cups. They use a standard wax lined paper cup with a plastic lid; however, they are happy to and encourage BYO keep cups, even during the COVID-19 pandemic. Aside from the cups, the only other waste they produce are plastic coffee bean bags and coffee grounds. All other waste is taken off site with them to be recycled (soft plastics) or composted (coffee ground).

They have not noticed any other waste issues at events. It generally is not part of the conditions as a stall holder to meet sustainability requirements, however they are open to guidance on how to do things better.

OJ2GO - ALPINE CLASSIC STALLHOLDER

OJ2GO is a single operator juice stand which does freshly squeezed orange juice or orange juice slushies. Their biggest waste challenge is the orange peel. At a single two-day event, they expect to use somewhere between 60-80 boxes of oranges (boxes approximately 30cm by 50cm). If possible, these are disposed on-site at the event, which at this event means they would end up in the general waste stream. If they attend events where there is a no disposal onsite policy for stallholders, then the orange peels are taken to a local farm for stockfeed. As a last resort, they are taken to a local transfer station or landfill to be disposed of as green waste, although this incurs a substantial fee for the vendor (approximately \$50).

Juice is supplied in 700ml Biocups. The main motivators for using this product is it meets their needs, it has a good name with customers from an environmental standpoint and it is compostable so even if it ends up in general waste it thought to be less detrimental for the environment. An observation for the vendor was that at most events, their cups end up in the general waste stream because there is no composting option, as does the orange peel.

Opportunities for improvement at events were a third food waste / organics bin to divert resources from landfill that could otherwise be diverted.

CLOUD 9 COFFEE - WANGARATTA AND WODONGA FARMERS MARKET

Cloud 9 Coffee has several vans operating across farmers markets and other events throughout the north east of Victoria. We spoke to one of the operators who said their biggest issue at events was no bins at all, making the street bins the only option. This meant that in most cases (aside from the Wangaratta and Wodonga farmers markets) there was only a general waste bin for patrons to use.

Another challenge for them is the coffee cups. They have tried all sorts of options (compostable, recyclable) but people still put them in the wrong bins, or the cup does not meet their needs. Before the COVID-19 pandemic, Cloud 9 offered ceramic mugs for people to use that they would wash themselves once returned. They reported that people really appreciated this option and would even wash their own mug at the station provided rather than relying on staff to do so. All coffee grounds are taken home to be composted or given to other people to use.

Some of the initiatives they have seen that worked well were “waste ambassadors” at the Yackandandah Folk Festival that stood next to each bin and helped people to understand where their waste should go and why.

There was also a garden show in Melbourne, which they attended where a tubular collection device was used to collect used coffee cups and lids separately for sorting/recycling.

They would like to see more infrastructure to support waste separation at events as well as signage and education (e.g. ambassadors) to support patrons to do the right thing.

MYRTLEFORD FARMERS MARKET - MANAGER

The Myrtleford Farmers Market is held on the fourth Saturday of each month in the Piazza in Myrtleford. RMCG interviewed the Manager Kerry Murphy. At any one market there are a maximum of 30 stalls.

The biggest challenge that the event managers face is the coordination of stall holders. In terms of waste, there is not much generated and managing it is easy. Coffee cups and milk cartons are the main source of waste, and the market has not been accepting byo coffee cups due to COVID-19. Another policy the market has is a policy stating no drinks are permitted to be sold in plastic bottles.

Council provides three sets of recycling and general waste bins and organises their collection. In most circumstances these are not full at the end of a market. Stallholders are permitted to use these bins for their waste as there is no requirement to take waste offsite.

For the Myrtleford Farmers Market, there were no suggestions for how Council or others could further reduce waste as it is perceived to not be a very big problem.

WANGARATTA FARMERS MARKET – MANAGER

The Wangaratta Farmers Market is held in the gardens of the Holy Trinity Cathedral in Wangaratta on the second Saturday of every month. Similarly, to the Myrtleford Farmers Market, people and stallholder coordination is the biggest challenge faced by the event manager.

The market has been running successfully for 7 years and has a good track record with regards to waste management. The manager emails the council every three months to confirm arrangements for the market including waste management.

The market rents space from the Cathedral to conduct the market. There is an obligation to look after the space and not leave a mess. Following each market, a walk around is conducted to ensure the space is left in good order without litter. The council provides pairs of recycling bins and residual waste bins. They are never full at the end of the market. Stall holders can use these bins for their waste as there is no requirement to take waste off site.

The main opportunity identified for reducing waste to landfill was a third organics bin for food waste.

LA FIERA ITALIAN FESTIVAL MYRTLEFORD –MANAGER

The La Fiera Italian Festival is a food and wine event run over three days across Myrtleford. The festival usually attracts more than 4,000 visitors, however in 2021 numbers were capped due to COVID.

In 2021, the festival reduced their waste to landfill by 70% by introducing their 'Compost Initiative'. All food was served on compostable products only. The food waste and compostable plates etc were taken to the Community Garden & turned into compost. This initiative was supported and promoted by Myrtleford & District Landcare & Sustainability Group. The sustainability push is a result of a passionate festival committee member. Where possible crockery is used instead of disposable plates and cups. As a result, very little waste is produced by this event.

2.6 COST BENEFIT ANALYSIS OF OPTIONS

The project team have analysed the costs and benefits of the following two options:

1. Bin signage
2. North East Water - water station
3. Dish wash stations

This is a high-level analysis and does not fully quantify all of the economic, environmental and social costs and benefits from diverting waste from landfill.

BIN SIGNAGE

RMCG modelled the costs and benefits of bin signage based on events:

- With less than 3000 people
- 50 events per year
- Signage on 16 bins at each event

The bin signage costs include the production and installation of bin lid signage panels for general waste and recycling that stand vertical and tilt when the bin lid is open, similarly to those used by Alpine Shire Council at the events (see figure 2-23).

The costs associated with rolling out bin signage are:

- The total capital cost of 100 signs is \$11,750 plus GST
- Extra bins - Assumed there is a 25% increase in the total amount of bins at an event
- Labour associated with the extra bins is \$10 per bin per event
- Depreciation - signage lasts 500 events

The net benefit per event is \$87. This is quantified based on:

- Avoided cost of landfill
- Greenhouse gas reduction
- Avoided energy
- Energy savings

The annual benefit of signage on bins is \$4,325 per year and \$21,625 over five years. This is based on avoided landfill at \$250 per tonne.

NORTH EAST WATER – WATER STATION

RMCG modelled the costs and benefits of using the North East Water – Water station, based on events:

- With less than 3000 people
- 50 events per year

The use of the North East Water Trailer is currently free so there are no costs associated with the purchase/hire of or operation of the trailer for the event manager. Further analysis would need to be undertaken if a new water station was going to be established to determine the true economic impact.

The net benefit per event of using this North East Water trailer is \$182. This is quantified based on:

- Each person consumes 0.9 of a 600ml water bottle
- Avoided cost of landfill
- Compaction rate of plastic in landfill

- Greenhouse gas reduction
- Avoided energy
- Energy savings

The annual benefit of using the North East Water Station is \$9,079 per year and \$45,394 over five years. This is based on avoided landfill at \$250 per tonne (including externalities).

Note this does not include the lost revenue from sales at manufacturing or lost revenue in sales of water at the events.

DISH WASH STATION

[Data is still being sourced for this assessment]

3 Summary of key findings and recommendations

This section presents the key findings from this research and recommendations for next steps of this project. The recommendations will be the focus of a discussion with the Technical Advisory Subcommittee (TAS), auspiced by the NEWRRG.

3.1 KEY FINDINGS

Organisational policies and procedures exist

- There are already event waste policies and event permit processes in place within councils and some alpine resorts to varying degrees. There is also an extensive range of event waste minimisation resources currently available that could be adapted, adopted or used by the north east councils or alpine resorts.
- There are also significant changes to State Government policy for resource recovery, which will have implications for the way waste is managed in the north east. Therefore, this is the opportune time to consider how improvements in event waste management can be planned and aligned with the implementation of the *Recycling Victoria* policy. This is particularly relevant for organics collection given there is uptake among event stallholders using compostable packaging.

Resourcing and capacity are limited

- Councils and alpine resorts have limited resources to implement, monitor, enforce and review their waste management policies and procedures.
- There is limited involvement of the waste officers in event planning other than provision of bins and waste services (where applicable).
- Event managers are usually operating on a small budget and dealing with a range of other challenges such as the implications of the COVID-19 pandemic and coordination of stallholders or attractions. Waste is not a priority issue in most cases, and therefore there is a lack of willingness and capacity to change from this key stakeholder group.
- Councils fear that if the administration burden of waste management becomes too great for event managers, then they will take their event elsewhere. This is particularly problematic for post-COVID recovery and the desire to stimulate the regional tourism economy in many north east towns.

Event waste challenges

- Contamination of existing bin infrastructure was a problem at most events observed by the project team and as identified through the interviews and surveys. This is in part due to:
 - Inconsistency of bins provided (e.g. some only have recycling bins and no general waste bins in the same area)
 - Inconsistency in bin signage
 - Lack of bin signage
 - Lack of understanding from the patrons about what materials belong in each bin.
- Stallholders are grappling with the implications of the COVID-19 pandemic on the use of bring your own (BYO) cups and reusable cups and crockery. There is the perception that everything needs to be individually wrapped to stop the spread of the virus.
- It is perceived among some stallholders and event organisers that there is not a waste issue at events and that improved event waste measures are not needed. This is in part due to:
 - The lack of incentives for stallholders or organisers to implement their own waste reduction measures e.g. no cost to the event organiser for waste management infrastructure in many of the regions and for most events,

- No policy or no enforcement of policies on product requirements e.g. single-use plastic.
- There is uptake of compostable packaging by event stallholders at events primarily driven by event participant and organiser demand.

3.2 RECOMMENDATIONS

Priority area 1: Align and implement existing policies (30% budget and resourcing allocation)

- Instigate a regular council forum to promote collaboration and shared understanding between waste and event divisions as part of the Regional Waste Management Forum or similar mechanism (e.g. quarterly)
- Seek to align and implement existing council and alpine resort policy on waste at events as a foundation for regional consistency and collaboration.
- Seek to adopt or adapt consistent key messaging and information for events and event permit requirements where possible across all organisations. Some examples include:
 - Consistent information and signage about infrastructure (e.g., what can be deposited into each bin type, how to plan an event, how to develop waste strategies, how to monitor waste)
 - No single use plastic policies
 - Zero waste to landfill from events by 2025
- Distribute resources and templates available to enable organisations to write, implement and review policies or strategies and ensure there is a consistent process for ensuring that there is alignment between organisations
- Create and implement a waste charge for event organisers based on the volume of waste produced at their event and ensure consistency across the region and clarity for event organisers.

Priority area 2: Improve awareness and education throughout the supply chain (40% budget and resourcing allocation)

- Leverage the existing regional Waste Education Network to develop and implement an engagement plan for educating event organisers, stallholders, and patrons about event waste minimisation
- Leverage the existing regional Waste Education Network to develop and implement an event waste education campaign for event organisers, stallholders and patrons. This should focus on clear purpose and messaging for each stakeholder group (e.g. starting with “what’s in it for me?”) and include the following information:

Stallholders

- Guidance on how to pick the right packaging for their product and ensure this is relevant to the infrastructure that councils and alpine resorts provide or that event organisers will be directed to access (e.g. private contractor)
- Demonstrate and facilitate initiatives for reducing waste at events (e.g. mug libraries)
- Demonstrate and facilitate initiatives for minimising waste throughout the COVID-19 pandemic

Event organisers

- Guidance on how to run a waste wise event
- Guidance on how to engage with stallholders
- Provide tools to help drive waste reduction outcomes at their event

Patrons

- Guidance on how to separate your waste effectively
- Promote and incentivise BYO and/or reusable cups, crockery and cutlery

Councils and alpine resorts

- Guidance on what event organisers should be charged for bin contamination
- Guidance on what is involved in establishing and leasing a dishwashing station

- Guidance on how to access drinking water trailers/stations if they are available
- Guidance on where to place bins at the event site tailored to the event type and size
- Guidance on what sort of information is required to promote behaviour change amongst event organisers and patrons
- Adapt or adopt existing templates for councils and alpine resorts such as:
 - Event waste plan templates
 - Designing a site layout and infrastructure checklist
 - Engaging service providers and patrons – survey templates
 - Stallholder covenants templates
 - Estimating quantity and types of waste – waste audit template
 - Waste audit and data reporting
 - Council policy templates
 - Communications and marketing templates.

Priority area 3: Investigate and implement infrastructure solutions and pursue further funding opportunities (30% budget and resourcing allocation)

- Develop cost-effective consistent regional event bin signage outlining what materials can and cannot be placed in each bin and ensure it is relevant to the types of waste being produced e.g. coffee cups, paper / plastic plates, compostable materials (e.g. biocup can be placed in organics bins)
- Implement consistent event waste bin colours across all councils and alpine resorts in the north east region
- Roll out event waste infrastructure in banks to facilitate correct bin usage by patrons and minimise contamination issues (e.g. recycling paired with general waste and organics (where applicable), rather than placed individually throughout different areas of the events)
- For councils and alpine resorts who do not yet have an organics collection in their area, consider adding an organics bin to the event bin banks when this service becomes available to ensure that compostable packaging and food waste is being diverted from landfill
- For councils and alpine resorts who do have an organics collection in their area, ensure there is an organics bin as part of your service to capture compostable packaging and food waste and ensure it is being diverted from landfill
- Investigate the opportunity for washing and drinking facilities that can be shared across the north east region (e.g. booking or lease system)
- Investigate opportunities to provide other waste separation initiatives such as coffee cup collectors
- Pursue additional infrastructure and education funding opportunities to assist with implementation (e.g. Recycling Victoria Councils Fund Round 2 Stream 2).

Appendix 1: Event guide content

A review of a sample of other Victorian, interstate, and international event waste guides was conducted as part of this research report. The content of each of these which informed our analysis is provided in Table A1.

Table A1: Content of event waste guides reviewed

GUIDE	CONTENTS
Victorian guides	
Zero Waste Event Guide – Barwon South West and Loddon Mallee Waste and Resource Recovery Groups	▪ Introduction – Purpose – Why are zero waste events important? – Who needs to consider zero waste? ▪ How to use this guide ▪ Understanding waste and event jargon ▪ Planning phase – Set targets – Estimate quantity, type, and source of waste – Design site layout – Choose infrastructure - bins, skips and logistics – Research and engage waste service providers – Create a stallholders covenant and engagement plan – Budget and staff allocation – Develop a communication and education plan ▪ Delivery phase – Site set-up, training, and education – Stallholders engagement and assessment program – Capture the event (stallholder assessment, patron questionnaire, site assessment and bin monitoring) ▪ Evaluation phase – Waste audit and data – Summarised what was captured during the event ▪ Case studies – Apollo Bay Seafood Festival – Queenscliff music festival – Wreck 2 Reef Open Water Swim – Trestle 10 Fun Run – Anglesea Twilight Farmers Market – Freshwater Creek Steiner School Spring Fair ▪ Toolkit – Event toolkit – Council Zero Waste Event Policy – Zero Waste Event Action Plan – Communication and education plan – Reusable cups and crockery considerations – Stallholder assessment check – Site assessment and litter and bin monitoring – Patron questionnaire – Waste audit and data sheet – Event evaluation and report outline

GUIDE	CONTENTS
Campaspe Shire Council Waste Wise Events Guide	▪ What is a waste wise event ▪ Eliminate single use plastic – Discontinue use of plastic drinking straws – Discontinue use of plastic bags – Reconsider need to sell plastic water bottles – Discontinue distribution of plastic plates, cutlery and sups. Use re-usable crockery where possible, if not use paper or bamboo alternatives – Plan ahead to reduce disposable items – Confirm with suppliers what packaging they are using and ensure it is recyclable ▪ Avoid food waste – Prevent food waste i.e. don't over cater – Communicate ahead what food will be available – Have food salvage program in place – Offer leftovers to staff or volunteers to take home – Have an organics collection or compost for small events ▪ Recycle – Encourage effective recycling by ensuring there are enough bins, bins are regularly emptied, in the right spot to encourage use, use bin caps to identify different streams, make people aware of the system – No. of bins - have bins 3-14 metres apart – Bin requirements: 50-100 people plus 1 or 2 food stalls = 3 waste and 3 recycling bins, 100-200 people plus 5 food stalls = 5 waste and 5 recycling bins, 200-400 People plus 10 food stalls = 8 waste and 8 recycling bins – Signage – Back of house bin set-up ▪ Prevent litter – Maintain site to remain litter free – Provide safe disposal for cigarette butts – Develop strategies for special types of waste e.g. promotional material, confetti etc – Be aware of accumulating litter – Have bin set-ups that work (as described in previous section) ▪ Waste wise event education and promotion – Signage – Include waste wise information in promotional material – Information stall – Bin marshals – Conduct waste assessments – Media releases – Encourage / educate people on reusable materials – Engage with stallholders and send thankyou's for those who comply – Provide training and briefing sessions for event stallholders/stallholders ▪ Waste wise event certification (managed through council event application process) ▪ Appendices – Campaspe Shire Council Wastewise event plan – Coliban Water Potable Water Station Request Form – Gouburn Valley Water Sponsorship Application Form – Campaspe Shire Council Event application Form

GUIDE	CONTENTS
City of Melbourne Sustainable Event Guide	Top five tips ▪ Provide recycling and organic waste collection bins ▪ Avoid single use waste as much as possible. If you can't reuse it, refuse it: straws, plastic water bottles, plastic bags, cutlery and packaging, any merchandise or giveaways that you know won't be used beyond the event. ▪ Reward attendees for bringing their reusable cups, bags and bottles with discounts or opportunities to enter competitions via social media. ▪ Add extra cost to single use items to encourage reusable items. For example, make coffees and alcoholic beverages 50 cents extra in takeaway cups. ▪ Partner with an organisation that collects leftover food and redistributes it to people in need, or compost / send your food waste to a worm farm. Other tips: ▪ Purchase items that are made out of recycled material, are recyclable, reusable or have a guarantee they are made to last. ▪ Avoid products with excessive packaging or buy in bulk (for example, swap single-serve packaged products with loose or bulk packaged items). ▪ Purchase products with an environmental or social certification, such as Forest Stewardship Council (FSC), fair trade or carbon neutral. ▪ Support sharing goods and services (hiring or leasing), rather than buying. ▪ Provide staff with reusable bottles (or ask them to bring their own) and provide or sell reusable bottles or cups to your attendees for use across your event. ▪ Ask caterers to avoid single use waste products or products with excessive packaging (for example, swap single-serve sauce packets for a condiment station).
City of Port Phillip Sustainable Events guidelines	▪ Step towards a sustainable event (introduction, purpose etc) ▪ Mandatory requirements to obtain events permit – The following items cannot be used: single use plastic bags, single use plastic straws (only to be used for accessibility purposes), helium balloons, Styrofoam/ polystyrene products or packaging – All event holders are required to complete a waste management plan that outlines strategies to achieve the following: all recyclable waste to be collected separately to landfill waste, all single use crockery and cutlery to be diverted from landfill, event site and surrounding areas to be left free from rubbish, a post event report that includes data for waste sent to landfill, to recycling facilities and to compost facilities – Event holders that utilise generators or other alternative power sources must provide a post event report of fuel use including volume and type – Event holders that use potable water for purposes beyond drinking and cleaning must install a water logging metering device and provide a post event report on volume of water used ▪ Best practice for sustainable events – <u>Reduction</u>, consider - Avoiding printed materials, single use decorations, balloons - Providing multi-use crockery and cutlery (set-up a washing station), condiment stations, water stations - Renting or hiring rather than buying event decorations and infrastructure - Encouraging patrons to bring their own re-usable bottles and coffee cups – <u>Recycling</u>, consider - Education to encourage correct use of recycling infrastructure - Ensuring all single use items are recyclable or compostable - Providing left over food to charity - Develop an event specific container deposit system - Donating used items to charity - Include a third bin for food waste collection ▪ Emissions reduction

GUIDE	CONTENTS
	- Transport emissions, consider: provide clear instructions for public transport or bicycle routes to your event, incentivise public or active transport use, provide bike parking, provide shuttle or car share services, work with PTV Victoria for large events - Energy use, consider: understanding your energy use and set a reduction target, using efficient energy sources and equipment, hold event during the day to avoid lighting needs, use portable renewable energy sources ▪ Carbon neutral events - Consider offset purchasing or factoring offsets into ticket pricing structure ▪ Water - Check you don't have leaky taps or appliances - Use water efficient appliances - Avoid unnecessary water use - Avoid toxic chemicals in cleaning products - Multi-day events should explore options for capturing and re-using non-drinking water on site ▪ Purchasing and contracting - Choose stallholders / contractors that align with your sustainability goals.
Interstate guides	
New South Wales Department of Environment and Conservation Waste Wise events	▪ Introduction - What is a waste wise event? - Why be Waste Wise? - How to use this guide? - Laws that relate to being Waste Wise - Useful links ▪ Before the event - Planning your Waste Wise event - Gaining commitment - Promoting your waste wise event - Dealing with stallholders and contractors - Minimising packaging - Planning and managing bins stations - Before the event checklist ▪ During the event - Setting up - Monitoring bin usage - Communicating the message - On-the-spot evaluation - Starting the clean-up - During the event checklist ▪ After the event - Finish the clean-up - Evaluation and reporting - After the event checklist ▪ Attachments - Waste Wise Plan Template - Policy statements for Councils - Clauses for stallholder/vendor contracts - Pre-event media release template - Pre-event letter to stallholders/vendors - Guide to developing a bin placement plan - Signage, bins caps and skips

GUIDE	CONTENTS
	- Waste Wise handout for your event team - Waste Wise promotion on the day - PA Announcement during a Waste Wise event - Survey of stallholders / vendors - Survey of event attendees - Calculating recycling and waste amounts - Post-event media release - Waste Wise event report - Environmental benefits of recycling calculator - Flow chart
Government of South Australia – Waste Minimisation Guide, Events and Venues	▪ The waste management hierarchy ▪ 5 tips to success ▪ This guide and its tools (how to use it) ▪ Step 1 the waste management plan - Getting started - Identify barriers and drivers to change (SWOT analysis) - Assess waste generation and disposal - Identify options for improvement (waste stream management) - Set goals and targets - Develop actions ▪ Step 2 gaining commitment - Informal - Formal - Contract and tender clauses ▪ Step 3 Providing infrastructure - Bin signage and colour standards - Choosing your infrastructure - Front of house - Back of house ▪ Step 4 Education and marketing - Staff and vendor education - Patron education and marketing ▪ Step 5 Reporting and evaluation - Tracking improvements in waste generation and disposal - Self evaluation of your success - Sharing information - Learning from your experience ▪ More information ▪ Frequently asked questions ▪ Attachments - Waste management plan template - Example waste management plan - SWOT analysis template - Waste assessment template - Handy how-to guide for waste streams - Goals and options for improvement template - Example contract and tender clauses - Example staff training posters - Monitoring checklist - Waste stream conversion chart - Waste and recycling reporting template - Self evaluation template.

GUIDE	CONTENTS
International guides – New Zealand	
Event Waste Planning Guide for events held in Tauranga (New Zealand)	▪ Overview / step by step planning for your event (including waste hierarchy) – Communicate with all waste producers to find out the waste types coming on site – Have someone responsible for waste planning, and waste on the day of event – Incorporate waste into health and safety (H&S) planning – Source a waste collector and infrastructure – Complete a WMQ for approval – Provide waste stations in sets rather than single bins – Be clear and consistent with waste signage to prevent contamination in bins – Collect waste data to promote diversion (set a goals for diversion early in the planning stages) – Manage litter during and post event – Promote your success in the media ▪ Health & safety advice ▪ Stallholders and packaging advice ▪ Waste staff, decontamination advice ▪ Communication and funding information ▪ Containers and collection options ▪ Site planning advice ▪ Auditing information.
Wellington City Council – How to make sure your event's not rubbish (New Zealand)	▪ How minimising your event's waste will benefit you ▪ Wellington City Council – Values, Brand, Story ▪ How to be a waste minimisation hero ▪ Understand how to reduce, reuse and recycle ▪ Develop a site plan ▪ Appoint an on-site waste operations manager ▪ Educate staff and volunteers ▪ Engage stakeholders ▪ Share your message loud and clear ▪ Appendix A – Writing a waste-free event policy ▪ Appendix B – Types of waste ▪ Appendix C – A guide to recycling in Wellington City ▪ Appendix D – Example of a site plan ▪ Appendix E – Composting 101 ▪ Appendix F – Example of vendor letter & waste plan ▪ Appendix G – Case Studies ▪ Waste and recycling directory.
Hamilton Event Waste Management Guide	▪ Why a waste minimisation event? – Reduce what comes in – Think about where the waste is going to come from (front of house, back of house) – Get the right bins – Monitor their effectiveness – Let the people know how to minimise waste and sort effectively, staff the stations ▪ Part one – Waste Minimisation Plan – Template including: event details, number of people, steps to minimise waste, event activities, steps taken to maximise collection and re-use or recycle, expected types and quantities of waste generated by the event, waste stations, waste sorting and storage facilities plans. – Waste minimisation plan example

GUIDE	CONTENTS
	▪ Stallholder waste – Template for identifying type of waste produces, strategy to recover or recycle waste and additional information ▪ On-site promotion of waste minimisation – Event communication list ▪ Part two – Waste Management – Template for outlining how, by who and where the waste will be taken after the event.

Appendix 2: Council and alpine resort interview guide

The interview guide is provided in Table A2-1.

Table A2-1: Council and alpine resort interview guide

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	
Q4	What waste services does your organisation offer to events held in your area?
Response	
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	
Q8	What type of events do you manage?
Response	
Q9	What measures do you currently have in place for minimising waste at your events?
Response	

#	QUESTION
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	
Q12	What are the main waste management challenges you face when planning events?
Response	
Q13	What are the main waste challenges you face when running an event?
Response	
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	

Appendix 3: Survey form

The survey was developed using Survey Monkey, an online survey platform. It has logic built into it so that respondents only view the questions and answers that were relevant to them. A list of the questions is provided overleaf.

Improving Event Waste Management in the North East region of Victoria

Event waste minimisation

The North East Waste and Resource Recovery Group, in collaboration with north east local governments, alpine resorts and RMCG are developing resources to help event organisers implement strategies that will reduce litter, avoid waste generation and maximise recycling at events in the north east region.

We are in the early stages of consultation and are keen to understand measures that you and other stakeholders currently have in place, the challenges you face, examples of successful measures, and what information would make it easier for you to achieve waste minimisation during events.

Whether you run or are involved in a small community event, a wedding, a craft or food market, a sporting event or a multi-day music or cultural festival, we want to hear from you.

This survey will take no longer than 10 minutes to complete. All information collated from this survey will be kept confidential. This project has been funded by Sustainability Victoria.

Thank you for your time.

Improving Event Waste Management in the North East region of Victoria

A few questions about you...

To begin the survey, we could like to understand what type of organisation or event you are representing, the size of the events you are involved with and the location of the events you are involved with.

This will help us identify the challenges associated with different types of events and how information resources could assist.

* 1. What size events do you normally run or manage?

- ☐ Less than 150 people
- ☐ 150 to 1000 people
- ☐ 1000 to 5,000 people
- ☐ 5,000 to 10,000 people
- ☐ 10,000 to 25,000 people
- ☐ Greater than 25,000 people

2. What type of events are you involved in? Please tick all that apply.

- ☐ One-day fairs or festivals (e.g. music or cultural festivals, food festivals, motor enthusiast events)
- ☐ Multi-day festivals
- ☐ Farmers / craft markets
- ☐ Outdoor sporting events (e.g. cycling or mountain biking events, school sports)
- ☐ In-venue sporting events
- ☐ Council-run events
- ☐ In-venue conferences
- ☐ School / higher education excursions/functions
- ☐ Weddings
- ☐ Swap meets
- ☐ Other (please specify)

* 3. Which local government area or alpine resort are these events usually held in? Please tick all that apply.

- ☐ Alpine
- ☐ Benalla
- ☐ Falls Creek
- ☐ Indigo
- ☐ Mansfield
- ☐ Mount Hotham
- ☐ Mount Buller / Mount Stirling
- ☐ Towong
- ☐ Wangaratta
- ☐ Wodonga
- ☐ Events held in other areas of Victoria

4. Thinking about the events you're involved with (small or large), What level of effort does your organisation put into minimising waste at events? Where 1 is low, and 5 is high.

1 - Low amount effort

5 - High amount effort

☐

* 5. Please tick the box which best applies to you:

- ☐ I'm representing a land manager (e.g. Council, coastal / foreshore management committee, Parks Victoria, DELWP)
- ☐ I'm involved in event management for an association, sporting event, fair or festival
- ☐ I'm a representing a land manager and run events myself
- ☐ I'm a vendor at events

Improving Event Waste Management in the North East region of Victoria

Questions for land managers

Firstly, we would like to ask you a few questions to understand the measures and challenges you face from a policy and permits perspective. If you are also involved in managing the operations of events, there will be an opportunity to provide feedback later in the survey.

* 6. What **waste** management measures does your organisation require as part of an events permit?

- ☐ Waste Management Plan
- ☐ Ratio of bins to expected number of attendees
- ☐ Specific measures for waste streams e.g. compost, co-mingled etc (e.g. recycling bins for paper and cardboard, coffee cup collections)
- ☐ BYO containers
- ☐ Compostable packaging
- ☐ Site plan
- ☐ Waste management staff or volunteers
- ☐ Other (please specify)

Improving Event Waste Management in the North East region of Victoria

Questions for land managers part 2

7. Please rate how effective the waste management measures you identified are in reducing waste and managing litter. Where 1 is least effective, and 5 is extremely effective.

	1 - Not effective	2	3	4	5 - Extremely effective
Waste Management Plan	☐	☐	☐	☐	☐
Ratio of bins to expected number of attendees	☐	☐	☐	☐	☐
Specific measures for waste streams e.g. compost, co-mingled etc (e.g. recycling bins for paper and cardboard, coffee cup collections)	☐	☐	☐	☐	☐
BYO containers	☐	☐	☐	☐	☐
Compostable packaging	☐	☐	☐	☐	☐
Site plan	☐	☐	☐	☐	☐
Waste management staff or volunteers	☐	☐	☐	☐	☐
[Insert text from Other]	☐	☐	☐	☐	☐

8. What are the challenges you face when promoting, assisting and enforcing policy directions?

9. Are there any opportunities for improvement in assisting event organisers to reduce and manage waste?

* 10. Are you also involved in managing the operations of events?

☐ Yes

☐ No

Improving Event Waste Management in the North East region of Victoria

Questions for event managers

11. What waste services do you offer at events? Please tick all that apply.

- ☐ No waste service
- ☐ A one-bin system (residual)
- ☐ A two-bin system (recycling and general waste)
- ☐ A two-bin system (recycling and compostables)
- ☐ A three-bin system (recycling, compostables and general waste)
- ☐ Other – back of house (please specify)
- ☐ Other – front of house (please specify)
- ☐ Please specify

* 12. What measures do you currently have in place for minimising waste at events? Please tick all that apply.

- ☐ Waste policy
- ☐ Waste management plans
- ☐ Waste collection / disposal points
- ☐ BYO container policies
- ☐ Reusable cups and crockery
- ☐ Packaging policies
- ☐ Stallholder covenants
- ☐ Waste management staff or volunteers
- ☐ Waste education signage / people
- ☐ Promotion material for waste reduction efforts
- ☐ Survey for stallholders
- ☐ Survey for patrons
- ☐ Audits / monitoring and evaluation over time
- ☐ Other (please specify)

Improving Event Waste Management in the North East region of Victoria

Questions for event managers part 2

13. Please rate how effective your current waste management strategies are in reducing waste and managing litter. Where 1 is least effective, and 5 is most effective.

	1 - Not effective	2	3	4	5 - Extremely effective
Waste policy	☐	☐	☐	☐	☐
Waste management plans	☐	☐	☐	☐	☐
Waste collection / disposal points	☐	☐	☐	☐	☐
BYO container policies	☐	☐	☐	☐	☐
Reusable cups and crockery	☐	☐	☐	☐	☐
Packaging policies	☐	☐	☐	☐	☐
Stallholder covenants	☐	☐	☐	☐	☐
Waste management staff or volunteers	☐	☐	☐	☐	☐
Waste education signage / people	☐	☐	☐	☐	☐
Promotion material for waste reduction efforts	☐	☐	☐	☐	☐
Survey for stallholders	☐	☐	☐	☐	☐
Survey for patrons	☐	☐	☐	☐	☐
Audits / monitoring and evaluation over time	☐	☐	☐	☐	☐
[Insert text from Other]	☐	☐	☐	☐	☐

Comments

14. What opportunities for waste minimisation have you seen or heard of that work really well? (Please provide a link if available to any case studies you have seen)

15. What are the main waste management challenges you face when planning events? Please tick all that apply.

- ☐ I don't have enough information about how I can manage waste better
- ☐ Permit processes are difficult to navigate
- ☐ I have limited time to plan
- ☐ I don't have access to experts
- ☐ I don't have access to skilled volunteers or staff
- ☐ It is hard to get stakeholders and stallholders onboard
- ☐ It costs event operators too much
- ☐ I don't know how to accommodate for COVID-19 rules, restrictions and community perceptions
- ☐ I don't trust Australia's recycling industry and therefore don't see the reason to invest (e.g. that recycling ends up in landfill)
- ☐ I don't have access to infrastructure e.g. segregation bins, washing up trailers, water refill stations.
- ☐ Other (please specify)

16. What are the main waste challenges you face when running an event? Please tick all that apply.

- ☐ Contamination – Patrons using bins incorrectly
- ☐ Space – Lack of waste storage area
- ☐ Finding enough staff or volunteers to oversee event waste operations
- ☐ Monitoring is hard/time consuming
- ☐ Compliance with waste storage and collection is hard to maintain during the event
- ☐ It is difficult to ensure staff, contractors and stallholders are following procedures
- ☐ Other (please specify)

* 17. What would make it easier for you to pursue opportunities for waste minimisation? Please tick all that apply.

- ☐ More information about waste minimisation, litter prevention and resource recovery options
- ☐ Access to infrastructure
- ☐ Behaviour change management guidance
- ☐ Access to waste management experts
- ☐ Access to funding
- ☐ Consistent regulation
- ☐ Templates for waste plans
- ☐ Engagement Plans
- ☐ Educational resources
- ☐ Information on COVID-19 and what that means for waste minimisation at events
- ☐ Other (please specify)

* 18. How do you currently monitor waste and recycling generation at events?

- ☐ Cost of disposal
- ☐ Weight (tonnes)
- ☐ Volume (m3 or litres)
- ☐ We don't measure waste
- ☐ Other (please specify)

19. Where do you source your information on waste minimisation for events? Please tick all that apply.

- ☐ Information from other event organisers
- ☐ Local government websites
- ☐ Word of mouth and networks
- ☐ Previous experience
- ☐ Other published resources such as state event guides
- ☐ I don't access information about waste minimisation
- ☐ Other (please specify)

Improving Event Waste Management in the North East region of Victoria

Vendors

20. What steps do you take to minimise waste from your stall at events?

21. What are the barriers preventing you from reducing your waste at events?

22. What kind of support do you need to help you reduce waste, increase recycling or increase recovery of materials at events?

- ☐ Separate bins for different waste products e.g. general waste, recycling, glass, organics
- ☐ Information on compostable packaging
- ☐ Information on how to reduce packaging
- ☐ Access to washing facilities for my re-usable containers / crockery
- ☐ Access to drinking water stations
- ☐ More education on waste minimisation for patrons
- ☐ How to reduce waste in a COVID-19 pandemic
- ☐ Other (please specify)

Improving Event Waste Management in the North East region of Victoria

23. What motivates your involvement and investment in waste minimisation at events? Please tick all that apply.

- ☐ Wanting to improve environmental outcomes
- ☐ Contributing to education and behavioural change in our community
- ☐ Cost savings
- ☐ Public demand, marketability of the event, competitive edge
- ☐ Regulatory demands / land manager requirements (e.g. council, alpine resort)
- ☐ Other (please specify)

* 24. Is there specific guidance that you would like developed to help you manage waste at events? Please tick all that apply.

- ☐ Event waste plan templates
- ☐ Designing a site layout and infrastructure checklist
- ☐ Engaging service providers and patrons – survey templates
- ☐ Stallholder covenants templates
- ☐ Estimating quantity and types of waste – waste audit template
- ☐ Waste audit and data reporting
- ☐ Council policy templates
- ☐ Communications and marketing templates
- ☐ Volunteer and people management
- ☐ Costs and benefits of different types of packaging
- ☐ Specific checklists (please specify)

Please specify

25. If you would like to, please let us know below what events you are involved with.

Thanks for your time completing the survey.

Appendix 4: Event Manager and stall holder interview guide

4. As a stall holder what are your main issues at events? (i.e. to get an idea of where waste management sits within their priorities)
5. What about waste, what waste do you normally generate?
6. Are there any challenges you see at events in respect to waste management or face yourself?
7. How do you dispose of it? (i.e. at the event, or take it somewhere else)
8. We understand that you probably attend a lot of different events throughout the region. Are there any waste minimisation initiatives you've seen that work really well? Anything you had to do as part of your permit to be there? Have you seen any waste minimisation initiatives in actions?
9. Is there any Council could do to minimise waste at events? / Are there any barriers to reducing waste at events?

Appendix 5: Council and alpine resort interview summaries

ALPINE SHIRE COUNCIL

Attendees:

- Elsie Northey – Waste Officer – Alpine Shire Council
- Sharnie Clifford – Project Manager – RMCG
- Melissa Ludeman – Project Consultant – RMCG

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	▪ Alpine Shire Events Strategy has just been released and contains the latest Events information and data ▪ The Shire has a strong and popular events sector, averaging 107 tourism and community events p.a. and attracting around 170,000 attendees. (Info from strategy) ▪ The events calendar is heavily concentrated in the Bright and surrounds region, which attracts 51% of total events and 64% of total attendees. This generally includes events being held during peak periods of high visitation (e.g. public holidays, weekends). ▪ Sport & Outdoor Recreation (35% of events and 34% of attendees) –sports tournaments, car shows, races, marathons, etc; and Cycling events (15% of events and 8% of attendees). 12 Includes art and cultural festivals, music festivals and concerts. 13 Includes public events such as Carols by Candlelight, Remembrance Day, etc. When aggregated, these types of events generate 50% of all events and almost half of all attendees (42%). Mount Beauty and Surrounds Dinner Plain 3% 5% 5% 22% 64% % of Attendance 2% In terms of event occurrence, this is followed by Arts, Culture & Heritage events 12 (15% of events and 16% attendees), Community events13 (14% of events and 6% attendees) and Markets14 (12% of events and 28% of attendees)
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	An event permit is required if any of the following apply: ▪ the event is held on land managed by Council ▪ the event requires changes to normal traffic conditions ▪ the event has the potential to impact public amenity (https://www.alpineshire.vic.gov.au/business/events/event-permits-and-approvals) ▪ Application goes through to the events team (Events team speaks to event organisers) ▪ Waste officer reviews relevant sections of the application on share point and speaks to the waste contractors regarding the arrangements for the removal of waste.
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	▪ Yes – apply online https://www.alpineshire.vic.gov.au/business/business-permits ▪ Applications should be submitted at least 6 weeks prior to the proposed event date for low impact events, and at least 3- 6 months for medium to high impact events. ▪ Events held on Council owned or managed land and facilities must submit a waste plan to Council to receive an event permit or to book a Council facility. The complexity of the waste plan will be different depending on the size and nature of the event and if food vendors will be involved. The event permit application has the questions that comprise the waste plan. View the

#	QUESTION
	Waste Wise Guide for Events for waste requirements for events held on Council owned or managed land and facilities. ▪ The Waste Wise Guide is not enforced. It is handed out to the event organisers but there is never any engagement with Council on how they can minimise waste. ▪ Some events receive council funding but there isn't a checking / auditing system to evaluate whether they are managing their waste as they said they would. ▪ The Waste Officer is supposed to conduct random waste audits of events. This is difficult to achieve as there is only one waste officer *** highlighted that this is an area that could be improved *** ▪ Good example of event waste management - La Fiera Italian Festival Myrtleford – The Festival used compostable containers and worked with a sustainable garden group to take them and much them down – (low scale event)
Q4	What waste services does your organisation offer to events held in your area?
Response	▪ Councils has a two-bin system (recycling and residual) ▪ 77 waste and 77 recycle bins ranging in size from 140 to 240 litre. ▪ These bins are provided to the event organisers. Bins are serviced by the contractors that collect the council public place bins. ▪ Council bins get collected and go to the transfer station ▪ Skips go to the relevant contractors (Veolia, Cleanaway etc). Size of event determines the use of a skip. e.g., Alpine Classic (Jan), Brighter Days, Rod Runs. ▪ Alpine Classic manage their own bins ▪ Many of the events have been running for 20 years ▪ Councils direct event organisers to North East Borders for drinks trailer ▪ Councils direct event organisers to Yackandandah for dish pig.
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	▪ There are currently no policies. Only the waste minimisation guide and event permit ▪ Challenges – horse events and camping events. Dumping of couches etc occur (happens at 2 or 3 events per year) ▪ Hot rod events – can attract up to 20,000 people – dumped couches can be an issue. ▪ The alcohol ban has helped. Events have also been oved out of town where possible.
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	Council provides grants to some community events (https://www.alpineshire.vic.gov.au/community/grants-and-awards/community-grants) ▪ There is currently no auditing / checking that these events are delivering on their waste management and minimisation commitments. ▪ Need to educate about the financial benefits of waste minimisation ▪ Need to educate that avoiding waste rather than recycling is a better outcome ▪ Need to educate about what things are recyclable ▪ All contracts expire 2024
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	▪ Councils usually host smaller events in Community Centres – these generally have kerb side collection (Australia Day Awards, Youth Awards, Skate events in parks)
Q8	What type of events do you manage?
Response	N/A

#	QUESTION
Q9	What measures do you currently have in place for minimising waste at your events?
Response	N/A
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	Stall holders sometimes leave their waste even though they have been requested not to.
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	▪ There isn't enough information to inform participants that it's a waste wise event. ▪ Plastic wise Bright Group is making stickers that will advertise venues that accept people bringing their own containers. ▪ Need more messaging about waste minimisation being everyone's responsibility
Q12	What are the main waste management challenges you face when planning events?
Response	N/A
Q13	What are the main waste challenges you face when running an event?
Response	N/A
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	N/A

BENALLA SHIRE COUNCIL

- Sharon Geer – Waste Coordinator
- Melissa Ludeman – Project Consultant – RMCG
- Jill Croome - NWRRG

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	▪ The biggest event is the Benalla festival 3,000-4,000 people in attendance on average. ▪ The other events are smaller community run events through event application processes – request the waste service through us or indicate through us if they're looking at other contractors. Red and recycling.
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	▪ Event application process is the first point of contact. ▪ There is more communication and engagement that needs revisiting.
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	▪ The event application process does capture all the services and how many bins they will require if that service is to be provided by Council. Pending the event and during pre-planning they may seek advice or connection to other service areas for the event. ▪ Dual bin provision is a requirement - Since 2019 council have had "no single use plastic policy". As events start to operate it be interesting to see how that will pan out. The food vendors themselves are becoming aware of no plastics.
Q4	What waste services does your organisation offer to events held in your area?
Response	▪ Two bin – general waste and recycling. ▪ The was a recycling trailer – it was up to organisers to collect the trailer from council and it had both general and recycling streams, however it was decided by the waste area that it wasn't needed. This was before council staff realised the recycling bins were effective. From council's perspective, it does make people more aware of recycling vs waste. ▪ All the waste information is on the bin about what goes in each bin. With our major event and NE water have the water station. ▪ For Council events, vendors are assessed through an expression of interest form. This outlines Council's expectations about environmental health requirements and whether waste is likely to be produced. Sometimes Council end up with more vendors than needed but the selection really comes down to event types, product offered and space. Their waste management approach is not a big consideration.
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	▪ Don't have requirements for layouts or policies or follow-up audits. It is all through the waste service. The service connects with the organisers.
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	▪ As they are developing information, they provide it for distribution to the communications teams or use event application measures to encourage event organisers to recycle and think waste. Education focussed material.

#	QUESTION
	- Started to look at single use plastics and water stations but it was too hard to get the water stations because of the rules and regulations in a pandemic world. - Trying to do a little activation but it was too hard. Advertise for people to bring their own containers / bottle. The stations required a higher level of cleaning and it needed to be monitored constantly so it was very resource intensive. It was a NE Water requirement. A lot of people did bring their own. - Bring your own picnic - people have gone down that avenue of late. - It is much easier with events e.g. carols by candlelight. If there are no fencing requirements, organisers don't have to check vaccination for community events but if it's a commercial event they have to do that. Most events are not going to have vendors, it will be very much bringing your own. Waste will be going through our waste service. - Don't generally have a litter problem with small events. Organise the scouts to make sure there is nothing left over. Over the years it has really changed because they have more bins and recycling – the litter has reduced but it would be good to do a bit of an audit to check in what waste is left behind. The amount of litter does depend on the demographics. Some years bins have overflowed and a lot. Laziness happens, they put it next to the bin rather than in it. Not sure why they do it if they're not full. - Smaller events like Harmony Day (multicultural festival) and craft markets always leave the site pristine. Smaller activations with community groups. They don't have a huge problem. January – there's a cinema that youth development coordinator is running 21st 22nd January.
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	Yes
Q8	What type of events do you manage?
Response	Some small community-based council run events.
Q9	What measures do you currently have in place for minimising waste at your events?
Response	- Not specifically for council events but there has been promotional material for waste reduction in the past - Two-bin system with recycling to divert waste from landfill
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	A few years ago with the vendors at the festival. At one stage it was just the waste bin, there was a considerable amount of overflowing waste. From that event they determined we had to have the separation with recycling. People are looking for that. We would have had to have additional bins so there were adequate bins. The waste team have run education campaigns. With the Benalla landfill nearby they've campaigned for people to be conscious about their waste.
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	N / A
Q12	What are the main waste management challenges you face when planning events?
Response	It is unclear how Council can influence the amount of waste when there are vendors who are selling it.
Q13	What are the main waste challenges you face when running an event?
Response	N / A

#	QUESTION
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	Any sort of templates or guidance that can be provided. Keeping in mind we don't want to add too much to administration burden

INDIGO SHIRE COUNCIL

Attendees:

- Melissa Ludeman – RMCG
- Jill Croome - NWRRG
- Penny Showers – Communications and Events Manager – ISC
- Shawn Uppal – Waste Coordinator – ISC

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	- Types of events: book fairs, Christmas markets, rowing club events, farmers and community markets - There are three main events Golden Horsehoses, Opera in the Alps and Folk Festival and council provides logistics funding like cleaning and bins. They've awarded seven grants. - Winter words writers festivals and smaller events that ask for bins and Council send them out. They say how many bins they want.
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	- There is an event application process. Special requests come to Shawn e.g. rowing club they look for a number of bins required or people expected. - Events permit process: - There is a grants stream which is how a lot of the bins come from and local laws. - Waste Management Plan is required. Template with a guideline and fact sheets. - Another factor is that Indigo had a plastic wise policy which should apply for events. It wasn't mandated but still a bit of work to go. - Tourism grants were awarded and they have to implement that plan. Council use this to follow-up with the organiser and ask further questions. The plan submission triggers an engagement process. If it is very inadequate, then they ask for more information - Bins are cleaned and picked up
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	- See above. - There is a pool of event bins stored at the depot which event organisers can apply for at no charge. - Cleanaway have reported that the recycling looked contaminated, so it went to landfill. There's no traceability and never organics collection except for Australia Day 2021 events. - It depends on the event type. E.g. Council don't provide bins for private events "wedding, moving house" etc.

#	QUESTION
	Bins are issued if it's a public community event. Sometimes Cleanaway will pick up the bin or for the skip. The operations team, deploy them and the admin tell Cleanaway where they are to be picked up.
Q4	What waste services does your organisation offer to events held in your area?
Response	- General waste and recycling kerbside. Sometimes there is a green bin for organics. - Compostable packaging was being used by vendors but not bins appropriate for that. All of the street vendors need to be part of that if it's something Council intend to implement
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	There are policies but they're not well known within the organisation or enforced. It is important to note not many events have run in the last two years.
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	N / A
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	Yes
Q8	What type of events do you manage?
Response	Small council run community events
Q9	What measures do you currently have in place for minimising waste at your events?
Response	- Indigo has a policy on single use plastic wise policy – Indigo shire events only and then expand to all events in the shire. The COVID-19 prevented review and expansion. - Events have to do an acquittal report for grant funded events. The team weren't sure if it includes an evaluation of the event waste management. - Halve Waste do a bit of education through schools etc.
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	Not sure
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	Nothing specific
Q12	What are the main waste management challenges you face when planning events?
Response	In the last few months Council only had one notification for illegal dumping.
Q13	What are the main waste challenges you face when running an event?
Response	There are none
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?

#	QUESTION
Response	Anything that could be adapted, including: ▪ Event waste plan templates ▪ Designing a site layout and infrastructure checklist ▪ Engaging service providers and patrons – survey templates ▪ Stallholder covenants templates ▪ Estimating quantity and types of waste – waste audit template ▪ Waste audit and data reporting ▪ Council policy templates ▪ Communications and marketing templates.

MANSFIELD

Attendees:

- Rebecca – Waste Coordinator
- Shaun – Waste Officer
- Gareth – Events Coordinator
- Melissa - RMCG

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	▪ Types of events include: Australia Day celebrations, Christmas carols and markets, cycling events in March, bush markets. ▪ Generally have between a minimum of 50 at a market and up to around a 1000 for events which have fireworks. Cycling events are about the same.
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	▪ There is an event application process for events operating on Council land.
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	▪ The event application asks for planning information such as: number of general waste and recycling bins (for patrons only, not stallholders). Event organisers are also asked to consider whether they have sufficient clean-up resources, waste reduction measures, and management of cigarette butts. For stallholders the policy is "take-in, take-out", bins are only provided for patrons ▪ Mansfield also encourages responsible packaging, but it is not mandatory, as outlined in their guide: - No plastic bags - No polystyrene - Minimise the amount of packaging and products brought on site - Encourage food and drink vendors to use recyclable or biodegradable food and drink containers and cutlery ▪ Council has planned to bring in a "Zero Waste Events Policy" in 2025.

#	QUESTION
Q4	What waste services does your organisation offer to events held in your area?
Response	▪ Bins are supplied with bin caps (red for general waste and yellow for recycling). They are provided in sets of two.
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	▪ Policy directions are not set yet, projected for 2025 ▪ Mansfield do not currently have a FOGO collection but one is planned to come in 2024/25 so there will be an opportunity to possibly provide a FOGO bin for events ▪ Inconsistency between bins between shires. It seems to confuse people
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	▪ Mansfield would like to be able to provide recommendations about bin spacing based on research if it is available. At the moment, bin recommendations are estimated at about 1L per person per event. The number of bins is based on this plus the area but they do not have information on what the spacing should be between them. This would be useful to provide to event organisers ▪ Guidance on what event organisers should be charged for bin contamination, if this is an effective measure ▪ What would be involved in setting up or hiring a dishwashing station ▪ How to access water trailers if they are available ▪ Event waste audit template so that Council staff or event organisers can report waste generated at the end of an event ▪ Up to date signage
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	▪ Yes
Q8	What type of events do you manage?
Response	▪ Council run events, can be any of the events previously discussed except sporting events.
Q9	What measures do you currently have in place for minimising waste at your events?
Response	▪ Same as those that Council has for independent events e.g. bins with caps, or office bins if its inside
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	▪ Cigarette butt management is improving but it is still an issue. There are cigarette butts disposal bins in town for those. ▪ There hasn't been much of a litter problem at events (except the cigarette butts)
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	▪ No but interested to know more. Perhaps whether free recycling bins work if Council charges for the general waste bin?
Q12	What are the main waste management challenges you face when planning events?
Response	▪ Knowing what is available to use and the best way to implement / apply those techniques

#	QUESTION
Q13	What are the main waste challenges you face when running an event?
Response	Don't know what waste is being generated by events, it isn't audited.
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	See response to Q6.

TOWONG

Attendees:

- Anthony – Waste Coordinator
- Jai – Events Manager
- Melissa Ludeman - RMCG

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	Vary in size 60-120 for the Christmas tree in each of the communities. 60-100 Christmas events. Outdoor events get about 150-500, and there are small events such as carbon farmers workshops. Melbourne Cup is 1500 people. Man for Snowy River festival is 10,000 people over a week-long period. Corryong golf course becomes the campsite for caravans and motorhomes. Bigger events are in March / April. There is a music festival in late February. At other times of the year it is mainly small events.
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	For council events – Jai is involved start to finish. For community events, he gets involved once they submit a permit and they help when approached.
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	There is a brief event application process for a permit. It is a small town and most of the community groups are "mortified" that they have to have a permit so he is cautious about making it any more onerous.
Q4	What waste services does your organisation offer to events held in your area?
Response	There is a process where event organisers can get in-kind approval from the CEO. This is where bins can be picked up and returned for free of charge. We have in the past assigned blue bins so they are different and can be monitored / kept track of. The system has broken down over time with resourcing. General waste stream bins are 240L and are located at the recovery hub. Council has limited resources to managed this.
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention

#	QUESTION
Response	One issue is the community events are not considered in terms of planning e.g. secondary school deb ball. Only got a notification a couple of days ago that an event is intending to be held that need bins. Its short notices. Council hasn't had the resources to audit the event bins so it isn't clear how much waste is being produce, the type or contamination levels. Small community groups find the event application process (although brief) onerous.
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	More awareness raising is needed. A bit more understanding on where to place bins and what sort of information is required to trigger the right kind of behaviour. E.g. a trigger in the info we send out or types of bins. It just can't be "too hard" for the small community groups. Templates for waste planning, if that information is generic, would be helpful but again needs to be relevant to the context.
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	Yes
Q8	What type of events do you manage?
Response	Small community or council events
Q9	What measures do you currently have in place for minimising waste at your events?
Response	Encourage keep cups or bring your own cups / bottle etc. This applies to events and in cafes, however in cafes the uptake is slower. Jai's team have talked to cafes about a new keep cup scheme "huskys" but largely cafes don't want anything to do with it because of the costs. Burdened by water bottles – Jai is interested in how effective a water station might be.
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	Litter is not an issue at events. In Towong there is more a wholesome, down to earth response and pick up after yourself. They haven't had major events where litter is an issue. It is generally an older generation who attend events.
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	Formalised system for bins. Council needs a system that can be hired out.
Q12	What are the main waste management challenges you face when planning events?
Response	Time and resources
Q13	What are the main waste challenges you face when running an event?
Response	Time and resources, as well as community push back as described above.
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	Templates for planning waste management at events, educational information and information about bin systems and the distance between them to encourage use.

WODONGA

Attendees:

- Duryarne Streat – Arts and Event Team Leader
- Jason Perna – Waste Management Team leader
- Sharnie Clifford – Project Manager – RMCG

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	Types of events include: ▪ Music festivals ▪ Sporting events ▪ Dragon boating ▪ Car shows ▪ Council sponsors the New Year's Eve celebration (organised externally) ▪ Carols by Candlelight (8000 to 10000) – online this year Most events that are run in the Wodonga Council area are organised by a third party There has been an increase in the number of markets being run recently and events that are run outside due to COVID. i.e school events There are currently markets booked for every weekend, October 2021 to March 2022
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	Annual events include: ▪ City to City 7.5km & 10km walk / running race (held in February) – fundraiser for local cancer charity – a lot of work is involved due to both states being involved ie road rules, traffic management plans Process includes: ▪ Submit booking form with dates and outline requirements (toilets, bins, waste, alcohol, parking) ▪ Council works closely with the event organisers to address: – Program, schedule or run sheet (including contact list); – Site plan and other details about the venue; – Traffic management plan; – Security brief; – Contracts with suppliers and entertainers; – Catering contracts; – Waste management plan; – Emergency management plan, including map of evacuation; – Risk management plan; – Public liability insurance; ▪ Agreement is then signed ▪ Then permit is signed
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	▪ Council doesn't provide bins ▪ There are 3 external service providers for waste management

#	QUESTION
	▪ A 3-bin system is strongly advised (council can't enforce this) ▪ Council requests no single use plastic (Single use plastics policy was introduced 12 months ago) ▪ A list is provided to event organisers of local operators that offer alternative solutions for plastic ▪ Currently no waste minimisation guide, there is an Event Management Guide available online. ▪ The long-term goal is to ask all event organisers to provide a plan on how they are going to minimise waste at events
Q4	What waste services does your organisation offer to events held in your area?
Response	▪ Council doesn't provide bins ▪ There are 3 external service providers for waste management ▪ A 3 bin system is strongly advised (councils can't enforce this)
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	▪ Increased cost to event organisers for additional bins, compostable containers etc. ▪ Lack of events due to COVID makes it difficult to introduced new measures for waste minimisation ▪ Not able to enforce measures – can only strongly advocate ▪ Some people don't want to change the way they have always done things
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	▪ Bin fairy ▪ Education ▪ Dish pig (Not suitable for all events. Hesitation on this option due to COVID)
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	Yes
Q8	What type of events do you manage?
Response	▪ ANZAC day ▪ Remembrance Day ▪ City Opening's ▪ CoCreate ▪ Wodonga Children's Fair (10,000 people) ▪ Community events
Q9	What measures do you currently have in place for minimising waste at your events?
Response	▪ Single use plastics policy (https://www.wodonga.vic.gov.au/Portals/0/Downloads/Single_use_plastics_policy_presented_to_council.pdf) ▪ Event Management Plan (https://www.wodonga.vic.gov.au/Activities-Attractions/Whats-On/Event-assistance)
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?

#	QUESTION
Response	Difficult to say due to COVID. Single use plastics policy hasn't been fully tested as it only came into effect 12 months ago during COVID.
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	Not answered
Q12	What are the main waste management challenges you face when planning events?
Response	▪ Council resourcing ▪ Accommodating COVID challenges into waste minimisation strategies ▪ Additional costs to operators
Q13	What are the main waste challenges you face when running an event?
Response	▪ Resourcing ▪ Monitoring is time consuming
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	▪ Event waste plan templates ▪ Information regarding costs

WANGARATTA

We were not able to secure an interview

FALLS CREEK

Attendees:

- James Eggleston – Events Supervisor – Falls Creek Alpine Resort
- Sharnie Clifford – Project Manager – RMCG

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	About 60% of the events held on the mountain are organised by a third party. Most of the events are sporting and adventure type events The events include: ▪ Ignition – Mountain bike festival – 2000 people ▪ FEASTIVAL Falls Creek ▪ Cross country Olympic Format ▪ Victorian Enduro Tour – MTB ▪ 3 Peaks Challenge Falls Creek ▪ MTB de femme ▪ Australian Grand Traverse – running event ▪ Alpine challenge – running event

#	QUESTION
	- Arts and culture events There are some smaller events including: - Kids race – December - Interschools race - Long lunch – 220 people (middle March) Council - Not as many events in Winter (Falls Creek ski lifts)
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	There is a process for new events. A new event form needs to be completed and returned. For regular events, a short-term authority is issued for each event. Once an event is approved, a memorandum of understanding is put in place for the event. A 'short term authority' is then issued and the organiser is asked to submit the following: - Event plan - Emergency management plan - Risk management plan - Any licencing requirements - Certificate of currency - Building permit for any infrastructure (Ignition has a 330 sq meter tent). Long running events like 'Blue Dirt Shuttle' are issued with a permit. If the events go on Falls creek leased land – a deed of indemnity is needed.
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	- The event plan touches on waste but it is not restrictive. - For the Long lunch event which is on Parks Victoria land, a detailed management plan is required. Foresight (Contractor) run the waste management on the mountain. - Foresight was contracted for the Ignition event. The bins belong to Falls Creek
Q4	What waste services does your organisation offer to events held in your area?
Response	Currently a two-bin system (Recycling and Residual) is in operation, but James and Naomi (Environmental Officer) are looking to implement an organics bin for Falls Creek run events. They are hoping to have a trial run in mid-February. Falls Creek has a living bin program, but it is only for resort management buildings. At the Ignition event, Falls Creek Management put bins in the Event village. The bins were emptied by the staff as required into a designated skip (Recycling or Residual). The skips were removed by and emptied by Foresight. ** Big issue – sediment / dirt from bike wash for weed management**
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	- Waste minimisation is not currently mandated for Event organisers and stall holders. It is difficult to mandate without losing their interest in holding events. - Cost effectiveness to implement systems and procedures.
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	Better access to a fogo service (in Alpine Shire Council)
	Questions about events run by the alpine resort or council

#	QUESTION
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	Yes
Q8	What type of events do you manage?
Response	Aside from Festival (which will be a large event), most smaller events are organised and managed by Falls Creek Alpine Resort The Long lunch is run and organised by Falls Creek Alpine Resort
Q9	What measures do you currently have in place for minimising waste at your events?
Response	The plan is to bring in a waste management plan for Falls Creek managed events first – Festival (1 to 2 thousand people) being the first event to test it (potentially), and then roll it out for third party events once it has been refined. It has been flagged with Peaks 2500 people trial (keen) Cautious – don't want to loose events because the requirements are too arduous.
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	There arent currently any strategies in place for reducing event waste.
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	▪ Outdoor education organisations that assist in manging the bins and undertake waste sorting ▪ Visible and effective signage ▪ Bin covers that have holes over the top (framed box) for depositing waste
Q12	What are the main waste management challenges you face when planning events?
Response	▪ Logistics – collection complications due to remoteness ▪ Limited trained staff and volunteers ▪ Un interested and non engaged Stakeholders
Q13	What are the main waste challenges you face when running an event?
Response	▪ Finding enough staff or volunteers to oversee event waste operations ▪ Monitoring is hard/time consuming
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	▪ Event waste plan templates ▪ Event checklist ▪ Signage and information packs – stickers and education

MOUNT BULLER / MOUNT STIRLING

- Ben Annear – Event Co-ordinator – Mount Buller Mt Stirling Alpine Resort
- Sharnie Clifford – Project Manager – RMCG

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	Ben's role is to deliver resort events and coordinate with external event management companies to bring large scale events to the Mt Buller and Mt Stirling Alpine resorts. ▪ Over summer its mainly adventure type events, examples being mountain biking, trail running, Targa high country (performance vehicle). ▪ There are also a number of 'stall activation' events, examples being farmers markets and a Christmas market ▪ There are approximately 8 events that are run over summer that are consecutive events that run year on year. These are run by existing operators. ▪ The main mountain bike event in the region was run by 'Rapid Ascent' (adventure events management company based in torquay) for 11 years. They recently decided they didn't want to do that so Mt Buller looked for another company to run a similar event over the same weekend ▪ Winter is very different to summer with 10,000 people on the mountain for winter purposes. ▪ The largest independent operator in winter is Buller Ski Lifts (all activation in the ski fields)
Q2	For events that are not run by your organisation, at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	New events: There is a process for event approvals (very simple guidelines and an application form) Draft event plan is passed through to Executive and Board for in principal approval. If approved then a complete proposal, event plan, risk management plan, emergency response plan etc is submitted (the process can take months). The process is less formal for existing events
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	▪ Waste management: Outdoor operations teams look after waste management all year round. Contractors manage the waste huts in summer and winter (28 rubbish huts located around the Village). All waste is transported to the waste refuge on Buller Road for sorting. ▪ Resort management look after all waste management. The event organiser does not manage any of the waste associated with events. The resort management board make general waste and recycling bins available. ▪ At busy events bins are collected more regularly. ▪ The resort is not currently proactive in driving waste minimisation. The event permit seeks best practice with regards to single use plastics. This condition is not monitored due to resourcing. *** Facility Use and Service Agreement Form – contains no hardline requirements about minimising waste.
Q4	What waste services does your organisation offer to events held in your area?
Response	▪ A two-bin system (recycling and residual) is made available for events by the resort (In kind support) ▪ Not many (if any) event organisers provide their own skips or waste management service / skips etc ▪ Living Bin program is promoted through winter and is available on the mountain for lodges and hospitality facilities – not available for events

#	QUESTION
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	▪ Limited council resourcing to audit and enforce compliance and also no one dedicated to managing the minimisation of waste. ▪ Remoteness makes it difficult to get access to dish pigs and supporting infrastructure for waste minimisation and innovation ▪ Logistics - Lack of systems in place for remote areas
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	3 of the main event organisers that hold events at Mt Buller operate in other parts of Australia. It would be useful to see if they need to comply with more stringent event waste policies elsewhere and what those requirements are and what they do differently to comply. These event organisers are: ▪ Targa Australia - Tarmac rally events in Victoria's High Country, Cairns in Far North Queensland and the longest and hardest tarmac rally in the world, in Tasmania. ▪ Rapid Ascent – active all through Australia (NT, WA, VIC) ▪ Rocky trail Entertainment – All down the east coast of Australia Ben happy to send the link out for survey monkey.
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	Yes
Q8	What type of events do you manage?
Response	Management activities include - event bump in, delivery and pack down The events organised by the resort include: ▪ Market stalls ▪ Entertainment activations (Live performers and DJ's) ▪ Community events ▪ Winter opening weekend celebrations (community event in village square)
Q9	What measures do you currently have in place for minimising waste at your events?
Response	▪ Mount Buller Alpine Resort Facilities Use and Service Agreement - Waste Management and Cleaning requirements ▪ Event application states: We request that all stallholders adhere to the following policy: No items such as polystyrene, plastic cutlery, plastic straws, sauce sachets, plastic wrap, foil, other non recyclable plastics numbered above '7' and plastic bags. That only packaging that can be recycled or composted is used.
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	The resort is not resourced to be able to audit and monitor waste management at events It is often difficult to get stall holders to attend events and therefor the resort needs to be very flexible with the conditions placed on stall holders
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	Ben stated he has seen nothing of note

#	QUESTION
Q12	What are the main waste management challenges you face when planning events?
Response	▪ Limited time ▪ No access to skilled volunteers or staff ▪ It is hard to get stakeholders and stallholders onboard
Q13	What are the main waste challenges you face when running an event?
Response	▪ Finding enough staff or volunteers to oversee event waste operations ▪ Monitoring is not possible due to limited resourcing ▪ Compliance with waste storage and collection is hard to maintain during the event ▪ It is difficult to ensure staff, contractors and stallholders are following procedures
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	Ben noted templates would be very useful. ▪ Event waste plan templates ▪ Designing a site layout and infrastructure checklist ▪ Engaging service providers and patrons – survey templates ▪ Stallholder covenants templates ▪ Estimating quantity and types of waste – waste audit template ▪ Waste audit and data reporting ▪ Council policy templates ▪ Communications and marketing templates

MOUNT HOTHAM

- Avyia
- Bev
- Melissa

#	QUESTION
	Questions about events organised by a third party and approved by councils/alpine resorts
Q1	What type of events are usually held in your organisation's area? (size, type, target audience)
Response	Winter events ▪ Ski company or equipment brands ▪ Promos/demo events Music festivals ▪ There have been one or two music festivals (every 3-5 years) held over the weekend. The pub is run out of the event. ▪ We've managed the waste issues by moving and servicing bins. ▪ When there are events we move bins into those areas and provide extra infrastructure. ▪ Recycling and garbage ▪ In the past there hasn't been an organics ▪ Food carts at the music events ▪ At the ski demo there are sausage sizzles and think from memory that's it ▪ They bring beers out and leave their beers in the snow – litter problem

#	QUESTION
	DJ eddie -local identity is very popular and in the past MC competition events and we get him to mention. Litter messages into event messages. If they have a mic they have a chance to. Didn't notice a massive change but it depends on the event
Q2	For events that are not run by your organisation - at what point do you become involved in the planning of an event? (Prompt: permit application process etc)
Response	- Media and comms team have a form that is filled out for the bigger events. Not sure if that's the same for demos – happens every year. - Apply for a permit but we don't get involved
Q3	Does your organisation have events permit processes? If so, what waste management measures does your organisation require as part of an events permit? (e.g. waste management plan, specific measures for waste streams, BYO containers, compostable packaging etc.)
Response	- We just make sure they've got appropriate bins and food bins - Manage public place events - We could react to a situation, nothing formal about it
Q4	What waste services does your organisation offer to events held in your area?
Response	- General waste and recycling bins - Public place bins are a unit (footy bins) garbage and recycle side - Don't have food waste yet - We have trialled compostable coffee cup wheely bins. There was some contamination - Everything else was pretty clean (i.e. not contaminated) - Sometimes we use 240L wheely bins, dual units - Signage – music festival took public place bins and added wheely bins – different colours - Red for garbage, clear for recycling - Single use plastic ban is internal but not sure if broadens to event. We need to find out how to contact those people about it – and we want to avoid it. Need further engagement here. Nothing in the pipeline - Paper straws. It could be a possibility - Everyone knows everyone up here
Q5	What are the challenges you face when assisting and enforcing policy directions? e.g. lack of knowledge about waste minimisation, stallholder participation and compliance in litter prevention
Response	There are no formal policies for events
Q6	Are there any opportunities for improvement in assisting event organisers? e.g. tools, infrastructure
Response	Would be interested in how we could have single use bans etc
	Questions about events run by the alpine resort or council
Q7	Are you also involved in managing the operations of events? (If yes, proceed with the next set of questions)
Response	Yes
Q8	What type of events do you manage?
Response	See above
Q9	What measures do you currently have in place for minimising waste at your events?
Response	No audits – would be interesting to know

#	QUESTION
	▪ Wouldn't be much different to our general waste composition given its all the same people and generally the same providers
Q10	How effective do you think the current waste management strategies are in reducing waste and managing litter?
Response	See above
Q11	What opportunities for waste minimisation have you seen or heard of that work really well?
Response	See above
Q12	What are the main waste management challenges you face when planning events?
Response	See below
Q13	What are the main waste challenges you face when running an event?
Response	▪ Contamination ▪ We don't monitor to see if waste is going in the right bin ▪ Monitor their fullness ▪ Information officers in winter, they could be utilised for waste but haven't been in the past ▪ Storage areas. If there was a really big event it might need it sorted ▪ Transporting it off the mountain e.g. accumulation – Tambo waste would do a special trip ▪ In winter we have a skip which is emptied as needs ▪ Glass is crushed on site ▪ Store bulky bags for road verge
Q14	What information would make it easier for you to pursue opportunities for waste minimisation?
Response	▪ Plans

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