

Environmental Policy and Action Plan

Date created: February 2016
Person responsible: Alyson Jones
Trustee responsible: Catherine McKinney
Date of this review: November 2020
Date of next review: November 2021

Environmental Policy

Who we are:

Tangled Feet is an artist led physical theatre ensemble, with a 17 year history of making ambitious performances both inside and outside of theatre buildings, running integrated, innovative participation programs with diverse young people and championing ensemble theatre making. We employ five core staff members on a part time basis plus an ensemble for productions of over 30 artists. Our work ranges greatly from small indoor productions to large outdoor pieces with audiences from 100 to 3000.

Our mission:

Tangled Feet recognises that the company's operations have an impact on the environment and our mission is to reduce that impact we have through continuous environmental improvement. Through this commitment we hope to set a good example not only to our company members but also our audience members in both indoor and outdoor performances.

Our impacts:

We are committed to reducing our negative environmental impact by looking into the areas of our business that it effects the most. The main areas are:

In production: material usage in set and costumes and the waste it creates

Office activities: Printing (scripts, contracts, meeting notes and information)

Business and audience travel: fuel use and carbon emissions

Our Commitments:

- Comply with all environmental legislation and regularly review our policy and actions
- Discuss environmental issues at the highest level of the company and have sustainability at the heart of the company policy
- Engage artists and audiences with environmental issues through our artistic programme
- Encourage sustainable practices throughout the production process
- Increase company member's awareness of environmental policies and encourage a culture of shared responsibility
- Reduce wastage, preserve resources and recycle across all areas of the company
- Avoid pollution of air, land and water wherever possible, encouraging sustainable travel for artists, staff and audiences
- Consider the environmental impact and policies of our suppliers

- Continue to develop sustainable ways to publicise our shows and communicate with our audience, maximising our use of digital platforms

Tangled Feet's General Manager Alyson Jones, will review the policy on an annual basis. As the company grows, we expect to create more impacts and these will be added accordingly. Once the policy has been updated it will be shared with the Board and signed off by one member.

Action Plan

Using our main impacts as a guide Tangled Feet have created an action plan to reduce these impacts as much as possible.

Action	How	Responsibility
Minimise paper wastage	Only print out written material when absolutely necessary, use electronic copies when practical to do so	Co-Artistic Directors Head of Production
Minimise paper wastage	Issue and send contracts and invoices electronically, reducing printing and postage	General Manager Finance Manager
Minimise paper wastage	Request electronic versions of contracts, newsletters and mail-outs rather than hard copies	General Manager
Minimise paper wastage	Maximise use of digital platforms to promote our shows	General Manager Marketing Producer Co-Artistic Directors
Encourage recycling	Re-use set and costumes as many times as possible. Buy recycled or second-hand costumes and/or hire rather than buy set pieces	Designer Co-Artistic Directors
Saving energy	Where possible enable our designers to use low energy lighting on our stages	Co-Artistic Directors Designer
Avoid air pollution	Encourage and promote car sharing or use of public transport for business and audience travel	General Manager Production Manager
Avoid air pollution	Use trains in preference to car travel for longer trips, where time pressures and cost is not prohibitive	General Manager Production Manager
Avoid air pollution	If trains are not possible, encourage car/van sharing for touring	Co-Artistic Directors Production Manager
Saving energy	Where possible rehearse during daylight hours to reduce energy consumption in the	Co-Artistic Directors Production Manager

	rehearsal room	General Manager
Saving energy (2019)	Add the following duty to contracts for all Production Staff 'Consider the environmental impact of any materials and resources that are used in the Production and try to minimise these as far as practically possible.'	General Manager
Saving energy (2019)	Where possible minimise/eliminate the use of single use plastic. Always seek to use alternatives. We will make a conscious effort to minimise the use of single use plastic bottles and single use coffee cups by encouraging the workforce to bring and use reusable items. The following will be added to all contracts: Please be conscious of the use of single use plastics during rehearsal and production periods. We would encourage you to bring a reusable water bottle for rehearsals and production periods.	General Manager Co-Artistic Directors Production Manager
Saving energy (NEW Nov 2020)	Where possible measure the energy used per show. This information should be logged and reviewed annually (by GM) to begin to build a picture of total energy used and this information used to review how we can reduce it in the future.	General Manager Production Manager PPSM
Saving energy (NEW Nov 2020)	Research possibilities of using alternative green energy for all productions.	Co-Artistic Directors Production Manager PPSM

These will also be reviewed annually by Alyson Jones, General Manager where a report will be created listing the actions completed and detailing how they were actioned.
If new impacts are added at the review, actions to reduce/eliminate these impacts will also be added to our action plan.

This Environmental Policy and/or Action Plan was developed using guidelines from Julie's Bicycle, www.juliesbicycle.com.

Annual report on action completed – November 2020

Action	How	Actions completed
Minimise paper wastage	Only print out written material when absolutely necessary, use electronic copies when practical to do so	Actioned and on-going
Minimise paper wastage	Issue and send contracts and invoices electronically, reducing printing and postage	The majority of contracts are now sent and signed electronically unless a freelancer does not have access to a computer and scanner
Minimise paper wastage	Request electronic versions of contracts, newsletters and mail-outs rather than hard copies	The majority of contracts we receive are electronic and we are able to sign online rather than print them.
Minimise paper wastage	Maximise use of digital platforms to promote our shows	We have extended our use of social media to promote the company and individual shows
Encourage recycling	Re-use set and costumes as many times as possible. Buy recycled or second-hand costumes and/or hire rather than buy set pieces	Re-use of the set has been actioned, especially for re-touring. We are aware of recycling costumes and always try to do this is possible. Clothes from charity and vintage shops were used for costume in <i>Half Life 2020</i> . Volunteers used their own clothes to save on waste. Almost all costume from <i>Factory Relaunch</i> was used from existing stock in our store.
Saving energy	Where possible enable our designers to use low energy lighting on our stages	On-going
Avoid air pollution	Encourage and promote car sharing or use of public transport for business and audience travel	On-going
Avoid air pollution	Use trains in preference to car travel for longer trips, where time pressures and cost is not prohibitive	On-going
Avoid air pollution	If trains are not possible, encourage car/van sharing for touring	On-going
Saving energy	Where possible rehearse during	On-going

	daylight hours to reduce energy consumption in the rehearsal room	
Saving energy	Add the following duty to contracts for all Production Staff 'Consider the environmental impact of any materials and resources that are used in the Production and try to minimise these as far as practically possible.'	Added to all production contracts
Saving energy	<p>Where possible minimise/eliminate the use of single use plastic. Always seek to use alternatives.</p> <p>We will make a conscious effort to minimise the use of single use plastic bottles and single use coffee cups by encouraging the workforce to bring and use reusable items.</p> <p>The following will be added to all contracts: Please be conscious of the use of single use plastics during rehearsal and production periods. We would encourage you to bring a reusable water bottle for rehearsals and production periods.</p>	Point added to all contracts and TF made sure tap water and mugs were available in meetings and rehearsal spaces