

# Go Green

Together, let's start creating sustainable events.  
A guide to making your next outdoor event sustainable.



# Our commitment

Climate change is real and in March 2019 Haringey Council declared a climate emergency. The Council has warned that unless action is taken, and soon, there will be an increase in health problems – particularly for young and older people – as well as higher energy and food costs.

Haringey has agreed to work with the community and partners to speed up the borough's efforts to become carbon neutral by 2041, bringing forward the original date from 2050.

As part of this commitment, Haringey Council is committed to ensuring that the managing and running of all outdoor events that take place in our parks, are as sustainable as possible.

Many conditions of park hire are already imposed on organisers of the large / major events – any event with an attendance of more than 2,000 - who have their own sustainability policies and practices in place, and targets to meet. But it is often the smaller events where the organisers may not necessarily be aware of the possible effects that their event has on the environment, know the alternatives available or have the best of intentions but don't have the budget to cover the often increased costs associated with going green.

We want to help you as much as possible to organise your event. We want to provide you with as much information as possible to help you achieve greener events. We know for small groups that are often run by volunteers, that time and resources can be a primary obstacle, so we want to ensure that we're not imposing rules, but rather providing advice and support where possible.

For that reason, what follows is advice aimed at the small to medium events. These are specified within the Outdoor Events Policy as those being events that have an audience of up to 2,000.



# Waste

## Essential

- If engaging a waste contractor, ensure that they have their own sustainable policies and practices in place and follow their guidance
- If managing the litter and waste collection and disposal yourselves, ensure separate bins are provided to the public for recyclable materials (paper, cardboard, plastic, metal, glass) and general waste, and dispose of these as appropriate
- If providing litter picking, ensure recycling materials and general waste are collected separately and appropriately disposed of
- Ensure staff / volunteers / contractors are aware of how to dispose of waste accordingly and make checks throughout the day to ensure the guidelines are being adhered to
- Look out for any discarded items that could be re-used
- Ensure appropriate and clear signage is in place, and where necessary, make as assessible as possible

## Desirable

- Where appropriate and you are able to, offer bins for compostable waste such as food waste

## How we can help

- We can provide further information on waste contractors who could be engaged
- For very small events, the Parks Operations Team may be able to help with the disposal of waste and recycling if sorted correctly – there may be a small fee for this - more information is available on request

# Water and Grey Water

## Essential

- If the event is taking place near a water source such as a park café etc, encourage refill stations, and encourage visitors to bring their own bottles to refill
- Place sufficient signage up around the event to encourage water refills from appropriate locations
- Ensure staff / volunteers working the event either bring their own or are provided with a reusable bottle to use throughout the event
- Ensure all water usage is essential, and no waste is incurred
- If you spot a leaking water-source, inform us immediately so it can be fixed

## Desirable

- Avoid the sale of bottled water, and drinks in plastic bottles
- Use water efficient, waterless, dual flush or compostable toilets
- Work with food vendors or contractors to reuse grey water

## How we can help

- Many parks have water points which can be used for a small charge
- We may be able to help with lending you a refill water-station for your event

# Food and drink

- Catering your event? Choose organic, locally produced food and drink to be kinder to the environment and cut transportation emissions. If your event has over catered and has a lot of excess food left over – think about donating it rather than binning it.



# Food and Drink

## Essential

- If food is provided at your event ensure that there is at least one healthy option, a vegetarian and/or vegan alternative – not only will this improve your sustainability, but it may also increase your visitor numbers!
- Don't use plastic straws – instead use alternatives such as paper straws

## Desirable

- Where possible provide food that is 100% sourced responsibly. If you can't, then try and set a self-imposed target for the amount the products used at the event that will come from a sustainable source – i.e. 10% of food used will be organic, free range, ethically produced meat etc.
- Ensure that all food containers and cutlery are recyclable and/or compostable
- Serve condiments in bulk – i.e. big containers/packaging – to cut down on small disposables
- Consider using paper cups rather than plastic ones
- Tell people about your use and inclusion of sustainable products – and how it helps
- Incorporate FairTrade products into your event
- Consider using locally sourced products
- If there is any left-over food, think about donating it to a local charity or foodbank
- Often buying recyclable or compostable food packaging and utensils is cheaper if buying in bulk – consider joining forces with another event organiser or groups to bulk-buy to reduce costs
- Encourage visitors to bring their own food and snacks to the event

## How we can help

- Contact [waste.reduction@haringey.gov.uk](mailto:waste.reduction@haringey.gov.uk) if you would like some advice about alternative options
- We can put you in touch with the park businesses / cafes to see if there is potential for you to work together to jointly source and store disposables for the event

# Go Plastic Free

- A current hot topic is going plastic free, with several big brands making their commitment to reduce the use of one-use plastic like straws. Consider how one-use plastic is used at your event from plastic forks to delegate badge holders and how these could be swapped to recyclable alternatives.



# Single Use Plastics

## Essential

- Try and avoid the use of single-use plastics – including plastic bottles, plastic bags, stirrers, straws, condiment sachets, milk pots, balloons etc

## Desirable

- Try and use compostable food packaging
- Think about the single use plastic items that you will be using, and research alternatives
- Consider if single use plastic items that you provide are really necessary e.g. water bottles when there is a café that offers free water on site
- Provide water refills or cans instead of bottled drinks
- Avoid using unnecessary single use plastics such as banners, balloons, confetti etc
- Encourage attendees to bring their own bottles, containers, cutlery and other items to reduce single use plastics
- If service drinks, sell reusable cups for attendees to use throughout the day – instead of selling drinks in single use cups

## How we can help

- Contact [waste.reduction@haringey.gov.uk](mailto:waste.reduction@haringey.gov.uk) for advice on alternative materials and information on how to reduce your plastic consumption
- We can put you in touch with the park businesses / cafes to see if there is potential for you to work together to jointly source and store disposables for the event



## Ditch the paper

Digital technology means that events need no longer need to generate reams of printed material. Event microsites, mobile apps and interactive Smartphone technology are a much greener way to engage with delegates, before, during and after events. Where there's no alternative to paper, be sure to have recycling facilities available.



# General Event Management

## Essential

- Your Event Management Plan must cover all elements of how the event is going to be organised, managed and delivered – and there must be a section focusing on how sustainable your event is going to be

## Desirable

- If available, use mains electricity to avoid generator use
- Try to use hybrid generators where possible
- If the event is ticketed, try and use e-tickets which don't require printing
- Try and avoid putting specific dates on things so they can be re-used another time
- Only use recycled, sustainably sourced, unchlorinated and uncoated paper and card for flyers, posters etc
- Use social media etc to publicise your event, rather than printed materials such as flyers, posters and banners
- Do not use plastic-coated laminates for signage and id cards

## How we can help

- We are working towards installing metered, mains electricity points for event organisers to plug into at prime park locations so generator use can be reduced or eliminated

# Transport

## Essential

- Most of the parks do not have public parking facilities – publicise this to visitors and encourage the use of public transport, walking or cycling

## Desirable

- Where possible, encourage staff not to drive to an event and use alternative transport
- Promote bike parking within the park where possible, or identify and provide temporary bike parking for event visitors and staff
- Try and work with suppliers who use sustainable transport modes such as electric vehicles, cargo bikes etc
- If transport within event area is needed, consider using electric powered buggies / bikes, rather than petrol powered vehicles

## Useful links and resources

### Measuring carbon footprint

A carbon footprint measures the greenhouse gas emissions caused by an individual or organisation directly or indirectly and is measured in tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e). Direct emissions that make up your carbon footprint include building energy, water and waste use, company vehicles and business travel if you are an organisation. A carbon footprint can also include indirect impacts such as supplier and customer based emissions and tracking impacts across the entire value chain of a product or service.

Julies Bicycle has developed a free carbon calculator developed specifically for arts and cultural sector which allows organisations to calculate the carbon footprint of their activities including building use, productions, tours and festivals.

[Click here to use the calculator.](#)

[A Greener Festival](#) is a not for profit organisation dedicated to improving sustainability at UK events through an award scheme. Why not enter and get accredited as a green event?

### [The making waves guide to plastic free festivals and events](#)

Watch a [case study](#) on how Brighton and Hove City Council encourage a sustainable outdoor events.

### [7 Examples on how to make an event sustainable](#)