

HANDY HINTS TO MAKE YOUR EVENT MORE SUSTAINABLE!

The City of Swan encourages event organisers to be sustainable by reducing or eliminating single use plastics and facilitating correct recycling practices. A few small changes can make a big impact on our environment.

Paperless promotion

Digital promotion, such as emails and social media advertising can be highly effective. If you do need to print materials, use recycled paper with 80–100% post-consumer recycled content.

Reduce waste where possible

- Serve food and drink using reusable cups, crockery and cutlery where possible. Some companies rent these items.
- Look for items that are recycled, recyclable and/or made from compostable materials.
- Provide water refill stations instead of supplying or selling plastic water bottles and cups.
- Encourage guests to bring reusable water and hot beverage containers for refill.
- Promotional material and give aways; consider items that have an ongoing use, are sustainably made and have minimal disposable packaging (i.e. plastic wrap).
- The City of Swan discourages the use of certain items at events.
 - i. Balloons.
 - ii. Loose polystyrene, including food packaging
 - iii. Confetti

Make informed purchases

- Purchase/provide Fairtrade products wherever possible. For example: coffee, tea, sugar and chocolate.
- Buy local goods to reduce your carbon footprint.

Effective waste management

- Provide bins for both general waste and recycling. Make sure they are clearly labelled, with colour differentiation (red for general waste, yellow for recycling) and signage.
- Make sure you get the right number of bins for your event. If you need help to work this out, contact us for assistance.
- Consider the waste and recycling needs of stallholders, staff, and volunteers.
- Consider options for the provision for organic waste disposal and reprocessing for vendors.
- Ensure bins are separated after the event so that they are sent to the correct facility for recycling and general waste disposal.
- Provide cigarette butt bins at outdoor events where smoking is allowed.