## Post Event

Use the post event template below to help you review your key greenhouse gas (GHG) emissions sources, effectiveness of emission reduction initiatives, stakeholder engagement and other learnings. We’ve provided some prompts and examples in greyed out text which can be deleted.

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| **Things to consider** |  | **Provide details** |
| Did you measure your GHG emissions, and if so, what were your key emission sources? | ☐ | Yes | *Provide key emission sources* |
| ☐ | No | *If no, why?* |
| What initiatives will you consider to reduce key emission sources at future events? |  |
| How engaged were people with your emission reduction initiatives? | Staff/ Volunteers | *E.g., Very. All staff and volunteers attended the pre-event training* |
| Suppliers/ vendors | *E.g., Very. Suppliers and vendors were selected based on their ‘green credentials’* |
| Attendees | *E.g., Somewhat. Next year our Communication Plan will focus on attendees to better explain our GHG emission reduction journey* |
| Did you achieve your GHG emission reduction targets? | ☐ | Yes | *If yes, highlight wins* |
| ☐ | No | *If no, what did you learn?* |
| Any other learnings or improvements proposed?  |  |

NEED FURTHER SUPPORT?

For further information or assistance with your GHG Emissions Reduction Plan, please contact the Queenstown Lakes District Council at climateaction@qldc.govt.nz