

Environmental Policy & Action Plan

2023-25

Environmental Policy

This policy aims to use the three principles of Permaculture:

EARTH CARE – Looking after our planet and its natural resources – focusing on **SUSTAINABILITY**



PEOPLE CARE – Recognising our connectivity to others and taking **RESPONSIBILITY** for our individual and collective actions



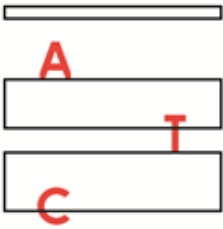
FAIR SHARE – Sharing our **SKILLS, KNOWLEDGE** and **PRACTICE** for the **BENEFIT** of all - with a focus on **SOCIAL JUSTICE**



This Policy and Action Plan embrace:

- ★ Our touring productions
- ★ Our office
- ★ Our rehearsal and other meeting spaces
- ★ Our travel to and from work
- ★ Our staff, our freelance workforce, our trustees
- ★ Our audience
- ★ Our partners, our funders and our sector

... and are integrated into our engagement with all the above.



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WHAT WE AIM FOR

- **REDUCE** consumption of resources (energy, water, carbon emissions, creation of waste, use of pollutants) and make significant progress towards carbon neutrality
- **PROMOTE** environmental sustainability among our audiences and artistic partners
- **INTEGRATE** sustainability in all our planning and management decisions
- **INFORM** and **MOTIVATE** all our stakeholders to conduct their activities in an environmentally responsible manner

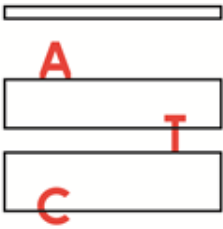
HOW WE'LL ACHIEVE OUR AIMS

- **COMPLY** with all relevant environmental legislation
- **MINIMISE** carbon emissions from travel and transport of team members, artists and participants.
- **SHARE** good and innovative practice with other organisations and artists and promote it among audiences
- **PRE-PLAN** environmental actions in relation to each aspect of our activity
- **REPURPOSE** materials that we've used in the making of projects (set, costumes, props, lighting etc.) and use repurposed materials wherever possible
- **RECYCLE** materials used in our projects.
- **REDUCE** waste including printed materials
- **REVIEW** our environmental policy regularly to ensure its ongoing effectiveness

Action Plan

ORGANISATIONAL

- > Environmental Responsibility is a standing agenda item at all Board meetings (quarterly), as part of SMART Targets and Investment Principles Review Template
- > Our Environmental Policy & Action Plan forms an integral part of the *ATC Green Rider* - which is an Appendix to ALL our contracts with employees, full-time, part-time and freelance; our tour, co-producing and organisational partners; our Roles and Responsibilities Guide for our trustees.
- > Environmental Actions are integrated into pre-planning of all our activity – whether strategic activity such as organisation location; or production activity; or employment and recruitment practice.
- > [Board Green Champion](#) leads discussion at governance level
 - 2023 update: Trustee Professor Nick Tyler (UCL Pearl) appointed, attending introductory session solus, with follow-up sessions of ACE Green Champion alongside ED Andrew Smaje
 - Make use of Champions Guide, due to be published December 2023



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- > Relevant and regular training is undertaken by staff, trustees, freelance employees
 - 2023 update: ED Andrew Smaje undertook training by Julie's Bicycle, focusing on international touring (11 x 3 hour sessions, March – June).
 - 2023 update: ATC is one of 4 partner organisations awarded funding to further explore, and create effective evaluation frameworks for, the environmental impacts of international touring, via ACE, British Council and Arts Council of Denmark (September 2023 – December 2024)
- > Sign up to Arts Emergency's Climate Emergency Newsletter, circulate to staff and Board
- > Join and contribute to sector action groups
 - 2023 Update: Admin Director Juliana Bearse is member of Independent Producers and Touring Companies Forum Environmental Action Group, led by [Emma Rees, CEO of Theatre Centre](#)
- > Explore ethical banking options, avoiding financial institutions that support fossil fuel companies, mineral extraction and other environmentally damaging activity;
- > Continue to review environmental ethical concerns in relation to our organisational partnerships, funding and financial investment
- > Ensure our Environmental Policy aligns with and contributes to our other organisational policies, e.g. Equity, Equality, Diversity and Representation; Ethical Fundraising; Access, etc.
- > Recognise that the environmental impact of audiences in travelling to experience our work, is a major consideration in how we achieve our aims – and about which we would like to know more, via improved data collection across the arts

PRODUCTION

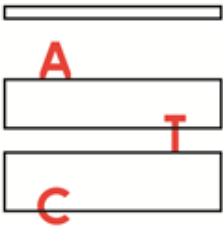
- > Use sustainable / recycled materials for design (i.e., set, costume, props, lighting and sound)
- > Reuse and recycle design materials as much as possible
- > Repurpose design materials by passing them on to other organisations
- > Store sets and props post-production for re-use or repurposing at a future date
- > Use Theatre Green Book as a guide to specific actions relevant to each production
- > Use Set Exchange as a platform for repurposing design materials

TRAVEL

- We ask all employees, trustees, partners, job applicants, participants and audiences to use public transport for their journey to and from the places where we gather
- We reduce the necessity for travel, wherever possible, through encouraging online meetings
- We aim to create more environmentally conscious tour routes, so that a minimum of long distance travel is incurred during each tour

OFFICE, REHEARSAL and OTHER MEETING SPACES

- > Recycle paper, plastic and glass in our office
- > Use the recycling and food waste collection points provided in our office building (on each floor, located in the kitchen)



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- > Ensure our approach to *printing vs digital access/cloud storage* is informed by the most recent data and thinking, allowing us to assess the relative impact of each in relation to specific ATC activity
- > Turn off all equipment that is not in use, including office air-conditioning
- > Encourage our people to avoid plastic food packaging, to use sustainable drinks containers, to recycle any items they bring into the meeting / rehearsal space

MARKETING, PUBLICATIONS

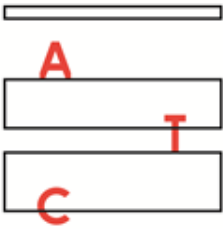
- > Programmes and other resources, such as media releases, resource packs, care packs, audience surveys are created digitally only; and are made available online.
- > Marketing leaflets and posters are kept to a minimum
- > Encourage partner and tour venues to use digital marketing materials rather than paper leaflets and posters with plastic content and environmentally irresponsible inks / colour printing
- > Encourage tour venues to make available recycling bins in their venues, for leaflets and other recyclable materials used by audience members during their visit to our production
- > We advise our audiences how to recycle our promotional materials.

RECRUITMENT

- > Embed this policy into our recruitment practice, for example by:
 - o Paperless application process
 - o Travel to interviews is by public transport only (expenses reimbursed to ensure this)
 - o Long distance travel in recruitment process only when necessary, with online meeting options encouraged

ADVOCACY, SHARING KNOWLEDGE and GOOD PRACTICE

- > Create and share a brief environmental statement unique to ATC; include on all programmes, social media, website blog and on organisational information shared with others (aka the company's Boilerplate)
- > Attend and contribute to sector events, forums and discussions
 - o 2023 Update: AD Matthew Xia was an invited speaker on Touring and the Environment at [Making Theatre in a Time of Climate Crisis](#) event (National Theatre, Sep 2023)
- > Lobby key bodies for improved data to help inform our actions
- > Lobby for greater holistic knowledge of environmental impact at all stages of our activity where we do not currently have data, including, but not limited to: partner venues and organisations; audiences; stakeholders
- > Lobby ACE to include measurement of audience environmental impact (including audience travel to venues to experience our productions) as a standard part of their audience data sets, within the Illuminate platform
- > Partner with organisations who are innovative / highly effective in reducing their environmental impact, to learn more from them and ensure maximum impact of our action plan



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- > Create dialogue with venue and co-producing partners, to ask “how can we help YOU to achieve YOUR environmental aims and targets?” and devise bespoke actions that could be shared with future sector partners

MEASURE, EVALUATE, REPORT and REVIEW

- > Measure our overall environmental impact (office, staff, travel, touring, production) using Julie’s Bicycle measurement tools.
 - NB Environmental data on our office (electricity, water, gas etc.) is held by our landlords Lambeth Council (this measurement is actioned via Brixton House as lead organisation on site)
- > Monitor and assess the environmental impact of our partner venues, where that information is available to us
- > Evaluate the above data and the success of our Action Plan (below) annually – actioned by Board and core team
- > Report in detail to Julie’s Bicycle, as a core funding requirement of being an ACE NPO
- > Review by staff and Board:
 - SMART Targets every quarter
 - Strategic actions every quarter
 - Policy every 2 years
- > Review Responsibility: Executive Director (Policy, all Action Plan areas); Artistic Director; (Production) Administration Director (Reporting, Office, Rehearsal, Production); BD = Board of Trustees (Policy, Action Plan: Review)

Last Reviewed: December 2023

Next Review due: December 2025