



Sustainability and Waste Minimisation

FINAL | January 2022



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Introduction

WellingtonNZ believes that a commitment to being a sustainably responsible business is essential to our goal of making the Wellington region Wildly Famous.

Our core operations must be sustainable and resilient to thrive in the long term, so we pledge to focus on creating and implementing sustainability strategies in place. WellingtonNZ will also enable and empower our people, our visitors, partners and community to contribute to sustainably.

Supporting Sustainability

- We commit to reducing waste in all forms across our business wherever possible, and ensuring good recycling practices, with a particular focus on working with WCC to improve the performance of the Venues we manage on their behalf.
- We commit to monitoring and reducing our carbon footprint to lessen our impact on the world around us.
- We will seek out partners with sound sustainable and environmental practices wherever possible, with a focus to minimise waste and ensure good recycling practices across their operations within the Venues.
- Sourcing local when possible and having a focus on sustainable procurement.

Venues Wellington – Waste Minimisation

To continue our commitment to reduce waste in all forms across our business, Venues Wellington is aspiring to reduce event waste and ensure good recycling practices across all our venues by diverting 70% of event waste from landfill.

What are we doing?

Earth Check

WellingtonNZ is a part of Earth Check, the only global benchmarking and certification program for sustainable travel, tourism and events. The certification provides a framework for our organisation to achieve decided outcomes for sustainable tourism and events. We will hold ourselves accountable and will strive to reach a Gold Certification by 2023.

Sustainable Partnerships

We work with local suppliers who are committed to reducing their environmental impacts in the areas of waste, water and energy. They ensure their supply chains have responsible social and environmental practices where possible and are committed to give back to the communities.

- Exhibition Hire Services – Choosing the right materials for your exhibition stand will reduce waste that goes into landfill. Exhibition Hire Services have a great range of re-usable products available to support you in minimising event waste. Contact EHS to find out more.

- Sarah Searancke Catering – Our approach to business is guided by our commitment to the principals of quality and sustainability in the food we create, in the produce and products we use, in the advice and events we deliver - all whilst nourishing the personal, genuine, boutique-style service that is our hallmark. We are committed to sourcing the best products such as free-range meats and eggs, sustainable seafoods, compostable packaging and fair-trade products.
- Nosh Catering – NOSH is critically aware of the importance for us to play our part and minimise any negative impact we may cause to our environment. We constantly review our processes and procedures and look for ways to improve our sustainability measures. More information can be found here; <https://www.nosh.co.nz/sustainability>
- NW Group - NW Group is committed to promoting environmental sustainability in every facet of our day-to-day business. Concern for the environment and promoting a broader sustainability agenda are integral to the long-term success of NW Group’s professional activities and the management of the organisation. We aim to follow and to promote good sustainability practice, to reduce the environmental impacts of all our activities and to help our clients and partners to do the same.

No Single Use Cups

Over 11 tonne of single use cups from our events were placed into landfill, for the year 2019. We are dedicated to reducing the impact on landfills and have installed water fountains in our venues however won’t be providing single use cups. We strongly encourage event organisers to communicate with their delegates prior to arriving at the venue that delegates are to provide their own reusable water bottles.

Waste Streams

Venues Wellington have worked closely with Sustainability Trust in Wellington to ensure we are diverting waste from landfill and into recycling or compostable facilities.

Venues Wellington have the following waste streams throughout the venues;

- **Recycling** – paper & cardboard, aluminium cans, plastic grades 1, 2 & 5 only
- **Organics** – food scraps & certified food packaging
- **General**

Recycling – Plastics, cardboard & glass.

Plastics. Our aim is to have ‘no plastic policy’. However, we understand that some plastics may need to be used and therefore we will only accept plastic grades 1, 2 & 5 as we can guarantee these will be recycled and not placed into landfill. 3, 4, 6 & 7 plastic grades brought to the venues may incur a waste removal cost if it isn’t removed by the client.

Cardboard. All event cardboard is disposed of in the correct waste stream, collected and recycled.

Glass. All glass is disposed of in the correct waste streams, collected and recycled.

Organics – Food waste & certified food packing

Capital Compost turns green waste and compostable food packaging into compost that can be put back into sustainable materials or sold to support their facility.

Certified food packaging products must be made from ; unlined paper & cardboard, potato starch, sugarcane or bagasse, pine, soft/thin bamboo materials & cutlery, vegetable wax coated paper.

No Bioplastics/Polylactic Acid (PLA) E.g. Compostable coffee cups and lids

No Compostable/Biodegradable/Cornstarch Bags

Branding must use *non-toxic inks* E.g. soy based inks/water based ink stamps

Please contact us for the organic guidelines that are permitted in our venues.

Kaicycle. Kaicycle composting takes compostable scraps from homes, offices and small businesses and recycles them into living compost.

Unopened, uneaten food. All unopened and uneaten food is diverted to a food rescue organisation.

Excessive Waste

Wood/Plastic Pallets. All exhibitors who send items on a pallet, must either re-use that pallet to return send their items or a \$20 waste removal fee will apply.

Plastic Wrap. All exhibitors who have over 4m of plastic wrap will be charged \$10 per meter waste removal fee.

Banners. We encourage exhibitors to have banners made that are re-usable and are removed at the conclusion of the event. Any banners left behind will incur a \$10 per banner waste removal fee.

Single Use Products. We won't accept any single use products. Any products that are not removed by the hirer will incur a waste removal fee.

For excessive waste, which includes Venues additional rubbish removal outside of the provided bins will incur a \$1,500+gst waste fee.

Wellington City Council Waste By Law

Wellington City Council event waste management and minimisation plan applies to any indoor event with 5,000 people or more. The purpose of the by-law is to better understand, reduce, deal with and plan for the waste created from events. More information can be found here [WCC By-Law](#). Your allocated Event Advisor will work with you on complying with the by-law.

Waste Minimisation Specialists

Finding it challenging to understand the steps required to take to reduce the impact of events on the environment?

Speak to Nonstop Solutions who specialise in waste minimisation. They offer a free 30-minute consultation for you - whether you want to scope out their services, see if they will be the right fit for you, ask them questions, or simply chat about anything to do with waste minimisation and a move to a circular economy

Nonstop Solutions

E| events@nonstopsolutions.co.nz P| 021 120 1345

WILDLY SUSTAINABLE STRATEGY

Sustainability becoming part of our everyday!

OUR INTENTIONS	REDUCE, REUSE, RECYCLE WE UNDERSTAND OUR WASTE AND WANT TO REDUCE/ELIMINATE IMPACTS WHEREVER POSSIBLE	ASSET & UTILITIES MANAGEMENT WE ARE RESPONSIBLE AND EFFICIENT WITH OUR ENERGY AND WATER	TRAVEL AND VEHICLES WE WILL SUPPORT SAFE TRAVEL THAT IS GOOD FOR THE ENVIRONMENT
	<ul style="list-style-type: none"> We will baseline our current state and review annually. Single use items will be reduced/removed wherever possible across the organisation. As an organisation we will provide the correct infrastructure to enable recycling, i.e., correct, and clear waste streams in all buildings. We shall develop and implement a Waste Minimisation Plan. Venues Wellington aims to have a waste free event by 2025. 	<ul style="list-style-type: none"> The organisation shall actively monitor and record data relating to power, gas, and water usage. Use analytics to inform of deficiencies and where performances can be enhanced. Link assets to utilities and where improvements can be made. Have a program of work to upgrade buildings increasing efficiencies. 	<ul style="list-style-type: none"> The organisation will have a clear travel policy. Annual reviews shall be undertaken on travel and baseline data. Where possible the organisation shall aim to reduce. We will aim to own hybrid or electric vehicles where possible. Carbon emissions from flying shall always be offset.
	PARTNERSHIPS AND STAKEHOLDERS WE WORK WITH KEY STAKEHOLDERS TO ASSIST IN DELIVERING EXPECTATIONS	AWARENESS AND CULTURE BRING OUR PEOPLE ON THE JOURNEY WITH US IS IMPORTANT	PROCUREMENT WE WILL SUPPORT LOCAL AND NZ MADE WHERE POSSIBLE WITH SUSTAINABLE PARTNERS
	<ul style="list-style-type: none"> We will work with key stakeholders and partners and share our Sustainable vision for the Organisation. As an organisation we shall look to partner and work with organisations that are responsible. We inspire others to undertake their own initiatives and succeed. As an organisation we align to Wellington City Council key strategies and continue to work with them to meet shared goals. WellingtonNZ shall continue to work with EarthCheck and obtain accreditation. 	<ul style="list-style-type: none"> Our workers understand Sustainability and consider it a part of their everyday Sustainability is included from the get-go when someone joins our organisation. Further learning opportunities/workshops are made available to the organisation each calendar year. The Sustainability Team will work with People and Culture Teams alongside individual teams to assist in further developing sustainability in their area of work. A calendar of events/initiatives shall be planned and released on an annual basis with 4 keys focus areas per annum. 	<ul style="list-style-type: none"> The organisation will establish strategic objectives for procurement including sustainability and social procurement practices. Where possible the organisation shall support local and/or NZ made when making purchases. Clear policies and guidelines are developed providing advice to the organisation on sustainable procurement.

Owner	GM Business Services
Effective Date	November 2021
Reviewed	Yearly or sooner if needed