

## Wise Children Environmental Action Plan 25/26

	<b>Light green = Actions met/ongoing</b>
	<b>To be Actioned ASAP</b>

Company Culture				
Area of focus	Action	Responsibility to Implement	Timeline	Target/ Theatre Green Book, Baseline Target
<b>Company Culture:</b>	Communicate & distribute Environmental Policy, aims and Action Plan to staff.	Head of Organisation	Implemented/ Ongoing. Redistribute when updated and as part of onboarding.	Commit to reducing your environmental impact, and starting the transition to net zero.  Establish a Green Team including a sustainability lead, a member of the senior leadership team, and a lead for each area - Productions, Operations/Buildings – and key staff members.  Set out the steps you need to reach the next Green Book stage, and a timescale to achieve it.
	Establish a Green Team - including a sustainability lead, a member of the senior leadership team, and a lead for each area - Productions, Operations/Buildings – and key staff members.	Head of Organisation	Set up summer 2024 - Aim to meet quarterly to discuss ongoing actions, new ideas and new actions to carry forward to departments.	
	Implement a system for staff to make commitment to reducing their environmental impact in their role.	Head of Organisation/ Exec Director	Set up summer 2024. We have now implemented as standard, contract clauses outlining environmental aims and production agreements for companies to sign to show commitment to environmental goals and values. Ongoing for each new production. implement for freelance production staff on WH tour and LMG	
	Distribute Theatre Green Book/ Green Book guidance to all employees	Head of Organisation/ Associate Producer	Implemented/ Ongoing. Distribute as part of onboarding process and when contracting.	
	Include environmental sustainability as part of the Board agenda annually.	Head of Organisation/ Exec Director	Aim September 2024	
	Include environmental policy, action plan and values as part of new employee onboarding process.	Head of Organisation/ Associate Producer	Implemented/ Ongoing. Distribute as part of onboarding process and when contracting.	
	Promote environmental sustainability at the core of the company's values & regularly include environmental sustainability as a subject in team meetings	Head of Organisation/ Exec Director	Implemented/ Ongoing	
	Create a statement of good practice, based on the Theatre Green Book, promoting environmental sustainability at the core of the company's values. Add this guidance in the company Handbook. Ensure the is sent out to all employees at the start of contracts.	Head of Organisation	Implemented/ Review annually or as needed.	

	Make Wise Children's Action Plan a point of annual discussion and collective review with the full core team and, where appropriate, associates.	Head of Organisation/ Exec Director	Aim February 2025
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**Training**

Area of focus	Action	Responsibility to Implement	Timeline	Theatre Green Book, Baseline Target
Training	Train full core team in carbon Literacy training.	Head of Organisation	Early 2025	
	Additional carbon measuring, footprinting and reporting training for GM.	Head of Organisation	Summer 2024 - HoO completed Carbon Footprinting and Reporting, and Pathway to Net Zero courses in Autumn 2024	
	Technical Director and Events & Operation Producer to take part in Pathway to Net-Zero training, with a view to running TLC as net-zero in the future.	Head of Organisation/ Creative Director/ Head of Productions	Summer 2024	

**Touring/ Productions**

Area of focus	Action	Responsibility to Implement	Timeline	Theatre Green Book, Baseline Target
Company culture/ Understanding the aim	Appoint the team early to make sure the Basic standard is understood, and to allow time to work sustainably.	Leadership Team/ Producing Team	Set up summer 2024, implemented for freelance production staff on WH tour and LMG Ongoing for future productions.	Appoint the team early. Make sure Basic standard is understood.  Make sure cast and stage management understand Baseline standard, and can contribute to achieving it.
	A Green production agreement signed at contract stage by everyone involved.	Head of Organisation/ Producing Team	Set up summer 2024, implemented for freelance production staff on WH tour and LMG Ongoing for future [roductions.	
	Make action plan available to company members in order to highlight the company's aims and encourage sustainable choices.	Head of Organisation/ Associate Producer	Ongoing as part of contracting/onboarding process	
	Include Wise Children's approach to environmental sustainability as part of welcome discussions in rehearsals/ meet & greets.	Head of Organisation/ Producing Team	Start of rehearsal process	
	Distribute Theatre Green Book guidance to technical teams, wardrobe and makers in order to follow guidance on good practice as far as is practicable.	Head of Organisation/ Producing Team	As part of contracting process	
	On each touring production appoint an 'Environmental Lead' who can champion Wise Children's environmental aims and values within the touring company.	Head of Organisation/ Producing Team	Implemented on LMG 2024/ NBNW tour 2025	
	Engage Production Managers, Stage Managers and HODs to promote best practice within production teams.	Head of Organisation/ Producing Team/ Leadership and Green Team	Implemented on LMG 2024/ NBNW tour 2025	
	Reference Basic standard in Co-production agreements.	Associate Producer/ Executive Director	Implemented on LMG 2024/ NBNW tour 2025	

	Include Wise Children's aims and values in environmental sustainability as part of introductory discussions at the beginning of rehearsal periods (meet and greet).	Head of Organisation/ Producing Team	Implemented/ Ongoing	
<b>Budget/Time/Schedule/ Parameters</b>	Schedule an early concept meeting to share ideas, clarify aims and set parameters. Make environmental sustainability part of early production discussions and ongoing production meetings.	Head of Organisation/ Producing Team	Implemented for LMG 2024/ ongoing for future tours	<p>Set the budget to spend more on people's time and less on materials.</p> <p>Agree how expertise and resources will be shared. Identify responsibilities for measuring, recording, and sustainable disposal. Establish a haulage limit (e.g. 'one trailer' or 'one transit van').</p> <p>Hold an early concept meeting to collaboratively sense-check ideas. At development stage, collaborate with the whole team to achieve a sustainable outcome.</p>
	Move storage and all WC stock to Frome in order to promote reuse/recycle.	Head of Organisation/Head of Production	Storage and stock moved to Frome in Summer 2024	
	Create a good rehearsal kit of props, costume, wardrobe, making, technical	Head of Organisation/Head of Production	Ongoing	
	Set budget to allow time for the team to work sustainably and make sustainable choices.	Executive Director	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Set schedule to support sustainable working.	Executive Director	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Consider how many vehicles a touring show will require for haulage between venues and include these discussions in the planning stages of a production.	Executive Director	Implement for NBNW tour 2025	
	Support directors and designers in preparatory discussions regarding props and costume, with a view to maximising pre-rehearsal prep, and minimising inefficient purchasing.	Head of Organisation/ Executive Director/ Associate Producer	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Introduce a 'green card' design stage which involves a meeting within the production design process to specifically discuss and consider options from an environmental perspective, for example, sustainable & ethical materials and best practices.	Head of Organisation/ Executive Director/ Associate Producer	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Introduce small budget managed by HoO and the Environmental Champion to encourage good practice on tour.	Executive Director	Implement on LMG 2024/ WH tour and NBNW tour 2025	
Factor in adequate personnel and time at the end of the production process/ tour to adequate return/ store and recycle. - Not all assets need to stay with the show. Look at what can be extracted and put it into stock.	Executive Director	Implement on LMG 2024/ WH tour and NBNW tour 2025		
<b>Company Travel</b>	Encourage train travel by basing travel payments & reimbursements on train fares.	Executive Director/ Associate Producer	Implemented/ Ongoing	

	As a rule do not use air travel within Great Britain unless unavoidable. Only use flights where other options are not available.	Executive Director/ Associate Producer	Implemented/ Ongoing	Use sustainable transport methods where possible. Choose accommodation within walking distance of venues.
	Create a company WhatsApp group and encourage shared travel, for example, by car and taxi.	Executive Director/ Associate Producer	Implemented/ Ongoing	
	Log company travel in order to measure and monitor data and company performance. Use data to inform and develop policy and action plan.	Head of Organisation	Implemented/ Ongoing	
	Try to organise accommodation within walking distance of venues.	Executive Director/ Associate Producer	Implemented/ Ongoing	
	Consider good transport links for rehearsals and workshops.	Executive Director/ Associate Producer/ Head of Training/ Participation and Production Assistant	Implemented/ Ongoing	
<b>Haulage &amp; Freight</b>	Consider the distances between venues in the planning stages of tours.	Executive Director	Implemented/ Ongoing	Establish a haulage limit (e.g. 'one trailer' or 'one transit van').
	Consider how many vehicles a touring show will require for haulage between venues and include these discussions in the planning stages of a production. Establish a haulage limit.	Executive Director	Implemented/ Ongoing	
	Prioritise shipment over air freight and include these discussions in the planning stages of production.	Executive Director	Implemented/ Ongoing	
<b>Construction Materials &amp; Methods</b>	Move storage and all WC stock to Frome in order to promote reuse/recycle.	Head of Organisation/Head of Production	Storage and stock moved to Frome in Summer 2024	Avoid harmful chemicals where possible. Source new materials sustainably if possible. Avoid PVC, tropical hardwoods and polystyrene where possible.
	Consider environmental policies and practices of workshops when employing services for construction. Choose those with good records and values.	Executive Director/ Associate Producer/ Production Managers	Implemented/ Ongoing	
	Consider the ethical and sustainable nature of goods before making purchases.	Executive Director/ Associate Producer/ Production Managers	Implemented/ Ongoing	
	Consider distance, travel and transport implications when selecting workshops, construction services and materials.	Executive Director/ Associate Producer/ Production Managers	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Commit to avoiding materials and products which damage the environment if possible.	Executive Director/ Associate Producer/ Production Managers	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Wherever possible choose sustainable and recycled materials for construction.	Executive Director/ Associate Producer/ Production Managers	Implement on LMG 2024/ WH tour and NBNW tour 2025	
<b>Consumables</b>	Commit to only use consumable running props, such as confetti, glitter etc, which are biodegradable and/or recyclable (or using historic existing stock)	Executive Director/ Associate Producer/ Production Managers	Implemented/ Ongoing	

	Commit to avoiding materials and products which damage the environment if possible.	Executive Director/ Associate Producer/ Production Managers	Implemented/ Ongoing	Avoid harmful chemicals where possible.
	Promote reuse - Use touring mugs, cups, plates, utensils, reusable water bottles etc.	Executive Director/ Associate Producer/ Production Managers	Implemented/ Ongoing	
	Use environmentally friendly domestic products on tour such as Ecover. Consider the ethical and sustainable nature of goods before making purchases.	Executive Director/ Associate Producer/ Production Managers	Implemented/ Ongoing	
<b>Production waste &amp; Storage</b>	Commit to reusing and recycle set elements where possible.	Leadership Team/ Producing Team	Implement on LMG 2024/ WH tour and NBNW tour 2025	50% of everything on stage must be reused or recycled.  65% must be stored or used again afterwards
	Commit to using rechargeable consumables – for example in radio mic packs and lighting practicals	Leadership/ Producing/ Production Teams	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Maximise digital marketing through email, online advertising/ social media.	Executive Director/ Creative Director	Implemented/ Ongoing	
	Promote going paperless as company standard practice – for example production meeting minutes and scripts.	Head of Organisation/ Producing Team	Implemented/ Ongoing	
	Maintain a good audit of show elements to enable ease of future reuse.	Head of Organisation/ Head of Production	Cataloguing due to start in 2025	
	Store show props & costume accessibly and in an organised manner at the end of tours to promote reuse.	Head of Organisation/ Head of Production	Storage move completed Summer 2024	
	Build relationships with shops and services in Frome which may be useful during rehearsal/production periods. Are there second-hand shops that might agree to accepting returns, for example?		2025	
	Factor in adequate personnel and time at the end of the production process/ tour to adequate return/ store and recycle.	Producing Team/ Head of Production	Implement on LMG 2024/ WH tour and NBNW tour 2025	
<b>Technical/ Production Energy</b>	Encourage use of rechargeable consumables – for example in radio mic packs and lighting practicals.	Producing Team/ Creative director/ Head of Production	Implement on LMG 2024/ WH tour and NBNW tour 2025	Use re-used or hired equipment where possible. Make a plan to reduce the impact of your practice across all technical departments
	Support designers to use low energy options such as LEDs. Introduce 'green stage markers' in to the production process as standard, in order to specifically discuss and consider options from an environmental perspective.	Executive Producer/ Creative Director/ Head of Production	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Use re-used or hired equipment where possible.	Executive Producer/ Creative Director/ Head of Production	Implement on LMG 2024/ WH tour and NBNW tour 2025	
	Utilise in-house technical equipment where possible.	Executive Producer/ Creative Director/ Head of Production	Implement on LMG 2024/ WH tour and NBNW tour 2025	
<b>Deliveries</b>	Commit to minimising use of deliveries, and group deliveries together where possible.	All	Implement on LMG 2024/ WH tour and NBNW tour 2025	Consolidate deliveries where possible.
	Purchase production elements, props etc, locally, if possible, and from within the UK.	All	Implement on LMG 2024/ WH tour and NBNW tour 2025	Avoid last-minute deliveries where possible.

<b>Reviewing &amp; Reporting</b>				
<b>Area of focus</b>	<b>Action</b>	<b>Responsibility to Implement</b>	<b>Timeline</b>	<b>Theatre Green Book, Baseline Target</b>

<b>Monitoring, Reviewing &amp; Reporting</b>	Using Julie's Bicycle Creative Green Tools - carbon and environmental calculator, capture and record company travel and impact	Head of Organisation	Implemented/ Ongoing	<p>Keep an inventory of materials: sets and scenery, props and furniture, costumes.</p> <p>50% of each category should have been used previously.</p> <p>65% should be used again after the show.</p> <p>Check you've achieved the target of 65% reused / recycled for sustainable disposal.</p> <p>Assess results.</p> <p>Share lessons learned with future teams.</p> <p>Make a data plan to set out what you are going to measure and who is responsible. Set a communication plan to explain how you will share your targets and achievements, involving staff, partners and audiences.</p> <p>Communicate your Sustainability goals and systems, to staff, visitors and the public. Engage your audiences on the journey.</p>
	Hold a review meeting at the end of the projects/productions to assess the production's outcomes and feedback lessons learnt (particularly from technical departments following guidelines)	Head of Organisation/ Executive Director/ Associate Producer	Implemented/ Ongoing First debrief scheduled for after Blue Bird tour.	
	Budget for and introduce an additional payment to employees in order to keep record of materials used; an inventory which lists the sources of all materials and their planned disposal after the show.  Set out what you are going to measure and who is responsible.	Head of Organisation/ Exec Director	Introduced from LMG 2024	
	With the aid of a solid inventory system, aim to reuse props and costume where possible and appropriate.	Head of Organisation/ Head of Production/ Producing and Leadership Teams	Ongoing in 2025	
	Meet with comparable companies and share knowledge, experience, results.	Head of Organisation/ Executive Director	Ongoing in 2025. In 2024 met with RSC and Paper Birds.	
	Sustainability page on website - engage audiences in the journey.	Head of Organisation	Implemented - Ongoing updates	
	Showcase journey to net zero - engage audiences in the journey.	Head of Organisation/ Head of Production	Implemented - Ongoing updates	

**Buildings & Operations**

Area of focus	Action	Responsibility to Implement	Timeline	Theatre Green Book, Baseline Target
<b>The Office</b>	Turn off equipment at the end of the working day or session.	All	Implemented	<p>Train staff and visitors in energy-saving behaviour.</p> <p>Set controls (timers and thermostats) to minimise energy use.</p>
	Use only electrical goods with high energy efficiency	Head of Organisation/ Creative Director/ Head of Productions	Implemented	
	Switch off lights when room not in use.	All	Implemented	
	Maintain and promote robust recycling systems in places of work	Head of Organisation/ Head of Production	Implemented	<p>Separate waste between recycling and general waste and measure both.</p> <p>Make a plan and timetable to reduce paper and switch to digital alternatives for tickets, documents etc.</p> <p>Make a plan and timetable to reduce single use plastics</p> <p>Make a plan and timetable to make digital systems (e.g. websites and emails) sustainable.</p>
	Provide plates, cutlery, mugs etc to eliminate any need for disposables in communal workspaces	Head of Organisation/ Head of Production	Implemented	
	Promote policy of 'no single use plastics' in workplaces.	All	Implemented	
	Set printer defaults to low ink and double sided printing	Head of Organisation/ Head of Production	Implemented	
	Use recycled paper as office standard	Head of Organisation	Implemented	
	Issue electronic forms of contracts, starter forms and other documentation where possible and appropriate.	All	Implemented	
Promote going paperless as company standard practice.	All	Implemented		

	Print documents, minutes, scripts etc on request only	All	Implemented	Record business travel, using the Travel Calculator.
	Use digital and online solutions to keeping records, archiving and filing	All	Implemented	
	Encourage online meetings/ attendances to limit travel	All	Implemented	
	Encourage train travel by basing travel reimbursements on train fares	Executive Director/ Associate Producer	Implemented	
	Favour local suppliers and resources wherever possible. Seek training locally and/or consider online training and online options	All	Implemented	
	Encourage cycling and walking and public transport to work as good practice within core team	All	Implemented	
	Commit to minimising use of deliveries, and group deliveries together where possible.	All	Implemented	
	Using Julie's Bicycle Creative Green Tools - carbon and environmental calculator, capture and record organisation business travel.	Head of Organisation	Implemented	
<b>The Lucky Chance (including measures above)</b>	Use digital platforms for tickets and ticket sales.	Creative Director/ Head of Production	Implemented	Make a plan and timetable to reduce paper and switch to digital alternatives for tickets, documents etc.
	Consider ethical and sustainable options for food and drink. Aim for 20% vegan food & drink on sale.	Creative Director/ Head of Production		Make a plan and timetable to manage FOOD AND DRINK outlets sustainably. If you have a restaurant or staff canteen, make 20% of starters & mains vegetarian or vegan.
	Promote policy of 'no single use plastics' in workplaces.	Creative Director/ Head of Production	Implemented	Make a plan and timeable to reduce single use plastics in your Front and Back of House operations.
	Avoid single use plastics in the servicing of food and drink.	Creative Director/ Head of Production	Implemented	
	Set up robust recycling systems at TLC.	Creative Director/ Head of Production	Implemented	Separate waste between recycling and general waste and measure both.
	Consider environmental policies and practices of suppliers and contractors when employing services. Choose those with good records and values.	Creative Director/ Head of Production		Include sustainability criteria in procuring major suppliers and contractors. Include Sustainability standards in major contracts.
	Commit to and create a plan for minimising, reducing and consolidating deliveries. Group deliveries together where possible.	Creative Director/ Head of Production		Prepare a deliveries plan to consolidate and reduce deliveries, and share it with every department.
	Showcase journey to net zero - engage audiences in the journey.	Creative Director/ Head of Production/ Head of Organisation	Implemented - Ongoing updates	Communicate your Sustainability goals and systems, to staff, visitors and the public. Engage your audiences on the journey.
	Record energy usage on site.	Head of Production		Record energy readings every month.
	Create decarbonisation plan with the aim of working towards a net-zero venue	Executive Director, Creative Director, Head of Organisation, Head of Production	Summer 2025	Decarbonisation Plan
<b>Participation</b>				
<b>Area of focus</b>	<b>Action</b>	<b>Responsibility to Implement</b>	<b>Timeline</b>	<b>Theatre Green Book, Baseline Target</b>

<b>Workshops &amp; Auditions</b>	Inform participants about the company's aims and measures towards environmental sustainability	Head of Training & Participation Assistant		NA
	Promote environmental sustainability at the core of the company's values	Head of Training & Participation Assistant		
	Consider commitment to sustainable practices when researching and choosing venues for workshops & auditions.	Head of Training & Participation Assistant		
	Opt for workshop venues with good public transport links	Head of Training & Participation Assistant		
	Encourage train and bus travel for participants by basing travel reimbursements on these fares	Head of Training & Participation Assistant	Ongoing	
	Implement remote selection process for applicants using digital platforms and online applications.	Head of Training & Participation Assistant		
	Use accommodation within walking distance of TLC.	Head of Training & Participation Assistant	Ongoing	