Waste Management

Fact Sheet 14

Waste Management is the collection, transport, processing, recycling and disposal of waste materials. Good waste management practices ensure the minimisation and recovery of waste produced at your event. Your site remains clean and comfortable for patrons throughout their visit, and the impact of the event on the local and general environment is sustainable. With a thorough waste plan for your event, you can ensure that less rubbish is produced, less goes to landfill and more is recycled.

Planning your waste management

Waste planning includes managing the waste that's created in the preparations leading up to the event, waste that's created during the event, and post-event waste.

A Waste Management Plan for your event needs to be developed to:

- Reduce creation of waste
- Prevent a build up of waste on site
- Reduce waste and litter
- Provide for efficient and safe removal of waste
- Detail how waste is to be removed and stored
- Outline how waste surveillance will occur

Your plan should outline who will take on the responsibility (someone within the event management organisation or an external waste management provider) for its implementation, and what standards, if any, the organisation will follow. For example, will you attempt to separate rubbish from recyclables?

Instructions to all waste handlers must include safe handling methods and waste hazards. All waste handlers must be provided with appropriate protective clothing and equipment.

Do you need a special permit?

No permit is issued, but Moonee Valley City Council’s Waste Project Officer will assess your Waste Management Plan before providing Moonee Valley City Council waste services for events.

Please contact Council’s Waste Projects Officer on 9243 8888 to discuss your waste management requirements.
Reducing waste

Help to make less rubbish by having less things to throw away – less promotional handbills, less stallholder giveaways and less packaging on everything, especially food. Food often needs to be packaged for health reasons, so suggest that your food vendors have compostable or recyclable packaging.

A great planning objective is ‘Leave No Trace’—aim to leave the site(s) used for the preparation and execution of your event in conditions that are as good as, or better than, they were before you arrived.

Event organisers need to identify where potential waste can be reduced or recovered and work with event crews, contractors and venue operators to coordinate and implement the various waste management strategies for the event.

Waste management plans can include key Waste Reduction objectives such as:

- Reducing the use of disposable products as much as possible
- Ensuring materials used are environmentally friendly with minimal packaging
- Encouraging the use of composting and recycling systems over disposals to general waste bins

Removal and storage of waste

You need to make sure that bins are emptied regularly, that litter is picked up throughout the event, and that waste is kept separate from recyclables or compost.

The City of Moonee Valley can supply bins caps for separated waste collection and co-mingled recycling free of charge to event organisers. Council does not provide composting services for events.

For large public events, Moonee Valley City Council can provide waste management services and provide bins, skips and a collection schedule appropriate to your event in accordance with your waste management plan. To discuss your requirements contact Council’s Waste Projects Officer on 9243 8888.

For smaller events, the Community Recycling Trailer is available for use by event organisers. The trailer must be booked through the Environment Department on 9243 8888. The trailer is free to hire but requires a $100 deposit. To find out more information or book the trailer contact Council’s Environment Department on 9243 8888.
## ACTION PLANNER:

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<tr>
<th>Action</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Identify your waste management objectives and requirements</td>
<td>Based on your site, your vendors and how many people you expect over what time, work out what bins and waste removal equipment and staff you will need to keep the site clean. Work out how your food vendors can also help reduce waste through the kind of packaging they use.</td>
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<td>Create Waste Management Plan</td>
<td>Create a plan based on these estimates.</td>
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<td>Council assessment</td>
<td>Provide your plan at least one week in advance of your bump-in.</td>
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<td>Book and schedule services and equipment</td>
<td>Confirm all your arrangements.</td>
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<td>Implement service &amp; surveillance operations</td>
<td>Put your plan into action and keep watching the situation throughout the event.</td>
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<td>Post event clean up</td>
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