

Policy number	Policy 261
Policy title	Sustainable events
Strategic outcomes supported	EN1 – Protecting and enhancing the natural environment EN2 – Facilitating the reduction of waste

Policy objective:

To reduce waste, improve resource recovery and promote sustainable transport options for events coordinated or approved by the Town.

Policy scope:

This Policy applies to:

- all Council-run events ('Council Events'); and
- all Council-approved external events on Town land or in Town-owned facilities, including events supported by Town grants ('Approved Events').

This Policy does not apply to:

- events within the Town that do not require Council approval.

Policy definitions:

biodegradable means capable of being broken down (decomposed) quickly by microorganisms (bacteria).

compostable means materials capable of breaking down completely or decomposing to produce a soil product without toxic residue. These materials should be certified compostable under AS 4736 – Industrial Composting or AS 5810 – Home Composting.

confetti means small pieces or streamers of mylar (polyester or plastic film) or metallic material which are usually thrown at celebrations. It does not include compostable and natural alternatives such as flower petals, rice and paper.

event means any planned activity that occurs in a certain place, during a certain time, which involves a gathering of people and has some level of impact on the immediate surroundings.

fair trade means products certified against international standards to guarantee fair terms of trade, better prices and decent working conditions for farmers and workers in developing countries.

local law means the relevant Town of Victoria Park Local Law. At the time of writing this Policy it included the Activities and Trading Thoroughfares Public Places Local Law 2000; Local Government Property Law 2000; and Health Local Law 2003.

permit has the meaning given to it in the Local Law.

plastic means synthetic materials manufactured from fossil fuels such as oil and petrochemicals. Can be either soft, flexible or rigid.

polystyrene means synthetic resin which is a polymer of styrene, used chiefly as lightweight rigid foams and films.

resource recovery means the recovery of materials or energy from solid waste for reuse or recycling.

servicing material means any items that are distributed for the intended use as food or beverage serving and/or consumption aids, including but not limited to: plates, cutlery, take away food containers, hot/cold beverage cups and lids (including paper coffee cups with plastic lining or lids), drinking straws.

single use means materials that are manufactured for disposable usage and an intended short lifespan.

Policy statement:

1. The Town of Victoria Park is committed to reducing our ecological footprint, and minimising impacts on the environment in event planning and management by:
 - a. Implementing waste avoidance strategies and maximising resource recovery for events.
 - b. Implementing efficiency measures to reduce energy and water consumption.
 - c. Reducing greenhouse gas emissions through sustainable transport options.
 - d. Enhancing environmental awareness and fostering environmentally responsible behaviour in all relevant stakeholders to build their capacity to plan, organise, deliver or participate in a sustainable event.

Town Events

2. Events produced by the Town, or contractors working employed by the Town to produce an event, are to abide by the following:
 - a. Exclude:
 - i. Provision, sale, distribution or use of balloons and confetti as part of the event.
 - ii. Single-use plastic or polystyrene servicing materials from use, sale or distribution, where suitable fit for purpose alternatives* are available. This does not include bio-plastics made from 100% plant material that are certified as compostable according to Australian standards.
 - iii. Single-use bottled water where potable drinking water facilities are available. This includes the provision of an easily accessible alternative to single-use bottled water which enables patrons to refill empty drink bottles with drinking water free of cost.
 - b. All avoidable single-use plastic and polystyrene packaging must not be used in the purchase, sale, distribution and transport of food or goods, unless required under other conditions or legislation.
 - c. Provide paired and clearly labelled recycling and waste bins.
 - d. Plastic and polystyrene event materials are to be reused where possible, including event signage and promotional banners.
 - e. Restrict promotional material, decorations and supplies to those which can be reused, recycled or contain recycled content.
 - f. Minimise the use of printed promotional material. All printed marketing to be on recycled paper.
 - g. Promote walking, riding and public transport options.
 - h. Provide adequate bike parking.

Approved Events

3. Events produced by a third party but subject to the formal approval of the Town are to abide by the following:
 - a. Exclude:
 - i. Provision, sale, distribution or use of balloons and confetti as part of the event.
 - ii. Single-use plastic or polystyrene servicing materials from use, sale or distribution, where suitable fit for purpose alternatives* are available. This does not include bio-plastics made from 100% plant material that are certified as compostable according to Australian standards.

- b. Minimise the use of printed promotional material. All printed marketing to be on recycled paper.
- c. Promote walking, riding and public transport options.
- d. Provide paired and clearly labelled recycling and waste bins.
- e. Provide adequate bike parking.
- f. Provide an easily accessible alternative to single-use bottled water which enables patrons to refill empty drink bottles with drinking water free of cost.

* For more information on suitable alternatives, please refer to the Plastic Free Vic Park guideline:
<https://www.victoriapark.wa.gov.au/Around-town/Environment/Plastic-free-Vic-Park>

Encouraged Provisions

- 4. All events are encouraged to:
 - a. Restrict promotional material, decorations and supplies to those which can be reused, recycled, contain recycled content and/or be certified carbon offset.
 - b. Have attendees bring their own cutlery, crockery, water bottle and keep cup, or provision of reusable food/drink items.
 - c. Have retail vendors use eco-friendly cleaning products.
 - d. Provide vegan and vegetarian options/vendors at events.
 - e. Have a plan for how to take away waste from the event.
 - f. Have a preference towards local suppliers wherever possible.
 - g. Have a preference towards sustainable goods such as 'fair trade' coffee, seasonal, free range, organic and locally grown foods.

Exemptions

- 5. This Policy exempts items necessary to meet health and safety requirements, or where there are no suitable alternatives.
- 6. Unless necessary to satisfy other conditions of the permit, exemptions will require prior approval from the Town at the discretion of the Chief Executive Officer.

Related documents

[Local Government Act 1995 \(WA\)](#)

Town of Victoria Park Activities and Trading Thoroughfares Public Places Local Law 2000
 Policy 226 Recreation Reserves - hire
 Policy 260 Single-use Plastic and Polystyrene
 Plastic Free Vic Park guideline.

Responsible officers	Environment Officer
Policy manager	Manager Technical Services
Approval authority	Council
Next evaluation date	February 2027

Revision history

Version	Action	Date	Authority	Resolution number	Report number
1	Approved	20/10/2020	Council	544/2020	Item 15.2
2	Administratively amended	24/08/2023	Delegation		
3	Reviewed	20/02/2024	Council	7/2024	Item 11.3