



Environmental Policy

Updated May 2019

Signed by: Date:

On behalf of 20 Stories High Board of Trustees

Statement

In line with 20 Stories High Business Plan and vision and values, we have this policy and an Environmental Action Plan in place with the aim to monitor and lessen our impact on the environment. 20 Stories High committed to recycling, fair-trade, environmentally-friendly products and investing in socially-conscious companies.

It is compatible with the main mission statement of the company and all of its policies. The policy is the responsibility of 20 Stories High's Finance & Administration Manager, who will review the Policy every two years in line with the review of all 20 Stories High policies and accordingly update and manage the implementation of the Environmental Action Plan.

20 Stories High is committed to running in accordance with the sustainable development principles identified by ISO 20121 of Integrity, Inclusivity, Stewardship, and Transparency.

Background

20 Stories High is based in 3 shared offices at Toxteth TV, 37 - 45 Windsor Street, Liverpool 8. 20 Stories High resides at Toxteth TV as their values, ethos and policies link closely to ours: that of social, environmental and community impact.

Our Impact

As 20 Stories High operate both locally (our shared offices and regular creative workshops for young people) and nationally (touring small-mid scale productions) we will be reviewing the following categories reflected thus:

- Energy usage (gas, electricity) – Locally
- Water and waste usage - Locally
- Travel and transport (business) – Locally and Nationally

As part of a shared office building, overall energy and water figures can not accurately reflect 20 Stories High's specific consumption, but we calculate it on a share of the overall usage.

At our office base, 20 Stories High's environmental impact is fairly low, using few resources for office and workshop spaces and mostly public transport. Water and electricity usage is shared throughout the building. Measures that we currently have in place in our internal offices include:

- Paper, cardboard and plastic recycle bins
- Reusing printed paper, folders, files, plastic wallets etc
- Purchasing recycled toners
- Recycling all toners and drums
- Switching off computers, laptops, lights and other electrical items at the end of each day
- Using only the amount of water needed for in the kettle
- Recycling sets, props, costumes and material resources
- Using local printers that use recycled paper (where possible) to produce large quantities of programmes etc
- Borrowing props or costumes
- Banking with Co-Operative Bank, a currently socially-conscious bank.

Nationally, 20 Stories High's environmental impact is centralised mostly on transport (train travel and vans etc on tours). For national tours, sets are built using recycled materials where possible, and costumes and props are recycled or borrowed where possible. Measures that we currently have in place include:

- Travelling only when and where appropriate, using public transport when and where possible
- Ensuring any personal transport accommodates as many people as possible, rather than one-person journeys
- Utilising technology for national meetings where appropriate (e.g skype) rather than travelling to meetings
- Recycling previous sets
- Using recycled materials where possible e.g. wood, steel decking etc

Key Commitments

Local measures that we have in place to build awareness of our environmental impact and reduce our carbon footprint include:

- Use of a double-sided printer
- Monitoring amount of wastage in printing of 20 Stories High materials (e.g. board papers, recruitment papers, scripts, agendas) and using IT when appropriate to read papers and reduce day to day printing.
- Keeping use of taxis to a minimum. If it is possible for a staff member to walk or use public transport, they should do so, assuming that this doesn't impact on access needs.
- Reviewing our Environmental Action Plan every two years
- Buying from local companies where possible to reduce purchased items' travel miles
- Working with management of Toxteth TV to identify and implement actions to reduce energy and water use
- Using an ethical and environmentally-friendly company for website hosting and IT support.
- Working with venues and organisations to reduce the impacts of events
- Ensuring the environmentally and eco-friendly approach is communicated and adopted by staff and trustees through reviewing and disseminating the action plan
- Considering the message sent by 20SH to participants and audiences: Acknowledging the use of recycled paper and encouraging the re-use of resources in shows
- Ensuring Future Collective are involved in reviewing the Action Plan and how it can be implemented in 20SH.

Nationally, and on tour, measures that we have in place to enhance our awareness of our environmental impact and reduce our carbon footprint include:

- Regulating miles of national train travel, e.g. considering e-conferences or Skype calls
- Encourage the company on tour to be resourceful with costumes and props (e.g. fix rather than buy new)
- Regulating substances used to create sets e.g. environmentally friendly treatments, paints etc
- Aiming to use FSC wood for all of our sets, where appropriate

- Sharing our environmental Action Plan with freelancers, designers, stage managers and production managers as part of their induction process, contract and brief (to encourage use of eco-friendly materials, reusable materials, efficient driving etc)
- Referencing key points on the Action Plan in our Company Handbook.

Communication

20 Stories High is committed to ensuring information is disseminated throughout the company. This is achieved through various different internal and external channels:

- Signing off the policy every two years with 20SH board
- Discussing and consolidating the action plan with the core team, ensuring everyone is aware and involved with its development and implementation.
- Discussing the action plan with Future Collective, ensuring young people are aware and contributing to implementing and developing the action plan
- Including the action plan in Production and Stage Management inductions, so creative, building and touring teams are aware of actions and policies

Review and Renewal

20 Stories High has a commitment to continuous improvement and this policy and the associated action plan will be reviewed every two years to ensure we have an accurate picture of progress and make necessary updates.