

## NYJO Environmental & Sustainability Policy

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NYJO is a charity which has delivered excellent jazz provision since 1965. With a mission to level the playing field in jazz education, NYJO is a multidimensional organisation working in jazz education at all levels and all around the country. Partnering with organisations and individuals, NYJO delivers an extensive education and professional development programme, offering workshops, training, mentoring and performance opportunities to aspiring young musicians.

### Our Business

NYJO is an organisation that values everyone who contributes to and benefits from our work. We are a community of employees, freelance administrators and artists, guest artists, trustees, education partners, funders, audiences, young performers, students and project participants, and their families. For the purposes of this document, we will use the terms ‘professionals’, denoting employees, freelance administrators and artists, guest artists and trustees; and ‘beneficiaries’, denoting young performers, students, project participants and their families, and communities.

Amongst its professionals, NYJO recognises the different legal obligations inherent in relationships based on contracts of employment (ie staff) and contracts for services (ie freelancers). Whilst acknowledging the different contractual arrangements, we are committed to treating all professionals with equal and appropriate respect, and of fully engaging with and appreciating all who contribute to the success of our work.

Our organisation has a core team of 13 (approximately 8 FTE), and a wider team of around 20 freelance artistic professionals.

NYJO is based at Woolwich Works, where we hold our offices and the NYJO London Academy, as well as rehearsal and performance spaces for a wide variety of activity. Away from home, as a touring organisation our professional ensembles perform around 40 concerts a year in venues around the UK to a total audience of around 6,000 people per annum. Our international work is currently occasional and limited to Europe, but future work may take the ensemble(s) further afield.

### Our Impact

Though we have limited control over the environmental impact of the premises in which we work, we are committed to reducing the negative impact of our activities, in particular those relating to:

- Office-based systems, waste, and water use;
- Travel, including NYJO professionals’ travel and transport to events and performances;
- Goods and services (stationery, ICT and electronic equipment, furniture and cleaning);

- Business services (notably website, data and email server hosting and banking).

## Our Commitments

We are committed to understanding, measuring, improving and communicating our environmental performance and engaging NYJO professionals in this process. Our key areas of focus for reducing our impacts are:

- Cooperating with Woolwich Works' commitment to reduce energy and water use, reduce waste and increase recycling;
- Reducing the impacts of business travel and commuting, avoiding travel where possible by using Webinars and teleconferences, encouraging the use of low or zero-carbon travel modes (e.g. walking, cycling, journey sharing, travelling by public transport and train where possible for longer journeys and European travel, and avoiding flying journeys in England, Scotland and Wales);
- Integrating environmental and ethical considerations when choosing supplies and services for our business operations, especially stationery, equipment, furniture, cleaning, banking, website and email-hosting;
- Working with suppliers to reduce the impacts of our publications and events;
- Integrating digital teaching into our education provision, simultaneously deepening impact, widening reach and reducing travel requirements;
- Encouraging artists to move to electronic music sources, reducing our reliance on paper music copies and printing;
- Reducing our digital and ICT impacts.

In the event that NYJO opts for carbon-offsetting its unavoidable emissions, in particular from its business travel, we are committed to using best-practice carbon offsetting schemes or other best-practice alternatives such as carbon retirement.

We are committed to working with our professionals, suppliers, venues, funders and other external stakeholders, to ensure we consider and communicate the environmental impact of our activities. NYJO produces an annual report on our environmental performance and progress (in line with Arts Council England reporting requirements) which is made available both internally and externally.

## Policy Review

Policy last reviewed: September 2021
Policy approved by board: October 2021
Next review due: September 2023
Responsible Trustee: Paul Boniface

This policy was prepared using guidelines from Julie's Bicycle, [www.juliesbicycle.com](http://www.juliesbicycle.com).