

THE ALTERNATIVE THEATRE COMPANY

The Alternative Theatre Company Limited
(Trading As The Bush Theatre)

ENVIRONMENTAL SUSTAINABILITY POLICY AND ACTION PLAN

1) Key details

- Approved on: 30 June 2022
- Policy became operational on: 30 June 2022
- Next review date: 30 June 2027

POLICY STATEMENT

The Bush Theatre recognises that businesses can negatively impact the environment. We believe that climate change and other environmental issues are a threat to global well-being, and can be solved only through radical changes in the current socio-economic system. Our mission is to broaden the artistic and cultural conversation in this area, amplifying the message and work and driving a conversation that's already happening globally. In our operations we will move towards carbon neutrality by 2050 or earlier.

We are committed to reducing our reliance on unsustainable fuel and materials by seeking out and investing in innovative technology that allows our teams to reduce carbon consumption at the source. We are committed to reducing waste in all areas of operation including materials, water and energy.

We support the Paris Agreement (Dec 2015) which aims to limit the increase in global temperature to 1.5C through reduction in carbon consumption and carbon offsetting where appropriate. We are further committed to the UK Climate Change Act which aims by 2050 for the net UK carbon account to be at least 80% lower than the 1990 baseline, and the Mayor of London's Environment Strategy (2017) aiming for London to be a zero carbon city and 65% of all waste to be recycled by 2050.

We also recognise that we are in a position to educate and inform people about the importance of environmental sustainability, and will actively communicate our values with our staff, users, local authority, suppliers, and local community. We will work to ensure that all our services and contractors share our values.

2) **Purpose and Scope of Policy**

Approximately 60,000 people visit our venue to see a show each year, we have around 30 permanent staff and we work regularly with approximately 150 freelancers and visiting companies to produce the work that goes on our stages and in our foyers.

We expect all people that engage with us to take our commitment to environmental sustainability seriously and to implement this policy in the workplace. For our audiences we will provide the tools and information to allow them to make positive choices when visiting us.

The Bush recognizes that our activity has the potential to negatively impact the environment through Energy consumption, waste production, water consumption and greenhouse gas emissions. This policy, and the associated action plan, seeks to outline how we can responsibly use these resources and reduce our environmental impact across all our different streams of work, with our staff, artists, suppliers, our audiences and in our building. We will implement actions in the following areas:

- Artistic programming
- Energy management
- Water management
- Waste management
- Transportation
- Production practices
- Working practices
- Procurement and products
- Partnerships and collaborations

3) Understanding our Impact

After nearly 40 years in residence over a pub on Shepherd's Bush Green, the Bush Theatre moved into the Old Library in Shepherd's Bush in October 2011. Our building is predominantly used for theatre performances, rehearsals, community projects and as the base for the Bush Theatre company offices. In 2017, we concluded a £4.3m redevelopment project to complete the transformation of the old library, making the theatre more accessible and sustainable, allowing us to produce more work, reach out to more people, and support more artists. The building comprises a flexible 220-seat theatre, a second performance space, a rehearsal studio, a Café Bar, a terrace garden and a playtext library. The restored venue also gives us further capability to hire out our spaces – for rehearsals, conferences, meetings, parties, filming and other live events.

Our current building

We quantify our main environmental impacts in terms of Carbon emissions. Prior to our capital refurbishment the Bush Theatre had an annual carbon footprint of 106 t CO₂e. To reach our goal of carbon neutrality by 2050, we will work with a consultant to set yearly target reductions and to scope out additional work required to achieve them.

What we do already

- We monitor our impact - we track our carbon consumption including energy, waste, water, travel and productions. We use this information to identify areas for improvement.
- We are zero to landfill and reuse or recycle all other waste
- We are using fewer natural resources through better planning and use of available resources
- Reducing the impact of transportation, by encouraging our teams and audience to walk, cycle or use public transport and through remote working and meetings
- Providing green spaces for our local ecosystem and community
- We provide greener options for people visiting us such as vegetarian or vegan food, food without packaging and local products
- We share information with our team and audience through email, on social media and in our building. We have a green group that is cross-departmental, regular, action oriented, informational.

- Knowledge and commitment - Our staff have taken greater individual responsibility for making the Bush more sustainable.

6) Our Commitments

Our Aims

1. To be a leaders in environmental sustainability within the UK Theatre industry
2. To embed sustainability in the delivery of strategic goals whilst maintaining our commitment to great art and the needs of the organisation as a charity
3. To influence and inspire our staff, audiences, partners and stakeholders to make positive choices and take appropriate action to achieve the necessary reduction in carbon emissions
4. To reduce Scope 1,2 and 3 emissions to net zero by 2050 or earlier

Our Actions

- To ensure environmental sustainability is supported by our board and senior management team
- To ensure environmental sustainability is embedded in our business plan, working practices and policies
- To broaden the artistic and cultural conversation in this area through our work with artists, our community and partners
- To inform, train and motivate staff to work in an environmentally responsible manner, fostering commitment to the principles contained in this policy and our Environmental Action Plan

- To set measurable targets that allow us to track the environmental impact of our activities and actively work to reduce our carbon emissions
- To conserve natural resources such as energy, water, wood, paper, especially where such are non-renewable, such as fossil fuels
- To reduce contribution to environmental pollution through the use of non-toxic and sustainable products and encouraging our staff and audience to walk, cycle or use public transport wherever possible
- To use suppliers that are committed to sustainability, prioritising low carbon impact and products that are sourced from sustainable environments
- To use recycled or refurbished materials where possible to reduce the use of natural resources
- To continue our commitment of 'zero to landfill' and high rates of reuse and recycling where possible
- To communicate with visitors and partners our approach to environmental sustainability, highlighting ways they can support us
- To invest in technology and systems that will allow us make significant reductions in our carbon consumption including low energy lighting, sustainable heating and water recycling where possible
- To be proactively aware of all legislation, and to sharing such knowledge with colleagues and contractors

Our targets

Energy

Data on our energy consumption has revealed that the running of our building office and cafe have the biggest impact on our energy consumption so we are aiming to replace all equipment that is not currently energy efficient with equipment that has a higher energy rating at the end of its life.

Productions are also a key area of consumption for us and we will work over the coming year to set workable production carbon budgets for our designers to encourage sustainable practice. We will also scope out a project to transition our main house to LED lighting. Our Studio is already LED. We will replace our roof, adding extra insulation to ensure energy efficiency.

Our target for CO₂e production from energy is 65 tonnes in the 2022/23 financial year.

Water

Water consumption has remained relatively consistent across the last few years. Over the last decade despite an increase in our audiences of just under 20%, we have seen a decrease in our water consumption of 16%. Having made many positive changes during our capital refurbishment to reduce water usage, to take this further we aim to better understand where water is being wasted and how we can reduce or recycle this. We will engage a professional water auditor to help us with this.

Our target for CO₂e production from water is 1 tonne in the 2022/23 financial year.

Waste

Though we are zero to landfill and our recycling rate remains high we want to see this rate improve and aim to increase our recycling rate to 75% of all waste by 2024 through encouraging staff and audience engagement, purchasing products that are easily recyclable or sourcing items with less packaging to begin with.

Our target for CO₂e production from waste is 800 kg in the 2022/23 financial year.

Business travel

Our business travel is already quite low (reduction of over 50% since base year) and we carbon offset all international travel, most other travel is via rail. Our aim is to maintain this decrease in travel and to focus on further reductions in incidental travel for meetings.

Our target for CO2e production from transport is 80 tonnes in the 2022/23 financial year.

All targets are a starting point and we will interrogate further how we can refine them and use them to reach net zero as soon as practicable. We aim to reduce our carbon emissions by 78% of base emissions by 2035 in line with Government targets.

7) Achieving our Goals

The policy is supported by an Environmental Action Plan, to aid in the implementation of our policy across the organisation. The Action Plan includes specific, measurable actions, with assigned responsibility and resources as required. Implementation is driven by the General Manager with support from the Technical Manager and Venue Management team; progress is monitored by the Senior Management team.

The Environmental Action Plan is incorporated into the Bush Theatre's four year Business Plan.

We will embed environmental sustainability considerations into our business strategy to ensure continued assessment and changes are made throughout the year.

- Our environmental impacts will be a standing item on all internal meetings concerning office operations, staff behaviour, travel, and office supplies
- A mid-year meeting will be held to discuss environmental impacts and progress towards meeting improvement targets for that year
- We will undertake Julie's Bicycle Green Certification yearly and share key findings with our staff, our clients and key stakeholders
- Our environmental efforts will be communicated with our local community

We will work with our staff, artists and audience to ensure we consider and communicate the environmental impacts of our activities in a meaningful way. For each financial year we will assess and report our environmental performance to stakeholders and ask their thoughts on how we are doing. This information will be used to update our action plan for the coming year.

Working with Partners

We belong to the London Theatre Consortium (LTC), which brings together 14 of London's theatres to work in partnership including Almeida Theatre, Battersea Arts Centre, Bush Theatre, Donmar Warehouse, Gate Theatre, Hampstead Theatre, Kiln Theatre, Lyric Theatre Hammersmith,

Bush Theatre

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Royal Court Theatre, Soho Theatre, Theatre Royal Stratford East, Unicorn Theatre, Yard Theatre and Young Vic. This network allows us to share expertise, practice and resource in the area of Environmental Sustainability as well as being a strong collective lobbying voice and we will continue to utilise this network to progress with our environmental targets.

We participated in the London Theatre Consortium/ Julie's Bicycle Sustainability Project. This programme was nominated for a prestigious Observer Ethical Award in 2015. We will continue to use Julie's bicycle as a resource to help us assess our impact and provide information about ways that we can improve or make changes to our strategic approach. Each year we will undertake Julie's Bicycle Green Certification.

ENVIRONMENTAL ACTION PLAN

Target Area	Aim	Actions	Nominated Staff Member	Date	
Understanding and Communication	Better understand the efficacy of our approach and seek to make improvements	Undertake yearly assessment and aim to maintain our 4 star Creative Green rating, while investigating ways to improve our approach and achieve an additional star	General Manager	Annual	
	Better understand the impact of our productions on our carbon footprint	Capture data on set, lighting, sound and effects design and management for all Bush produced shows	Technical Manager	Ongoing	
	Set targets to achieve overall CO2 reductions	Set targets for reductions in carbon emissions across energy, waste, water and transport to create a path to carbon neutrality.	General Manager/SMT	Dec-23	
	Ensure all staff are responsible for achieving environmental sustainability at the Bush	To reinvigorate our commitment to sustainability by clarifying the responsibility of senior managers and heads of department for driving improvement and action planning engaging them to motivate their teams to think sustainably	General Manager	Dec-22	
	Highlight our commitment to environmental sustainability to audiences and stakeholders		Audiences made aware via signage or social media of our commitment to environmental sustainability	Head of Marketing	Dec-22
			Companies are given induction packs that highlight our commitments, waste management system, reducing energy and water usage, etc.	Producer	Ongoing
			Industry Green certificate is included on our website	Head of Marketing	Annual

	Improve carbon literacy among staff team	Training options and networking opportunities will be explored for staff teams to help improve their carbon literacy and allow them to engage more fully with our actions	General Manager	Mar-23
	Annual staff survey	Survey all staff, permanent, casual and freelancers regarding their views on environmental sustainability and the approach of the Bush Theatre, seeking to find out how they would like us to progress in the future	General Manager	Annual
	Annual audience survey	Survey audiences and visitors both through digital and onsite formats regarding their views on environmental sustainability and the approach of the Bush Theatre, seeking to find out how they would like us to progress in the future	Head of Marketing	Annual
Artistic programming	Commissioning or programming work informed by the impact of climate change on the global south	Support allotments for or commission work by writers exploring climate change as a topic, including its impact on the global south and traditionally marginalised groups.	Literary Manager	Mar-24
		Empower the programming team to advocate for work that engages with climate change as a topic, ensuring this area is on the artistic agenda and sharing with the wider team.	Associate Artistic Director	April-23
	Production planning	Programme further in advance to allow for better planning to avoid waste including during the R&D, rehearsal and production periods	Artistic Director	Dec-24
Energy management	Accelerate targets to achieve carbon neutrality by 2050 or earlier	Scoping of small scale capital project.	Executive Director/ General Manager	Mar-23
	Heat retention and energy conservation	Capital project to make our roof water-tight and to better insulate	Executive Director/ General Manager	Mar-23

	Purchasing energy efficient equipment	Compare alternative products. Seek guidance where necessary (online, from manufacturers).	General Manager	Ongoing
		Before replacing bulb stock review best quality and energy efficiency for the required lux	Technical Manager	Ongoing
	Avoid use of disposable batteries	Maintain a stock of rechargeable batteries that are well managed. Use devices such as rechargeable torches. LED torches maximise battery life.	Technical Manager	Ongoing
	Conservation of Energy	All staff to switch off unused electrical equipment.	General Manager/All	Ongoing
		Cast are reminded to unplug all chargers when the item has been fully charged	Technical Manager/Cast	Ongoing
		Add timers to battery chargers to minimise charging times, especially with items such as cordless tools. Manually switch off unused chargers such as mobiles/laptops, etc.	General Manager/Technical Manager/All	Ongoing
		Reduce use of air conditioning units by advising audiences to dress appropriately for hot weather, providing free tap water and hand fans.	Head of Marketing/Venue Manager	Ongoing
	Monitoring of systems and controls	Heating systems are monitored regularly and adjusted accordingly. Staff encouraged not to use heating unnecessarily	General Manager	Quarterly
		Timer controls on the boilers are adjusted seasonally	Venue Manager	Quarterly
		Accurate electricity meter readings are taken	Venue Manager	Weekly
		Accurate gas meter readings are taken	Venue Manager	Weekly

		Continue to monitor and interpret energy readings (as above), using tools such as Pilio	General Manager	Ongoing
	Use energy suppliers that achieve high environmental standards	Review energy providers tariffs regularly, committing to choose green tariffs wherever the cost is not prohibitive for the charity	General Manager	As required
	Regularly service equipment to maintain efficiency	Maintenance records to be kept to ensure efficient servicing. Prompt action taken on recommendations.	Venue Manager	Ongoing
Procurement and Products	Using Fairtrade/ethically/sustainably produced products	Monitor purchasing, especially in catering, and act as a showcase for quality products/produce.	Venue Manager	Ongoing
		Use local suppliers wherever possible to reduce 'food miles'	Venue Manager	Ongoing
		To maintain a fair pressure upon suppliers to develop environmentally friendly goods and services	Venue Manager	Ongoing
		Ensure we use suppliers and services that have good environmental sustainability practices considering manufacturing processes, storage and transportation.	General Manager/Venue Manager	Ongoing
		Use recycled paper wherever practicable. Regularly check with suppliers for the best recycled paper available	Theatre Administrator	Ongoing
		All cutlery and crockery for the staff and company kitchen to be procured secondhand	Theatre Administrator	Ongoing
	Reduce the use of CFCs/HCFCs and other pollutants	Reasonable research to be undertaken to compare products, ensuring banned substances are professionally removed, servicing of all equipment regularly, etc.	Technical Manager/General Manager	Case-by-case
	Avoid use of hazardous substances where possible	Investigating alternative products where available/suitable	Technical Manager/General Manager	Ongoing

	Avoid use of volatile organic compounds	Source paint/varnishes/finishes appropriately. Look for appropriate certification.	Technical Manager	Ongoing
	Ensure FSC or similar certification for new timber and wooden furniture	All furniture is either recycled or made of FSC certified materials	General Manager	Ongoing
	Ensure Suppliers use of recycled/recyclable packaging	Standard clause to be inserted into all correspondence/tendering documents	General Manager	Ongoing
	Limit the use of toxic substances	Banners and posters for marketing campaigns to be made using non-toxic materials and avoiding the use of plastic wherever possible.	Head of Marketing	Ongoing
	Limit substances that persist in the environment	Ensure all cleaning products are non-toxic and biodegradable wherever possible	Venue Manager (Bar and Food)	Ongoing
	Ensure services procured align with our ethical values	Explore options for environmental and ethical banking and pensions that align with the Bush Theatres values while making the best use of the Bush Theatre's public funds	Head of Finance	Dec-22
Transportation	Minimise staff travel emissions	Promote the travel card loan scheme and a cycle scheme for staff. No domestic flights where possible and long distance meetings travelled to by public transport or conducted via suitable digital platforms.	General Manager	Ongoing
	Minimise audience travel emissions	Encourage use of public transport on the website.	Head of Marketing	Ongoing
Waste Management	Encourage staff and visitors to 'reduce, re-use, recycle'	Identifying documents that can be shared by email or online wherever possible. Sharing scripts for reading via e readers, and iPads	Literary Administrator/Theatre Administrator/All	Ongoing
		All computers are set to duplex print as a default. Printing is reduced and alternatives to printing sought wherever possible particularly where large amounts are used e.g. script printing	Theatre Administrator /All	Ongoing

		All customers and audiences are encouraged to reduce, re-use and recycle wherever possible.	Head of Marketing	Ongoing
	Recycle all waste	All staff acquainted with recycling good practice.	General Manager	Ongoing
		All customers and audiences are acquainted with recycling good practice	Head of Marketing	Ongoing
		All staff/crew to dispose of electrical waste/electronic equipment according to WEEE guidelines	Technical Manager	Ongoing
		Maintain good contacts with other venues/institutions who may appreciate unwanted set/prop items. Use of companies such as Scenery Salvage and set-exchange.co.uk	Technical Manager	Ongoing
		Implement collection of used batteries regularly	Technical Manager	Ongoing
		Provide adequate recycling bins	VenueManager	Ongoing
		Schedule extra time at the end of Productions to store, share or recycle items from show	Producer/Technical Manager	Ongoing
		Dispose of fluorescent tubes responsibly	Ensure tubes are disposed of responsibly, and in accordance with legislation. Engage with lamp suppliers to collect lamp waste.	Technical Manager
	Monitor waste disposal	Monitor wastage levels and ensure recycling rate is maintained at 75%.	Venue Manager	Monthly
	Re-use sets and props	Develop a catalogue of stored sets, props and general equipments that can be used for in-house productions and shared with visiting companies or other local theatre	Technical Manager	April-23
Water Management	Monitor water use	Accurate water meter readings are taken	General Manager	Annual
	Water saving technology	Scope potential for use of greywater and rainwater systems onsite	General Manager	Mar22
	Raise awareness about reducing water consumption	Install signage that encourages people only to use the water needed	Venue Manager	Dec-22

	Reduce water consumption	Ensure only full loads of washing are being done	Venue Manager	Daily
Working Practice	Ensure COSHH legislation is followed	Data sheets are collected and filed for all chemicals used	Venue Manager/Technical Manager	Ongoing
Production Practices	To consider the environmental impact of our productions	To create a brief that is shared with designers for our in-house productions outlining our expectations for sustainability	Producer	Aug-22
		To create a carbon budget for productions for use by designers and productions managers	General Manager/Producer/Technical Manager	Dec-23
		Ensure that the use of FSC certified or recycled timber is included in every tender brief issued to set builders	Technical Manager	Ongoing
		End life of design to be considered at the planning stage for each production including appropriate budget allocation.	Technical Manager	Each show
		To invest in changing lighting stock to environmentally friendly alternatives over the next 3 years where possible	Executive Director/Technical Manager	Ongoing
		Extend production schedules to allow for greener production practices including better procurement of materials and reduced tech schedules to reduce individual's carbon footprint	Producer	Dec-24
Partnerships and collaborations	Share knowledge with other organisations or groups	To engage with LTC, SOLT/UK Theatre or other groups to share best practice and examine how we can support each other.	General Manager / All	Dec-23
	Raise awareness of environmental sustainability as climate justice	Advocate at local and national level highlighting the impact of climate change on the communities we work with and where appropriate seeking support to make tangible change.	Executive Director/Artistic Director	Ongoing

Environmental Sustainability Policy Confirmation Form

The Alternative Theatre Company Limited
(Trading As The Bush Theatre)

I confirm that I have read The Bush Theatre's Environmental Sustainability Policy. I agree to abide by this Policy and to implement it, so far as is reasonably practicable.

Signed:

(employee / freelancer)

Print Name:

Date:
