# Waste Reduction Program

UFI SUSTAINABLE DEVELOPMENT AWARD 2020

# **JEC** SYDNEY



Operating in an industry that generates high volumes of waste, against the backdrop of a national waste management crisis presented a challenge that ICC Sydney sought to address head on.

The venue's leadership in sustainability and commitment to fostering positive event legacies led to the development of a waste reduction program.

Delivered via multiple initiatives, the program targeted key waste management issues, and this approach was critical to its success.

ICC Sydney will continue to expand the program, guided by lessons learnt, to create ongoing positive waste management outcomes.



## Challenge

Successfully reduce waste for exhibitions and events at ICC Sydney. 05

# Strategy and implementation

A strategy that delivers positive environmental, social and economic benefits. 09

## Actions and results

Multi-faceted approach addressing a broad range of opportunities, forming a strong foundation for future developments.

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## **Lessons learnt**

19

Key takeaways inform next steps to build on success and further influence behaviour change.

## Conclusion

Commitment to sustainability drives ongoing action to reduce waste.



Supporting material.

# From Challenge Comes Opportunity

The global convention and exhibition industry is among the largest producers of waste in terms of industry size, second only to the construction industry. As a result, the exhibitions industry has a significant impact on the environment, communities and economies it reaches.

Locally, Australians create 67 million tonnes of waste each year adding to its national waste management problem, ultimately impacting disposal methods and best practice. Additionally, with the implementation of the Chinese National Sword policy, other nations' waste bans and Australia's upcoming waste export bans on glass, plastic and paper, there are major challenges within the local waste sector.

## **Key challenges**



Unmet waste diversion targets



Key roles vacant at ICC Sydney in Presentation Services (manage waste)



Diverse workforce results in varying understanding of Australian waste practices



English as a second language for team members can form a barrier to communication and education



Education and buy in from casuals, agency and contractors



Volatility in Australian waste sector



Chinese National Sword Policy and other Asian countries' waste bans



Australian waste export bans



Lack of standardisation across Australia in waste



Increased cost of landfill



Resistance to change



# From Challenge Comes Opportunity

ICC Sydney recognises the importance of leadership and its responsibility to make a positive contribution towards the waste crisis within Australia and the global exhibitions industry.

Through a proactive approach to Corporate Social Responsibility, ICC Sydney engages with a broad range of stakeholders to drive positive financial, social and environmental impacts across New South Wales and through the events it hosts. ICC Sydney's innovative and industry first Event Legacy Program formalises the process through which clients can deliver sustainable events, connect with Sydney's vibrant communities and deliver lasting event legacies.

## The opportunity



CEO and Executive commitment to sustainability



CSR Plan in place



Dedicated CSR role resource



Industry leading client Legacy Program



Strong relationship with waste supplier



Increasing client interest and demand in sustainability



Environmentally and socially conscious attendees



Australian exhibition industry driving sustainable change



Strong stance by local industry association, EEAA on sustainability



Partnership opportunities



Emerging markets for waste by-products



This section outlines the strategic direction and plan developed to ensure success.

ICC Sydney developed an overarching CSR Plan which outlines the venue's commitment to deliver and manage its CSR Framework, a key part of its Business Management Framework (BMF). This includes an approach to meeting contractual obligations, business objectives, as well as other commitments and initiatives. To deliver a triple bottom line strategy, the plan provides opportunities for stakeholder participation in ICC Sydney's operations where possible. The plan's outcomes focus on supporting:

#### Ethical Governance

Internal practices and processes that promote responsible business, ethical management and employment, and establish benchmarks and certifications.

#### Social Contribution

Engagement with local communities, charities, NFPs, educational institutions and community groups to foster community development and expand ICC Sydney's connection to community.

#### Learning and Innovation

Driving engagement with CSR across the business and facilitating innovation and ideas generation for solving CSR issues.

#### Sustainable Operations

Ensuring ICC Sydney reduces its environmental footprint, maximises efficiency and operates within prescribed requirements.

ICC Sydney's CSR Plan aligns with the United Nations' Sustainable Development Goals (SDGs):



Responsible consumption and production, SDG #12, is critical to the achievement of ICC's Sustainable Operations targets. With this in mind, ICC Sydney formulated a waste reduction project that was to be guided by the refuse, reduce, reuse, recycle, recover methodology. A SWOT analysis assisted the team in identifying the objectives, strategy

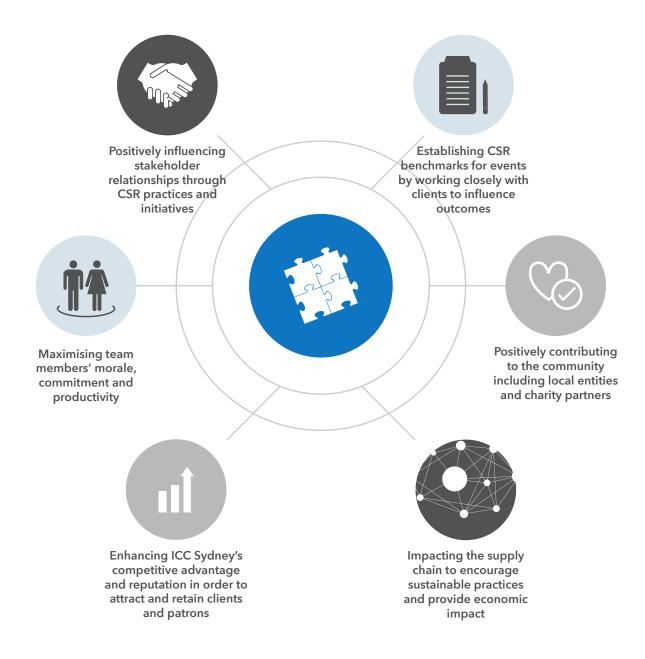
and planning required to achieve a successful waste management program for the exhibitions and events industry.

The venue took a multi-faceted approach to its waste reduction project, acknowledging the scope of the task. All aspects of exhibition waste and stakeholder landscape were considered with actions created to address a broad range of opportunities available, whilst building a strong foundation for future developments.

The venue acknowledged at the outset that the project would be ongoing, with key learnings identified along the way leading to refinement of new practices, and informing future actions.

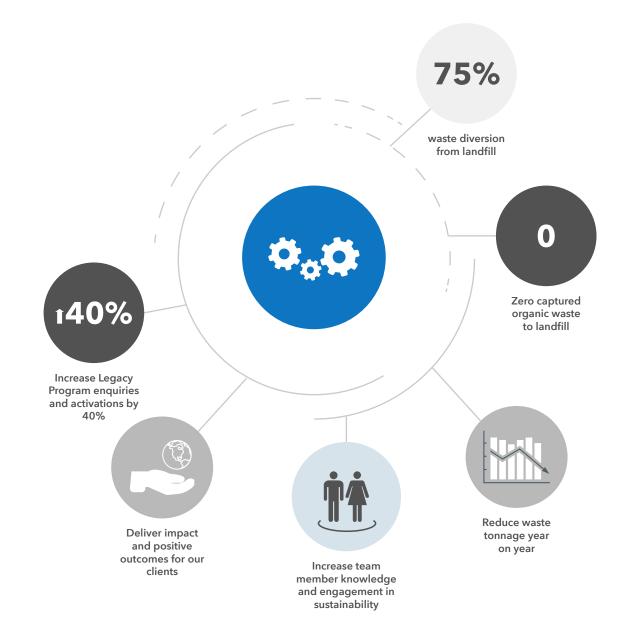


## **CSR plan objectives**



## Waste management objectives

#### Sustainable operations



Achievement and successful results from development to implementation of ICC Sydney's waste reduction program.

## **Additional waste streams**

#### **Dry waste**



• Implement a dry waste stream to divert exhibition waste from landfill.

#### Challenges

- Volume of exhibition waste due to high disposal rates and custom stands.
- Identifying a process that would accept MDF.
- Contamination of dry waste stream.
- Education of clients, exhibitors and contractors of appropriate waste disposal practices.

#### Results

Non-recyclable materials, such as MDF, can now avoid landfill

567 tonnes of exhibition waste material diverted from landfill

New relationship formed with ResourceCo who processes dry waste to produce an alternative fuel resource

#### **Next Steps**

• Continue education of clients, exhibitors and contractors to maximise stream usage.

## **Additional waste streams**

#### **Organics**



• Trial organics waste stream on show floors during operational days.

#### Challenges

- Floor space required for additional bins.
- Contamination of organic waste stream.
- Effective waste signage to eliminate contamination.
- Education of attendees of appropriate waste disposal practices.

#### Results

Growing demand for organic waste stream

Positive client response

#### **Next Steps**

- Continue trial of organic waste stream in exhibitions.
- Assess assets required to roll out initiative for all exhibitions.

## **Donations program**



#### Actions

- Developed a donations program for clients and exhibitors to nominate items and materials to be used beyond the life of their event.
- ◊ Items are registered through an online form prior to the event.
- Vaste stickers to identify waste for disposal and items for donation during bump-out were created.
- ◊ ICC Sydney coordinates donations to an appropriate community group post-event, who appreciate the opportunity to repurpose items.

#### Challenges

- Logistics coordinating the marshalling, storage and collection of items.
- Limited onsite storage.
- Responsiveness of community groups.

#### Results



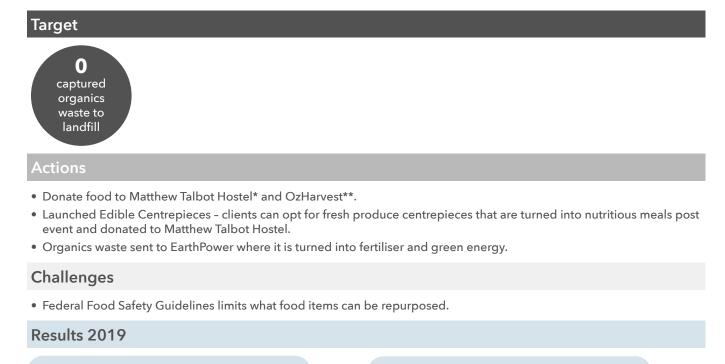
#### **Next Steps**

- Refine internal processes to support donations program.
- Expand community database and strengthen existing partnerships.

"ICC [Sydney] is more than a venue because it's got a compassion, a commitment to helping people. So that is where the difference lies between many and the few, and ICC [Sydney] is the few."

Mark Purchase – Accommodation Manager, Matthew Talbot Hostel

## Food donations and organics waste



7,870kg of food, equivalent to 23,610 meals donated to Matthew Talbot Hostel and OzHarvest

Oct 2019 - consumer tradeshow donated 112kg of food and beverage

Dec 2019 - exhibition donated 145kg of food

Captured 100% organic waste' point

Produced 80.48 MWh of green energy from organic waste

Produced 9.81 tonne of fertiliser from organic waste

#### **Next Steps**

• Work with clients on managing catering numbers and service to further reduce food waste and maximise donations.

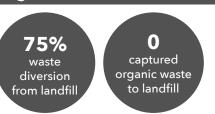
\*Matthew Talbot Hostel serves food to men that are homeless or at risk of homelessness, from the 94 residents to the surrounding community.

\*\*OzHarvest distributes food to a range of charities across Sydney, providing meals for underprivileged individuals and families.

## **Certified commercially compostable packaging**

As part of ICC Sydney's commitment to deliver better environmental outcomes from waste, the venue sources certified commercially compostable packaging for use within food and beverage.





#### Actions

- Engaged EarthPower, a local waste facility, to process compostable packaging. EarthPower was selected as they generate the best output; fertiliser and green energy.
- Open and honest conversations with EarthPower, and testing of samples, identified acceptable materials and items.

#### Challenges

- Large portion of compostables end up in landfill in Australia due to:
- ◊ Limited commercial waste facilities able to process compostable packaging.
- Abundance of supply with retailers swapping from single use plastic to compostables.
- Not all commercially compostable packaging is accepted by EarthPower. For example compostable cutlery is too firm to break down during the facility's processes.
- EarthPower require a higher ratio of organic matter to compostable packaging, thus ICC monitors use and is selective with promotion of the initiative.

#### **Results**

Select certified compostable packaging can be disposed in organics such as: paper BioCup coffee cups, paperboard trays, lunchboxes, sugarcane bowels and napkins

Signage displayed at retail kiosks, and when requested within events, educate attendees to place BioCup coffee cups in organic bins

#### **Next Steps**

• Continue to search for alternative solutions for food and beverage packaging that cannot be disposed in organics.

## **Consumables review**



- Joined Sydney Doesn't Suck campaign, promoting the removal of straws.
- Signed up to City of Sydney's Single-Use Pledge.
- Coffee cup lids an opt in at retail kiosks Removed individually plastic wrapped mints from meeting rooms
- Removed plastic straws, with paper straws available on request
- Switched from single serve sauce packets to bulk sauce containers at retail kiosks
- Notepads reduced in size
- Pens and notepads an opt in, set on meeting room credenzas rather than tables.

#### Challenges

- Finding suitable and environmentally friendly alternatives to consumables.
- Risk of consumer complaints.

#### **Results**

Reduced waste to landfill and generated financial savings including:

93% reduction in coffee cup lid purchases

520,000 individual plastic wrappers will avoid landfill annually by removing mints

Prevented 88,000 plastic straws entering landfill annually

#### **Next Steps**

Continue to review consumables to identify further opportunities to eliminate, reduce or substitute.

## Sydney Water partnership



#### Actions

- Sydney Water stations promoted as part of the Legacy Program and included in the Sustainable Event Guide.
- Pit fee waved for Sydney Water plumbed stations as an incentive for clients.
- Reusable glass bottles in all meeting rooms.
- Sydney tap water vs bottled water video posted to ICC Sydney social channels.
- Digital signage promoting Sydney Water.

#### Challenges

- Pits with access to plumbed water only available within exhibition halls.
- Encouraging attendees to BYO reusable water bottles.
- International client and attendee perception of drinking tap water.

#### **Results**

Saved over 1.5 million plastic waste bottles

Sydney Water vs Bottled Water Taste Test Video reached 27k with 2,033 unique views



Readership reach 95.86k

Social impression 285.9k

#### **Next Steps**

• Continue to promote Sydney tap water.

## **Exhibition hall storage rate**



• To assist clients, freight forwarders and contractors tackle carbon emissions from events, the venue introduced an exhibition hall storage rate.

#### Challenges

• Subject to availability of space.

#### Results

Encourage reuse of pallets and packaging

Reduce risk of damage that may occur during transportation to offsite storage facilities

Reduce carbon emissions and transport costs for clients

#### **Next Steps**

- Refine internal process.
- Promote rate to key contractors.

"We have a collective responsibility to ensure environment and community impacts are carefully considered when designing and delivering events as events can have a big footprint. More collaboration between organisers, venues and contractors can help to reduce the environmental footprint and boost community legacy. ICC Sydney's Event Legacy Program provides an opportunity to do just that."

Joyce DiMascio – Former CEO of Exhibitions and Events Association Australia

## **Promoting waste management practices**



#### Actions

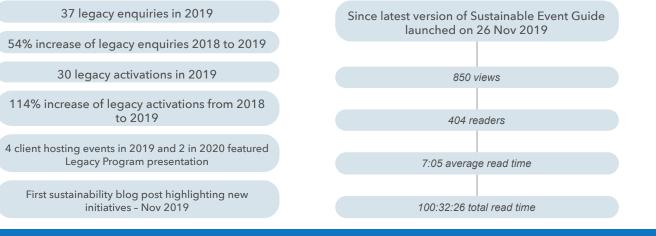
- The environmental sustainability stream of the Legacy Program promotes waste management initiatives from the donations program, and leveraging ResourceCo, to supporting clients in designing event specific waste signage and communicating sustainability initiatives.
- Through the Legacy Program, the venue's business development team and event managers encourage clients to consider waste management practices from the outset, and a CSR representative supports clients to achieve their sustainability goals.
- Showcase Legacy Program at client events, and site inspections to increase engagement.
- A Sustainable Event Guide was created to educate and support clients on their sustainability journey. The Sustainability at ICC Sydney section overviews environmental and community initiatives in place at the venue. This includes waste management and waste segregation streams available onsite. The Sustainable Event and Plastic Free Event Checklists are useful tools when planning a sustainable event, and provide tangible tips on reducing and managing waste. The Legacy Program streams and initiatives are also outlined in the Guide. The comprehensive guide provides practical information and is part of the venue's commitment to delivering positive outcomes through collaboration.

#### Challenges

- Raising awareness of the Legacy Program.
- Clients engaging with the venue early allowing for greater opportunities to deliver positive impacts.

## **Promoting waste management practices**

#### Results 2019



#### **Next Steps**

- Strengthen client relationships through the Legacy Program.
- Develop further Legacy Program initiatives.

## **Education and communication**

#### Target



#### Actions

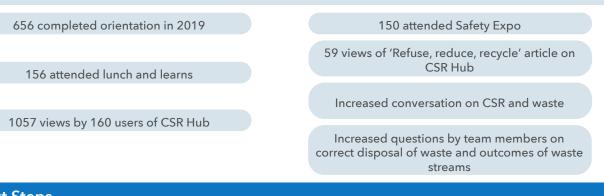
- Developed an internal CSR communication plan.
- Developed a CSR education plan.
- Orientation all new starters complete 30 min CSR training with waste a key topic.
- Team inductions tailored waste content created for relevant departments.
- Bi-monthly team meetings updates, new initiatives, case studies, and results shared at the all team meeting.
- Internal Safety Expo 2019 waste stand including waste sorting challenge and educational resources.
- Lunch & Learn sessions team members heard first hand from community partners such as OzHarvest & Matthew Talbot Hostel, how their communities benefit from our sustainable practices.
- CSR Hub created a dedicated CSR page on the intranet, accessible by fulltime and casual team members. Content includes news, event case studies, videos, tips, and statistics. Targeted updates can be pushed out to specific team members or departments.
- Digital messaging waste messaging communicated via back of house digital screens.

#### Challenges

- Quantifying changes to awareness levels.
- Retention of information.
- Intranet launched in Feb 2020 thus in early adoption phase and analytics are not yet representative.

## **Education and communication**

#### Results



#### **Next Steps**

- Continue to roll out internal CSR communication and education plans.
- Create further engagement opportunities and touch points for team members.
- Develop resources such as improved waste signage.

SIBOS has a strong remit to reduce its environmental footprint and contribute positively to the communities that host the event long after SIBOS ends. Society for Worldwide Interbank Financial Telecommunication (SWIFT) engaged ICC Sydney to activate legacy initiatives and design a multi-faceted program to deliver on environmental, social and economic legacy objectives.

SWIFT challenged ICC Sydney to reduce the rate of landfill compared to SIBOS Toronto (2017).

The team at ICC Sydney joined forces with partners early on and developed new waste management processes to achieve meaningful results.

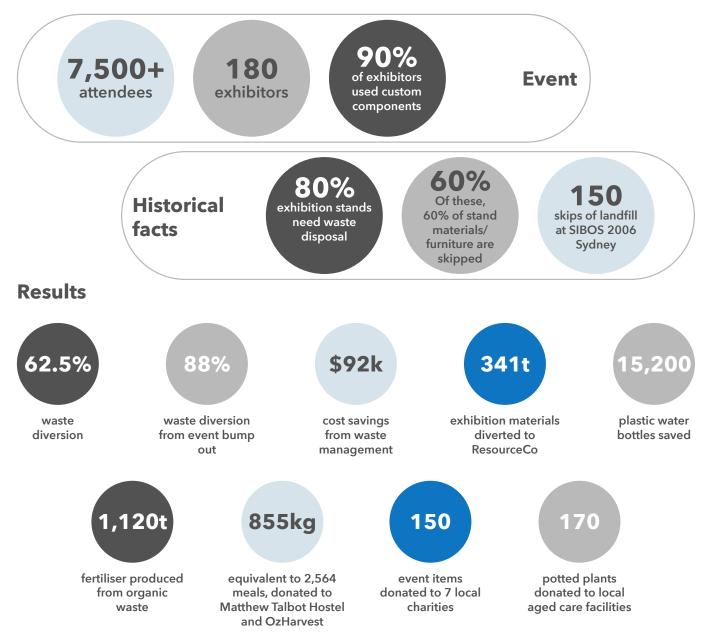
"Every year we strive to create a positive legacy that lasts for generations to come."

"The ICC Sydney team have done an outstanding job helping us to realise this vision and connect us with local charities and businesses to reduce the environmental impact of Sibos and maximise the social and economic benefits for all."

Chantal Van Es – Head of Sibos

## **Case study**

#### **SIBOS 2018**



# Lessons Learnt

The following outlines the critical lessons learnt throughout the waste reduction program and next steps.

# Collaboration is key

Robust relationships

Collaboration is key in achieving lasting outcomes. ICC Sydney plans to build on partnerships with suppliers and industry, and strengthen client relationships through the Legacy Program to improve on outcomes of the waste reduction program. Plans are also underway to develop client tools to support the education of attendees, exhibitors and event contractors on waste and correct disposal within the venue.

# Informed decision making

Greater visibility into customer waste would assist the venue in planning, particularly for repeat business. With a complete picture of the historical waste generated by an exhibition, the venue could proactively address waste needs with clients early in the planning process, ensuring the correct waste resources are available during the event. The data could also inform conversations around possible waste reduction and waste diversion initiatives, as well as education and communication pieces. ICC Sydney will investigate solutions that would enable the organisation to effectively manage and track waste generated from events through reliable, specific, and measured data.

Central to the successful waste reduction program was a robust relationship between ICC Sydney and its waste supplier. Forging open communication channels was essential in identifying new waste streams. The ongoing effectiveness of the program will require further support from waste suppliers to identify additional efficiencies, diversion opportunities, and improved waste lifecycles.

# Ongoing commitment

ICC Sydney recognises that there is no end to reducing waste. As the waste and exhibition industries evolve and new technologies and materials develop, there will always be opportunities for further improvements. The venue is committed to a long term sustainability strategy to deliver enduring positive impacts, leaving a legacy we can be proud of.

# Get your team involved

If we didn't have the support of our team the program's initiatives wouldn't have been a success. The venue will continue to expand its internal education and communication plans to ensure consistent, ongoing and updated messaging to all team members.

# Conclusion

Our strong results demonstrate that the multi-faceted project has been successful in driving engagement and awareness, connecting with stakeholders, deepening partnerships and inspiring change.

All sustainable operation objectives were achieved, bar one, where great strides have been made towards its attainment.

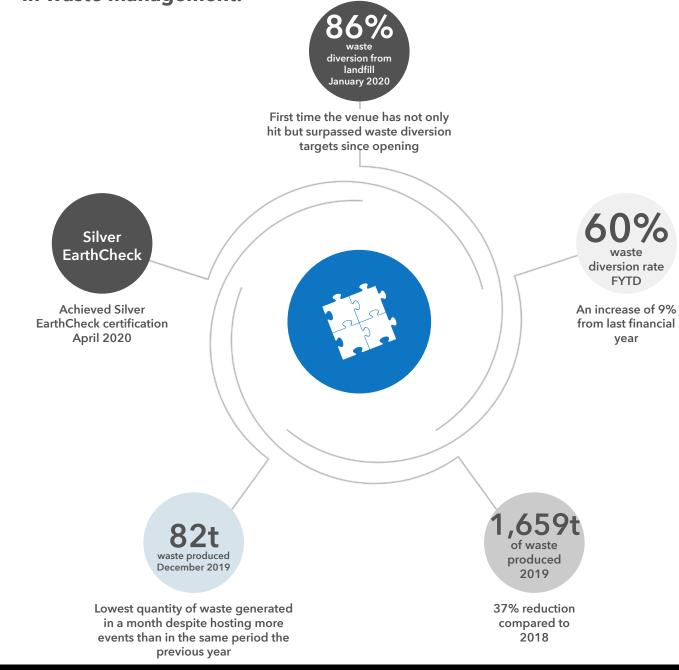
We are proud of our collective efforts and remain committed to delivering positive environmental, social and economic impacts for our local community and the exhibitions industry.

"We take our responsibility to act in a socially conscious and environmentally sound manner very seriously and are immensely proud to have been recognised with some of Australia's - and the world's - highest sustainability ratings.

"As an industry, we have more work to do and we are looking forward to collaborating with partners, clients and delegates to collectively reduce the footprint of our operations year-on-year and make a positive contribution to the broader community beyond the city's borders."

Geoff Donaghy – CEO of ICC Sydney

ICC Sydney's actions are leading to positive changes in waste management.





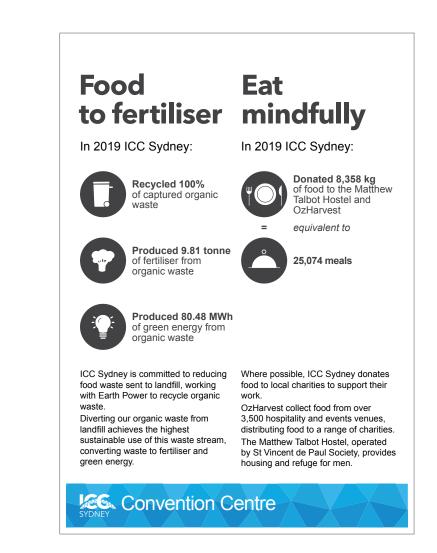
## **Food donation**

**Edible centrepieces** 



## **Food donation**

Signage



## **Consumables review**

**Digital messaging** 

Signage





Sydney Water partnership

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## Sydney water partnership

**Digital messaging** 

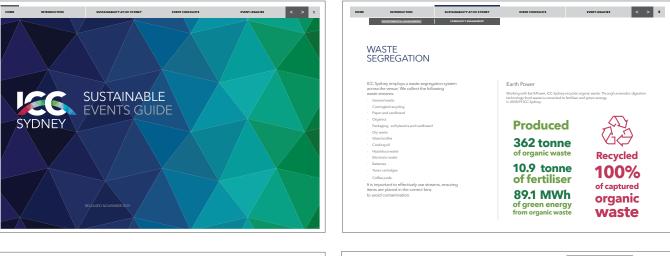
Legacy Program initiative Sydney Water

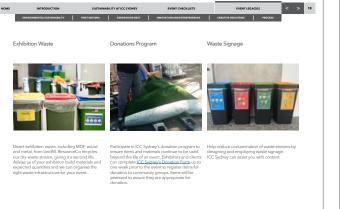


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## **Promoting waste management practices**

#### Sustainable Event Guide





			from organic	waste Was	waste	
номе	INTRODUCTION	SUSTAINABILITY AT ICC SYDNEY	EVENT CHECKLISTS	EVENT LEGACIES	EVENT LEGACIES <	
•	NVIRONMENTAL SUSTAINABILITY	FIRST NATIONS GENERATION NEX	T INNOVATION AND ENTREPRENEURS	CREATIVE INDUSTRIES PROC	655	
Sydr	ney Water Stations	Edible Centr	repieces	Food Donation Signage		
				Ford Err Wars to innuny Territory		
Water Exhib	ce single use plastic by provid plumbed water stations for e tion Halls, and encourage del their own water bottles.	vents in the legates to 200 guests, we fresh seasonal p arrange into cer the edible centr	all growers from the Sydney onless community of Sydney centrepieces. For banquets over can purchase on your behalf, iroduce for your chosen florist to intrepieces. Following the event repieces will be transformed by utritious meals for Matthew	Spread the message about food to include signage on your buffet what happens to organic waste an ICC Sydney's food donation prog	s, highlighting 1d	

## **Promoting waste management practices**

#### **Legacy Program Factsheet**





potential investment that hugely benefits startups and provides unique experiences for events " Matthew Proft, Sydney Startup Hub

"With more than a million people welcomed through its doors every year, ICC Sydney is in a unique position to facilitate connections between international and interstate visitors and local First Nations businesses via employment and economic development, which is helping to strengthen and celebrate our diverse cultures in an tive and purposeful way." Aunty Margret Campbell, Dreamtime Southern X





SUSTAINABLE EVENTS "We have a collective responsibility to ensure environment and We have a conserver responsibility considered when designing and community impacts are carefully considered when designing and delivering events as events can have a big footprint. More collaboration between organisers, venues and contractors can help to reduce the environmental footprint and boost community legacy. ICC Sydney's Event Legacy Program provides an opportunity to do

just that. Joyce DiMascio, Exhibitions and Events As

CREATIVE INDUSTRIES "ICC Sydney sits right on the doorstep of our city's bourgeoning creative industries and plays an integral role in raising Sydney's global reputation for artistic excellence. This initiative to build enriching cultural experiences into events programs will make a significant contribution to the sector" Chris Tooher, Sydney Festival

#### LEGACY PROGRAM PROCESS

Work with ICC Sydney's dedicated CSR team to plan initiatives and be connected with Reflect on the success of initiatives, with a post-event report providing opportunities t communicate back to delegates community stakeholders to achieve your goals. and stakeholders ENGAGE / ENQUIRE EXECUTE / DELIVER PLAN Let your ICC Sydney contact know Deliver your event, promoting and that you're keen to explore ICC Sydney's event Legacy Program activating legacy initiatives to maximise social and environmental impacts. nent project, ICC Sydney was delivered in partnership with Darling Harbour Live, comprising tplus, First State Super, Capella Capital, ASM Global and Spotless FM. Phone +61 2 9215 7100 /// Email csr@iccsydney.com /// iccsydney.com

## **Promoting waste management practices**

#### CSR Blog Post - 13 November 2019



#### WED 13 NOVEMBER 2019

#### BY KATIE BOONE

#### CORPORATE SOCIAL RESPONSIBILITY EXECUTIVE

As part of ICC Sydney's commitment to sustainability we make continuous small improvements to deliver positive outcomes for the community and help organisations, delegates and event attendees to fulfil their environmental and socially conscious appetites.

#### Waste Reduction

Through collaboration with suppliers, our certified commercially compostable coffee cups can now be disposed in our organics bins. As we work to reduce single use items we have also removed coffee cups lids from our standard tea and coffee houses, with lids an optin at retail outlets.

Furthering our waste reduction efforts, from 2020 we are removing mints from meeting rooms, saving over 480,000 single use plastic wrappers heading to landfill each year. In addition notepads and pens will be set at the back of meeting rooms to minimise wastate.

#### Tackling carbon emissions

To assist clients, freight forwardness and contractors tackle carbon emissions generated from events, we are introducing an exhibition hall storage rate. Subject to availability, our Event Services team will be able to advise of onsite storage options up to four weeks prior to your event. Stored items will be locked down during operations days, with additional costs such as security applicable during move in and out. Taking advantage of the square metre storage rate will reduce the environmental impact and cost of transporting items offsite between move in and move out. SHARE ARTICLE

#### Sydney Water Partnership

ICC Sydney's partnership with Sydney Water promotes the use of Sydney's tap water at events. Co-branded reusable glass bottles in all meeting rooms, has significantly decreased bottled water consumption onsite, with over 1.5 million plastic bottles saved to date. To encourage events in the Exhibition Halls to use plumbed water stations, we do not charge a pit fee for Sydney Water unit.

#### EarthCheck

ICC Sydney is committed to best practice environmental sustainability and has implemented environmental sustainability systems in line with international standard ISO14001 and EarthCheck criteria. Please refer to our <u>Sustainability Policy</u>.

#### Sustainable Event Guide

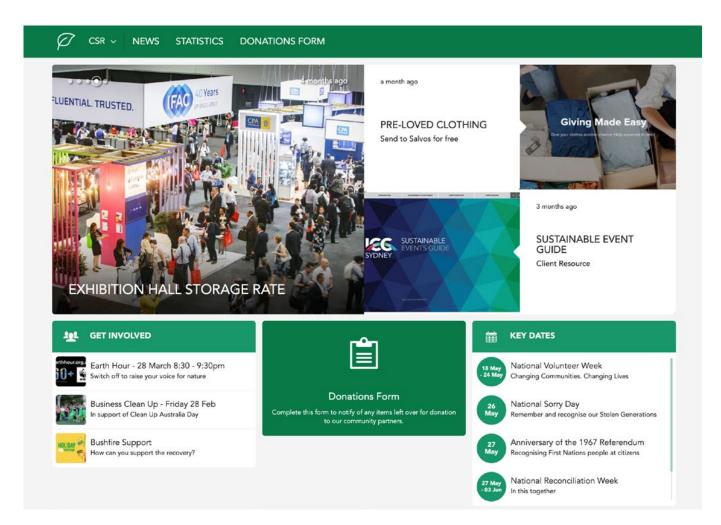
Navigating sustainable event practices can be challenging. To support clients on their journeys we are launching a Sustainable Event Guide. The guide provides practical information including checklists, such as organising a plastic firee event, as well as activations that can be employed as part of our Legacy Program. Details of ICC Sydney's current sustainability practices are also a great resource to assist during venue selection as well as providing content that you can communicate to your delegates and stakeholders.

We understand the importance of collaboration in delivering positive outcomes for the community in which we operate. Through our Legacy Program, we work with clients to achieve your sustainability goals. For further details on our sustainability initiatives and how you can engage in the Legacy Program please contact car@icsydney.com.

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## **Education and communication**

**CSR Hub** 



## **Education and communication**

#### **Orientation - selection of slides**



