

Attachment C

Sustainable Events Management Policy

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PURPOSE

The City of Sydney runs a large number of events each year to celebrate the diverse cultural, sporting and recreational aspects of the City of Sydney Local Government Area (LGA). These include both small events and world class events, including Sydney New Year's Eve and Chinese New Year.

The City of Sydney recognises the importance of an enduring, balanced approach to event management which takes into account the city's economy, ecology, society and culture. We are committed to ensuring that all events are organised and conducted with the goal of reducing the impact of the event on the environment. This policy will achieve this outcome through encouraging, and in some cases requiring that events run by the City of Sydney are:

- minimising waste generation
- maximising recycling
- minimising energy consumption
- maximising use of renewable energy
- minimising water consumption
- conserving bio-diversity
- minimising impacts on climate change and
- promoting these principles of sustainability.

PREFACE

This Policy was developed by the Events Management team in conjunction with City Sustainability in line with the Waste and Sustainability Improvement Payment standards developed and administered by the Office of Environment and Heritage.

SCOPE

The Sustainable Event Management Policy applies to all events operated and produced by the City of Sydney.

This Policy is designed to clearly identify the minimum requirements for event organisers in relation to the planning, implementation and evaluation of events captured within the Policy scope.

This Policy must be read in conjunction with the Sustainable Events Management Guideline.

EVENT CONSIDERATIONS

Events can be high water and energy consumers. The City of Sydney considers that it is important to develop and implement measures to minimise water and energy consumption and waste to landfill and communicate these measures to participants and/or vendors. These measures should be in line with the targets of Sustainable Sydney 2030.

Event organisers should aim to produce events with minimal impact on the environment, our society and with cost restrictions in mind. Event organisers must take reasonable steps to ensure that relevant stakeholders including but not limited to; contractors, stallholders and patrons are aware of, and where appropriate, abide by the sustainability arrangements in place at the event.

Events should be developed using the Sustainable Events Management Guidelines.

SUSTAINABLE EVENT MANAGEMENT PLAN

The Policy encourages all event organisers to develop a Sustainable Event Management Plan (SEMP) for any event held in the City of Sydney LGA and should be submitted with the application for any Local Approval or Owner's Consent required.

The Sustainable Event Management Plan must demonstrate that sustainable options have been considered in line with the Events Considerations section of this policy and the associated Guidelines. In particular, in line with the City's commitment to reducing waste, printed material must be kept to a minimum.

For events produced by the City of Sydney Events team and Sydney New Year's Eve Units detailed 3 Year Plans are in place. These incorporate sustainable event management practises across the season of events, including Sydney New Year's Eve and Chinese New Year. These 3 Year Plans take the place of a Sustainable Events Management Plan for events produced by those Units.

RESPONSIBILITIES

The Executive Manager Culture is the owner of this Policy and related Guidelines.

The Creative Director-Producer, Events is responsible for the implementation of this Policy and related Guidelines for large Events other than Sydney New Year's Eve.

The Producer - Sydney New Years Eve is responsible for the implementation of this Policy and related Guidelines for Sydney New Year's Eve.

Where events are conducted or produced by other City of Sydney Business Units, the Unit Manager is responsible for the implementation of this Policy and related Guidelines.

INTENDED OUTCOMES

The intended outcome of this Policy is to ensure that all events run by the City of Sydney are produced with sustainability considerations in mind.

Further, to ensure that all events produced and run by the City of Sydney minimise waste to landfill and minimise energy and water consumption whilst conserving native flora and fauna habitat.

Event organisers should do all they can to ensure that each event is more sustainable and produced in a more ecologically sound manner to previous events of that nature.

EVALUATION

For all events conducted or produced by the City of Sydney, or where owners consent is required the preparation of a Sustainable Event Management Plan is mandatory and must be submitted with the application for any Local Approval required. These Sustainable Event Management Plans will be periodically reviewed by the Policy Owner to ensure compliance.

Further, events should be assessed against the criteria contained in this policy during post event evaluation. All recommendations should be provided to the Policy owner for consideration and will be included, where appropriate, following periodic reviews.

REFERENCES

Related Legislation & Standards

- Draft International Standard ISO 20121

Related Policies and Policies

- City of Sydney Sustainable Procurement Policy

- City of Sydney Ethical Food Guidelines

APPROVAL AND REVIEW

Review Period

The Executive Manager Culture will review this policy every 2 years.

Next Review Date

June 2013

TRIM Reference Number

Document number: 2011/213088

AUTHORISATION

Approved by the Chief Executive Officer on 15.9.11

A handwritten signature in black ink, consisting of the initials 'P.M.B.' followed by a period.