

THE CLASSIC PROP HIRE COMPANY

Sustainability Policy

Scope	<p>The following document presents the Sustainability Policy of The Classic Prop Hire Company's, which includes the subsidiary companies' Seasons Textiles, Classic Modern and Number Eight. It covers our current policies and processes relating to environmental, social and financial sustainability.</p>
Purpose	<p>This policy communicates the actions and improvements we take to continually address and improve the environmental, social and financial sustainability of our business. It should act as both a declaration of organisational intent and as a reference guide of expected behaviour for our staff, clients, and stakeholders.</p>
Responsibilities	<p>This policy is designed with our company ethos of community in mind - we acknowledge that sustainability is an ongoing, active endeavour requiring the input and adherence of employees and stakeholders. As a result, we also encourage and expect all stakeholders to hold the company accountable for any non-compliance in this policy.</p>
Legislation	<p>The Classic Prop Hire Company commits to exceeding relevant sustainability and environmental regulations. Our management team will check and abide by all relevant regulations when making decisions.</p> <p>If, due to changing legislation or business practices, new laws or regulations become relevant, we will update our future Sustainability Policy's to include and address them.</p>

Commitments to Sustainability

01

We commit to start tracking our carbon footprint in 2024 and creating a Carbon Reduction Plan

03

We commit to creating dialogue with our suppliers about their sustainability processes and policies

02

We commit to being Net Zero by 2050 at the latest, in line with government advice

04

We commit to reviewing and updating this policy annually, with increasingly ambitious actions

I. Environmental Policy

At Classic, we believe that the UK film and TV industry should be able to lease and purchase props without creating unnecessary waste, carbon emissions or environmental damage.

Energy	<p>We operate a sensor system for all of lighting units, across all of our warehouse spaces and the majority of offices in order to avoid unnecessary power usage. We only use LED bulbs.</p> <p>We avoid wasting heat in our warehouses by;</p> <ul style="list-style-type: none">◦ Utilising heat lamps rather than space heaters to reduce lost heat in an environment with frequently open doors.◦ Employing a ‘heat the body, not the space’ approach by issuing warm clothing to all members of staff in warehouses, including flannels jackets, body warmers, thermal leggings and vests.
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<p>Travel</p>	<p>By acting as a hub of industry suppliers (prop houses in the Classic family as well as sub-tenants CompuHire, Arthouse Hire and MediScene) we are reducing the need for production staff to make multiple journeys to buy and collect props.</p> <p>We are located less than 10 miles from Pinewood and Shepperton Studios, 15 miles from Longcross Studios and 23 miles from Leavesden Studios. This minimises the average distance for drivers travelling from 4 of the UK's biggest studios.</p> <p>We participate in the Bike2Work Scheme to encourage our employees to commute sustainably by making it affordable.</p>
<p>Suppliers & Procurement</p>	<p>We reduce the need to purchase new props by keeping and repairing the same stock for years, with worn, torn or aged stock acting as added value to art departments rather than a reason to waste.</p> <p>We prioritise the purchase of sustainable alternative consumables including packaging, office goods and kitchen equipment.</p>
<p>Waste and Pollution Prevention</p>	<p>We offer separate waste streams in our offices and workshops to maximise the reuse, recycling and recovery of different materials. We employ separate streams for; general waste, mixed recycling, food and soft plastics. Additionally, we have textiles recycling available in our workshops.</p> <p>We have audited our waste management company to ensure their compliance with disposal laws and confirm the appropriate and most sustainable management of each waste type.</p> <p>We uphold the Reduce, Reuse, Recycle approach of the Waste Hierarchy to managing our stock.</p> <ul style="list-style-type: none"> ◦ Reduce: We have an in-house workshop which repairs all furniture and props as much as possible, reducing the need for more purchases. Reuse: If no longer suitable for film/TV use but still functioning as furniture or a prop, we donate to charities, film and drama colleges and/or schools. Repurpose: If no longer usable in its current form as a prop, we salvage all usable textiles, timber and materials for use in future repairs. Dispose: We only dispose of stock as a final resort, where items have zero value for resale or donation. Even then, industrial recycling is prioritised. ◦

II. Social Policy

Our employees, our clients and our suppliers are our community. As a result, we have a responsibility to promote the wellbeing and training of our staff members, while using our expertise and resources to support and influence the industry as a whole to be more sustainable.

Diversity & Inclusion	<p>We have conducted an internal pay benchmarking analysis, factoring in pay across under-represented groups and ensured fair pay between staff members of similar experience and expertise levels, regardless of factors such as gender, age, ethnicity, sexual orientation, gender identity and disability.</p> <p>We promote an inclusive recruitment policy by including a statement in all our job postings with a commitment to diversity, equity, and inclusion.</p> <p>We also run mandatory diversity, equity, and inclusion trainings for all employees, delivered by a qualified, external provider.</p>
Support and Wellbeing	<p>We recognise the importance of balancing fitness and work and offer a weekly morning Pilates class at the office with a qualified instructor.</p> <p>We employ a Flexible Working Policy to allow our staff to adapt their working hours to suit their circumstances.</p> <p>To ensure all employees have access to food and refreshments at work, we offer free lunch, fruit and hot drinks for all staff.</p>
Industry Commitment	<p>We meet with the leaders of other companies, including our competitors, to actively promote an open dialogue about important issues across the industry.</p> <p>We are proud to support industry training by hosting courses for the Art Department in collaboration with Talking Point, Screenskills, and CrewHQ. Additionally, we sponsor the annual British Film Designers Guild Award, celebrating and promoting the exceptional achievements within our sector.</p>

Charity Work	We are an industry partner of The Film and TV Charity, who work to promote financial security and physical and mental wellbeing through a network of professionals in the industry.
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III. Financial Policy

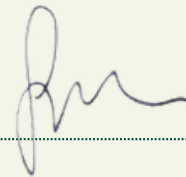
As a business, we can only exist to promote environmental and social good if we are profitable. We commit to balancing the books so we can continue to provide stable jobs, sustainable services and spread our positive influence throughout the industry.

Shareholders	<p>15% of our company is owned by our staff and over 25% owned by professionals in the film industry.</p> <p>Most of our employees have growth shares, allowing them to directly benefit financially from the success of the company.</p>
Employee Compensation	We are a London Living Wage Employer.

Ongoing Review

By signing below we agree that:

- this policy will be shared with and upheld by all staff at The Classic Prop Hire Company.
- this policy will be reviewed and updated annually by senior leadership.



Date: November 2024

Sara Wan

Co-founder and Chief Executive

THE CLASSIC
PROP HIRE COMPANY

CLASSIC
MODERN
PROP HIRE COMPANY

SEASONS
TEXTILES
PROP HIRE COMPANY

NUMBER
EIGHT
PROP HIRE COMPANY