

# COUNCIL POLICY



<b>Plastic Wise Events and Markets</b>	Document No:	DO NOT USE
	Approval Date:	
	Approved By:	
	Expiry Date:	
Responsible Officer: Rowan Mackenzie		
Authorising Officer: Chief Executive Officer		

## 1. Purpose

This purpose of this policy is to commit Council to reducing or eliminating **single use** plastic at events and markets in the Surf Coast Shire.

## 2. Scope

This policy applies to all events and markets conducted on land, in buildings or roads managed by Council including all civic events and all organised/formal sport and recreational events. A 12 month period is proposed for sporting clubs from the approval date of the policy to transition to the new expectations.

The policy covers plastic purchasing, packaging, waste and recycling collection systems and clean-up practices.

Plastic products required to meet health and safety requirements or where there is no other practical alternative product or distribution method available are exempt.

## 3. Application.

This policy applies to all Surf Coast Shire Council employees and contractors planning, organising, supporting or approving events. The Great Ocean Road Coast Committee (GORCC) is also considering endorsing this policy on land managed by them. Where possible, brochures, guidelines or other materials to support this policy will be co-branded with GORCC.

## 4. Definitions

- Event: Any planned activity where any structure (permanent or temporary), open area, road way, fenced or unfenced area will contain a number of persons greater than that normally found in that area or location at one time. This activity may affect the location surrounding the area prior to, during or after the event. (Event Management: Planning Guide for Event Managers in Victoria, 2002)
- Civic Event: All events that are organised by Council staff.
- Plastic: non-biodegradable polyethylene made from petrochemical compounds
- Single Use Plastic Bag: A plastic bag, polybag, or pouch is a type of container made of thin, flexible, plastic film, nonwoven fabric, or plastic textile.
- Single Use Plastic Products: – any disposable plastic material including balloons, straws, plastic sleeves and packaging.

## 5. Policy

Organisations or individuals organising an event conducted on land, in buildings or on roads managed by Council should:

- Refrain from distributing single use plastic bags e.g. participant event bag.
- Refrain from using single use plastic bags and plastic packaging for promotional purposes.
- Refrain from selling or distributing plastic bottles at Civic events.
- Refrain from the distribution of straws.
- Refrain from balloon use and distribution.
- Avoid all unnecessary plastic packaging and plastic single use cutlery (including, for example, plastic covers on handmade goods and food items).
- Re-use event materials where possible (including event signage and promotional banners and flags).
- Play a key role in educating and guiding their event audience on plastic wise practices, including promoting re-usable bags and water bottles.
- Provide a waste management plan that demonstrates a Reduce, Reuse and Recycle commitment.

- Ensure that the event or market site is left litter free and the site is returned to pre -event condition
- Any site remediation required will be at the expense of the event organiser.

Council officers will support and assist organisations or individuals organising an event to comply with this policy, however, if there is ongoing poor adherence to this policy, officers may recommend that these events not be supported or approved by Council. Events on Council managed land will need to commit to comply with the policy before Council sponsorship for that event is approved.

## 6. Records

Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location
Event application and approval correspondence	Economic Development & Tourism	Ongoing	HPRM

## 7. Attachments

Not applicable.

## 8. References

- Surf Coast Shire Council Plan 2013 – 2017 (Theme 1 Environment)
- Minutes of Council Meeting 25 November 2014 – Environment and Rural Advisory Panel Workshop 1 Outcomes: Advice to Council on Plastic Bags
- Plastic Waste Wise Approach D14/94136
- Surf Coast Shire Events Policy D15/68949

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Amendment/Review 1:		Approved by:	
Amendment/Review 2:		Approved by:	