

# Warringah Council Policy

## Policy No. PL-530-Events

### Sustainable Events

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#### 1 Purpose of Policy

- The Sustainable Events Management Policy directs major events and festivals (planned and implemented by Warringah Council) and guides all events which occur in the area.
- To ensure that events delivered within the Warringah Council Local Government Area (LGA) conform to Council's Environmental Sustainability Policy and 'quadruple bottom line' management practices.
- To ensure that events are consistent with the principles of ecologically sustainable development – as required by the Local Government Act.
- Putting the principles of sustainable development into action within the context of event planning and delivery.

#### 2 Aims of Policy

Through implementation of this Policy, Warringah Council aims to maximise the positive contribution that events can play in achieving our sustainability goals for the local area.

We aim to demonstrate best practice in events sustainability. We also hope to encourage all events held within the LGA to adopt this Policy and embrace sustainable development principles into their organisation.

Our primary goal is to seek a standard of practice that is consistent with International Best Practice in events sustainability, **ISO 20121** for Warringah Council-controlled events, and to encourage all events in our local area to do the same.

The role that events play in communicating sustainability cannot be understated. This critical role in communicating and demonstrating sustainability-in-action to event attendees, and the community at large, supports existing Council sustainability and environment education programs and goals.

#### 3 Policy Statement

Warringah Council management is committed to the implementation of sustainable development principles in the planning and delivery of Council-controlled major events and festivals, and to encourage similar performance by all other events in our LGA.

Warringah Council is committed to establishing, promoting and maintaining a culture of sustainability and environmental responsibility by Council, Council staff and the community.

Council ensures timely management reviews of all events sustainability management activity, with a commitment to continual improvement.

#### 4 Principles

Planning for sustainability provides a framework which links economic, social, environmental, and governance matters. The following principles will be incorporated into event planning and delivery.

## 4.1 Sustainable Development Principles

The overarching Sustainable Development principles of *Integrity, Stewardship, Transparency, Labour Standards, Human Rights* and *Legacy* are interpreted through Council's **Strategic Community Plan**.

Event staff will consider the principles of sustainable development when carrying out their duties.

- **Transparency:** relevant information about the event's operation is available for interested parties as it applies to them.
- **Integrity:** to ensure the highest level of integrity in event production and content, event management is undertaken by event staff with professionalism, regard for the law and without bias.
- **Labour Standards:** to ensure fair labour and working conditions at events and throughout the event's supply chain.
- **Stewardship:** taking the precautionary principle into account for all environmental sustainability aspects and resource conservation.
- **Human Rights:** to support and respect the protection of internationally proclaimed human rights and ensure they are not complicit in human rights abuses. This is enacted through the choices made in products, materials, and supplies procurement.
- **Legacy:** to leave a lasting impression within the community, throughout the supply chain and with event attendees, with regards to supporting sustainable development principles.

The above principles, goals and strategies where possible will be embedded into event planning, including procurement and production logistics decisions.

## 4.2 Communications and Training

Council recognises the important role that events can play in communicating sustainability and encouraging action throughout our community and through the supply chain. Council recognises its responsibility to ensure those members of staff and third parties with the responsibility of implementing this Policy must have the required skills and competencies to do so.

## 4.3 Safety

All events planned and implemented by Council are produced with the highest levels of safety. This includes Risk assessment, Occupational Health & Safety, public safety, and food handling.

## 4.4 Community & Habitat Issues

Much of the Warringah Council LGA is bordered by beaches and waterways, or surrounded by nature, with reserves and parks making up a large amount of the landscape. Many events, whether they have indoor/building-based components or not, are likely to be closely linked to the immediate natural environment. Most events in the area will occur near residential zones, so neighbourhood amenity also must be considered in event planning and delivery.

Warringah Council ensures that events under its control do not disrupt the local community or the natural environment through traffic congestion, sound and lighting, or localised pollution.

## 4.5 Energy

The potential impacts of power use at events in the Warringah Council LGA include the consumption of fossil fuels in energy production, greenhouse gases emitted, and localised pollution.

Power is required for lighting, equipment, offices, dressing rooms, stallholders, caterers, bars, and general site lighting. Power for outdoor events is supplied in most cases through mobile power generators. Some outdoor spaces in Warringah Council LGA have access to mains power. Indoor events will use building-based power, primarily through mains supply.

The energy goals are to:

- Reduce the total energy used
- Maximise the use of renewable energy
- Reduce greenhouse gas emissions resulting from energy use and source of energy supply

## 4.6 Waste

Waste is created at events through production activities and through attendee interaction with the event. Potential waste is viewed as a valuable resource to be cycled back into the system (recycled, repurposed, composted, turned into energy), rather than as a byproduct of event activities to be discarded.

Waste management goals are to:

- Reduce the total waste produced
- Maximise the diversion of waste to recycling, repurposing or composting

These goals are achieved through waste prevention strategies, and through segregating waste to optimise final processing effectiveness and landfill diversion rates.

## 4.7 Water

Due to the prevalence of beaches and natural bodies of water in the Warringah Council LGA, the protection of coastal environments and waterways from event activities is a high priority issue.

In addition to coastal habitats most likely being part of the event location or outlook, water is also used at events for drinking, cleaning, toilet flushing, hand washing, catering kitchens, and grounds preparation.

The goals for managing potential water-based impacts and issues are:

- Minimise the disruption to natural bodies of water and the immediate ecological environment
- Ensure that there is no contamination of waterways from event activities
- Reduce water used by the event
- Ensure that there is no chemical contamination of waste water
- Reduce wastewater produced by the event

## 4.8 Transport

At most events the attendee travel is one of the largest contributors of greenhouse gas emissions. Travel for artists and crew can also contribute a significant proportion of the impact. Additionally, the impacts freighting equipment and supplies to an event must also be managed.

Traffic congestion and poor public transport links remain a major local issue.

The overarching goals are to:

- Reduce greenhouse gas emissions resulting from event production travel and transport where possible
- Reduce localised congestion caused by event activities

## 4.9 Procurement

Purchase decisions are made every day in the pre-production phase of event planning, and the right choices need to be made to manage potential sustainability impacts of procurement.

Companies which provide products and services to the event should have their own organisational sustainability policy and are made aware of the event's sustainability commitments.

Making the optimal procurement decisions may need to be a balance between sustainable options, given the circumstances of the event, and availability of solutions. Considerations include:

- Resource conservation through purchasing only what is needed in the quantities needed
- Store and reuse rather than purchase and discard after a single use.
- Choosing products with ethical production and fair labour policies.
- Procuring products and services locally to support the local economy and reduce transport impacts.
- If not local then to buy Australian-manufactured products made from Australian materials as a first preference.
- Procuring products and services which have independent eco-label certification.
- Procuring products which are made from sustainably harvested, grown or mined raw materials.
- Procuring products which are made through sustainable manufacturing processes.
- Procuring products which are made from recycled materials.
- Procuring products that can be recycled, composted or repurposed at their end of life.
- Procuring products which are non-toxic and chemical-free.
- Procuring products which have low manufacturing carbon footprints.
- Preferentially using local, organic, or seasonal produce.
- Service providers have sustainability policies to ensure sustainable operations and their own sustainable procurement.
- Add to the demand for sustainable products by purchasing them preferably.

## 4.10 Monitoring and Review

Sustainability issues will be included in the external and internal debrief after each event and internal management reviews.

Where relevant the event will carry out a quantitative and qualitative assessment of sustainability performance.

Continual improvement will be built into performance review and future targets.

## 5 Authorisation

This Policy was adopted by Council on 26 July 2011

It is effective from 26 July 2011

It is due for review in July 2013

## 6 Amendments

This Policy was last amended on [insert date].

## 7 Who is responsible for implementing this Policy

Manager Marketing and Communications

## 8 Document owner

Director Corporate Services

## 9 Related Council Policies

- Strategic Community Plan
- Environmental Sustainability Policy
- Prohibition of Eggs Sourced from Caged Chickens
- Civic Receptions
- Policy for the Management of Smoking in Public Places

## 10 Legislation and references

- Local Government Act
- ISO 20121: Events Sustainability Management Systems
- Waste Avoidance and Resource Recovery Act (2001)
- Carbon Calculator for Event Management <http://www.acem.uts.edu.au>
- Waste Wise Events Policy [www.environment.nsw.gov.au/warr/WWE\\_Home.htm](http://www.environment.nsw.gov.au/warr/WWE_Home.htm)
- GreenPower [www.greenpower.gov.au](http://www.greenpower.gov.au)

## 11 Definitions

**Major Events** – Major Events can be defined as an activity that attracts significant public interest or a potentially large audience.

**Sustainability** - Sustainability is defined as being able to meet the needs of the present without depleting resources or harming natural cycles for future generations. Planning for sustainability provides a framework which links economic, social, environmental, and governance matters.

**Quadruple Bottom Line (QBL)** – the process of decision making with consideration for environmental, social, including governance and economic factors.

