



## SUSTAINABILITY POLICY

# MUSIC AT PAXTON SUSTAINABILITY POLICY

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## 1. PURPOSE OF POLICY

The purpose of this policy is to set out Music at Paxton's commitment to minimising the impact of Festival activities on the environment in response to the climate emergency, detailing the actions that all stakeholders can take to improve our overall environmental performance.

### Legislation

[Environment Act 2021](#)

[Environmental Protection \(Duty of Care\) \(Scotland\) Regulations 2014](#)

[Waste \(Scotland\) Regulations 2012](#)

[Climate Change \(Scotland\) Act 2009](#)

The policy will be reviewed in **October 2024**

## 2. SCOPE

All those connected with Music at Paxton have a role to play, and this policy sets out both shared and individual responsibilities.

The policy applies to:

- Music at Paxton staff and trustees
- Other associated personnel whilst engaged with work or visits related to Music at Paxton, including but not limited to the following: volunteers; consultants; contractors; programme visitors including musicians, journalists and politicians; Paxton House staff, trustees and volunteers
- Music at Paxton audiences

Where possible Music at Paxton and Paxton House will work together to ensure a consistent approach to sustainability.

### 3. POLICY STATEMENT

Music at Paxton recognises that urgent and collective action is required in response to the unprecedented climate change emergency, and the Board has set this as a priority for 2022 and beyond.

Whilst we believe that our work in bringing programmes of music and musicians to the communities of the Scottish Borders is important, we acknowledge the environmental impact associated with these activities. We are committed to actively minimising our impact on the environment, and will seek to develop and promote green event best practices across all of our operations.

#### Aims

- Comply with current environmental legislation and industry codes of practice;
- Seek to reduce the Festival's impact on the environment from pollution, emissions and waste across all operations;
- Communicate sustainability priorities effectively, raising awareness of our efforts and sharing best practice.

### 4. WASTE REDUCTION & RECYCLING

#### Existing measures

- We minimise the usage of paper-based promotional materials by carrying out the majority of our marketing activities electronically, including e-tickets for all events and communications via email where possible;
- We use uncoated FSC®Certified paper with EU Eco label and natural inks in our print publications where possible; we use double-sided black and white document printing, and we reuse used paper for printing drafts;
- We avoid the use of single-use plastics except materials that have previously been purchased and may be reused;
- We no longer purchase bottled water;
- We recycle materials in accordance with the Waste (Scotland) Regulations 2012: Paxton House has its own recycling bins and waste management policies and procedures.

### Next Steps

- Liaise with Paxton House to improve visitor recycling;
- Consider portion sizes with catering providers to minimise food waste;
- Purchase signage (when required) that uses materials from sustainable sources and that can be reused across multiple events.

## 5. WATER & ENERGY EFFICIENCY

### Existing measures

- As a small summer festival, Music at Paxton does not consume a large amount of power and has no need for additional on-site power generators: natural light is sufficient for many of our events, with any additional lighting run from the mains and switched off when not in use;
- The temperature in the Picture Gallery at Paxton House is thermostatically controlled to protect the paintings in situ: we have no control over this;
- Additional heating is not required at Paxton House for our events, since they are held over the spring and summer months;
- Paxton House has its own measures in place around water and energy efficiency and renewables, including energy efficient hand dryers in the toilets, LED lighting where possible, and restricting the use of lifts to visitors with additional access requirements;
- We encourage Festival staff and volunteers to adopt green habits such as the use of LED lighting in their home offices, switching off IT equipment when not in use, and closing down applications when not in use.

### Next Steps

- Consider undertaking a full energy audit when resources will allow, including data from Paxton House if available.

## 6. SUSTAINABLE TRAVEL

### Existing measures

- We actively discourage air travel and encourage our artists and visitors to travel by rail if possible: Berwick-upon-Tweed is well-connected by rail, and the railway station is situated on the East Coast Main Line;
- The festival management team stays in local accommodation during the festival, travelling together whenever possible to minimise excess mileage;
- We source accommodation for artists as close as possible to the Paxton Estate;
- Where possible, meetings are held remotely, to avoid excess travel;
- We provide detailed travel information digitally.

#### Next Steps

- Canvass visitors to determine whether a car-pool scheme would be desirable and/or used by visitors, resources permitting;
- Advertise to visitors the electric car charging points at Paxton House, due to be installed in time for the 2023 Festival.

## 7. LOCAL PURCHASING

#### Existing measures

- We continue to strive to use the most sustainable supplies within our budget, and we are committed to sourcing local suppliers and service providers where possible: our graphic designer is based in Berwick-upon-Tweed and we also use a Borders-based print provider;
- Visiting musicians stay in local accommodation, including on the Paxton Estate;
- Paxton House provides all on-site food and drink, and has its own policy around procurement and purchasing, including the sourcing of seasonal produce from local suppliers; where catering is not possible on-site, we support the only business in the village of Paxton – The Cross Inn – with menus that are prepared using locally sourced produce where possible.

#### Next Steps

- Ensure that suppliers are aware of, and comply with, venue sustainability requirements;

- Ensure that suppliers have their own sustainability policies in place, particularly regarding waste and recycling.

## 8. COMMUNICATION OF SUSTAINABLE INITIATIVES

### Existing measures

- Where possible, communications to all stakeholders are via email, and staff email signatures include a message to the recipient to consider the environment before printing the email;
- We keep staff, suppliers, performers and volunteers briefed informally throughout our interactions with them, providing more formal guidance where necessary at the contracting stage and during pre-production meetings (staff and volunteers);
- We communicate regularly with our Friends, Patrons, Benefactors and Sponsors via e-newsletters and surveys, minimising print and postage;
- Details of local public transport providers are included in print publications and on the Music at Paxton website;
- Details of local accommodation providers are also included in online and print publicity, and we encourage our visitors to make a longer trip out of their festival visit or make a return visit to the region, providing information on visitor attractions (e.g., Chain Bridge Honey Farm and Union Chain Bridge), local businesses (e.g., The Cross Inn, The Maltings Theatre Berwick) and other local events (e.g., Berwick's autumn festivals, the Borders Book Festival);
- Ticket-holders for the 2022 Festival will be emailed in advance with reminders that concert programmes and song texts/translations will be available to view on our website, but will not be available as hard copies: we will have posters with QR codes to enable onsite downloads.

### Next Steps

- Encourage members of the Friends scheme to include an email address in their contact information to enable us to move to surveys and newsletters via email only.

- Make all stakeholders aware of the sustainability measures we are taking in response to the climate emergency, and actively engage them in this activity, giving them the opportunity to provide feedback.

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#### VERSION HISTORY

<b>Version</b>	<b>Date</b>	<b>Change</b>	<b>Initials</b>
1	07/2022	---	EM