

limeblue

EVENTS. VENUES. INCENTIVES. DESIGN.

# Environmental and Sustainability Policy

2022-2023



# Environmental & Sustainability Policy at Lime Blue Solutions

Lime Blue solutions are committed to advising, creating and delivering events that contribute to a more sustainable future. It is important to us as a company to be a responsible provider and it is our vision to encourage and influence those we work with in order to create a more sustainable industry.

We take all reasonable measures to promote sustainability and make continuous efforts to minimise our carbon footprint within the workplace and during the events we manage.

We review our policy and actions on a quarterly basis as we know there are always further improvements that can be made.

## **SUSTAINABILITY WITHIN OUR WORK PLACE**

We have increased our energy efficiency by installing motion sensor lighting and energy efficient light bulbs

We turn devices off standby and turn chargers off when not in use

We follow the waste hierarchy of prevent, reduce, reuse, repair, recover, recycle and dispose as much as possible

We reduce waste by purchasing sustainably, in bulk and locally wherever possible

We have recycling systems in place (including printer cartridges, documentation & general waste)

Printing is kept to a minimum and 100% recyclable paper is used

We encourage suppliers to send us information electronically

All the team are provided with a reusable bamboo coffee cup for use off site and staff members use refillable water bottles

We have a garden with bee friendly plants and bird feeders. We also have indoor plants within the office space.

Lime Blue Solutions adopts a green cause twice per year and organises an annual volunteering session for a conservation campaign or volunteering project such as a litter pick or charity clear out

We provide appropriate training, advice and information for staff and encourage them to develop new ideas and initiatives

We allow for hybrid working which reduces travel emissions

## **SUSTAINABILITY FOR OUR CLIENT'S EVENTS**

We encourage clients to look at ways of building sustainability into event planning from the beginning

## **VENUES**

We discuss with the venue and client any additional sustainable practices that can be introduced for their specific event

We check a hotel/venues sustainability policy when doing proposals for a client and highlight any specific "green policy" initiatives offered

We encourage the use of venues with:

- Good public transport links nearby
- Onsite accommodation or within walking distance
- Provide catering and AV solution onsite to minimise transport

During events ask the venue to ensure lighting is switched off when room not in use, alter thermostat settings and use low energy lighting and equipment where possible

## **PRODUCTION**

We use local suppliers where possible

Encourage the use of sustainable materials for event collateral

Consider the lifecycle of equipment and supplies associated with an event to ensure sustainable purchasing decisions are made

Encourage the use of reusable signage, banners, booths and other event collateral or the use of electronic branding



## WASTE AND RECYCLING

Send all communications and event literature electronically where possible and encourage the use of an app

Encourage our clients to use specific event websites and online registration systems which helps to create a paperless environment

Use of recycled paper and other recycled materials wherever possible

Request that recycling containers are made available in a key area at an event

Recommend name badges to be produced without plastic cases and with recycled lanyards and collect at the end of an event so that we can reuse them

Discuss delegates gifts to ensure they are useful and are ethically sourced and environmentally friendly with minimal packaging

## TRAVEL

Consider virtual and or hybrid events to reduce the amount of people travelling

Encourage the use of public transport for all events or when this is not applicable encourage car sharing and or taxi sharing or the provision of coaches rather than individual transfers

Consider alternatives to flights such as trains or ferries

Use low emission vehicles wherever possible

Consider shipping via boat rather than plane and minimise return shipping

Offer incentives to delegates for travelling via more green modes of transports

## CATERING

Encourage the use of tap water where applicable and delegates to bring their own refillable drinks bottle

Encourage the venues to provide water filling stations or refillable water jugs/ glass bottles

Ask the caterers to serve fresh, seasonal, local produce and use reusable crockery and glass ware and cutlery

Where feasible serve pre ordered food rather than rely on buffets

Provide the most accurate number of attendees to reduce the amount of excess food and drink

Consider fair trade or sustainably managed sources

Serve fresh food in bulk, rather than individually packaged food

Consider having a vegetarian or vegan menu during the event or at least on one day

## ENVIRONMENTAL

Encourage clients to run a CSR activity or project as part of their event

Offer delegates the opportunity to provide feedback on how subsequent events can be made more sustainable

## FUTURE FOCUSES

Our sustainability aims for the next quarter will include:

Looking at switching our office premises to 100% renewable energy

Review the efficiency of our air con/ heating

Review further recycling options such as Terracycle and organic waste recycling

Looking into offsetting our team travel emissions when on events or attending meetings

We will start recommending to our clients to measure the impact of their event with Isla who offer Trace - the event industry's first real time carbon impact reporting tool. Team to be trained on this during next quarterly



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