



event:decision
track



Production Bureau for UEA Graduation Ceremonies 2023

post event carbon footprint report

host organisation: Production Bureau for UEA

event date: 17 – 21 July 2023

event: UEA Graduation Ceremonies 2023

location: Norwich

date of assessment: 18 September 2023



your track report

results

shows the total calculated carbon footprint associated with your event, by event function.

benchmark

displays your event carbon footprint, represented by number of attendees or by number of square metres of space utilised, whichever is relevant, when compared with other similar measurements delivered by event:decision.

mitigation

initial advice on potential mitigation of impact. Additional mitigation consultancy & advisory is available on request. Additional mitigation recommendations and/or analysis are available on request.

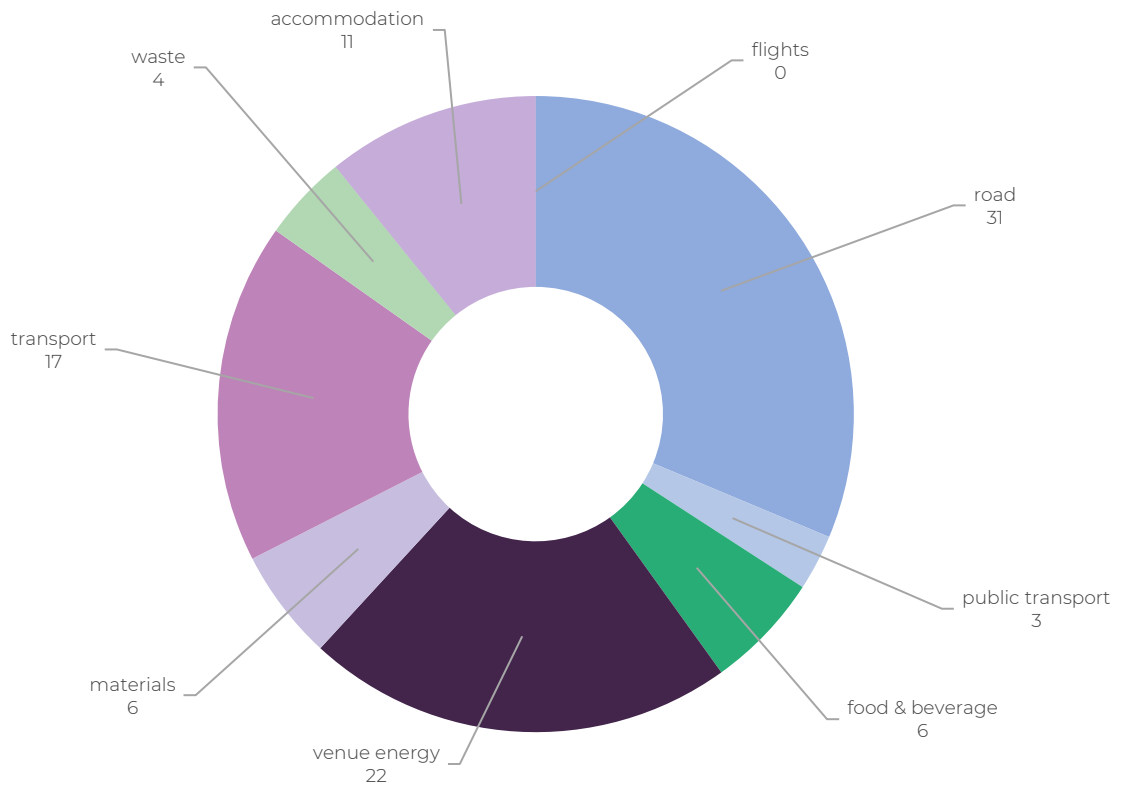
offset

an illustration of a range of cost associated with purchasing certified carbon credits corresponding to the results, above, to deliver the event calculated by event:decision on a carbon neutral basis.

brief

- based on brief supplied by Production Bureau.
- graduation ceremonies taking place at UEA, in Norwich.
- live dates 17th July through to 21st July 2023.
- includes emissions associated with staff and supplier travel as outlined or estimated where not detailed.
- food & beverage based 20% vegetarian, 80% non-vegetarian.
- build materials, transportation and power draw estimated where not detailed in post-event reporting.
- crew travel, accommodation and subsistence included as detailed.
- re-useable, recyclable and single use materials calculated as per data received.

total breakdown of emissions
total tonnes CO₂e calculated: 29.19 tCO₂e



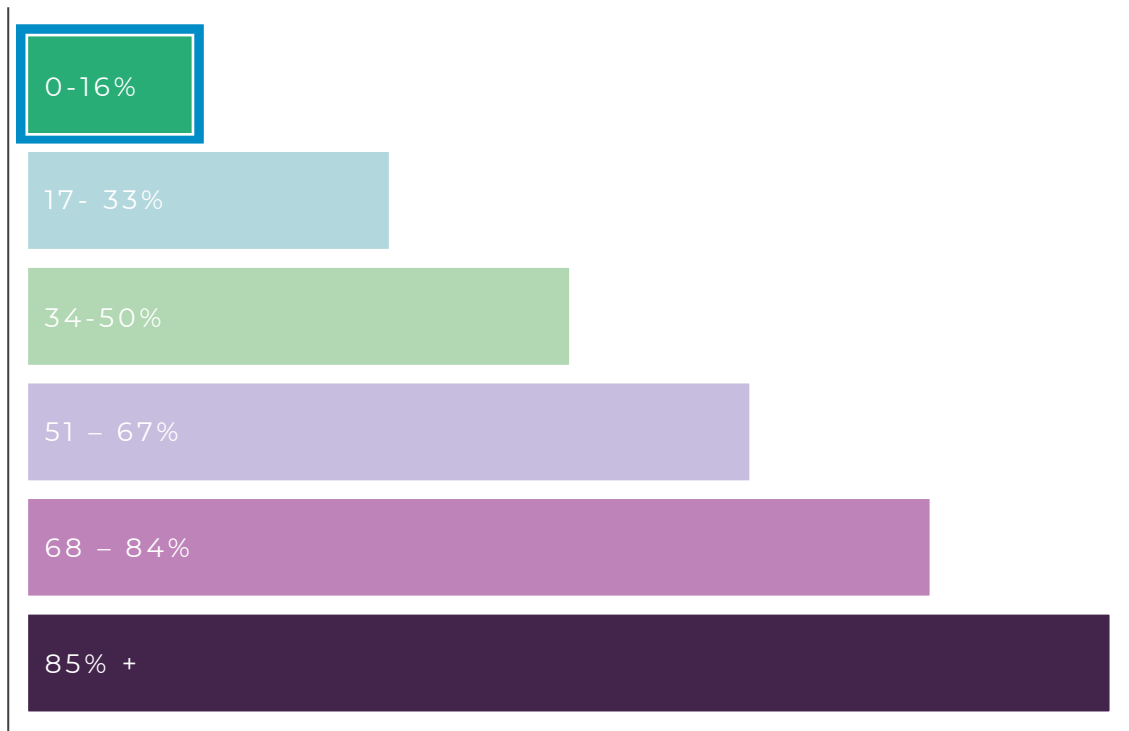
	actuals tCO ₂ e	%
flights	0	0
road	9.14	31
public transport	0.83	3
food & beverage	1.73	6
venue energy	6.35	22
materials	1.65	6
transportation	5.05	17
waste	1.28	4
accommodation	3.16	11

boundaries:

- event** duration (days), crew & event area (sqm.)
- travel:** crew and staffing travel by mode (air, private vehicle, public transport) class and distance.
- accommodation:** hotel nights for build crew, by star-rating.
- catering:** includes number of meals (non-vegetarian, vegetarian, vegan) consumed by crew, build staff for duration of event.
- energy:** actual consumption as estimated or measured by venue (kWh), calculated as renewable or non-renewable as applicable.
- materials:** printed matter, plastics, recyclable materials and other materials used in stand / activation builds & delivery.
- transportation:** transported weight of AV, materials, furniture and other event-focussed items, distance and mode of transportation.
- waste:** recyclable and residual waste.
- note:** a result of 0.00 tCO₂e does not indicate zero emissions, merely that the category reports fewer than 10kg CO₂e when reported in tCO₂e to two decimal places.



Illustration of UEA Graduation Ceremonies 2023, event footprint
tCO₂e per sqm of space based on 2,100 sqm.
29.19 tCO₂e = 0.01 tCO₂e per sqm



at this level, UEA Graduation Ceremonies 2023 is within the 5th percentile of non-conference format events measured by event:decision, on a per-square meter basis.

based on calculations conducted by event:decision from Mar 2021 –present for comparison purposes.

graphical data above be used for illustrative purposes only, not for ESG audit or offset reporting.

above comparison is based on data **only from non-conference format events**

total data population (conference and exhibition builds) includes events from 50 to 140,000 delegates in virtual, hybrid and in-person event formats at a local, regional and global level, with stand-builds from 6sqm. to 200sqm.



mitigation

here are considerations to mitigate the footprint as calculated for future events of a similar nature:

food & beverage

you may wish to consider offering vegetarian-only meals. For illustration, if all food provided for crew & suppliers was vegetarian (all other factors remaining unchanged) the food & beverage footprint would be reduced by 56% and the overall footprint would be reduced by c. 4%.

venue

the choice of venue make sense as it is for the graduation ceremonies of UEA students. However, you may wish to consider sourcing an alternative venue, if available, with renewable power or utilising more renewable / installed power sources whilst onsite. As an illustration, if this event was powered by renewable energy (all other factors remaining unchanged) the overall footprint would be reduced by c.23%.

transport

the majority of suppliers are considered local and are based within a 100-mile radius, it is also understood that due to the nature of the equipment required for the event it may not be possible to source all of the equipment and materials from within this radius. However, as an illustration, if all of the suppliers came from within this radius (all other factors remaining unchanged) the transport footprint would be reduced by 40% and the overall footprint would be reduced by c. 7%.

offset

you may choose to offer offset solutions via event:decision, or via a channel within your agency or client organisation. Please contact event:decision for a menu of certified projects & providers.

as a guide, to directly offset carbon emissions for the event:

UEA Graduation Ceremonies 2023

29.19 Tonnes CO₂e

offset calculation dependent on project & provider chosen from £5/tCO₂e - £25/tCO₂e. Average figure:

£146 - £730 dependant on project & provider chosen