



NET ZERO CARBON EVENTS

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Net Zero Carbon Events: A new industry initiative to address climate change

Phase 3 – Workstreams to deliver on Net Zero Carbon Events Roadmap

Status as of July 2022

This document relates to the 3rd phase of the NZCE initiative¹ and this first version is released in July, at the same time as the second version of the Roadmap is open for consultation, in order to inform Supporters about the way Phase 3 will be conducted and to invite all those interested in taking an active role to contact info@netzerocarbonevents.org.

This document, available at [Resources | Net Zero Carbon Events](#), will be enriched with time. It currently covers:

1. An introduction to the workstreams
2. The modus operandi that applies to workstreams
3. The presentation of each workstream, with their respective objectives and organisations already registered (or about to be) when available.

1. About the workstreams

8 workstreams have been identified to deliver on the Roadmap: Measurement, Reporting, Carbon offsetting, Venue energy, Production and Waste, Food and food waste, Logistics, Travel and Accommodation. A key element of the workstreams is to engage where work is already underway and they represent an opportunity for collaborative approaches to be undertaken under the auspices of the Net Zero Carbon Events initiative.

The first 3 – Measurement, Reporting and Carbon Offsetting, are transversal and they will be handled “centrally”, with the support of the existing taskforce that delivered the initial draft pledge and roadmap documents.

The remaining 5 refer to the Priority Actions Areas identified in the Roadmap, and they are developed in the next section taking into account the individual specific requirements of each in terms of scope, stakeholders and potential outcomes.

Their overarching objectives include:

- Compiling best practices
- Identifying specific steps to be taken
- Building scenarios of what net zero would look like in each case
- Developing or consolidating industry guidance
- Collaborative initiatives with stakeholders outside the events industry to drive progress

Each of those 5 workstreams will be subject to the following general “modus operandi” that is shared in the next section as an overarching framework for how they can be taken forward.

¹ Phase 1 – Drafting and launch of Pledge (July - Nov. 2021)

Phase 2 – Drafting and launch of Roadmap (Oct. 2021 - Nov. 2022)

Phase 3 – Workstreams to deliver on Roadmap: will officially start in September 2022

2. Modus operandi

Basic Principles

1. Each Workstream is organized by a 'lead organization or organizations' (maximum of two) which takes overall responsibility for the workstream development and delivery
2. Working groups are established to help shape the approach and support delivery of outcomes. There can be several working groups supporting one workstream if the nature of the topic requires it.
3. All supporters of the NZCE are invited to participate in working groups.
4. The 'lead organization' will report quarterly to the NZCE Task Force to share progress and updates.
5. Twice a year, webinars will be held where latest information on each workstream will be shared with the whole supporter group.

Terms of Reference – Lead organization(s)

- Must be a supporter of the Net Zero Carbon Events initiative
- A global organisation with a broad representation relevant to the Action Area
- Willing to work with stakeholders and remit broader than organisation's scope if required
- Work with NZCE to establish an initial working group
- With input from the working group, devise a 2022-2023 workplan for the action area
- Chair monthly working group meetings
- Day to day engagement with / management of working group
- Drive action through the working group
- Establish additional working groups as necessary, identifying appropriate organisations to chair them and establish a mechanism for quarterly updates to the main working group.
- Attend quarterly meetings of the NZCE Task Force to report back on progress.
- Attend twice yearly webinars of the NZCE supporters to update on progress.

Each Working Group should:

- Be open to participation from all supporters of the NZCE
- Consist of a maximum of 20 companies
- Where demand is higher than 20, NZCE will work with the Lead Organization to nominate participants based on whether they are signatories to the pledge, regional representation, sectoral representation, specific expertise required
- Identify priorities and set a work plan / objectives for the year
- Deliver outputs as per the objectives (new solutions, case studies, guidance etc)
- Meet monthly or as required

Additional working groups may be started within each workstream to fulfil specific requirements for focused work on more detailed topics (eg food waste or sustainable production materials etc) or where there is an interest to drive action at a country or regional level.

Funding

- It is understood that participation as a lead organization or as part of a working group will be undertaken on a pro-bono basis.
- Where additional support is required to deliver on workstream objectives, funding may be available from the NZCE initiative.

Timeline

July - September 2022: Call for interest from / identification of Lead Organizations for each workstream and establishment of Lead Organisations, followed by Communication of Lead Organizations and workstreams to Supporter Groups and call for interest in participation in working groups

Oct 2022: Confirmation of working group participation & First working group meetings

(Nov 2022: Roadmap launch)

Dec 2022: First quarterly reporting to NZCE Task Force (to share plans etc)

Jan 2023: First 'all supporter' webinar to present plans and initial progress

3. Presentation of each workstream

1: Measurement

This workstream aims to provide standard methodologies, metrics and industry coefficients for measuring the carbon footprint of events. The initial actions will be to develop a common methodology, metrics and coefficients for measuring energy consumption of venues, including how to apportion according to event length, room usage etc, and the subsequent development of a system for sharing of data and coefficients between venues, organizers and destinations.

LEAD ORGANISATION: NZCE Taskforce

2: Reporting

This workstream will set-up and share the consolidation of the industry's progress, based on the company reporting templated included in the Roadmap.

LEAD ORGANISATION: NZCE Taskforce

3: Carbon offsetting

This workstream will develop the offsetting hierarchy approach into an industry-wide strategy which results in the combined impact of events industry offsetting to be measured and communicated. Initially, the workstream will scope the requirements of the task and work up the hierarchy approach and then undertake

initial outreach to appropriate providers. In due course a full plan will be developed and agreed and may then evolve into a separate workstream led by a separate Lead Organization.

LEAD ORGANISATION: NZCE Taskforce initially

4: Venue energy (Action Area 1)

This workstream will focus on the delivery of Action Area 1 - Power events efficiently with clean, renewable energy.

LEAD ORGANIZATION EXPRESSIONS OF INTEREST RECEIVED

- AIPC

5: Production and waste (Action Area 2)

This workstream will focus on the delivery of Action Area 2 - Redesign events to utilize sustainable materials and be waste free.

LEAD ORGANIZATION EXPRESSIONS OF INTEREST RECEIVED

- IFES
- UFI Sustainable Development Working Group

6: Food and food waste (Action Area 3)

This workstream will focus on the delivery of Action Area 3 - Source food sustainably, and eliminate food waste.

LEAD ORGANIZATION EXPRESSIONS OF INTEREST RECEIVED

7: Logistics (Action Area 4)

This workstream will focus on the delivery of Action Area 4 - Move goods and equipment efficiently and transition to zero emissions logistics

LEAD ORGANIZATION EXPRESSIONS OF INTEREST RECEIVED

- IELA
- UFI Sustainable Development Working Group 'logistics' deep dive

8: Travel and accommodation (Action Area 5)

This workstream will focus on the delivery of Action Area 5 - Work with and influence partners in the travel sector to reduce and mitigate the emissions of travel to events

LEAD ORGANIZATION EXPRESSIONS OF INTEREST RECEIVED

- ICCA

The Net Zero Carbon Events initiative would like to thank the following companies for their support

[Funding Opportunities | Net Zero Carbon Events](#) for more information.

PLATINUM LEVEL



GOLD LEVEL



SILVER LEVEL



GREEN LEVEL

