THE WRITERS' BLOCK

The Writers' Block — Environmental Responsibility Action Plan

Created February 2023. Updated October 2023, January 2025, May 2026, August 2026.
Reviewed annually by Director.

Area	Within our control?	Achieved (evidence)	Target / next step
Team travel	Yes — freelance team invoices and core team expenses.	• Annual business mileage extracted from finance data • Team and freelance travel emissions entered into Julie's Bicycle for 23-24 (3.01 tCO_2), 24-25 (1.87 tCO_2) and 25-26 (2.21 tCO_2). Year-on-year commentary held in Julie's Bicycle • Staff Travel Policy adopted by the board, February 2025, encouraging car sharing and public transport. • Car-sharing incentive (5p per mile) agreed by the board, February 2025. • Local practitioners used wherever possible — e.g. writers recruited locally for the Liskeard and Devonport projects. • Online meetings used as default; in-person meetings combined to reduce journeys.	• Make data on travel more granular by separating mode of transport and shared car journeys into separate nominal codes. • Annual figure entered into Julie's Bicycle and compared year on year. Where journey-level data is incomplete, a defensible estimate is used (total business miles ÷ average) rather than skipping the year. • Review whether the 5p incentive is changing behaviour; if not, consider a default-to-rail expectation for journeys over a set distance.
Audience travel	No — but we can survey how audiences travel to us.	• Public transport promoted in our "How to get here" information. • Outreach events programmed within easy reach of public transport where possible.	• Run occasional spot surveys at events to understand how audiences travel, and use the findings to inform venue and outreach choices.
Water	Partly — shared building; usage could be apportioned between tenants.	• Toilets are new and low water usage. • No washing up under running taps — practised since the sink area became available.	• No further action identified while the building is shared and usage is not separately metered.

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Energy use	Partly — shared building; separate metering for Ladder tenants planned.	• All bulbs are low-energy LED; lights turned off when not in use. • Electric heaters used only when needed; central heating installed and on timers, reducing electric heater use. • 100% renewable electricity supplier; gas from a carbon-neutral supplier.	• Solar panels: 16 panels on building roof. • Once The Ladder refurbishment is complete, work with RIFT to measure the building's carbon footprint and agree how it is shared between tenants.
Materials & purchasing	Yes — we control our own purchasing decisions.	• Most sustainable option chosen by default — e.g. 100% recycled, unbleached, no single-use plastic. • Local suppliers used; need carefully calculated to avoid over-purchasing. • Upcycling, repurposing and charity-shop sourcing used routinely.	• Write brief staff guidance on choosing suppliers and the most sustainable products, so good practice is consistent and not person-dependent. • Add a short sustainability question to the purchase-decision conversation for any significant order.
Food & catering	Yes.	• All catering is vegetarian and vegan. • Local suppliers and ethical brands used. • Quantities calculated carefully to avoid waste.	• Maintain current practice; capture it in the materials/purchasing staff guidance above.
Waste	Yes — though much overlap with other building users.	• Separate waste and recycling bins sited within the building. • Separate large bins outside for collections by Biffa and sorted at their facility • Need calculated carefully to avoid excess; low-waste suppliers used and packaging checked. • China cups used rather than disposable; no individual-portion packs bought.	• Write a short waste-management policy / staff guidance, including electrical waste. Good practice is already followed; this records it. • Waste cannot currently be split between tenants and one off hirers for measurement — no action while the building is shared.
Digital	Yes — though impact can only be estimated against industry figures.	• Large files shared via file-transfer services rather than email attachments. • Shared cloud storage cleaned up regularly; Teams chat used to reduce unnecessary email.	• Move to a green-credentialled website host at the next renewal **checking with Venn right now!
Banking & pensions	Yes — though impact can only be estimated.	• Initial research undertaken into ethical business current accounts.	• Continue reviewing ethical banking options; a switch has been held up by the difficulty of finding an account with both strong

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		• In **June 2021**, NOW: Pensions committed to a 2050 net-zero emissions target. To achieve this, the scheme overhauled its portfolio in **early 2024** to manage equities directly, allowing them to legally divest from companies that fail to meet strict climate and carbon-reduction goals.	environmental credentials and a workable user interface. Report to trustees when a viable option is identified.
Training & awareness	Yes.	• Carbon Literacy Training completed by core staff (HR Oct 2022, GD Feb 2023). • Action plan created and circulated to the team; new policies and procedures circulated and referred to in staff meetings.	• Refresh team awareness when the plan is reviewed; brief new freelancers on relevant policies (travel, purchasing) at induction.
Programme and creative practice	Yes — we choose our creative programme and commissioning decisions.	• Climate Poetry Writers Room **January 2025** • Climate poetry workshop **February 2026** • Celebrating& sustaining Cornwall's unique culture is one of our core themes, and Environment is a cross cutting theme. This means that Cornish landscape and sense of place recur across the programme — schools work, community projects and adult writing all engage participants with the place they live, providing organic prompts for environmental writing where writers choose to take them.	• Include environmental and nature themes in programme development where they organically fit the artistic brief, rather than as a bolt-on to projects where they don't belong. • Consider a partnership with an environmental organisation on a future programme strand.
Strategic / longer term	Partly — some strategic questions sit with the shared building.	• Three-year travel emissions history now held in Julie's Bicycle (23-24 to 25-26), enabling meaningful trend analysis and year-on-year comparison. • Environmental practice captured in organisational policies and staff guidance. • External consultation with Community Energy Plus (August 2026) confirmed we are doing what a small organisation in a shared building realistically can.	• Continue reducing what we control: travel, materials, waste, procurement, digital and programme choices. • We are not committing to a full organisational Net Zero target at present. As tenants in a shared building, some of the largest remaining reductions — around energy efficiency, heating and the building envelope — depend on the building itself rather than on us. We will keep working with our landlord on shared environmental goals, and revisit this position if the situation of the

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		• Ongoing liaison with our landlord (RIFT) on shared environmental goals for The Ladder building.	building or our organisational scale changes. • Carbon offsetting is not currently deliverable within our income structure: around 70% of our income is public funding, and restrictions on offset purchases from public money mean this route is not open to us at present. • This plan is reviewed annually to check it remains realistic and current.