

# Single Use Plastic Action Plan

## Dorset Council Single Use Plastic Task Group

Dorset Council has a designated Single Use Plastic task group to focus on making changes within Dorset Council. This group includes key representatives across the council including procurement, facilities, communications, Sustainability, estate & assets, waste (DWP) and environmental advice. The group also has three Councillors within the membership. The work to reduce SUP is being coordinated by the hosted partnership Litter Free Dorset.

## The Issue

It is estimated that around 50% amount of plastic waste we produce globally is packaging that is used just once. Single-use plastics are any disposable plastic item that is designed to be only used once. Single-use plastics are often used in packaging, consumer products, cosmetics and healthcare. Examples include: plastic bags, disposable utensils, beverage containers, balloons and wet wipes.

There are two key issues linked to this policy:

- 1. Plastic pollution is litter** - Plastic pollution is both a global and local issue that affects the natural and urban environment, the oceans, beaches and links to people's health and wellbeing. Dorset has some of the most beautiful countryside in Britain, numerous designations including the Jurassic coast, the AONB and a highly designated coast and inshore waters. All of which contribute greatly to the local economy and support a diverse range of habitats and species which are at risk due to plastic pollution. Plastic pollution from SUP found in our towns and villages is seen as not aesthetically pleasing as well as costly to clear up.
- 2. Plastic is a major contributor to climate change** - Chemicals derived from fossil fuel production are used to make almost all plastics. The more plastic made, the more petrochemicals are required. And the more petrochemicals required, the higher the demand for gas, oil and even coal. Therefore by reducing or removing SUP this will mean Dorset Council are helping to reduce the demand for fossil fuels, thereby reducing the CO<sub>2</sub> in the atmosphere. This will support the Dorset Council climate emergency work.

## Dorset council commits to:

### Leading by example

- Work with staff to ensure that SUP is reduced across our council buildings and services
- Embed the SUP policy into other key council strategies, policies and plans
- Where the use of plastics is unavoidable, Dorset Council will encourage the use of recycled plastics, supporting manufacturers that make products from locally sourced waste plastics

### Work with suppliers and contractors

- Ensure all Dorset Council suppliers have a SUP policy in place or demonstrate that they are minimising the use of single-use plastics in their service provision and are finding sustainable alternatives (where appropriate)
- The SUP policy is embedded in procurement and tender processes for Dorset Council

### Support Dorset

- Work with event organisers to eliminate SUP across all Dorset events held on council land and share guidance for this more widely.
- Continue to support local communities by sharing best practice, raise awareness, supporting and promoting positive initiatives, campaigns and actions for reducing waste.

## Single Use Plastic Action Plan – This is a working document

Key Objective: End the sale and provision of SUP products in order to phase out SUP use across Dorset Council and operations wherever possible.

Phase 1: Reducing single use plastic in Dorset Council offices

Phase 2: Reducing single use plastic in Dorset Council operations

Colour Key: Green = Short term, Orange = Medium term, Red = Long term

Stage 1	Objective	Action	Who is responsible?	Timescales
SUP Audit Summer 2019	To establish what SUP items, exist within Dorset Council office buildings	Facilities team to complete an audit of all SUP items in 14 Dorset Council Offices.	Facilities Team: Matthew Hodgett Lloyd Naerger David Pine	Audit complete by: 09.09.2019
SUP Task Group Meeting (1) DC Offices	To analyse the audit and create an action plan to reduce SUP	Litter Free Dorset to coordinate and facilitate the first meeting. Task group to coproduce the SUP action plan.	SUP Task Group	First meeting: 02.10.2019
SUP Policy	To create a SUP policy to set out the Councils commitment to reducing SUP	Litter Free Dorset to write a draft SUP policy and circulate amongst the task group.	Litter Free Dorset Sophie Colley	Draft sent by: 31.10.2019
SUP Task Group Meeting (2) DC Offices	To agree on the final SUP policy	Litter Free Dorset to coordinate and facilitate the meeting. <ul style="list-style-type: none"> <li>Final comments on the SUP action plan and policy before it is implemented.</li> <li>Discuss Phase 2 - Dorset Council operations</li> </ul>	SUP Task Group	Second meeting: 28.11.2019
Implement SUP policy	To implement the SUP policy	<ul style="list-style-type: none"> <li>Policy to be recommended to EAP</li> <li>Communication to inform employees of the reduction in single use plastic and how they can get involved</li> </ul>	Environmental Advice Team DC Communications & Engagement	December 2019

Implement SUP policy	To implement the SUP policy	<ul style="list-style-type: none"> <li>SUP Policy taken to Cabinet</li> <li>Mentioned in all Dorset Council team meetings</li> </ul>	Councillors Service Managers	January 2019
SUP Task Group Meeting (3) DC Offices	To re-cap on what has been removed and reduced so far	<ul style="list-style-type: none"> <li>Have all the actions been achieved?</li> </ul>	SUP Task Group	March 2019
<b>Action Plan – Which items are we removing, reducing and or replacing?</b>				
<b>Stage 1</b>	<b>Item</b>	<b>Action</b>	<b>Service Responsible</b>	<b>Timescales</b>
Action Plan <i>Remove, Reduce or Replace</i>	Plastic Stirrers - Remove	Procurement to put a stop on ordering anymore plastic stirrers. Teaspoons should be accessible to use in place of plastic stirrers.	Procurement	End of Dec
	Plastic Water Cups - Remove	Procurement have already put a stop on ordering water cups since April (stocks are still being used up). Facilities and Customer Services teams to discuss the most viable way of ensuring stocks of glasses for meetings are available.	Procurement Facilities	End of Dec
	Plastic Coffee Cups - Remove	Procurement to put a stop on ordering anymore plastic coffee cups for vending machines. Facilities to put notices on coffee vending machines stating – ‘you can use your own cup’	Procurement Facilities	End of Dec
	Tetra Pak Coffee Cups - Reduce	These will be reduced by encouraging staff to use reusable cups through various incentives and comms. <ul style="list-style-type: none"> <li>Reduced cost for using a reusable cup</li> <li>Mug library to be introduced by Litter Free Dorset</li> </ul>	County Hall Café Litter Free Dorset	End of Dec
	<b>Milk</b>			
	Milk Pots (12ml) - Remove	Milk pots that are provided to County Hall meeting rooms will be phased out (no more stock will be purchased) and flasks of milk will be phased in.	Facilities	End of Feb
	Plastic Milk Containers - Reduce	Milk provision for DC staff is being discussed by HR. The final decision from SLT will be January 2020.	Communication Team Cafes Service Manager	End of Apr

		<ul style="list-style-type: none"> <li>• 'Milk Clubs' are to be promoted to staff to encourage reduction of SUP and to reduce waste.</li> <li>• Milk provided by county farms in glass bottles is being considered. This is to be discussed with the café's Service Manager as an outcome of the SUP café review.</li> </ul>		
	<b>County Hall Cafe</b>			
	Plastic Cutlery – Remove	<p>All SUP cutlery including Vegware will be phased out.</p> <ul style="list-style-type: none"> <li>• The Café will offer metal cutlery to customers who wish to 'eat in'. If customers wish to 'take away' cutlery won't be provided.</li> <li>• Staff can bring their own cutlery to work and use the kitchens to wash the cutlery after use.</li> <li>• If customers are 'on the move' they can choose a refreshment which doesn't require cutlery.</li> </ul>	County Hall Cafe	End of Dec
	Plastic Water Bottles – Remove	<p>Water bottles will be removed from the café.</p> <ul style="list-style-type: none"> <li>• Communications will encourage staff to use reusable water bottles and prepare them for the change.</li> </ul>	Communication Team Cafes Service Manager	End of Feb
	Plastic Tubs - Reduce	<p>The tubs are currently Vegware. Vegware is a single use (plant based) plastic that can't currently be recycled in Dorset.</p> <ul style="list-style-type: none"> <li>• Staff can bring their own bowls to be filled up by the café for items such as pasta and fruit salad.</li> <li>• Longer term aspiration is to look at alternative forms of packaging.</li> </ul>	Communication Team Cafes Service Manager	End of Dec
	<p>Cling Film – Reduce</p> <p><i>Small amounts used for paninis, hummus pots and biscuits for meetings.</i></p>	<ul style="list-style-type: none"> <li>• Biscuits for meetings – trial use of small buffet trays which will be re-used</li> <li>• Paninis/hummus pots – viable alternative solution to be looked at</li> </ul>	Cafes Service Manager	<p>End of Dec</p> <p>End of Feb</p>
	Chocolate/ Crisp Packets - Reduce	Crisp packet recycling stations are now in place at County Hall / SWH and Princes House in order to raise awareness and increase	Cafes Service Manager	On- going

		recycling. The café at County Hall provide a range of products (healthy included) to give staff choices.	Review - Assets and Property team	
<b>Cleaning / Other</b>				
	Wet Wipes – Remove	Wet wipes have stopped being ordered.  Estate & Assets and Procurement to find an alternative to wet wipes for staff to keep there working environment clean.	Procurement Estate & Assets	End of Apr
	Cleaning products (1 time use)	These are provided through the cleaning contracts. Bottles should be able to be refilled and reused.  Procurement to look at the cleaning contractors and make sure that there is consistency with products used across all sites.	Procurement	TBC
	Bin Bags for recycling bins	Some DC offices use cardboard boxes instead of plastic bin bags to collect mixed recycling.  The recycling team at Dorset Waste Partnership (DWP) to speak to the facilities team to check what is currently happening across all sites with regards to recycling collection and look at practicalities or alternatives to reduce SUP.	Dorset Waste Partnership Facilities	TBC
	Printer Cartridges (single use)	The SUP policy will include that all external staff using DC offices moving forward should use printers that use reusable cartridges to eliminate single use.	Communication Team	TBC

