

SUSTAINABLE TOURISM

Events can have a significant impact on the environment. Please use the information below to assist with decreasing the event's impact on the environment.

PLANNING AND POLICIES

- Nominate an individual who is passionate about environmental sustainability to coordinate the 'green' elements of the event.
- Review past event energy use and wastage, and identify ways of reducing this. Establish goals for waste reduction and track your results during and after the event.
- Ensure your business plan clearly states your commitment to the environment and request all contractors/suppliers to outline their policies.
- Establish a process that encourages all suppliers to submit proposals and quotes electronically.
- Check local laws and policies regarding waste management with the relevant council or government body, as there can be specific rules that must be followed.

ACCOMMODATION

- Partner with, use or recommend hotels within walking distance of the venue and with proactive waste, water and energy management practices.
- Ensure all equipment is turned off at night.
- Ensure suppliers use modern, energy efficient technology.

TRAVEL

- Consider using airlines with offset programs.
- Choose a venue that is easily accessible by public transport or on foot.
- Accurately monitor the number of attendees needing transport to/from the event and match this to the transport vehicle size.
- Incorporate day or multi-day public transport passes into event ticket costs to promote public transport use.
- Support the use of public transport access through the event website.
- Encourage bicycle usage by providing bike racks and a bike concierge.
- Offset carbon emissions for transport.

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VENUE/LOCATION

- Give preference to venues with a sound environmental policy.
- Consider venues that use 100% accredited green power and that can be accessed by public transport.
- Choose venues that have environmental accreditation (e.g. green star ratings or green globe accreditation).
- Consider venues that use as much natural light and natural ventilation as possible.
- Ensure noise pollution is mitigated in the area surrounding your event venue by meeting local regulations (particularly in residential areas), obtaining the required permits and communicating any restrictions to the event service providers. Consultation or advance notice to residents may reduce the impact of event noise on local communities.
- Consider the impact the event might have on any waterways, flora and fauna in the area. Ensure you have reviewed information and advice about pollution and environmental sustainability in the area and incorporated safeguards into your planning. Check council websites, PIRSA, or visit www.epa.sa.gov.au for specific information.

PRINTED MATERIAL & INFORMATION

- Use new media and technology to reduce paper use.
- Promote the event electronically via website and email.
- Use recycled paper (post-consumer waste) and print on both sides using vegetable inks.
- Offer all relevant information, brochures, presentations, tickets, papers via electronic media.

FOOD AND BEVERAGES

- Ask to see the green policy of the caterer.
- Aim to reduce food miles by using local suppliers rather than imported food and beverages.
- Plan menus using in-season, fresh, local, organic food.
- Request fair trade and sustainable food suppliers.
- Avoid unnecessary packaging and plastic bags.
- Ask caterers to provide reusable and/or biodegradable tablecloths, crockery and cutlery.
- Where appropriate, limit use of imported and bottled water.
- Provide opportunities for guests to refill water bottles rather than purchase new ones.

WASTE REDUCTION AND RECYCLING

- Reduce waste by keeping track of attendance and tailoring supplies and food according to actual attendance numbers.
- Make informed purchasing decisions and support use of recycled and biodegradable materials.
- Encourage attendees to separate waste by providing multi-bin systems with clear signage. Place the bins in high use areas, which will also help to reduce litter.
- Appoint a waste manager to monitor the use of the bins during the event to ensure they are emptied when required and to minimise cross contamination across the bins.
- Ensure excess food is donated to charity or composted.
- Ensure non-toxic cleaning materials are used at the venue.