

## Travel

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### **Business Travel**

- Mandate economy flights based on business needs.
- Prioritise lower carbon travel: electric car, train, coach, small car & car sharing
- Limit the need for airmiles by prioritising video calls where possible or doing one long trip instead of two short trips.
- Prioritise hotels who are committed to net zero and run on renewable energy.

### **Attendee travel**

- Prioritise venues close to train stations and promote use of public transport.
- Track attendee travel to give an accurate carbon footprint.
- Partner with hotels who are committed to net zero, and run on renewable energy.
- Encourage attendees to fly economy, and where possible fly direct.
- Reduce the amount of hotel nights required by starting events in the afternoon, allowing time for delegates to arrive the day of the event.
- When flights are required, encourage attendees to fly with airlines committed to net zero.

## Business operations

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- Introduce energy saving measures to reduce electricity consumption. E.g. turning off lights when not in use, prioritise more energy efficient devices.
- Switch to renewable energy.
- Increase percentage of waste recycled or composted.
- Create an internal 'green team' to identify and implement actions to reduce carbon emissions.

## Events

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- Prioritise venues who run on renewable energy.
- Reduce waste at events year on year, increasing the amount of waste that is recycled.
- Increase percentage of low carbon meals served at events.
- Work with venues to reduce food waste and ensure all food waste is composted or sent to local charities, rather than being sent to landfill.
- Ask attendees to bring reusable water bottles.
- Recycle lanyards to reduce out footprint.
- Prioritise partnerships with suppliers who demonstrate transparency and strong commitments to sustainability, actively seeking out suppliers aligned with our values.
- Avoid date stamping graphics so they can be reused.
- Our AV and production partner uses sustainable aluminium sets, which are reusable (last 15-20yrs) and 100% recyclable - they are and lighter/more compact to transport, having moved from wooden frames.