

**GREATER SHEPPARTON CITY COUNCIL**

# **SINGLE USE PLASTIC FREE COUNCIL RUN EVENTS POLICY**

Adopted by Council: 21 July 2020

Next Review: 21 July 2021



**GREATER  
SHEPPARTON**

## SINGLE USE PLASTIC FREE COUNCIL RUN EVENTS POLICY

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<b>Version:</b>	1.0
<b>Business Unit:</b>	Sustainable Development
<b>Responsible Officer:</b>	Manager Environment
<b>Approved By:</b>	Chief Executive Officer
<b>Adopted By:</b>	Council 21 July 2020
<b>Next Review:</b>	21 July 2021

### DOCUMENT REVISIONS

<b>Version #</b>	<b>Summary of Changes</b>	<b>Date Adopted</b>
<b>1.0</b>	<b>Policy first drafted and adopted</b>	<b>21 July 2020</b>

**PURPOSE**

*The purpose of this policy is to set out Council's commitment to eliminate single-use plastic at events run by Council.*

**OBJECTIVE**

*Greater Shepparton City Council's Single-use Plastic Free Events Policy has been developed in response to an action in the Strategic Plan of the Sustainability Working Group within Greater Shepparton City Council. This has been done in conjunction with the Economic Development Department, to implement an action plan and policy considering the elimination of single use plastic items used at all Council run events, including but not limited to organised or formal sports and recreational events, markets and other events held by Council.*

*Single-use plastic has many negative environmental, social and economic impacts. It is estimated that annually Australians use four to six billion single-use plastic bags alone with 80 million of these ending up as litter. Plastic does not biodegrade; rather it breaks down into ever-smaller pieces.*

*Council has made a commitment to minimise the harmful effects of single-use plastic items by eliminating their use from Council run events.*

**SCOPE**

*This policy applies to Council staff, contractors or other Council representatives engaged in the operation of Council business; all events and individuals or organisations planning, organising, running and/or approving events, conducted by Council.*

*This includes, but is not limited to; all civic, commercial or community events; all large and small scale events, meetings, functions, workshops, markets, festivals, expos, parties, information sessions, conferences and sport events run by Council.*

*This policy covers single-use plastic items used in purchasing, packaging, sales, distribution, transportation or clean-up practices associated with events.*

*The policy exempts single-use plastic items necessary to meet health and safety requirements or where there are no other practical alternative products available. All exemptions require prior, written approval from the Director of Sustainable Development.*

*This policy is aimed at significantly reducing single use plastic at events by Council and Council staff. A complimentary policy for future consideration by Council to further assist in reducing single use plastic in our region is a Single Use Plastic External Events Policy.*

## DEFINITIONS

Reference term	Definition
Civic event	any event organised by Council staff.
Council sites	Buildings, venues, land, roads or any other location owned or managed by Council.
Event	any planned activity that occurs in a certain place, during a certain time or seasonally, which involves a small or large gathering of people and has some level of impact on the immediate surroundings.
Leisure Facilities	including but not limited to Aquamoves, Kidstown, Parks, Gardens and recreation reserves including sporting reserves.
Single-use plastic bag	a type of disposable bag or pouch, often used only once or for a short period of time, made of thin, flexible, plastic film, used for containing and transporting goods.
Single-use plastic items	any disposable plastic products used only once or for a short period of time, including but not limited to plastic bags, cups, bowls, plates, cutlery, take away containers, bottled water, cling wrap, straws and balloons and other similar items. For the purpose of this Policy, it also applies to disposable paper (coffee) cups with plastic linings and/or lids.

## POLICY

### 1. Requirements

Council officers and Council contactors running events must ensure the following requirements are met:

- Single-use plastic bags are not to be used, sold or distributed for transportation or promotional purposes;
- Single-use plastic plates, bowls, cups, straws, cutlery and take away food containers are not to be used, sold or distributed;
- Bottled water is not to be provided, sold or distributed by Council where there are alternatives. Free access to water is to be provided and the Council hydration trailer is available from the Doyles Road Complex.
- Single-use disposable cups and lids are not to be used, sold or distributed by Council;
- All avoidable plastic packaging, including cling wrap, plastic bags or similar must not be used in the purchase, sale, distribution and transport of food or goods;
- Balloons are not to be used, sold or distributed;
- Event materials are to be reused where possible (including event signage and promotional banners and flags);
- The event site or venue must be left litter free and returned to pre-event conditions; and
- Council staff and Council contractors must play a key role in educating and guiding their event staff and audience on single-use plastic free practices. This includes considering whether single-use plastic items are needed in the

first instance, providing useful information, and promoting reusable alternatives.

## 2. Exemptions

Exemptions to this policy may be made for health and safety reasons or where there is no other practical alternative product or distribution method available. All exemptions require prior, written Director of Sustainable Development approval.

Sporting clubs, food and other vendors at festivals and others participating in Council events are permitted to provide, sell or distribute single-use bottled water where there is no alternative. However, they must promote, consider using and supplying/selling reusable options (eg: providing jugs and reusable glasses for patrons' water use, promote/sell/supply refillable drinking bottles or reusable cups etc); provide a discount to those choosing reusable cups (eg: bringing their own); and display promotional materials on re-usable options.

The exemption process, including keeping of exemption records, will be established by the Sustainability Working Group following adoption of this policy.

## 3. Policy Commencement and Transition Period

This policy will commence once approved by Council.

A transition period will apply to enable Council teams and departments to fully implement their Single-use Plastic Action Plans. The transition period of one year should be considered in Council Departmental Strategic Plans.

## REVIEW

This Policy is to be reviewed by the Manager Environment every 12 months following the adoption by Council.



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**Peter Harriott**  
Chief Executive Officer

28 July 2020

**Date**