

## Environmental Action Plan 2020

This document accompanies Shobana Jeyasingh Dance's Environmental Policy and details practical measures to be taken by staff, freelancers, contractors and suppliers working with SJD. These measures apply across our regular office work, touring productions and learning and participation work.

SJD is committed to measuring and monitoring the environmental impacts that we can reasonably gather data for.

### IN THE OFFICE

Objective	Actions	Responsibility	Timeframe	Cost
Reduce wastage in SJD office	<ul style="list-style-type: none"> <li>• Turn off lights when leaving a room</li> <li>• Recycle paper, cans and other recyclables</li> <li>• Turn off taps after use</li> <li>• Choose environmentally-friendly office resources</li> <li>• Turn off electrical appliances when not in use</li> <li>• Check whether your computer needs to be on standby</li> <li>• In line with SJD's travel policy, use public transport when travelling within London unless travelling late at night, carrying heavy equipment, or travelling in a group that makes private transport more efficient</li> <li>• Use sustainable private transport (our preferred provider is Green Tomato Cars) where public transport is unsuitable</li> <li>• Travel by train to meetings and engagements within the UK unless impractical within a given schedule</li> <li>• Encourage use of non-disposal cups, plates, cutlery etc</li> <li>• Re-use resources i.e. plastic bags and padded envelopes etc where possible</li> <li>• Print only when necessary and double sided unless required</li> </ul>	All staff	Ongoing	£0

SJD's current office premises at Somerset House uses energy-efficient lighting. LED or other energy-efficient lighting should be considered in the future if moving to new premises.

Carbon impacts of office travel and office resource use will be measured using online tools such as [https://www.carbonfootprint.com/small\\_business\\_calculator.html](https://www.carbonfootprint.com/small_business_calculator.html) and reported annually to the SJD Board.

## SJD PRODUCTIONS – CREATION

Objective	Actions	Responsibility	Timeframe	Cost
Reduce environmental impacts (wastage, carbon emissions) on creation of touring work	<ul style="list-style-type: none"> <li>• Use sustainable materials in set and costume design (including recovered/recycled materials, FSC-certified sustainably forested wood, recycled or less resource-intensive metals such as aluminium and mild steel, and materials which may be recycled after use if the production is not to be restaged)</li> <li>• Materials with high environmental risks such as Medium-density fibre (MDF), teak, lead or mercury should always be avoided</li> <li>• Reduce energy use by selecting energy-efficient products for lighting and video, and where possible choose lighting options that use the least power to create the desired visual effects (eg LED lamps)</li> <li>• SJD staff and collaborators to travel to meetings and site visits by public transport wherever possible</li> <li>• For productions presented in non-conventional spaces (eg outdoor and site-specific performances) consider using solar or hybrid power generators, and creating audio and lighting designs that require less power</li> <li>• Work with suppliers that make sustainable options for build materials and hires accessible and cost-effective</li> <li>• Where possible work with local suppliers on builds and hires to reduce road mileage</li> <li>• Make Production Manager aware of current good practice, including use of reports from Julie’s Bicycle for new productions</li> </ul>	<p>Set and costume designers with Production Manager</p> <p>All creative team</p> <p>Lighting and video designers with PM</p> <p>All staff/creative team</p> <p>Sound and lighting designers with PM</p> <p>PM/Producer</p> <p>PM/Producer</p> <p>Producer</p>	As per production	Within production budgets

The SJD Producer and Production Manager will work with production designers and contractors to ensure compliance with environmental legislation as an absolute minimum and to improve environmental sustainability across all productions taking the above into account.

Carbon impacts of production creation will be measured using the reporting form designed and distributed by Julie’s Bicycle and reported annually to the SJD Board.

## SJD PRODUCTIONS – ON TOUR

Objective	Actions	Responsibility	Timeframe	Cost
Reduce environmental impacts (wastage, carbon emissions) on touring productions	<ul style="list-style-type: none"> <li>Travel by train to performances within the UK unless impractical within a given schedule (cast and crew are asked not to drive to performances other than in exceptional circumstances)</li> <li>In line with SJD's travel policy, use public transport when travelling to rehearsals, costume fittings and performances within London unless travelling late at night, carrying heavy equipment, or travelling in a group that makes private transport more efficient</li> <li>Use sustainable private transport (our preferred provider is Green Tomato Cars) where public transport is unsuitable</li> <li>Work with suppliers that make sustainable options for touring hires accessible and cost-effective</li> <li>Where possible work with local suppliers on touring hires to reduce road mileage</li> </ul>	Company Admin	As per production	Within production budgets
		Company Admin		
		Company Admin		
		PM/Producer		
		PM/Producer		

Company Admin to ensure train options are considered for journeys within the UK (and international journeys of less than 5 hours) and to book as far in advance as possible to make non-flying options financially viable.

Carbon impacts of touring travel will be measured using online tools such as [https://www.carbonfootprint.com/small\\_business\\_calculator.html](https://www.carbonfootprint.com/small_business_calculator.html) and production environmental impacts of production touring will be measured using the reporting form designed and distributed by Julie's Bicycle, and reported annually to the SJD Board.

## MARKETING AND COMMUNICATIONS

Objective	Actions	Responsibility	Timeframe	Cost
Reduce resource usage (paper/print materials) and wastage; ensure print materials as environmentally friendly as possible	<ul style="list-style-type: none"> <li>Use electronic marketing wherever possible and encourage partner venues to do the same</li> <li>Use online surveys rather than printed surveys for audience monitoring and feedback</li> <li>Ask printers environmental credentials when sourcing quotes</li> <li>Ask printers to use postconsumer and or FSC paper and non-toxic ink and finishes where possible.</li> </ul>	Marketing Associate	As per production	Within production budgets
		Company Admin		
		Marketing Associate		
		Marketing Associate		

## SJD LEARNING AND PARTICIPATION

Objective	Actions	Responsibility	Timeframe	Cost
<p>Reduce resource usage (paper/print materials) and wastage in learning and participation programmes</p>	<ul style="list-style-type: none"> <li>• Help educate young participants by setting a positive example when working off-site – turning off lights and taps, recycling and encouraging others to recycle rather than send rubbish to landfill; choosing environmentally-friendly materials;</li> <li>• Travel by train to teaching engagements within the UK unless impractical within a given schedule (travel is generally booked by the SJD Company Administrator; tutors are asked not to drive to workshops other than in exceptional circumstances);</li> <li>• In line with SJD's travel policy, use public transport when travelling to teach within London unless travelling late at night, carrying heavy equipment, or travelling in a group that makes private transport more efficient;</li> <li>• Use sustainable private transport (our preferred provider is Green Tomato Cars) where public transport is unsuitable;</li> <li>• Choose environmentally-friendly lesson resources including recycled paper for printouts/handouts and digital materials where practicable.</li> <li>• Use of online surveys for creative learning participants.</li> </ul>	<p>All L&amp;P staff and tutors</p> <p>Company Admin</p> <p>All L&amp;P staff and tutors</p> <p>All L&amp;P staff and tutors</p> <p>All L&amp;P staff and tutors</p> <p>Company Admin/Learning Managers</p>	<p>Ongoing</p>	<p>£0</p>