

Tobacco Factory Arts Trust – Environmental Policy

We are Tobacco Factory Arts Trust and we occupy the first floor of the Tobacco Factory. We run a flexible 220-350 seat Theatre, two Studios, a Meeting Room, a Theatre Bar and several offices. We have a staff structure of over 30 full and part time staff and receive over 100,000 visitors through our doors each year. We operate out of a building which was built without regard for the environmental concerns that we see today. Despite this, we have a good environmental record, from the introduction of the cycle-to-work scheme, our installation of PV power in 2011: at the time the second largest installation on a cultural building in the UK, and our recent partnership with Bristol Energy who provide our theatre with energy from 100% renewable sources.

We are aware that our actions today will affect those in the future and as a public venue we are in a position to share with others the importance of environmental issues. To do this we must become as energy efficient as possible and this policy sets out how we intend to do this.

In 2010 we worked with consultants from Bath Spa & Lancaster universities to audit energy usage. A major part of the theatre's energy consumption is audience-based (travelling to the venue and the paper we use to communicate with them). We have recently conducted a review of our organisation and have identified the following as our main environmental impacts:

- Energy and water use
- Waste and recycling
- Travel (staff and touring)
- Audience (travel and communication)

We are also aware that there are certain areas of our operation involving stakeholders that may impact the environment that we are not able to change. These are for example:

- Our landlord providing services as part of our existing lease agreement.
- Visiting companies that use our theatre
- Venues that we visit on tour

In these situations we commit to lobbying these stakeholders for changes, improvements and actions which would reduce the company's environmental impact.

In 2017 we started a capital project to reconfigure the layout of the theatre allowing us for the first time to make full and efficient use of the whole of our lease area. The project has and will continue to consider environmental impact at each stage. We will be installing LED lighting across all public and staff spaces and replacing and reconfiguring our ageing IT infrastructure and equipment to allow for

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more productive and flexible working for all theatre staff. The new layout will also see us create a new 84 seat theatre on the same site as our current theatre allowing us to present more work under one roof, sharing technical equipment, stock and staffing resource across the two spaces with the new audience making use of our existing Factory Theatre Bar. Our new theatre will have retractable seating allowing us to make full use of the space during the day to host workshops, rehearsals training and classes and continue our aim to make as full use of our rooms as possible at all times.

Over the past year we have gathered information on the following areas and put methods in place to reduce the carbon impact from them. We will continue to work on these areas alongside our capital project:

- Travel - (audience, staff and touring)
- Internal systems to reduce the amount we print
- Waste and recycling (including from producing and tours)

This policy has been formed in collaboration with staff working for the Tobacco Factory Arts Trust. The policy will be monitored at regular intervals by the Green Team, signed off annually by the senior management team and shared with all staff, visiting companies and audiences.

Date reviewed: 01.04.18

Reviewed by: Senior Management Team

Next review date: 01.04.19

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—
Patron Mrs Mary Prior CVO MBE

Trustees Sarah Smith (Chair), Andrew Allan-Jones, Mike Forrest, Claudia McVie, Bertel Martin, Mark Panay, Matt Penneyard, Anna Southall
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