

# Environmental & Sustainability Policy

Seagull Media House CIC

Last Updated: 2<sup>nd</sup> December 2025

Approved by the Board of Directors

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## 1. Purpose of This Policy

Seagull Media House CIC (“the Company”) recognises its responsibility to protect the environment and promote sustainable practices within its productions, workshops, events, and operations.

This policy sets out our commitment to reducing environmental impact, promoting responsible resource use, and embedding sustainability across our creative and community activities.

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## 2. Scope

This policy applies to:

- All staff, Directors, volunteers, freelancers, facilitators, and contractors
  - All productions, community events, workshops, and outreach programmes
  - All operational activities, including procurement, waste management, travel, and resource use
  - All venues and partner organisations where the Company operates
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## 3. Our Environmental Commitments

Seagull Media House CIC commits to:

1. Minimising waste, especially single-use plastics and non-recyclable materials
  2. Reducing carbon emissions across all aspects of operations
  3. Prioritising sustainable, ethical purchasing
  4. Promoting sustainable behaviours among staff, participants, and audiences
  5. Encouraging environmentally friendly creative practices in theatre, film, workshops, and events
  6. Complying with all UK environmental legislation and relevant industry standards
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## 4. Key Principles

Our environmental approach is shaped by these principles:

### 4.1 Reduce

Avoid unnecessary printing, materials, or waste. Choose minimal environmental impact wherever possible.

### 4.2 Reuse

Use reusable props, costumes, equipment, containers, and supplies across productions and events.

### 4.3 Recycle

Recycle paper, plastics, metals, and electronic waste appropriately in line with venue and borough guidance.

### 4.4 Responsible Disposal

Hazardous materials, broken equipment, or electronic items will be disposed of safely and responsibly.

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## 5. Practical Commitments

## 5.1 Waste & Materials

We will:

- Use digital communication over printed materials wherever possible
  - Print only when required, using recycled paper
  - Avoid single-use plastics at events (e.g., cups, plates, decorations)
  - Use sustainably sourced or recycled set, costume, and prop materials
  - Provide accessible recycling collection points during events
  - Encourage stallholders and partners to follow eco-friendly practices
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## 5.2 Sustainable Productions

For theatre, film, and creative projects, we will:

- Prioritise recycled, borrowed, or second-hand materials
  - Reduce unnecessary purchases of costumes, props, or set components
  - Promote energy-efficient lighting and equipment use
  - Encourage sustainability considerations during creative planning
  - Reuse or repurpose materials at the end of each project
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## 5.3 Events & Community Activities

We will:

- Use venues that support recycling and energy efficiency
- Encourage low-waste catering and food preparation
- Discourage single-use plastic packaging for stallholders

- Provide water refill stations where possible
  - Use reusable signage and display materials
  - Promote sustainable travel for attendees and volunteers
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## 5.4 Travel & Transport

We encourage:

- Walking, cycling, and public transport for staff, volunteers, and participants
  - Car-sharing where possible
  - Reduced travel through virtual meetings when appropriate
  - Using local suppliers and venues to minimise transport emissions
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## 5.5 Procurement

We will prioritise:

- Ethical, environmentally responsible suppliers
- Local vendors to reduce carbon footprint
- Products with recyclable, low-waste, or minimal packaging
- Energy-efficient equipment and durable materials

All procurement decisions should consider environmental impact alongside cost and quality.

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# 6. Responsibilities

## 6.1 Directors

- Ensure this policy is implemented across the organisation
- Embed sustainability into strategic planning and annual objectives
- Review environmental performance annually

## **6.2 Staff, Freelancers & Volunteers**

- Follow this policy in daily work
- Use materials and resources responsibly
- Report opportunities to improve sustainability

## **6.3 Partners & Stallholders**

All external partners are expected to:

- Comply with this policy
  - Follow good environmental practices
  - Reduce waste during events and activities
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# **7. Monitoring & Evaluation**

The Company will monitor environmental actions through:

- Annual internal review
- Event-specific sustainability reflection (waste load, material use, energy consumption)
- Supplier and procurement tracking
- Feedback from participants and partners

Improvements will be integrated into future planning.

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## 8. Communication

This policy will be:

- Shared with all staff, volunteers, and contractors
  - Included in event packs for stallholders and partners
  - Published on our website (if applicable)
  - Communicated through training and briefings where needed
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## 9. Continuous Improvement

Seagull Media House CIC is committed to:

- Keeping up to date with best practice in environmental sustainability
  - Taking proactive steps to reduce environmental impact
  - Leading by example within our community and creative industry networks
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## 10. Policy Review

This policy will be reviewed annually or sooner if required.

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## 11. Approval

Last Reviewed: 2<sup>nd</sup> December 2025

Next Review Due: 2<sup>nd</sup> December 2026

Approval from Director(s):

Name: Kieran Lomas

Signature:  Signed by:  
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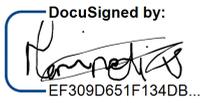
Approval from Advisors:

Name: Marina Oliveira

Name: Jasmine Woodard-Harris

Name: Josh Jenkins

Signatures:

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