

# TAKE ONE ACTION FILM FESTIVALS: ENVIRONMENTAL POLICY



Take One Action are the UK's leading global change film festival. We believe small actions lead to big ones and that we all make a difference. We connect individuals and groups through film, creativity and action for a better world – starting from Scotland.

Sustainability lies at the heart of Take One Action's ethos in terms of the work we do, the organisation itself and also in the wider sense of environmental sustainability. In particular, we are acutely conscious that the impacts of climate change effect the poorest in the world most, with hundreds of thousands already estimated to lose their lives each year as a direct result of climate change. To that end we, as an organisation, are committed to maintaining a low impact on the environment and further reducing that impact wherever and whenever possible.

## OUR BUSINESS:

Take One Action was established in 2008 with the aim of celebrating the people and movies that are changing the world. We do this through an annual 12-day festival held during September in Edinburgh and Glasgow; local weekend-long festivals during November in Aberdeen and Inverness; and our Locals Network who organise their own screenings across the country. We are a small team, helped by a group of passionate and dedicated volunteers throughout the year.

## OUR IMPACT:

We are committed to reducing the negative environmental impact that occurs as a result of our work in the following areas:

- Our business travel;
- Our office management and the goods and services we use;
- Our buildings use of energy, water and waste;
- Our marketing materials;
- Our events and the energy, water, travel and transport that is involved;
- Our staff awareness.

## OUR COMMITMENTS:

We are committed to understanding, measuring, analysing and reducing our environmental impact and engaging staff and volunteers in this process. Our main areas of focus for reducing our impact are:

- Monitoring our business travel so that we can identify areas where this can be reduced while also promoting the use of low-carbon travel modes such as walking, cycling and train travel, and by avoiding flights within the UK and unnecessary flight legs for international travel;
- Working with the Out of the Blue Drill Hall where our office is based to help identify and implement actions to reduce the use of electricity, water and waste in the building and to promote recycling;
- Considering environmental factors in our daily office management by sourcing environmentally friendly and ethical stationary supplies, using paperless-billing, enforcing a 'power-off' policy in the office and providing better recycling facilities;
- Ensuring that our Marketing strategies are planned with an environmental awareness by using email rather than mail where possible, ordering smaller print runs to avoid wastage and using our website to promote environmental awareness to our audiences;
- Providing staff with training and information on environmental matters.

We are members of the Green Arts Initiative, which has been set up by Creative Carbon. Through this programme we are actively working to reduce our carbon footprint and will use the Green Arts Portal programme, and the Claim Expenses tool, to measure our carbon impact and report this annually to Creative Carbon. This policy is reviewed on an annual basis and updated as and when necessary. The policy is supported by the Take One Action Environmental Action Plan (see below), which is informed by our environmental monitoring and measurement. It is reviewed and updated on an annual basis, and approved by management.

Signed:



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Date: 30<sup>th</sup> January 2018

Tamara Van Stijithem: Executive Director