

Toilet, Water and Waste Management Plan

Free Range Gathering 2025

1. Scope and Purpose

Free Range Gathering is run by Free Range Events, a group of artistic people that are focused on supporting the artistic communities of Canberra and surrounds. Free Range prides itself on providing a safe, enjoyable and quality experience for patrons and artists of all ages.

Sustainability and achieving the minimal carbon footprint possible are primary focuses for the event organisers.

The event will attract an estimated 400-600 patrons from the 5th - 7th September 2025 and hosts a wide range of music genres, art gallery, workshops and both food and market vendors.

Careful consideration during the planning stages for this event has been made for the safety and comfort of patrons, event staff and the broader community. This plan will outline the Waste, Toilet and Water Management for the Free Range Gathering.

Key considerations during planning Free Range Gathering are:

- Sufficient potable water
- Accessible drinking water access locations
- Sufficient toilet facilities and signage
- Correct storage and removal of waste water and signage
- Sufficient waste disposal points and bins
- Accessible bin locations
- Recycling stations (inc. can recycling)
- Food organics and compostable waste management
- Cigarette and E-Cigarette waste
- Trained waste management staff
- Education and messaging
- Spill kits
- Hazardous materials disposal and storage

2. Sustainability

Free Range Festival aims to reduce waste as much as possible and takes every opportunity to encourage, educate and facilitate patrons attending the event to leave no trace.

Some initiatives include:

- Education
- Social media posts
- Encouragement for re-using personal cups, plates and bottles
- Washing up stations to promote the re-use of cups and plates
- Encouragement against single use plastic waste bottles and water containers
- Garbage bags (general and recycling) provided to patrons on arrival
- Ample bins, emptied regularly and clear messaging on what goes to recycle, compost and landfill
- Waste sorting station
- Campground patrolling campsites from Free Rangers / volunteers with rubbish bags and educating patrons on bin locations and to monitor patrons keep tidy campsites
- No straws
- No bean bags
- No glass

3. Types of Packaging

Staff and stall holders will be notified of these policies where applicable before the event and at minimum during their induction process. It will also be part of the stall or worker package. Patrons will be notified with social media, in the terms and conditions set out in the ticket purchase, and on the website. A handout for all ticket holders will be given on entry outlining the waste management and expectations.

The following list of items are prohibited and will be confiscated on entry:

- Plastic bags
- Plastic straws
- Plastic plates and cutlery
- Polystyrene packaging
- Glass bottles

4. Promotional activities, education and social media campaigns

Free Range Events uses social media platforms in the lead up to the event, promoting what to bring and what not to bring.

A comprehensive list of all prohibited items will be available to all patrons via the Free Range social media.

Event staff and volunteers promote sustainability and waste management messaging and actions for the duration of the event.

Some strategies for waste minimisation education include:

- Letter to stall holders distributed prior to event commencement defining guidelines for packaging requirements and recycling facilities. This includes the Organisations mission statement for minimising the carbon footprint of the event and include waste management procedures in festival handout.
- Advertisement on social media to patrons on how to reduce waste before coming to the event (remove items from plastic packaging, discourage the use of costumes, glitter or single-use camp chairs/tents).
- Supply rubbish and recycling bags to patrons upon entry.
- The MC will promote waste management strategies and rubbish stations throughout the event.
- Free Rangers (volunteers in waste minimisation) utilising waste reduction initiatives throughout the festival and making waste education fun and engaging (e.g. basketball can throwing competition)

5. Potable Water

Drinking water taps will be located in high trafficable areas on the main event site and campsite. These will be marked on site maps as *potable water*.

Areas considered for potable water.

- Stage area
- Market area
- Toilets
- Camping areas
- Work stations
- Main gate

There is access to potable water on site and there will be a dedicated volunteer crew to manage water and toilet maintenance.

6. Waste Management

Bins on site include:

- 10c recycling (can be donated to local community group if of interest)
- Food organics
- Metal recycling
- Hard plastics
- Glass
- Soft plastics
- Landfill
- Cigarette butts
- E-cigarette waste

7. Waste removal

Waste management processes:

- Toilets to be pumped out once daily by external contractors.
- A waste management team will be allocated for the management of all waste streams (more detail below).
- A volunteer cleaning schedule has been developed for regular toilet checking and cleaning.
- Wastewater from cleaning stations in central parts of the event will have a 1000L holding tank for the grey water which will be pumped out adhering to regulations.

8. Toilet Waste and Grey Water Disposal Management

- Kennards Hire will be contracted to provide portable toilets for the Free Range Gathering. Poo Carters will be contracted to undertake pump outs over the weekend. Poo Carters will be responsible for the removal of silage throughout the event and Kennards Hire will be responsible for the delivery and pickup of the Portable toilets prior and post event.

9. Toilet facilities

Free Range Festival will supply 20 toilets to ensure access to toilet facilities throughout the campground and event site, limiting wait times as well as ensuring alternative hygienic facilities are available during silage waste removal.

Placement of amenities and specific requirements will be determined by the Site Manager and Event Organisers based on consultation with Council's municipal building surveyor prior to the event.

The 20 Portable Toilets split into 1x 6 & 1x 10 blocks for patrons to use at convenient locations, with 4x portable toilets set aside for operational areas.

Operational areas include; back of stages for production teams and artists, security/medics camp, crew camp and market areas.

10. Expected waste types, collection and sorting

Expected Waste Type	Recycling Strategy/Disposal	Commitment to Recovery
Food packaging waste	Designated bins throughout the site. Cleaned and sorted twice daily.	Event responsibility.
Aluminium Cans	Designated 10c recycling bins throughout the site. Cleaned and sorted twice daily.	Event responsibility. Collected and money donated to a local fundraiser
Hard plastic	Designated recycling bins throughout the site. Cleaned and sorted twice daily.	Event responsibility.
Metals	Designated recycling bins throughout the site. Cleaned and sorted twice daily.	Event responsibility.
Clean paper and cardboard	Designated recycling bins throughout the site. Cleaned and sorted twice daily.	Event responsibility.
Glass bottles	No glass permitted, however proper recycling measures are still in place for the event of glass being on site.	Event responsibility
Organics (food scraps)	Organics bins throughout the site. Cleaned and sorted twice daily.	Event responsibility
RedCycle (soft plastics)	Media to minimise the amount on site. Designated bins in high potential areas. Cleaned and sorted twice daily.	Event responsibility.
Landfill/general waste	Designated bins throughout the site. Cleaned and sorted twice daily. Large skip in waste management facility. Expected to be minimal due to overall waste management strategy.	Event responsibility.

E-cigarette waste	Designated bins. Cleaned and sorted twice daily (removal of batteries & recyclable materials. Rest to landfill).	Event responsibility
Cigarette butts	Designated bins throughout the site (e.g. on dancefloors and high trafficable/waiting areas). Cleaned daily.	Event responsibility
Used cooking oil	Empty oil containers	Stall holder responsibility
Silage/waste water	1000L ibc tanks for water, silage managed by external provider	Event responsibility, external provider
Building materials	Trailer	Event responsibility
Wood/fuel reduction	Trailer	Event responsibility

11. Waste disposal locations

Bin type	location
Waste sorting facility	Back of House (BOH) at markets, Operations HQ
Rubbish bin locations	Main gate (for campsite), arts and community hub, market area, stage, medical, eating area, BOH areas.
Food vendor bins	2 waste deposit spots behind their stalls.
Market Stall bins	2 bins per 4 market stalls

All waste will be taken off site to their various end-point locations as soon as possible after the event.

12. Spill kits/oil waste

A spill kit will be located at the waste facility to be used in the case of hazardous waste or substance leaks. A spill kit will be used, and the area barricaded off and monitored by the event's public safety officer while a risk assessment and management of disposal is arranged.

All oil waste is managed and disposed of by the stall holders. They are responsible for proper disposal offsite of used oil.

13. Waste Management Schedule

Emptying Schedule

- Food, Market Stall & camp ground waste will be emptied 2 times a day and monitored throughout if any areas require more frequent attention.
- Emptying schedule will be as follows:
 - full clean at 8:30am and 5:30pm, and bin checks at 12pm daily. Waste managers and volunteers will circulate the site with vehicles and on radio communications.
- Full bins will be removed and replaced by clean empty bins.
- All full bins taken back to the waste station to be sorted into their designated waste sections.
- Ideally all waste on site will be removed the day after the event finishes.
- The remainder of the waste post event will be brought back by event organisers on trailers.