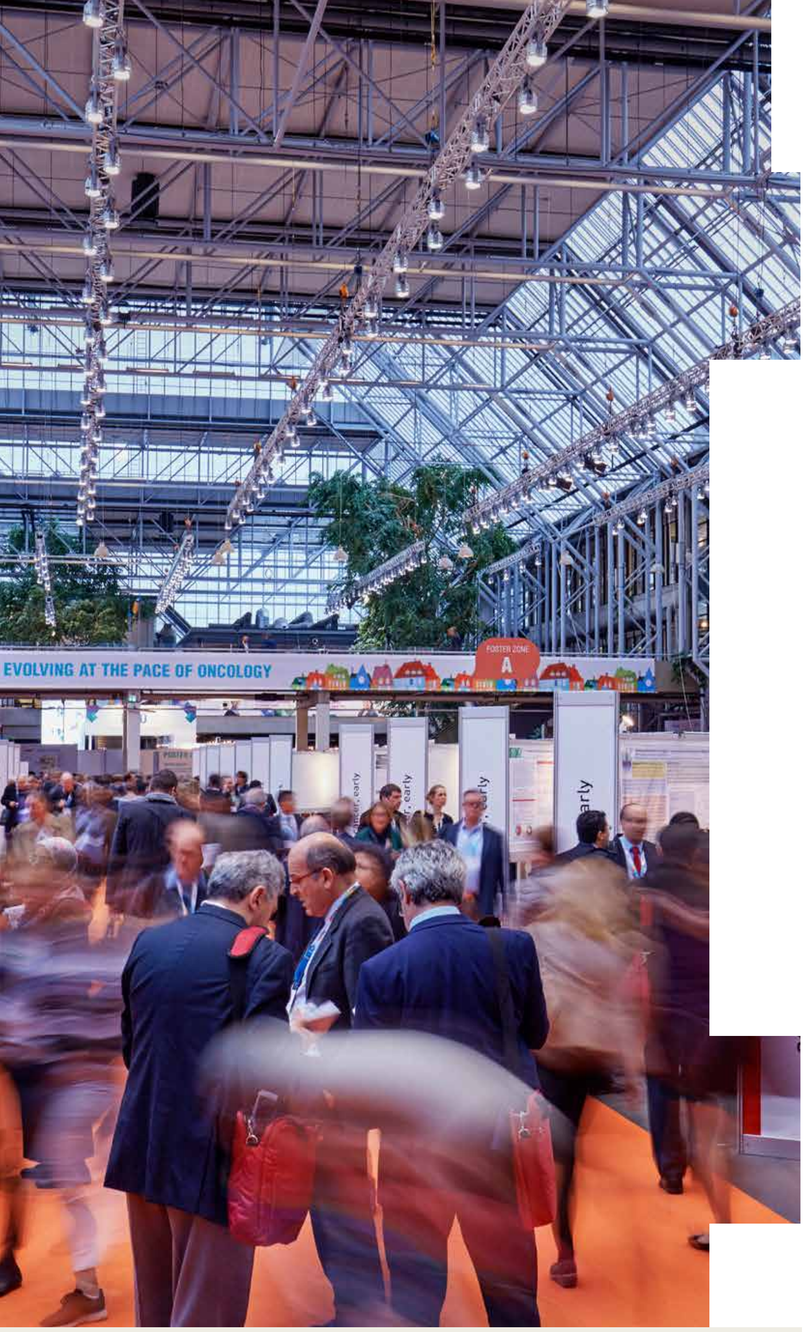
BELLA · CENTER COPEN HAGEN

Event impact guidelines



Certified B® Corporation



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For questions about these guidelines, please contact ESG@bellagroup.dk

INTRODUCTION

Event impact guidelines

Welcome to Bella Center Copenhagen's event impact guidelines - designed to help Bella Center Copenhagen's clients address environmental, climate-related and social impact of their events.

As part of Bellagroup, a certified B Corporation, we are committed to using business as a force for good and continuously improving our environmental and social performance. These guidelines reflect our ambition to support customers in making informed decisions that contribute to more responsible and impactful events.

When considering the sustainability and footprint of your Bella Center Copenhagen event, we encourage you to use these event impact guidelines to explore available options, plan actions across each impact area, and support your pre-event dialogue with Bella Center Copenhagen's planning team.

For large congresses and events, we provide our customers with a complimentary post-event impact report detailing the effects of the decisions made during planning and event delivery.

Top 5 impact areas to be mindful of:

1. **Food and beverage**
   Food and beverage can, depending on the event type, account for more than 30% of your event emissions.
   Your food choices - particularly increasing plant-based options - can significantly reduce your event's overall footprint.

2. **Energy**
   Be mindful of energy-intensive activities. Optimize lighting and AV use and avoid unnecessary energy consumption.

3. **Purchased goods**
   Avoid one-time purchases to reduce waste production and CO_2e emissions. These guidelines outline how to prioritize rentals, choose durable items, and reuse existing décor and branding.

4. **Waste**
   Plan ahead to prevent unnecessary waste, encourage reuse wherever possible, and make recycling easy for your guests. These actions also help reduce your event's overall carbon and environmental impact.

5. **Inclusivity and accessibility**
   By considering accessibility and inclusion from the outset, your event can reach a wider audience, enhance the attendee experience, and create a stronger and more lasting positive impact.

Energy 4

Water 5

Waste 6

Food and beverage 7

Food waste 8

Purchased goods 9

Donations 10

Transportation of guests 11

Inclusivity and accessibility 12

Social impact and legacy 13

Governance, standards and certifications 14

Data transparency and event impact reporting 15

Energy

Bella Center Copenhagen is run on 100% renewable electricity with 42.3%* of its electricity supply deriving from Bella Center Copenhagen's own roof-integrated solar park. The remaining electricity is supplied by wind and solar through Power Purchase Agreements (PPAs).

However, even when using renewable energy sources, reducing energy consumption helps lower the overall environmental footprint of your event.





WHAT WE OFFER

- 100% renewable electricity supply from on-site solar panel production and additional PPAs
- Heating from the local district heating network, which utilizes renewable energy and surplus heat to minimize environmental impact
- Conscious energy use – including turning off heating during event build-up and breakdown to reduce energy use
- Guidance on event light settings, including brightness and timing
- Motion-sensor lighting in meeting rooms
- Low-energy equipment available for rent (e.g. LED screens)
- Access to our DGNB Gold-certified Bella Arena featuring energy-efficient infrastructure, including smart building technologies and LED lighting
- Insights into the energy-efficiency of our event halls to help you choose the most efficient option, for example:
  - Halls D, B, or A during colder months for better heating efficiency
  - Hall E during summer for natural daylight
- Internal energy management system optimizing control of lighting, AV, heating, and ventilation

WHAT YOU CAN CONSIDER

- Create a lighting plan: define brightness levels and timing settings – reduce lighting when natural daylight is sufficient
- Limit decorative lighting
- Instruct exhibitors to reduce lighting during breaks and turn off AV and lights overnight
- Schedule rehearsals and tech setup efficiently to avoid excessive energy use

*Based on 2025 energy data. Subject to change on an annual basis.



Water

Bella Center Copenhagen provides you with access to clean Danish tap water and water-saving infrastructure throughout the venue.

All tap water used at Bella Center Copenhagen comes from the district water supply. Wastewater is treated at public treatment facilities in line with national standards.

WHAT WE OFFER

- Access to high-quality Danish tap water throughout the venue
- Rental of water stations for convenient refilling of Danish tap water
- Custom-designed reusable water bottles produced specifically for your event
- Refillable pitchers and jugs of tap water as alternatives to bottled water for meetings, breaks, and food servings and buffets
- Water-saving fixtures installed on toilets and taps throughout the venue to help reduce water consumption
- Internal procedures optimized for reduced water consumption
- Tables that are suitable for use without tablecloths

WHAT YOU CAN CONSIDER

- Inform your attendees that Danish tap water is clean, safe, and suitable for drinking
- Encourage guests to bring and use refillable water bottles
- Choose tap water served in refillable pitchers and jugs instead of bottled water
- Limit use of tablecloths and cloth napkins to reduce laundry needs

Waste

In Copenhagen, waste sorting and recycling are an integral part of everyday life, and Bella Center Copenhagen shares this commitment to reusing valuable materials and reintroducing them into production wherever possible.

An average large-scale event at Bella Center Copenhagen produces around 6,400 kg of waste*, however, waste generation can vary significantly depending on event type and focus.

By strategically reducing, reusing, and recycling event waste, you can significantly cut both environmental and climate impacts.

*Based on data from Bella Center Copenhagen's internal Event Impact Report calculations.



WHAT WE OFFER

- Waste handling in accordance with Danish waste regulations, requiring minimum 10 different waste fractions, ensuring recycling and reuse of sorted event waste
- Recovery of residual waste into electricity and district heating at CopenHill - one of the world's cleanest and most energy-efficient waste-to-energy plants
- Selected waste recycling fractions in marked bins with pictograms across event spaces
- Collection and return of deposit bottles and cans, ensuring that nearly all beverage containers are returned and recycled into new packaging
- Assistance with waste management and sorting during event move-in and move-out
- Rent of LED skins and screens as alternatives to printed materials and banner stands
- Reboard signage (reusable cardboard signs)
- Assistance in collecting reusable event materials such as lanyards and name tags, allowing you to reuse them at future events

WHAT YOU CAN CONSIDER

- Plan ahead and identify the types of waste your event may produce
- Inform and guide guests to correctly sort their waste
- Encourage exhibitors to reduce merchandise and handouts to avoid creating waste
- Limit use of single-use items, such as signage, paper cups, and other disposable materials
- Avoid printed materials - opt for digital alternatives
- Avoid excess packaging
- Reuse materials whenever possible, such as name tags, lanyards, and banners
- Forward usable items for donation
- Produce banners without dates for future reuse

Food and beverage

Depending on the event, catering can be a major contributor to its climate impact, making it an area with considerable potential for improvement.

Menu planning presents an opportunity to reduce emissions, food waste, and resource consumption. Likewise, sourcing considerations, including animal welfare, organic production, and local or seasonal ingredients, can play a role in shaping your event's overall footprint.

WHAT WE OFFER

- Support with menu planning to ensure ingredients with a lower climate impact
- A variety of different meal choices with a holistic focus on sustainability
- Use of seasonal, organic, and fair-trade produce from local suppliers
- Choice of animal produce from local suppliers and with higher animal welfare standards
- No endangered seafood species, palm oil or GMO ingredients
- Buffet signage to highlight low-impact, environmental and social choices

WHAT YOU CAN CONSIDER

- Select plant-based menu options over meat-based options
- Choose chicken or fish over beef and lamb if selecting animal proteins
- Avoid ingredients with a high carbon footprint, such as animal protein, dairy and imported/off-season produce
- Follow our food and beverage team's guidance and recommendations
- Inform your guests about menu sustainability efforts and the conscious choices that have been made during the planning process





Food waste

At Bella Center Copenhagen, we continuously work to reduce food waste by taking a structured, organization-wide approach to monitoring surplus food and improving how food is planned, handled, and used. Our focus is on prevention first, while ensuring that unavoidable surplus food is reused or responsibly managed through partnerships and organic waste solutions.

As part of your event, we can work together to further reduce food waste by making informed planning decisions, optimizing food service, and ensuring that any surplus food is put to the best possible use.

WHAT WE OFFER

- Portion control and food serving support with our food and beverage team
- Strategic planning of buffet servings to minimize food waste
- Coordination of donations of edible leftover food to our donation partners and charities
- Measurement and reporting on event-specific food waste
- Deconstructed lunch bags where guests select their own items to minimize food waste

WHAT YOU CAN CONSIDER

- Order food based on accurate guest counts
- Follow our food and beverage team's guidance on closing buffets during service to reduce food waste
- Consider choosing buffets over other types of service to minimize food waste

Purchased goods

A large part of the footprint of a large event comes from purchased event supplies.

This includes event-specific items like signs, banners, carpet, furniture, plants and other supplies purchased through Bella Center Copenhagen. Congresses and conferences record the highest purchased goods emissions per visitor. *

WHAT WE OFFER

- A wide range of rental options in equipment and supplies, from exhibition modules and AV to furniture, plants, décor, and signage
- An expert event design team that can help you create impactful floor signage, with a focus on reducing carpet and material use
- Using carpet as wayfinding only to minimize carpet use.
- Several different carpet solutions including the possibility of adding a post-event carpet recycling service
- Flexible build-up system designed to be redesigned
- Option of different banner types, including recycled materials
- Reboard signage (reusable cardboard signs)

WHAT YOU CAN CONSIDER

- Minimizing new purchases – rent whenever possible
- Order from trusted local and certified suppliers
- Avoid single-use decor and printed materials
- Reuse or repurpose materials from past events like banners, roll-ups and branding material
- Advise exhibitors to avoid or limit promotional gifts and physical merchandise
- If promotional gifts are handed out, choose useful, durable items that have value beyond the event
- Use digital communication instead of printed materials
- Limit carpet use

*Based on data from Bella Center Copenhagen's internal Event Impact Report calculations.



Donations

By donating or repurposing surplus items instead of disposing of them, you can extend the life of materials from your event while creating social value.

At Bella Center Copenhagen, we collaborate with selected local charities and organizations that you can collaborate with to give suitable surplus materials and products from events a second life.

PLANNING YOUR DONATION

Donations must be agreed at least three weeks before the event start and must be confirmed in writing. Late requests during the event can as a rule not be accommodated, and all donations are subject to the receiving organization's needs and capacity. Bella Center Copenhagen facilitates the donation process but does not provide transport or logistics, with collection and transportation handled by the receiving organization.

WHAT WE OFFER

- Referral to approved donation partners
- Guidance on suitable items and donation options
- Coordination with the selected donation partner



WHAT CAN BE DONATED?

- Furniture in good condition
- Selected electronics
- Reusable event materials
- Decorations and plants
- Unopened hygiene products
- Clothing and textiles
- Surplus food that meets food safety requirements

WHAT CAN'T BE DONATED?

- Damaged or broken items
- Opened or served food
- General waste
- Branded items such as tote bags and cups
- Lanyards and name badges
- Hazardous products
- Materials containing personal or confidential information

Donation partner organizations

Bella Center Copenhagen collaborates with the following organizations:

DET RUNDE BORD (The Round Table)

A Danish non-profit that collects leftover meals and delivers them to shelters and people facing homelessness. Focuses on reducing food waste while supporting vulnerable communities.

STOP SPILD LOKALT (Stop Wasting Locally)

A volunteer-based initiative that collects usable surplus items and distributes them through local "food oases" to citizens in need.

DANSK RØDE KORS (The Danish Red Cross)

Receives items in good condition that can be sold in their secondhand shops to support social and humanitarian causes.

CRISIS CENTERS

Bella Center collaborates with a number of different crises centers who cherish donations that can make the life of their users easier and more comfortable.

Transportation of guests

Bella Center Copenhagen's central location offers excellent access to public transportation, making it easy for guests to arrive by metro, bus, or train.

Taking advantage of these transport options and encouraging guests to choose lower-impact modes of travel, such as walking, cycling, or public transport, can help reduce the overall emissions associated with your event.

WHAT WE OFFER

- Own metro stop at Bella Center Metro Station less than 100 meters from Bella Center Copenhagen
- Bus stops right at the venue entrance
- Hotels near the venue or within easy access to public transportation
- Support for organizing shuttle buses or shared transport for optimizing guest logistics

WHAT YOU CAN CONSIDER

- Encourage your guests to walk, cycle, or use public transportation going to and from Bella Center Copenhagen
- Choose overnight accommodation within walking distance of the venue
- Organize shared transport of staff, crew, and guests
- Request electric vehicles (taxis, vans, or shuttles) whenever possible



Inclusivity and accessibility

Creating an event that is inclusive, accessible, and welcoming ensures that all participants can engage fully and comfortably, regardless of their background, identity, abilities, or individual needs.

By considering accessibility and inclusion from the outset, your event can reach a wider audience, enhance the attendee experience, and create a stronger and more lasting positive impact.

WHAT WE OFFER

- Inclusive event design guidance and planning support
- Accessible venue facilities, including step-free access and accessible restroom facilities
- Optional prayer rooms, family rooms, breastfeeding facilities, and quiet spaces
- Gender-neutral restroom options where relevant
- Flexible catering options to accommodate dietary, cultural, and religious requirements
- High safety standards and procedures designed to support a safe and welcoming environment for guests, partners, and employees
- Community-focused facilities and public spaces that contribute to an open and welcoming local environment
- Support for guests with non-visible disabilities through the Hidden Disabilities Sunflower lanyard programme

WHAT YOU CAN CONSIDER

- Include accessibility and inclusion requirements early in the planning process
- Communicate available accessibility services and facilities to attendees before the event
- Consider diverse dietary, cultural, religious, and individual needs when planning food and beverage offerings
- Ensure event content, activities, and networking opportunities are accessible to a broad range of participants
- Provide quiet spaces or other accommodations for attendees with sensory sensitivities
- Consider the needs of parents and caregivers attending the event
- Review signage, information, and guest communications to ensure they are clear and accessible









Photo: Mellanie Gandø

Social impact and legacy

With the ambition of acting as a force for good, we at Bella Center Copenhagen strive to use what we have to contribute positively to our community.

In the same way, large events can use their size and strength to add value to the local community or society as a whole.

WHAT WE OFFER

- Purchase of products from a wide range of suppliers with a strong social focus, e.g.
  - Coffee from the Orang Utan project
  - Honey from ByBi
- Collaboration with Wonderful Copenhagen to support local community engagement and event legacy efforts through Copenhagen Legacy Lab

WHAT YOU CAN CONSIDER

- Share knowledge by inviting selected guests who could benefit from your specific subject expertise, such as students or local citizens
- Collaborate with charities and donation organizations, relevant to your event topic
- Highlight local causes or projects during the event
- Offer internship or volunteering opportunities during the event
- Organize community initiatives such as clean-ups and volunteer activities
- Choose products with a social focus

Governance, standards and certifications

At Bella Center Copenhagen, sustainability is integrated into our business practices, operational procedures, supplier requirements, and strategic decision-making.

Strong governance ensures that sustainability efforts are credible, measurable, and continuously improved.

CERTIFICATIONS AND FRAMEWORKS

Bella Center Copenhagen works with recognized certifications and standards to ensure continuous improvement and transparent reporting, including:

- B Corp certification
- Third-party certified ISO 20121 and 14001management system
- SBTi verfied carbon reduction targets
- Green Key certification
- DGNB certification (Bella Arena)
- ESG reporting in accordance with applicable legislation
- Compliance with Danish and EU environmental requirements



WHAT WE OFFER

- Internal sustainability policies and procedures
- Responsible procurement practices
- Supplier sustainability requirements
- Event impact reporting and documentation
- Support in answering sustainability-related customer requests

WHAT YOU CAN CONSIDER

- Establish sustainability objectives before planning begins
- Assign responsibility for sustainability within your event team
- Include sustainability requirements in supplier contracts
- Align your event with recognized industry frameworks where relevant
- Review performance after the event and identify improvements

Data transparency and event impact reporting

At Bella Center Copenhagen, we believe sustainability should be supported by reliable data and transparent reporting.

Understanding your event's impact is the first step towards mitigating it. For large events with a minimum of 1,000 attendees, we therefore provide a complimentary Event Impact Report summarizing key environmental and social impact indicators associated with the event. These reports are complimentary and free of charge for all large events held in one or more of Bella Center Copenhagen's halls.

THE PURPOSE OF THE EVENT IMPACT REPORT IS TO HELP ORGANIZERS ...

- Understand the impacts associated with their event
- Identify key hotspots and improvement opportunities
- Support internal sustainability reporting
- Inform future event planning and target setting
- Communicate sustainability achievements transparently

WHAT MAY BE INCLUDED IN AN EVENT IMPACT REPORT

- Food and beverage impacts
- Food waste volumes
- Energy consumption
- Water consumption
- Waste generation and recycling
- Purchased event supplies
- Donations and social impact initiatives
- Transportation organized through Bella Center Copenhagen

WHAT WE OFFER

- Event-specific impact reporting for large events with more than 1,000 attendees.
- Impact-trend comparisons across editions
- Guidance on sustainability communications
- Methodology transparency and assumptions

If you want to calculate or estimate your event footprint while still in the planning process, we recommend using Wonderful Copenhagen's tool for sustainable event planning, which can be found here: Copenhagen Sustainability Guide.

If you wish to gain insight into other types of event data or require customized reporting of your event held at Bella Center Copenhagen, this must be agreed with Bella Center Copenhagen prior to the event.

Requests will be assessed on a case-by-case basis and may be subject to additional costs where extra data collection, analysis, or reporting is required.



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