

# WASTE

- Packaging: Reduce the use of packaging when buying food, but if necessary – select materials that reduce waste and litter and are easily recycled.
- Calculate the right number of bins: Consider both the area of space that you are going to use and the attendance you expect to calculate bin numbers.
- Placement of bins: Recycling and landfill waste bins need to be placed side by-side to give people the option of either recycling or waste disposal. Place the bins close to food stalls etc.
- Effective signage: Use standard, easy to read signs to reduce confusion.
- Reuse: Use washable and reusable crockery and cutlery rather than single use disposables or use recyclable plates, forks, knives etc.
- Reduce: Encourage caterers and food vendors to receive their fresh produce in re-usable boxes, rather than single-use disposables such as foam boxes. Or use reusable/recyclable materials for catering.
- Compost: Where possible, compost your food scraps by creating a third food scraps bin.
- Cleaning: Use washable cleaning cloths rather than disposable paper towel.

# HAWKESBURY EVENTS SUSTAINABILITY CHECKLIST



Hawkesbury City Council is committed to being environmentally sustainable at events. To achieve this we have put together this easy step guide to assist you in being more sustainable.

# WATER

- Cleaning: Always use environmentally friendly soaps, detergents etc.
- Water wise toilets: Where possible, ensure toilets have a half flush function and use water efficient basins.
- Drinking water: Bring back the tap! Aim to provide tap water instead of bottled. Portable water fountains can be hired.

# ENERGY

- Power use: Reduce power use where possible, e.g. turn off lights when not in use.

# OTHER

- Sourcing food: Is the food being provided local? Or in season?
- Communicate: Tell caterers, vendors and participants about your program/ event to get them on board with being more sustainable.
- Biodiversity: Reduce the impact you have on your surroundings. Protect flora and fauna!
- Transport: Choose a venue with easy access to public transport to minimise the amount of car traffic to the event.