Emerald Show Society

Rubbish/Clean up

Collection and removal of ground rubbish and rubbish bin content to skip bins provided over the duration and after the show. This tender is broken up into each individual day - each group or individuals can apply for the entire tender or particular days.

TENDER AMOUNT
1ST JUNE - $200
2ND JUNE - $500
3RD JUNE - $550
4TH JUNE - $550
7TH JUNE - $1000
ALL DAYS - $3300.00

Daily Duties

Monday 31st May Afternoon: 2-3 people approx 2 hours

- Empty full wheelie bins into provided skips (focus on rodeo arena, camping, and guild areas).
- Pick up all rubbish from the grounds.

Tuesday 1st June 2027 Morning - early: 2-3 people approx 2 hours

- Pick up rubbish and empty full wheelie bins into skips; replace bin bags.
- Focus areas: in front of Show Office (due to Monday night function) and camping areas

Early - mid Afternoon: 3-4 people approx 2-3 hours

- Conduct a walkthrough prior to busy period (**4:00–:900pm**) to reduce morning workload.
- Continue picking up rubbish and emptying bins.

Wednesday 2nd June 2027 Morning early (5:00am) 4-6 people approx 3 hours

- Line up wheelie bins from the main arena and side show alley 1m apart for JJ's Waste collection (~6:00am). Only bins with EMD SHOW or JJ's Waste signage.
- Empty other bins into skips; dispose of extra rubbish in skips.
- Focus areas: bar area and side show alley (high traffic from Tuesday night)

Afternoon: (This can be done Wednesday afternoon after 6pm or Thursday Morning early 4-6 people approx 3 hours

- Pick up any rubbish and line up main area wheelie bins next to main road through the showgrounds 1m apart for JJ's Waste to empty around 6am Thursday Morning

Sunday 6th June 2027 - Anytime

- Walk around of the whole grounds - pick up ANY rubbish
- Empty Emerald Show bins (58) and store into the flower shed
- Empty all JJ's Waste bins (100) leave opposite Show Office
- Ensure showgrounds are clean for handover to Council Monday morning

Equipment Provided:

- Rubbish bins and skip bins (located behind bar, guild camping area, and rodeo grounds)
- Gloves, rubbish nippers, bin liners, high visibility vest and hand held horn

Requirements:

- One contact person must be nominated to oversee the tender and operations during the event.
- Volunteers must be inducted prior to starting.
- Children must be supervised at all times.
- Safety is paramount; notify the Show Society representative immediately of any risks.
- Volunteer lanyards grant shift access only; tickets must be purchased separately.
- Vehicles and/or a large volunteer team are recommended to cover all areas efficiently.
- Please see risk assessment for further information

Extra information:

- Skip bins are located behind the bar, guild camping area, competitors camping area, main food vendors area and rodeo grounds. Any full skips in the rodeo grounds and guild area are scheduled to be replaced on Thursday by JJ's Waste. If skips become full please contact the show society representative assigned to your tender as soon as possible. Final skip bin collection is Monday 8th June 2027.
- No vehicle movement is permitted in public area at peak time (Tuesday 4-9pm) outside of this time a vehicle and trailer or buggy and trailer may be used to the risk assessment specifications.



15 m skip x 2

3m skip x 4

wheelie bins x 158

kids area x 6
guild camping x 8
main area x 100
horse and cattle camping x 10
HIA x 1
The rest to be scattered thoughought the remining areas.
158 wheelie bins in total





For further information or to arrange a walk around please contact

Yvonne O'Neill
General Manager
0448 824 333 or admin@emeraldshow.org.au

Rubbish Collection Risk Assessment and Tender Scope

Event: Emerald Agricultural Show Location: Emerald Showgrounds Dates: Monday 31st May- Sunday 7th June 2027 Risk Assessment Completed By: Yvonne O'Neill Date Completed: 21/9/26
Next Review: Post-Show

1.Activity Overview

Rubbish collection during and after the Emerald Agricultural Show, using wheelie bins with liners. Bins are to be regularly checked, emptied, and transported to designated skip bins via vehicle and trailer. Vehicle movement must always be escorted by at least one staff member wearing a high-visibility vest and carrying a handheld horn. No movement is permitted at peak time (Tuesday 4pm-9pm)
Objectives:

- Ensure safe, efficient, and environmentally responsible rubbish collection and disposal.
- Minimise health and safety risks to staff, volunteers, and the public.
- Maintain a clean, hygienic, and pleasant environment throughout the event.

2.Scope of Work

- Empty wheelie bins (with liners) into skip bins.
- Minimum of 6 scheduled rubbish collections throughout the event period.
- Waste moved via vehicle and trailer to designated skip bin areas.
- All vehicle movement must be accompanied by a walking escort in high-visibility PPE with a handheld horn. All bins returned to designated storage areas; grounds left clean for Council handover.

3.EquipmentandResources

Provided by Show Society:

- Wheelie bins (Emerald Show: 58 / JJ's Waste: 100)
- Skip bins (located behind bar, guild camping, main food vendors area competitors' camping,
- and rodeo grounds)
- Bin liners and rubbish bags
- Gloves, high-visibility vests, and rubbish nippers , hand held horn
- Radios or mobile phones for communication

4. Roles and Responsibilities

Role Event Supervisor	Responsibilities Oversee all waste operations, ensure compliance with risk controls, manage communication with JJ's Waste and volunteers.
Waste Collection Team	Empty bins, transport waste, maintain cleanliness, report issues or hazards immediately. Walk alongside moving vehicles/trailers, ensure public safety, communicate hazards.
Vehicle Escort	Wear PPE, follow safety procedures, report hazards or incidents, and complete daily briefings.
All Volunteers/Staff	

5. Daily Schedule of Duties

Monday 31st May (Afternoon) -Empty full wheelie bins into skips (focus: rodeo arena, camping, and guild areas). -Pick up all rubbish from grounds.

Tuesday 1st June -Early Morning: Pick up rubbish and empty bins (focus: Show Office and camping areas). Replace bin bags.
-Early–Mid Afternoon: Conduct walkthrough prior to busy period (4:00–9pm). Continue collection and disposal.

Wednesday 2nd June -Early Morning (5:00am): Line up bins 1m apart for JJ's Waste truck (~6:00am). Empty other bins into skips; focus on bar area and side show alley.
-Afternoon: Continue collection. Line up bins for Thursday morning collection (~6:00am).

Thursday 3rd June -Minor rubbish collection around camping areas.

Sunday 6th June -Final cleanup and removal of skip bags. Return bins to storage areas.

Monday 7th June -Final skip bin collection by JJ's Waste and grounds handover to Council.

6.Safety and RiskManagement

Hazard	Risk	Existing Controls	Pre-Control Rating	Post-Control Actions
Manual handling of bins	Strains, sprains, back injuries	Safe lifting training, liners, team lifts	Medium	Reinforce lifting techniques, rotate staff - Low
Trips and falls	Injury from uneven ground	Clear pathways, avoid overfilled bins	Medium	Regular inspections - Low
Vehicle–pedestrian collision	Injury to public or staff	Escorts required, hazard lights, restricted movement	High	Strict escort policy, radio comms - Low
Waste handling (sharps, liquids, food)	Contamination or infection	PPE, gloves, nippers and bin liners provided	Medium	Provide sharps container, enforce PPE - Low
Fatigue during long shifts	Reduced focus or errors	Rotating staff and breaks	Medium	Monitor fatigue, schedule rest - Low

7.Control Measures Summary

- Staff trained in manual handling, PPE use, and escorting procedures
- Mandatory PPE (gloves, vests, closed footwear)
- Escort required for all vehicle movement
- Hazard lights and radio communication for all teams
- Minimum 8 waste collection rounds
- Supervisor present to oversee compliance

8.SafetyRules

- No vehicle movement in public areas after 4:00pm (Tuesday)
- All staff/volunteers must attend induction prior to commencing work.
- Children assisting must be supervised at all times.
- Volunteers must wear official lanyards during shifts.
- All incidents, hazards, or near-misses must be reported immediately to the Event Supervisor.

9.Communication and Monitoring

- Daily team briefings prior to shift commencement.
- Radios or mobile phones for communication during collection.
- Supervisor available at all times for escalation.
- Regular inspections of bin areas and skip bin levels.

10. Waste Disposal andSkipBin Management

Skip bins are located behind the bar, guild camping, competitor camping, and rodeo areas. Full skips in rodeo and guild areas are scheduled for replacement Thursday 3rd June and final removal Monday 7th by JJs Waste.
Notify Show Society representative immediately if skips become full and need earlier replacement.

11. Review and ContinuousImprovement

Review risk assessment and operations post-event. Gather staff and volunteer feedback for improvement. Update processes for the 2028 Emerald Show accordingly.