

In South Australia, ongoing changes to ban many Single Use Plastics (now replaced with compostable alternatives) mean that most 'waste' generated at events can now be composted, recycled or avoided.

Well planned and managed community events can divert up to 95% of materials generated for composting and recycling (BJC 2025). Early planning can avoid waste, encourage separation, educate attendees and save you money.

This guide provides information to assist in reducing and managing waste for community based events with 50 to over 5,000 attendees. It was written by Jo Hendrikx of Low Waste Events and Education with thanks to funding from the City of Holdfast Bay Community Grants program.

If you are holding an event on council land to check with your council early for required permits and event support, signage, funding and preferred contractors.



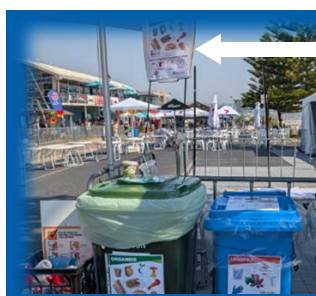
Tips to managing waste at your event:

Before Your Event - and as early as possible. Do NOT leave until just weeks or days before!

- Communicate with ALL people organising the event to discuss waste expectations.
- Discuss ideas and involve others in plans for minimising waste from your event as early as possible in planning.
- Set goals for your event - e.g. compost food waste, BYO reusables, provide reusable glasses or plates.
- Use the waste plan to ensure you cover ALL elements (including toilets!).
- For guidance on best practice waste management (including tips to minimise waste, bin signage, and a bin estimation calculator), go to, www.replacethewaste.sa.gov.au/zerowasteguide

Stallholders

- Ensure vendors and stallholders understand your event expectations (via signed terms and conditions).
- Talk to your stallholders and other event service providers in the planning phases about their role in helping to reduce waste.
- Ask ALL stallholders to estimate the volumes and types of waste they will generate (cardboard, organics, recyclables, soft plastic). If your event requires vendors to remove materials they generate, make this VERY CLEAR from the beginning and ask for a bond to be retained for non-compliance.



Using signage above bins and attaching items to bin lids will help reduce contamination and educate patrons. Bins must be placed in banks to allow for easy separation. Open crates provide great visibility for 10c drink items.



Bin Stations

- Plan clearly labelled bin stations for your needs (organics, 10c containers, landfill/waste). **See template links for signage examples.**
- Place bin stations at entry and exit points, food/beverage areas, high usage locations and 'back of house' areas for vendors use.
- Provide clear signage at bin stations, showing which items go in each bin. Engage volunteer or paid bin 'angels' or monitors to check and remove contamination (using gloves and tongs) throughout the event. This provides education to attendees and is usually very well received.



Tips to managing waste at your event:

Promote Actions

- Brief event staff and volunteers on the arrangements on (or before) the day of the event.
- Provide information to the public prior to the event to bring reusable items where possible - e.g. BYO water bottles (SA Water Quench Bench is available free for events over 1,000 attendees www.sawater.com.au/education-and-community/community-and-events/drinking-water-for-community-events), reusable cups, plates and utensils. If reusables are provided at the event, consider a deposit system for items available.
- Provide waste information for patrons via social media promotions, tickets, sandwich boards at designated entry points and public service announcements including achievements in previous years.
- Provide information at vendor point of sale relating to which bin food and packaging go in.
- Provide clear signage at bin stations to ensure good separation and limit contamination.
- Have bin buddies/contamination removers throughout the event to ensure clean separation of materials.



During and After Your Event

- Gather feedback from organisers, vendors, stallholders and attendees re: what worked and what could be improved, e.g. were waste volumes what was expected, were expectations communicated clearly?
- Create a 1-2 page report to capture what worked, what didn't and results from waste collection- e.g. volumes of each stream, with pictures and information on where streams were sent.
- Record volumes of materials and number of attendees to help estimate requirements at future events.
- Share findings with organisers, vendors and future event attendees to continue improving outcomes.
- Arrange a celebration/debrief for volunteers and those involved with waste management.

End of event photos, graphs and written recommendations for future events will assist with continuous improvement at your event.

Images below are samples from community event reports:

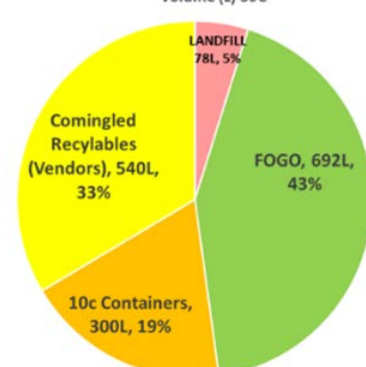
In 2025, it is recommended that similar systems be used with suggested changes:

- Landfill bins of 80L or 120L would suffice and also provide a visual point of difference to help patrons separate even better!
- FOGO bins remain the same – 6 x 240L bins, with bin signage placed above ALL bins.
- Only 3 x Yellow bins are required and these can be used for vendors ONLY – card and milk containers, with an additional bin placed on Jetty Rd for the post Marilyn rush.
- CRATES ONLY to be used for 10c drink collections, as these provide an excellent visual cue.
- Ensure that Jetty Rd vendors use compostware (required under single use plastic legislation by 2025)
- Announcements of the 3 bin system be made during the day by the race announcers, MC and ABC radio broadcasters.
- Celebrate the excellent 80% diversion from 2024 event during the day (as above) and in Channel 7 broadcasts, this will encourage good behaviour by patrons and highlight the sustainable practices in place at BSLSC and SLSSA.
- Ensure with council that FOGO materials is sent to FOGO as contamination is near zero 😊

To appreciate the support of non club volunteers, drink or food vouchers/discounts are effective and will attract additional people to the club.



2025 Materials from Event and Vendor bins 2.2.2
Volume (L) 39C



EVENT WASTE MANAGEMENT PLAN

Event Name	Event Date/s
Venue/Location	Approx no. of expected attendance
Name of Bin Contractor/s	
Bin Size, Quantity, Type: Eg. 3x 240L General Waste, 3x 240L Recycling, 3x 240L Organics	