

eco | smart | business

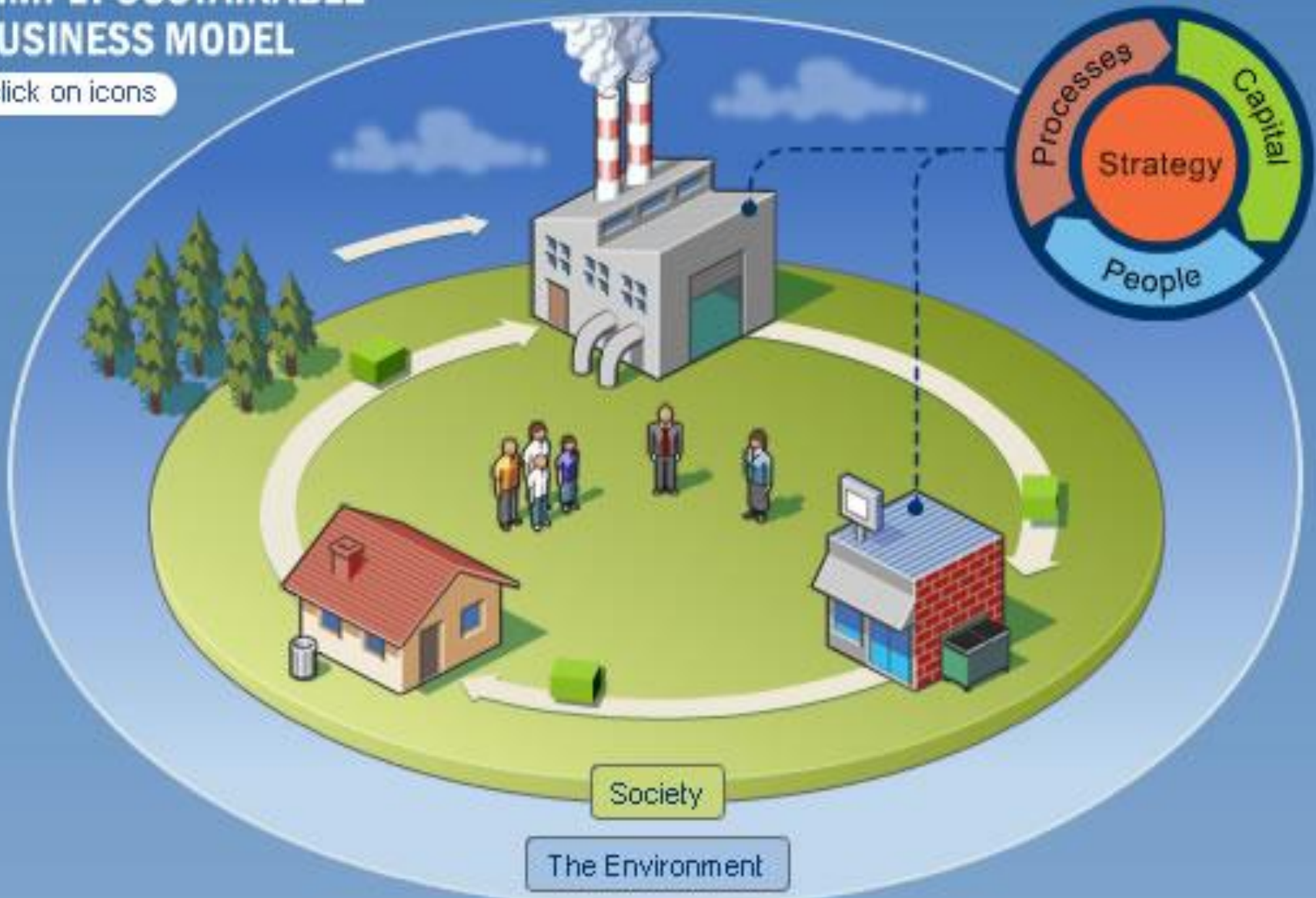


Strategy Workshop Agenda

- 9.00 Introduction and Overview
- 9.20 Overview of sustainability
- 9.35 Better Business, Better World Research
- 10.00 The Novotel story
- 10.20 Morning Tea
- 10.30 Developing a strategy and policy
- 11.30 Conducting an environmental assessment
- 12.00 Next steps

SIMPLY SUSTAINABLE BUSINESS MODEL

click on icons



Society

The Environment



Market trends





How does your company measure up?

- Does your company have an environmental policy or statement?
- Does your commodity or service provision have a direct environmental impact?
- Has your company received any environmental related fines or legal prosecution?
- Does your company formally assess its environmental impacts and risks?
- Does your company have an Environmental Management System?
- Does your company have written environmental performance objectives/targets?
- Does your company have a process in place for environmental reporting?
- Has your company undergone an environmental audit?

Sustainability Strategy - Background

- ⊙ Company Vision and Values
- ⊙ Key sustainability/ environmental issues and impacts for your business – including Strategic Elephant
- ⊙ SWOT Analysis
- ⊙ Stakeholder Expectations
 - Customers
 - Staff
 - Suppliers
 - Shareholders
 - Community
 - Environment
- ⊙ Competitor Practice
- ⊙ Current Market Trends

Sustainability Strategy

- ◎ **Business Strategy Objective**

- ◎ **Sustainability/Environmental Objective**

- ◎ **Strategy 1 (between 1 -5)**
 - **Objective:**
 - **Actions:**

- ◎ **Strategy 2**
 - **Objective:**
 - **Actions:**

Creating your Environmental Policy

1. Overarching Statement
Core business, mission, position in market
2. Company's commitment to the environment
3. Environmental or Sustainable Objectives
4. Staff/stakeholder statement
5. CEO commitment
6. Review date
7. Signature of CEO

Overview of Eco Smart Business Programme

Strategy and Marketing	23 June
Implementing an Environmental Management System	27 July
Energy and Transport Savings	2 September
Managing Waste	10 October
Preparing for an Audit and Green Marketing	4 November
Conduct second environmental assessment and report	Feb/Mar

Environmental Assessment

OPEN HOURS	From	To	Hours
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			
Public Holidays			

TRANSPORT

Day/period	From	To	Distance	Transport Type	Manufacturer	Model	Vehicle Config	Year	Purpose	Return Trip?	Notes
Monday	Work	Client	5km	Vehicle	Holden	Barina	3L, manual,	2004	Deliver	<input type="checkbox"/>	
										<input type="checkbox"/>	
										<input type="checkbox"/>	

Environmental Assessment

ELECTRICITY


	Location	Units	Appliance type	Manufacturer	Model	Consumption (kW)	Left on Stand by	hrs/day	days/yr	Notes	✓
1	Reception	6	Fluorescent	Phillips		58	No	OH	OD	Fill in kWh if printed on appliance label if	<input type="checkbox"/>
2											<input type="checkbox"/>
3											<input type="checkbox"/>
4											<input type="checkbox"/>
5											<input type="checkbox"/>

WATER

	Location	Unit	Appliance type (& Manufacturer)	Device	Volume	Minutes	use/day	day/yr	Notes	✓
1	Bathroom	3	Cistern	Single Flush	9	1	3	205	Fill in Volume if known	<input type="checkbox"/>
2										<input type="checkbox"/>
3										<input type="checkbox"/>

Environmental Assessment

WASTE

	Location	Units	Bin Name	Bin Type	Container Vol.	Empty/week	% Full (Whe n	% Landfill	% Paper	% Glass	% Organic	% Plastic	% Other	Notes		Verify
1	Offic	3	Bin	Landfi	10L	5	60	20	30	40	10	0	0		<input type="checkbox"/>	<input type="checkbox"/>
2															<input type="checkbox"/>	<input type="checkbox"/>
3															<input type="checkbox"/>	<input type="checkbox"/>
4															<input type="checkbox"/>	<input type="checkbox"/>
5															<input type="checkbox"/>	<input type="checkbox"/>

BILLING

 Electricity, Gas and Water

Bill Type	Start Date	End Date	Charge Type	Quantity	Unit (kWh/MJ/KL)	Rate	Total
Electricity	12/3/07	18/5/07	Peak	98768	kWh's	\$0.109	\$10,765.71

Other tasks for completion by next workshop

- ⊙ Complete Policy, ensure signed, dated and on website, bring to next session
- ⊙ Communicate policy to staff
- ⊙ Assign appropriate resources to the Eco Smart Business Programme
- ⊙ Appoint Environmental Champion and put their photo up in lunch room (Appendix 13)
- ⊙ Complete Environmental Assessment

Next Workshop

Implementing an Environmental Management System

27 July

- This interactive and practical workshop will step participants through the elements for implementing an Environmental Management System using case studies. An EMS manual with templates and completed examples will be provided to all participants and explained.

EMA Building
Level 2, Room 2C
9.00 – 12.00