



## Sustainable meeting tips at Roehampton Venues

Roehampton Venues are committed to making a positive environmental impact and contributing to a sustainable future - delivering sustainable events. We are committed to management of our environmental aspects and impacts and aim to embed sustainability across all our activities and operations.

We want to help you think about sustainable meeting practices and help run greener meetings within our venue and have a few tips for you to consider and implement.

### 1) Go Paperless

- Keep emails, contracts, invoices, and proposals digital
- Consider seating plans digital instead of on paper
- Avoid sending paper invites, try online registration and email invite tools
- Name Badges – reuse or avoid plastic by trying more sustainable options such as corn starch

### 2) Choose Green Transport and Travel

- Encourage your delegates to think green when planning their travel, promoting public transport, walking, and cycling. Our location allows a lovely 15-minute walk from Barnes station, and we have plenty of cycle parks for those who choose to cycle to the event.
- Staying onsite in our fabulous Elm Grove bedrooms (if accommodation is required) will be a lower carbon footprint for your delegates compared to considering local hotels where further transport is required
- Guests can explore the local area with short walk to Richmond Park, or 5 minutes to Grove House Lake and lawns.

### 3) Recycle & Re-use

- We provide and promote recycling facilities across our venues including separate bins for recyclables and general waste in all venues.
- We use reusable cups, crockery, and cutlery. We minimise the use of single – use plastics where re-use is not practical, we use disposable products made from plant-based, compostable materials
- If you plan to bring conference materials opt for items that can be recycled and reused where possible

### 4) Sustainable food & drink choices

- We focus on providing affordable, healthy, and environmentally sustainable food offering across our venues with Fairtrade products and use free range chicken/eggs and MSC certified fish
- Choose tap water instead of bottled mineral water
- We offer tap water and refill stations for clients to refill water bottles – encourage your delegates to bring their own bottles

### 5) Embrace open air ventilation

- Compared to air conditioning – our Lime Tree suite offers a balcony for guests to enjoy in breaks and outside the front door is green space to enjoy

**Work with us to help lower our carbon footprint and talk to us about our green initiatives**