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Description automatically generated with medium confidence **Environmental Policy**

Theatr Iolo recognises that it has a responsibility to the environment beyond legal and regulatory requirements. Our Executive Director has undertaken Carbon Literacy Training with Cynnal Cymru – Sustain Wales and became carbon literate in 2022, to show how committed we are to reducing our environmental impact. We aim to continually improve our environmental performance as an integral part of our business strategy and operating methods and we will encourage customers, suppliers, staff and other stakeholders to do the same.

We understand that the people within Wales, UK and the World who are suffering the worst effects of global warming did the least to cause it. As an organisation we believe in Climate Justice and understand our role to improve our carbon footprint through action that is socially, environmentally and ethically sustainable. We are collaborating with other touring companies; Mid Wales Opera and Theatr na nOg to look at ways of creating greener touring circuits and looking to map all the electric charging points within a typical Wales wide tour. We hope to work together to lobby for key points to be installed and communicated to all the touring companies of Wales.

We recognise that we are in a position of influence and for a theatre company, the creative response can be the most powerful. Environmental considerations will be embedded in our work and when developing artists to imaginatively explore the issues on stage.

## Responsibility

Michelle Perez, Executive Director, is responsible for ensuring that this environmental policy is implemented, however, all employees have a responsibility in their area to ensure that the aims and objectives of this policy are met.

**Version Control**

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| --- | --- | --- | --- |
| **APPROVAL DATE** | **NEXT REVIEW DATE** | **RESPONSIBLE PERSON** | **AUTHOR** |
| 21 February 2019 | February 2020 | Michelle Perez | Michelle Perez |
| 5 December 2019 | December 2020 | Michelle Perez |  |
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| 1 December 2021 | December 2022 | Michelle Perez |  |
| 9 September 2022 | December 2023 | Michelle Perez |  |
| 23 March 2023 | December 2023 | Michelle Perez |  |

## Policy Aims

This policy aims to communicate our Statement of Commitment and how we will endeavour to:

* Comply with all relevant regulatory requirements.
* Continually improve and monitor environmental performance.
* Continually improve and reduce environmental impacts.
* Incorporate environmental factors into business decisions.

**Culture**

Our commitment towards the strengthening of our environmental sustainability focus, ensures that we are aligning our organisation with the Welsh Government’s ambition to achieve zero carbon for the public sector by 2030.

As an organisation we work collaboratively with freelancers, suppliers, contractors and sub-contractors to improve their environmental performance. Our Environmental Policy and Plan is issued to all contracted staff, board members and freelancers during their induction and we consult with them when new changes are implemented.

**Producing**

Theatr Iolo is committed to producing shows that are sustainable and ensure that the artists we work with are fully supported whilst they channel their creativity through a new set of greener premises.

Theatr Iolo have signed up to The Theatre Green Book, which is an initiative by theatre makers and sustainability experts to create common standards and a common method for sustainable theatre. Theatr Iolo aims to achieve the Baseline Standard with each production;

* Make sure 50% of all materials come from reused or recycled sources
* Make sure 65% of them go on to future lives through storage or re-use
* Avoid harmful and unsustainable materials
* Run technical systems sustainably
* Reduce journeys and deliveries

However, Theatr Iolo has ambitions to move towards achieving Intermediate Standard and Advanced Standard over the coming years.

**Touring**

Theatr Iolo recognises that touring has a substantial impact on the environment and our carbon footprint. We are committed to doing what we can to minimise this wherever possible and we use the Julie’s Bicycle carbon calculator to monitor our carbon emissions for each touring production. We also compare our carbon footprint with other touring companies in order to fully understand where we can make improvements.

Although we can’t dictate how the venues we tour to are run, we are clear on our green aspirations by using elements of the Julie’s Bicycle Green Rider and highlighting how they can help our environmental and sustainability efforts. In particular, the elements that we use from the Green Rider details requests on information from their own Environmental Policies and offers environmentally friendly tips and advice on audience travel, catering for touring companies, energy for dressing rooms, waste disposal and production equipment.

The Theatr Iolo Travelling Theatre when used, has a smaller carbon footprint than a show taking place at an indoor venue, with less power being used. We also use our Solar Power option to power the show where the weather allows. Taking the show direct to local communities and school playgrounds also reduces the amount of audience travel.

We encourage all Theatr Iolo staff (contracted and freelance) to work from home where possible, to reduce daily commutes and we also consider the below points.

**Office Base/ Rehearsal Rooms**

We encourage all Theatr Iolo staff (contracted and freelance) to work from home as and when we can and also consider the below points;

* **Travel and Transportation**
  + Zoom/virtual, emails or phone calls are the preferred methods of communication, but if any business travel is deemed necessary, all options including public transport, carpools/lift shares are explored.
  + Touring schedules are organised as much as possible to minimise distances between venues.
  + Our touring strategy covers the breadth of Wales to minimise the travel of people coming to see us.
  + We aim to sell and replace our diesel company vehicle with a hybrid/electric van once its natural life has expired or within the next two years in line with the Cardiff Clean Air project.
  + We consider the weight of all sets for transportation in the van and the Travelling Theatre to make it as environmentally friendly as possible.
  + We off-set any international or air travel by investing the equivalent amount in a high-quality international carbon reduction project, highlighted on carbonfootprint.com
* **General**
  + We also use our solar power options where we can to help power the travelling theatre shows.
  + We have appointed a Sustainability Champion within the team.
  + We track and monitor our carbon footprint annually and for each individual tour and set targets each year to hit.
  + We encourage Reduce, Reuse and Recycle principles wherever possible, reducing the amount of energy used, providing recycling facilities in the office and on tour and reusing as many of the sets, props, workshop materials as possible.
  + Digital marketing is promoted above print, minimising print runs. All print and paper used in promotion or for general use is from 100% recycled paper.
  + As and when required, environmental factors are considered when replacing computers, lighting, sound, and general equipment. Any replacement equipment must have a better energy rating that the previous equipment.
  + We actively use local delivery partners and supply companies whenever possible.

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**Further reading and resources**

* Staging Change - <https://www.stagingchange.com/about-us>
* Julie’s Bicycle - [www.juliesbicycle.com](http://www.juliesbicycle.com)
* Theatre Green Book - <https://theatregreenbook.com/>
* Carbon Footprint Calculator – [www.carbonfootprint.com/calculator](http://www.carbonfootprint.com/calculator)
* Carbon Trust - [www.carbontrust.com/](http://www.carbontrust.com/)
* Sustain Wales – [www.groundwork.org.uk/sites/wales](http://www.groundwork.org.uk/sites/wales)
* Wellbeing of Future Generations (Wales) Act - <https://futuregenerations.wales/about-us/future-generations-act/>
* Example of zero waste theatre – [www.thegreenhousetheatre.com](http://www.thegreenhousetheatre.com)

**Environmental Plan 2023-2024**

Theatr Iolo has an Environmental Policy in place and this plan needs to be read in conjunction with this policy. Both the policy and the plan are updated and reviewed annually. *(Key: 1 Needs improvement, 2 Adequate, 3 Very Good)*

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| --- | --- | --- | --- | --- |
| Our Current Provision | Level of provision | Objectives to move forward or maintain provision | Who is responsible? | By When? |
| **Culture** | | | | |
| The Executive Director has trained to become Carbon Literate.  Our Sustainability Champion for the organisation monitors our green efforts and sets targets to improve.  We are following the Theatre Green Book Baseline standards with each new production.  Green Concept meetings were held with all staff and board to make sure it was embedded in our culture moving forwards. | **2** | Manage the Materials Inventory created for each production.  Use the template for post-show evaluation created to assess environmental report for each production.  Green Concept and Green Card meetings are held in each production schedule. | Executive Director with support from Artistic Administrator | Manage the materials inventory for Pijin and each future show  Lead the post show evaluation for Pijin and each future show. |
| We will annually monitor our carbon footprint and will track all of our travel (mileage, flights, public transport) and set annual targets.  We will use the Julies Bicycle Carbon Calculator to calculate the carbon emissions of each tour. | **2** | Our Carbon footprint has been tracked at:   * 1. tonnes in 2019-2020   1.5 tonnes in 2020-2021  10.6 tonnes in 2021-2022  We should aim to keep it under 20 tonnes in any given normal post pandemic year | Executive Director / Artistic Administrator | We will track and monitor all travel, vehicle mileage and utilities/energy used monthly.  Manage the Carbon Calculator and set targets annually and for each tour. |
| Work collaboratively with freelancers, board, partners and contracted staff. | **2** | Issue Environmental policy in Freelance Induction Pack.  Use local labour and materials where available and possible to reduce C02 and help local communities. | All staff and board | To be reviewed annually – December |
| Keep up with Industry networks and gain knowledge on best practice  Signed up to Theatre Green Book Baseline standards in 2021. | **2** | Follow the Theatre Green Book principles and keep up to date with latest guidance.  Look for funds and plan to undertake Julie’s Bicycle Green certification when in new premises. | All staff  Executive Director and Production teams | Ambitions to move to Intermediate Standard by 2026 and Advanced Standards by 2027.  Achieve Julie’s Bicycle Green certification by end of 2028. |
| Encourage staff to join the Ethical Pension Plan | **2** | Provide all staff information on the Ethical Pension plan through our current providers | Executive Director | Pension plan reviewed annually. |
| **Producing and Touring** | | | | |
| Explore environmental themes within age- appropriate shows | **3** | Further develop two children’s theatre productions; *Tidy/Taclus* with co-producers Polka and Travelling Theatre show *Mission to the Midnight Zone.* | Artistic Director | *Tidy* will be developed and co-produced with Polka in Spring 24 and then *Tidy/Taclus* will be remounted and toured in Wales in Spring 25.  *Mission* will be produced in 25/26. |
| As and when sound, lighting or any other equipment needs replacing, environmental factors will be taken into account when purchasing. | **3** | Look to sell/donate all non-LED lights and obsolete technical equipment in store. We will use any funds created to be put towards more environmentally friendly replacements.  PAT test all items annually. | Artistic Director/ Artistic Administrator | To be reviewed annually. PAT testing November.  We will sell/donate all non-LED lights and obsolete technical equipment at the end of each year. |
| For sets and props we will aim for 50% of all materials to come from reused or recycled sources. | **2** | Set Green Card meeting with all creative teams at beginning of production process.  Always check store for any items that can be re-used before purchase. Make sure enough time to procure and source materials.  Set up materials inventory and get designers and PM’s to complete for each production. | Artistic Director / Executive Director | To be reviewed annually – December  Monitor materials inventory during and after each production |
| We will aim to have 65% of all set and props created for each production to have future lives through storage or re-use | **2** | Update materials inventory as and when required.  Dependent on our storage capabilities, where storage or recycling is not possible we will offer to other companies, donate or dispose of correctly as a last resort. | Artistic Director / Executive Director | To be reviewed annually – December  Monitor materials inventory during and after each production |
| We will aim to avoid harmful and unsustainable materials wherever possible. | **2** | We will avoid/discourage using Polystyrene, PVC, virgin steel, polycarbonate/acrylic and tropical hardwood.  We will aim to eliminate the use of aerosols, parabens, triclosan, PVC.  We will ensure plastics are reusable, recyclable or compostable.  We will avoid environmentally harmful detergents like; 4-Dioxane, Sodium Laureth Sulphate, Bleach and Formaldehyde. We will look for eco-label certification or similar.  We will check that all dry ice used are non-toxic or environmentally harmful by following HSE COSHH assessment.  Snows and confetti should be from recycled material that is bio-degradable or recycled after the show. Neither glitter nor eco-friendly glitter is safe for the environment. | All staff | Discourage use of these materials in future shows or workshops and plan accordingly to change plans. |
| Assess impact from Outdoor & Site Specific Productions | **2** | Assess the impact on the site when choosing a site and a production on that site – power supply, running water and the audience and the production team’s Carbon footprint.  Consider the energy needed for show lighting and acoustics with the show and consider natural setting options.  Use the solar power for the Travelling Theatre as and when it can be used.  Consider the weight of the trailer and set in towing and moving around etc. | Executive Director | To be reviewed annually and also pre, during and post show for every outdoor production. |
| We aim for touring strategy to cover the breadth of Wales to minimise the travel time of people who come to see us.  We try to organise touring schedules to minimise distances between dates. | **2** | This is restricted at times due to the availability and want of the venues to book us. | Artistic Administrator | To be reviewed annually – December |
| Be clear on our green aspirations by using the Julie’s Bicycle Green Rider and highlight how tour venues can help our ‘greening’ efforts | **2** | Issue our template Green rider (along with the anti-racist touring rider) to all touring venues. | Executive Director | To be reviewed annually – December. |
| **Office base and rehearsal rooms** | | | | |
| Fresh water taps are available to re-fill water bottles.  Encourage the use of alternatives to single use plastics  We also need to consider cleaning to ensure meeting Covid secure advice | **3** | Maintain provision:  We need to encourage staff, freelancers, cast and creatives to use refillable cups and bottles.  Continue to use the Touring/Rehearsal Refreshment Pack (including fair trade tea, sugar & coffee, washable mugs, energy efficient kettle) | All staff | To be reviewed annually – December |
| Reduce the amount of energy used as much as possible. | **3** | Turn off all lights, heating and electrical equipment when not in use.  Monitor electricity bills and see if we can make any savings.  Assess working from home and new base options for energy provision. | All staff | To be reviewed annually – December |
| Reuse and Recycle where possible | **3** | Maintain provision and monitor: Recycling bins in office and rehearsal rooms. Reuse glass jars, boxes, tins etc wherever possible. | All staff | To be reviewed annually – December |
| As and when office, kitchen or any other equipment needs replacing, environmental factors will be taken into account when purchasing. | **2** | We keep all broken equipment as props for shows, donate to charity shops, or trade in towards new. Or if absolutely necessary dispose of correctly.  PAT test all items annually. | All staff | To be reviewed annually – December |
| We will use cleaning materials that are environmentally friendly as possible. | **2** | Maintain provision and monitor. | Executive Director | To be reviewed annually – December |
| **Company Vehicles** | | | | |
| Maintain the company vehicle annually. | **3** | Maintain Provision:  Comply with all legal requirements (MOT, service, tyres, water, oil etc)  Monitor the weight of what is being pulled by the van to use the least amount of fuel as possible. | Artistic Administrator | To be reviewed annually – December |
| Put strategy in place to replace and/or reduce the company van  The espace company vehicle was sold in 2021. | **1** | The diesel van is old, but will continue to be used until its natural life cycle is over. We have set aside money in a motor vehicle fund and will look to increase this fund over the coming years to replace our van with a hybrid/electric version. | Executive Director / Artistic Administrator | To be reviewed annually – December  Monitor annually the vehicle usage and mileage. |
| **Travel** | | | | |
| For any business travel including for and during productions, consider all options, carpools, lift shares, rail over air travel etc. | **2** | Our travel has massively been reduced since the pandemic and we have attended more virtual training, conferences, and meetings. We would look to continue to limit travel where possible and look for the best options in terms of mode of travel and expense etc. | All staff – But Artistic Administrator will track all travel. | To be reviewed annually – December |
| All staff to consider alternatives to travelling – zoom, skype, conference calls and emails etc. | **2** | Maintain provision and mix virtual alongside face to face options where available. We will assess what travelling we are doing and why. | All staff – But Artistic Administrator will track all travel. | To be reviewed annually – December |
| Encourage all staff and freelancers to walk or cycle where possible | **1** | For local staff and freelancers will be encouraged to walk and cycle where possible and will provide advice on Cycle schemes. | All staff and freelancers | To be reviewed annually |
| **Supplies** | | | | |
| We will minimise the use of paper in the office and at meetings.  We will buy all print, paper and envelopes from 100% recycled stock.  We will re-use and recycle all paper where possible. | **2** | Maintain Provision:  Board Papers are produced digitally only for meetings.  Keep scrap paper to re-use.  Shred paper where possible to reduce amount of recycling material. | All staff | To be reviewed annually – December |
| For all Creative Learning activities and workshops we will promote re-using and recycling materials | **2** | We will reduce the amount of plastic / non-recyclable materials used in workshops and Creative Play Packs, particularly no single use plastics, no glitter and more recycled paper etc.  Where possible we will also source materials from scrap stores and second hand shops where possible. | All staff and freelancers | To be reviewed annually - December |
| **Marketing** | | | | |
| Digital Marketing is used above print, minimising print runs. | **2** | We will work with venues to minimise print runs to essential only and always create digital assets. | Communications and Engagement Manager | To be reviewed annually – December |