



Event policy: ECO-Buy Awards for Excellence in Green Purchasing 2010

Value statement

As an organisation committed to enhancing and protecting the environment, it is important that ECO-Buy seek to minimise the impact on the environment of the ECO-Buy Awards for Excellence in Green Purchasing in 2010 through:

- Purchasing and using environmentally preferable goods and services wherever possible
- Minimising waste and maximising recycling (including green waste recycling where possible)
- Minimising water and energy consumption
- Sourcing locally produced and/ or organic food and drinks
- Encouraging sustainable transport use to and from the event

Commitment

This policy demonstrates our commitment to the principles of sustainable event production by reporting on environmental, social and economic indicators. These indicators are captured and measured by SEMS (Sustainable Event Management System)

ECO-Buy commits to:

- Reduce, recycle, reuse and reconsider all aspects where possible during the pre-planning, procurement and execution of this event
- Purchasing environmentally preferable goods and services wherever possible
- Reducing the amount of energy used
- Sourcing 100% percent renewable energy for this event
- Implementing energy efficiency strategies
- Implementing waste minimization strategies and measuring the amount of waste used
- Implementing travel reduction strategies and measuring travel to and from the event as accurately as possible
- Considering sustainability when selecting the event destination and accommodation

Initiatives

ECO-Buy has implemented the following sustainable (social, economic, environmental) initiatives at this event

- Awards event designed and delivered using the SEMS tool, to assist in meeting the BS 8901 standard for sustainable event management
- Used of a 'travelwise' event plan framework
- Venue selection criteria included easy access by more sustainable transport modes such as walking, bicycle and public transport
- Travel monitored during event production
- All award attendees asked to complete a travel survey
- Program printed using vegetable inks on 100% post consumer recycled papers and copy edited to keep page numbers to a minimum
- Contractors for the event selected for their sustainability credentials and willingness to support the event's environmental aims
- ECO-Buy's criteria and information to assist the caterers





- Locally sourced and organic produce options given priority for menu
- All supplied beverages locally sourced and organic
- ECO-Buy providing to cleaners an environmentally preferable cleaning kit, including GECA certified cleaning products and recycled content mops
- Event promotional banners being printed on 100% recyclable and PVC free materials, and printed without dates to enable re-use for future events
- Awards trophies made from reclaimed timber
- A waste reduction plan that details opportunities for waste reduction, re-use and recycling
- Event communications sent electronically

Targets and approaches

The ECO-Buy Awards were planned with a strong focus on minimising the impact on the environment. The key targets and approaches to achieve this, with related key performance indicators (KPIs), included:

Planning and framework

- Implement a structured and comprehensive sustainable event plan

KPI: selection of more sustainable venue

KPI: identification and implementation of a wide range of initiatives

KPI: completion of SEMS process

- Develop a sustainable event policy

KPI: policy published and displayed at awards

Energy

- Measure and report on energy use

KPI: energy use reported

KPI: opportunities identified to further reduce energy use at 2011 ECO-Buy Awards

- Source 100% green power

KPI: 100% green power used

Waste

- Develop waste reduction plan

KPI: waste reduction initiatives identified and implemented

- Measure and report on waste

KPI: waste generated and avoided reported

KPI: opportunities identified to further reduce waste at 2011 ECO-Buy Awards

Transport and travel

- Monitor travel and transport related to the event

KPI: All invitees complete travel survey

Catering

- Develop sustainable menu

KPI: Menu criteria developed via caterer and supplier engagement process

- Minimise catering waste

KPI: All serving ware used compostable or re-usable

