



ENVIRONMENTAL POLICY AND IMPACT ACTION PLAN

GROUNDSWELL ARTS ENVIRONMENTAL POLICY

Groundswell Arts is an arts education organisation providing multi-disciplinary projects in early years, primary and community settings. We value an inclusive approach to creative learning, which supports and nurtures the wellbeing of children. Our initiatives are designed to reduce educational disadvantage and develop teachers' confidence to embed creativity and the arts into the curriculum. We reach thousands of parents, carers and children each year with a range of creative projects.

Our Core Values are:

- Creative Learning
- Wellbeing
- Inclusion
- Community

We are a small not-for-profit organisation of 4 part-time staff based in a small office in Finsbury Park. Our projects are delivered by a team of creative freelancers.

VISION

With a recently formed office team, there is a general desire in the organisation to increase our existing internal awareness of the company's environmental impact and to look at the way in which we operate to try to improve our efficiency.

We acknowledge our environmental responsibility and commit to building upon existing practices and developing further solutions to ensure we are doing all that we can to sustain and protect our environment.

From 2022 onwards, a sustainable approach to the environment will be a central concern in the planning and implementation of all projects produced by Groundswell Arts. In the context of community arts education, this means considering the environmental impact of our projects and events and ensuring that choices are made with sustainability in mind, from material preferences, venue and travel arrangements to the type of publicity we use.

Moving forwards, we will work to reduce our carbon emissions and ensure green practices are a core part of our work. We are committed to working with our Trustees, office team, creative practitioners, partners, suppliers, funders, and our external stakeholders to ensure we understand and communicate the environmental impacts of our activities.

AIMS

This policy covers Groundswell Arts internal office environment and our core business activity of delivering creative projects which range from programmes in schools and family learning projects in venues with their own policies, festivals and outdoor events, and specially commissioned bespoke events.

Our environmental policy aims to maintain an economic working environment that strives to promote energy efficiency, recycling of waste materials and the use of recycled products in the pursuit of creating an economic and environmentally friendly workplace. We commit to regularly review it and seek to reduce our impact by setting carbon reduction targets.

This policy is managed by the General Manager and is reviewed annually in consultation with the Directors.

The action plan contained within this policy explains all the actions we are already taking as well as new actions that we will take over forthcoming years.

Since the establishment of our company 2010, and moving to an office in 2020, we have taken a number of steps to reduce our environmental footprint and improve our sustainability.

- Our main environmental impacts are office: energy use and carbon emissions; production: materials use and waste, transport; office activities: printing, IT, supplies and services, waste; catering: food, water, energy, waste; business and/or audience travel: fuel use and carbon emissions
- We have limited control over the energy, waste, and water in our building, due to our office being in a school, Stroud Green Primary School in Finsbury Park. However, we keep our office's energy and water usage to a minimum and recycle our waste.
- Computers and screens are switched off overnight and at weekends.
- Light bulbs are used with long-life alternatives. Staff are briefed to ensure lights are switched off as people leave each working area in the office.
- Our projects encourage making instruments and other educational works out of recycled materials, e.g., our Invention Lab programme specifically uses recycled materials and bits of junk to build STEAM projects
- Most of our projects are delivered locally, reducing travel and energy use.
- We work with environmentally sound suppliers wherever possible, to minimise resource use and environmental pollution associated with our organisations' activities.
We are a member of Wot-Ever Scrap Store that provides recycled materials, fabric, paper and found objects for our projects.
- We source our office equipment from Reyooz to reduce waste.
- We are committed to raise environmental awareness amongst our team and audiences, and to communicate our commitment to carbon reduction to all partners, suppliers, and audiences.
- Within our office, we make our team aware of their responsibility to carry out activities in ways that preserve and promote a safe and sustainable environment.
- We advise our office and freelance team, and partners to use zero/low carbon forms of transport while travelling to our office and our project venues

Recent changes we have implemented:

- We have changed the format of our music projects results from CDs to online source links.
- As with many other organisations, we changed our regular external meeting format from in-person to online and are committed to mainly using this format going forward to reduce our carbon footprint.
- For all our projects as much as possible, we moved away from any kind of bought arts and craft materials such as glitter, laminate and changed our material preferences to recyclable material, working with Wot-Ever Scrap Store.
- We use recycled paper in our photocopiers and printers
- We present our evaluation forms on iPad instead of using printed papers
- We have installed small recycling boxes around the office

1. Guiding Principles

We acknowledge our responsibility to protect the environment and are committed to develop solutions to ensure we are doing all that we can to sustain and protect it. With this policy and action plan we will minimise energy usage of our office and projects.

2. Implementation

Groundswell Arts' environmental policy is a statement of our commitment to help reduce the impact of our activities on the environment. The policy is supported by an Environmental Action Plan, which specifies how the policy will be implemented, complete with targets, dates and a named person responsible for delivering it.

We will work with our office staff, creative practitioners, and audiences to ensure we consider and communicate the environmental impacts of our activities. For each financial year we will assess and report our environmental performance to stakeholders. This information will be used to update our action plan for the coming year.

3. Scope of Policy

Our activities have environmental impacts in the areas of energy, water, waste and travel.

Our ability to improve our environmental impacts depends on our knowledge of, and commitment to addressing them. Our capacity to change and influence decisions is limited as we do not own the office that we operate within. However, we have significant control over the materials we use for our projects, the travel arrangements of our staff and creative practitioners, and the way that we communicate with our staff and audiences about our commitment to environmental sustainability.

4. Key Environmental Impacts

Groundswell Arts is based in a small office in Stroud Green Primary School in Finsbury. Primary environmental impacts are:

- Fossil-fuel energy consumption
- Water consumption
- Waste generation
- Office supplies and services

4.2 Business Travel and Staff Commuting

We encourage all of our staff to use public transport, cycle or walk wherever possible. Whenever we attend an external event we will do so by public transport. We use a car on occasion.

Primary environmental impacts are:

- Fossil fuel energy consumption

4.3 Audience/Visitor Travel

We have limited control over the travel arrangements of our audience. However, with a number of families and teachers a year, their travel equates to a large carbon impact. We will continue having positive messaging around encouraging audiences to use public transport or walk to our projects. Most of our projects are local to the community which reduces the amount of journey time.

- Fossil fuel energy consumption

4.4 Goods and Services Procurement

4.4.1 Office Supplies

A few goods and services are procured to run our office operations, and each has an environmental impact. Primary environmental impacts are caused by:

- Resource use for office electronic equipment, furniture and stationery
- Toxicity of cleaning products, furniture and equipment

4.4.2 Other

In addition to the goods and services outlined above, two less visible areas for consideration are:

- Banking
- Server hosting of the website and email accounts

4.5 Key Performance Indicators

We are committed to measuring and monitoring all those environmental impacts that we can reasonably gather data for and control the use of.

For Main Activity	<ul style="list-style-type: none">• Energy consumption• Waste production• Greenhouse gas emissions
For Business Travel	<ul style="list-style-type: none">• Greenhouse gas emissions
For goods and services procurement	<ul style="list-style-type: none">• Number of suppliers/contractors able to provide us information about their efforts to reduce their environmental impacts i.e. contracts with provisions, recycling and composting availability, low carbon alternatives

GROUNDSWELL ARTS ENVIRONMENTAL ACTION PLAN

Our environmental action plan is for the period January 2022 – January 2023. The staff member responsible for co-ordinating the action plan: Sel Ertas.

5.1 Main Activity

We are committed to monitoring and minimising the environmental impacts of our office practices and business processes as much as possible.

We have set the following targets:

- Use more environmentally friendly products
- Encourage staff to walk and cycle

Action	How
Purchase goods and services from suppliers with strong environmental credentials (e.g. using post-consumer and/or FSC paper products and energy efficient power supplies and lighting).	Request details from suppliers Continue preferring suppliers with strong environmental credentials. Revise procurement policy

5.2 Business Travel and Staff Commuting

We are committed to monitoring and minimising the environmental impacts of our business travel and encouraging staff to consider low GHG emission commuting options.

Action	How
Conduct an annual audit of business travel to assess travel and quantify the greenhouse gas emissions associated with that travel.	Staff complete monthly travel tracker or info gathered from expense records.
Encourage staff cycling and walking	Continue providing facilities for walkers and cyclists, such as storage facilities

5.3 Audience/Visitor Travel

We are committed to minimising the environmental impacts associated with stakeholder travel and encourage our stakeholders to consider low GHG emission travel options.

Action	How
Encourage the use of bus, tube, train and coach services whenever possible.	Continue to promote all public transport routes for visiting Groundswell Arts projects

6. Reporting and Communication

We started to collect data and report through IG tools which will enable us to understand our environmental impacts and manage them.

We will use data from this year as a baseline to inform the setting of our environmental goals and targets for improvement in future years.

Each year we will assess the scope for assessing our environmental impacts and extend the scope for understanding, measurement, and action as appropriate.

- The consideration of 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 improvements targets for that year.
- An environmental report will be prepared annually and electronically circulated to staff, our clients and with key stakeholders.
- Our environmental efforts will be communicated with our local community; This can be done through Climate emergency awareness raising through discussions with families we engage with at monthly forums or through topic themes in programmes like Story Lab.
- Host one creative event per year around Environmental themes e.g., Family Jams (recycled instruments)
- Communicate our message around Environmental responsibility and link to specific social media days or create our own social media campaign about Environmental Responsibility.
- Link and share with other organisations in the sector around best practice
- Join [Culture Declares Emergency](#) and link to their wider social media campaigns.
- We will publish the environmental report on the Groundswell Arts website along with the environmental policy, and our office's annual audits.

6.1 Reporting timeframe

February 2022	Policy to be reviewed by Board
July 2022	Mid-year meeting to discuss environmental impacts with Groundswell Arts staff and progress on meeting 2021/22 reduction targets on energy
December 2022	Update environmental policy with an analysis of 2021/22 reduction targets and revise targets for 2022/23. Update and publish the revised environmental policy so that it is available to the public.