



Environmental Action Plan

Penlee House Gallery & Museum Principles

Penlee House Gallery & Museum aims to be guided by sustainable principles in its day-to-day operations and its role and impact on the community.

Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

It is the responsibility of the Director, supported by the Penlee team, to ensure that these sustainable principles are followed. Health & Safety: Environmental Impact was made a standing item on the agenda at fortnightly staff meetings from October 2014.

Use of Resources

Penlee House Gallery & Museum aims to contribute towards a sustainable community by encouraging staff to purchase goods and services that cause the least harm to the environment.

- We will use Fair Trade products for all items which cannot normally be sourced locally, such as tea and coffee.
- Where feasible the gallery will only use recycled and renewable products from local sources.
- We will not knowingly use suppliers that do not adhere to sustainable principles.

Measures will be taken to reduce our consumption in the gallery of non-renewable resources.

- We will use Freecycle to dispose of unwanted materials.
- We will continue to be members of the Scrapstore.
- We will only use the printer when necessary and maintain the default setting on double-sided.
- We will only use recycled paper and paper products. If this is not possible in some instances, we will look for items that carry the FSC mark.
- We will recycle office toner and cartridges.
- We will recycle all paper and cardboard, plastic, glass and metal.
- We will introduce a kitchen caddy into the staff area to compost teabags and other compostable waste.

Energy and water usage in all our activities will be restricted and research is being made into an alternative energy resource, with the aim of reducing energy bills by 5% in 2015/16 and 10% by 2017/18. We will achieve this by:

- Initiating a switch-off campaign for all electrical devices overnight e.g. PCs and photocopier.
- Switching off office lights when not needed.
- Switching off gallery lights out-of-hours.
- We will replace all tungsten halogen light units in the gallery with low-energy LED lighting by 2018.
- We will explore the possibility of using solar panels to generate electricity for the art gallery. We will study the feasibility and cost in 2015/16 and, if practical and with the necessary permissions, aim to install in 2017.

Pollution

Penlee House Gallery & Museum will ensure that our activities minimise the use of chemicals which are harmful to the environment. We aim to have zero products harmful to the environment in the building by 2018.

- With the cleaning contractors, we will initiate a review of all cleaning products to check if they are environmentally friendly.
- We will review all products used in the exhibitions (in particular, paint) with a view to sourcing water-based alternatives.

Transport

We will encourage staff and volunteers to walk, cycle and use public transport and car share schemes for commuting and other work- related activities, bearing in mind the special needs of disabled people and the scarcity of public transport in rural areas around Penzance.

We will encourage visitors to catch the bus to the gallery by continuing to advertise the bus times and nearest bus stop on the website and on the printed leaflet.

Date of next review in October 2016.