

## Environmental Action Plan

2020 – 2021

- Middle Child's Environmental Action Plan is a detailed breakdown of our Environmental Policy.
- Middle Child are committed to environmental sustainability and therefore both the Policy and Action Plan are to be acted on by all staff.
- The Action Plan will be reviewed annually and uploaded to the Julie's Bicycle portal.

### SMART OBJECTIVE 2020 – 2021

By the end of this financial year we will have data which will help us understand our environmental impact when touring, with future improvements in mind.

Area	Objectives	Actions	Overseen by	Deadline/ Review
Culture and Awareness	Create a positive management culture that encourages all staff to engage in environmental issues	<ul style="list-style-type: none"> <li>• Quarterly meetings with all core staff</li> </ul>	All core staff	Ongoing
Operations	Gather data to help us understand our environmental impact when touring, with future improvements in mind.	<ul style="list-style-type: none"> <li>• To compile data relevant to the company's environmental policy</li> <li>• Put together a tour form to monitor the company's carbon footprint over the year</li> <li>• Encourage the use of public transport where possible</li> </ul>	General and Production Manager	April 2021

Updated April 2020

Review Due April 2021

Please note, this action plan was completed before the 2020 Coronavirus outbreak, which had a huge effect on our scheduled programme.

	Reduce paper use	<ul style="list-style-type: none"> <li>• Encourage filing online to reduce printing</li> <li>• Use Hello Sign for contract signing and filing to avoid printing</li> <li>• Print double-sided as default</li> <li>• Avoid ink-heavy documents and colour were possible</li> <li>• Strategically order less print to avoid waste</li> </ul>	All core staff	Ongoing
	Reduce energy use	<ul style="list-style-type: none"> <li>• Work with the landlords and potential funders to improve the building's sustainability and carry out regular building audits</li> <li>• Encourage staff to turn off electrical appliances and lights when they are not being used</li> <li>• Use energy saving light bulbs in all fitting as they are replaced</li> <li>• Arrange annual PAT testing of all electrical equipment to ensure it is working efficiently</li> </ul>	Executive Director; General and Production Manager	Ongoing
	Recycling	<ul style="list-style-type: none"> <li>• Communicate with landlords about getting a lockable industrial recycle bin</li> </ul>	General and Production Manager	Ongoing

Communications	Communicate the Policy and Action Plan	<ul style="list-style-type: none"> <li>• Brief all core staff on the policy and action plan and any areas of particular responsibility</li> <li>• Inform freelancers and casual staff in their welcome pack</li> <li>• Email the documents to all core staff</li> <li>• Display on notice boards in communal areas</li> <li>• Display on the Middle Child website</li> </ul>	General and Production Manager; Audience Development Manager	Ongoing
Productions/ Rehearsals	Reuse and recycle	<ul style="list-style-type: none"> <li>• Work with our Set Designers and Production Teams to reuse or recycle sets, props and costume. Minimizing the amount of general waste going into landfill. These conversations will happen from the initial design stages.</li> <li>• Update props set and technical inventories to encourage re-use.</li> <li>• Ask cast and creative to bring re-usable water bottles and coffee cups to rehearsals to minimize the amount of paper coffee cups and plastic bottles been bought, this will be displayed in our welcome pack.</li> <li>• Reduce printed marketing materials by finding alternate methods of marketing such as social media etc to go alongside.</li> <li>• Challenge tour venues on the amount of print they are asking Middle Child to provide.</li> </ul>	General and Production Manager; Designers; Audience Development Manager	April 2021  Ongoing
	Avoid/recycle hazardous waste	<ul style="list-style-type: none"> <li>• Only use rechargeable AA batteries</li> <li>• Only use disposable batteries when absolutely necessary</li> <li>• Re-use or donate leftover paint used from productions</li> <li>• Recycle printer ink cartridges and explore getting a more sustainable printer from a lease company</li> </ul>	General and Production Manager; Audience Development Manager	Ongoing

Monitoring and Evaluation	Monitoring	<ul style="list-style-type: none"> <li>• To monitor and review the progress of the Action Plan regularly and report to the core team quarterly</li> <li>• To review SMART objectives annually</li> <li>• To upload the Environmental Policy and Action Plan onto the Middle Child website</li> </ul>	General and Production Manager; Audience Development Manager	Ongoing
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