

## **TELFORD & WREKIN COUNCIL**

**CABINET: 8th October 2020**

### **REDUCING SINGLE-USE PLASTIC IN TELFORD & WREKIN UPDATE REPORT**

**REPORT OF: DIRECTOR: COMMUNITIES, CUSTOMER & COMMERCIAL SERVICES**

**LEAD CABINET MEMBER: COUNCILLOR CAROLYN HEALY, CABINET MEMBER FOR VISITOR ECONOMY, HISTORIC & NATURAL ENVIRONMENT AND CLIMATE CHANGE**

## **PART A) – SUMMARY REPORT**

### **1 SUMMARY OF MAIN PROPOSALS**

- 1.1 This report provides an update on progress made to date in fulfilling the Council's commitment to phase out single-use plastics by 2023. The last Plastic Free Telford Wrekin (PFTW) update was presented to Cabinet on 12 September 2019.
- 1.2 The Council has made a commitment to:
  - Remove single-use plastics from the Council's operations and activities, replacing them with sustainable alternatives by 2023;
  - Continue to support national plastic free campaigns such as Refill;
  - Develop an action plan that sets out how the Council will reduce its own use of single-use plastic, and how the Council will encourage and promote plastic free initiatives borough wide;
  - Establish a community group to help achieve our aspiration for the borough to become a certified Plastic Free Community;
  - Report back to Council with a report on progress.
- 1.3 The report sets out progress and achievements to date, including national recognition received by our Catering and Cleaning teams who received the Association for Public Service Excellence (APSE) Green Innovation Award in January 2020. Section 4.2.3 of this report sets out further detail of the improvements made by Catering, Cleaning and a range of other services across the Council.
- 1.4 Progress has also been made towards achieving plastic free status for the Borough. A Telford & Wrekin Plastic Free Community Taskforce has been set up with representatives from schools, universities, businesses, community groups, employers and Town & Parish Councils. In January 2020, Hollinswood Primary School and Nursery, a member of the Taskforce, was the first school in Telford & Wrekin and Shropshire to achieve Plastic Free School status. To encourage more schools to get involved in reducing single-use plastic, we are working in partnership with the British Ironwork Centre, who created the Knife Angel that came to Telford

in March 2019, on an innovative new project to create an educational Schools' Ocean Trail of thirty fish sculptures that will be decorated to highlight the impact that single-use plastics and climate change are having on the environment.

- 1.5 Moving forward, it is proposed to incorporate the planned future actions to address the issue of single-use plastics set out in Appendix 1 of this report into the Council's wider Climate Change Becoming Carbon Neutral Action Plan due to the direct link between the production of plastics and climate change. Progress against these actions will next be reported in February 2022.

## **2 RECOMMENDATIONS**

- 2.1 That Cabinet notes progress to date with removing single-use plastics from the Council's operations and activities and replacing them with sustainable alternatives as identified in Appendix 1 and approves the proposed new actions focussing on the leadership and engagement with the Community to work towards Telford and Wrekin's Plastic Free Borough status.
- 2.2 That Cabinet approves the reporting of Single-use Plastics in Telford & Wrekin as part of the Climate Change Becoming Carbon Neutral Action Plan which will be reported to Cabinet in February 2022.

## **3 SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	<i>This initiative will contribute to the following community priorities:</i> <ul style="list-style-type: none"> <li><i>Our environment is protected and the Council and has a leading role in addressing the Climate Emergency.</i></li> </ul>
	Will the proposals impact on specific groups of people?	
	No	
<b>TARGET COMPLETION/ DELIVERY DATE</b>	<i>April 2023.</i>	
<b>FINANCIAL/ VALUE FOR MONEY IMPACT</b>	Yes	<i>The financial implications arising from the action plan at Appendix 1 of this report are mainly in the form of officer time which will be met from within existing resources. Costs incurred for marketing materials in relation to communication campaigns will be met from existing budgets or the capacity funding previously allocated, of which there is £14.6k remaining. The Greener Living Fair Event will be funded from the events budget should it go ahead in 2021.</i> <i>MLB 10.09.20</i>

<b>LEGAL ISSUES</b>	Yes	<i>There are no legal issues arising out of this report. PM 21.08.20</i>
<b>ENVIRONMENTAL IMPACT</b>	Yes	<i>The aim of this initiative is to have a positive environmental impact by reducing single-use plastic within the Council and across the Borough. A key priority will be to focus more towards obtaining a Plastic Free accreditation for both Telford &amp; Wrekin towns and a Borough-wide status. The action plan in Appendix 1 also includes specific measures that we will use to show the impact of action taken.</i>
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	No	<i>Local businesses, organisations and residents are major stakeholders and need to be engaged effectively in the development and delivery of this campaign. In addition, this engagement will provide an opportunity for the Council to learn from innovative solutions that other local organisations have already developed and implemented.</i>
<b>IMPACT ON SPECIFIC WARDS</b>	No	<i>Borough-wide impact</i>

## **PART B) – ADDITIONAL INFORMATION**

### **4 INFORMATION**

#### **4.1 Background**

- 4.1.1 The UK Government published its 25 Year Environment Plan in January 2018, which includes a target of “achieving zero avoidable plastic waste by the end of 2042”. DEFRA’s new waste and resources strategy 2018/19 also sets out a number of plastic waste reduction reforms to help the Government achieve its ambitious plans for a greener future. This includes proposals for further financial incentives to change consumer habits and greater responsibilities for retailers and manufacturers.
- 4.1.2 Single-use plastics can include any disposable plastic item which is designed to be used only once e.g. plastic bags, disposable utensils, wet wipes, razor blades, food wrappers and plastic lids. Plastic waste is one of the greatest environmental challenges facing the world today. The UK estimates that there are currently more than 150 million tonnes of plastic in the world’s oceans, and 100,000 sea mammals and one million birds die from eating or becoming tangled in plastic waste each year. 320,000,000 tonnes of plastic were generated globally in 2016. This is set to double by 2034. (sas.org.uk)
- 4.1.3 Plastics, which do not biodegrade but photodegrade (meaning they slowly breakdown into smaller fragments) are known as microplastics. During the

breakdown the toxic chemicals used in their formation are released into the environment. These pass into water supplies, rivers, seas and through farmland, where they are absorbed by plants and animals, and thus enter the food chain which includes the human food chain.

“Microplastic pollution may be largely invisible, but it’s having a potentially devastating effect on our natural environment – especially as it can be mistaken for food by some of our smallest ocean creatures, which are then eaten by bigger creatures as part of the food chain. Ministers are right to be concerned about the impact of bags, straw and single-use coffee cups on our environment, but we musn’t ignore the threat from tiny bits of plastic too” (Friends of the Earth 22 Nov 2018)

4.1.4 Although the benefits of plastic are undeniable, the global ability to cope with plastic waste is already overwhelmed. As well as increasing levels of public interest in plastics, there has been much national and local government recognition.

WRAP Plastics Market Situation Report 2019<sup>1</sup>. The not-for-profit-organisation, the Waste and Resources Action Programme (WRAP) produced an updated Plastics Market Situation Report in October 2019. This report provides in-depth information on economic, market and regulatory trends affecting the capture and recycling of plastics in the UK.

4.1.5 Conservationists have warned that the coronavirus pandemic could spark a surge in ocean pollution after finding disposable masks floating like jellyfish and waterlogged latex gloves scattered across sea-beds. New mandatory rules require people to wear face coverings when visiting shops and other locations and it has been reported that if every person in the UK wore a single-use plastic facemask every day for a year, it could create 66,000 tonnes of contaminated waste and 57,000 tonnes of plastic packaging together making up a huge 123,000 tonnes in total (Business Green – July 2020). Worldwide this parallels to 194 billion disposable face masks and gloves being used every month, according to a report in the Environmental Science and Technology journal, and will take up to 450 years to fully break down if they end up in the sea.

4.1.6 Images of popular UK beauty spots devastated by plastic pollution have become the norm and since lockdown has been lifted there has been an visible increase in plastic pollution and we have already seen a growth in Personal Protective Equipment litter in the borough putting pressure on our waste and recycling systems to cope with the sheer volume of material needing to be dealt with.

4.1.7 There are a growing number of villages, towns and cities that have reduced the use of avoidable single-use plastics in their community and have been recognised as plastic free communities by Surfers against Sewage ([www.sas.org.uk](http://www.sas.org.uk)). Becoming a plastic free community is not about removing all plastic; it is very much focused on avoidable single-use plastics. Newport was awarded Plastic Free Community status by Surfers Against Sewage in September 2019 and Hollinswood Primary School & Nursery became the First Plastic Free-School in Shropshire in January 2020.

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<sup>1</sup> <http://www.wrap.org.uk/plastics-market-situation-report-2019>

- 4.1.8 The Council recognises that it should be leading the way, in educating the public, encouraging our staff to take action and providing an example of what can be achieved in replacing single-use plastics with more sustainable alternatives. Our strategy is divided into two main parts:
- Single-Use Plastic Free Council;
  - Single-Use Plastic Free Community.

## **4.2 Single-Use Plastic Free Council**

4.2.1 The commitment to removing single-use plastics from the Council's operations and activities and replacing them with sustainable alternatives by 2023 encompasses a range of activities and products. It requires participation by a wide number of teams and services to ensure it is achieved. A cross Council group of officers continues to meet and includes representation from:

- Catering
- Cleaning
- Communications
- Community Support
- Facilities Management
- ICT
- Neighbourhood Services : Waste & Recycling
- Procurement

4.2.2 The Council officers group will continue to engage with the Environment Scrutiny Committee and welcomes their continued involvement in the Plastic Free and Climate Change Agenda within the Borough.

4.2.3 In addition to the progress reported in September 2019, work on this agenda over the last year has delivered further change in our internal activities and beyond. The Council has continued to reduce and remove single-use plastics from its operations and activities, as set out in Appendix 1. Achievements include:

- The Association for Public Service Excellence National Innovation (Facilities Management) Green Innovation Award was received in January 2020 by our Catering and Cleaning Teams. Both teams have been doing much to reduce their environmental impact including:
  - **Catering Team:** 'Bronze Food for Life Award' – a food standards award which also includes supporting a sustainable approach to serving school meals.
  - Initiatives undertaken include returning recyclable packaging back to suppliers and the use of fully compostable plant-based disposables.
  - Reduced the use of Clingfilm, plastic pots and other single-use plastics in our school kitchens.
  - Introduced a large pergal milk machine into Café Go which has reduced the use of single-use plastic by 20 bottles per week.

- Purchased 300 re-useable coffee cups for use in Café Go.
  - Introduced Vegware products into schools. We have recently increased the fully compostable provision allowing schools to comply with Covid-19 safety requirements and deliver hot meals to the children.
  - **Cleaning Team:** ‘Green Achievers Award’ – initiatives include removing desk bins in corporate buildings to encourage use of recycling stations.
  - Core products now used are the Jangro Enviro Range these are concentrated in 1 litre containers, reducing packaging and storage.
  - Replaced all bin liners with a more sustainable alternative within Council sites and the school sites for which the Council provides a catering and cleaning service. Total amount purchased 43,400 bags.
- Installed a milk vending machine at the Council offices that delivered 1200 litres of milk to staff in 6 weeks (10<sup>th</sup> February to lockdown).
  - Carried out a waste audit within two main offices (Addenbrooke & Darby House) and removed bins in favour of one bin on each floor reducing the number of general bins and thus liners used. This also has a co-benefit of encouraging people to recycle correctly.
  - Installed water fountains at Wellington Leisure Centre, Newport Leisure Centre, Addenbrooke House, Darby House, Oakengates Leisure Centre, Horsehay Golf Centre, Madeley Ski and Snowboard Centre and Telford Ice Rink to allow re-fills (currently not in operation due to Covid-19 restrictions).
  - Conducted a sample audit of all single-use plastics with a range of Council service areas and replaced plastic stationery purchased through the corporate contract with more sustainable alternatives, for example removed the option to purchase punched/polly pockets and all books and pads containing either glue or plastic.
  - Produced Environmental Guidance for Procurement, inserted questions to tender documents, included requirements to the procurement intentions, the procurement plan and the contracts register to allow for review and monitoring.
  - At all TWC organised events it is a priority to ensure suppliers and the public can reduce and recycle their waste and ensure our events are sustainable models. This will continue to be evidenced at future events by working together with a specialist waste company to reduce, recycle and reuse waste, as piloted at the Festival of Imagination event in Ironbridge in September 2019.
  - The Place Theatre – since September 2019 the theatre bar has reduced its single-use plastic by 85%. Plastic straws have been replaced with a bio-degradable option. Single-use plastic bottles have been replaced with glass bottles or recyclable aluminium cans and reusable, branded cups/glasses have been introduced. Recycling bins are identifiable in the bar area and used by staff and patrons.

4.2.4 Moving forward, the Council will particularly focus on reviewing the use of products purchased that contribute to microplastic pollution including clothing/uniforms, laundry products, skin-care products and wet wipes and raise awareness of car tyre plastic pollution and promote how to make a difference to reduce this.

4.2.5 The Council is committed to continue and build upon successes to date and to identify further opportunities for the Updated Action Plan (Appendix 1), to further research what other local authorities are doing and continue to seek employee suggestions.

### **4.3 Single-Use Plastic Free Community**

4.3.1 The Council is committed to play a key role in reducing the effects of single-use plastics within the Borough and further afield. As agreed by Cabinet in September 2019, the Council has set up and worked collaboratively with the Plastic Free Taskforce, made up of a wide range of local organisations, to ensure the impact is borough-wide. The Council recognises and welcomes the work that a growing number of local organisations are already doing to address this issue. The current members of the Taskforce are:

- AO
- Harper Adams University
- Hollinswood Primary & Nursery School
- Madeley Town Council
- Oakengates Town Council
- Sustainable Newport
- Telford & Wrekin Council
- Telford Priory School
- Telford Shopping Centre
- The Wrekin Housing Trust
- Transition Telford
- University of Wolverhampton
- Veolia
- Wellington Town Council

4.3.2 The Council continues to aspire for Telford and Wrekin to become a recognised, certified Plastic Free Community, in accordance with the Surfer's against Sewage framework ([www.sas.org.uk](http://www.sas.org.uk)) and is working to evidence that the 5 objectives are being met:

- Local Governance – Telford & Wrekin Council passed a resolution to support plastic-free community status, leads by example to remove single-use plastics from Council premises and also promotes the campaign in the community (achieved in July 2019);
- Local Businesses – a target number of businesses commit to removing at least 3 single-use plastic items (see Paragraph 4.3.7, 4.3.8);
- Community Groups and Organisations – a flagship employer and a range of other community organisations (educational establishments and community groups) support the campaign (see Paragraph 4.3.9);
- Community events – run at least two community events a year to promote reduction of single-use plastics (see Paragraph 4.3.4, 4.3.9, 4.3.10);

- Steering Group – set up a steering group with representatives from across the community (achieved in October 2019), this group will then submit the application for plastic free community status and develop future plans.
- 4.3.3 During its inaugural year the Plastic Free Taskforce agreed a number of priorities to support achieving recognised, certified Plastic Free Community status as detailed in 4.3.2. and delivered achievements to date (see Appendix 1.)
- 4.3.4 Members of the Taskforce, Council staff and community volunteers supported Wellington Town Council with a Refill Action Day on 14 October 2019 and 12 businesses signed up on the day. A further community action day (litter pick plastic free relay event involving Wellington, Madeley and Oakengates Town Councils, along with Telford Town Park and Hollinswood Primary School & Nursery) was planned for 30 March 2020, but unfortunately was not able to go ahead due to the lockdown and Covid-19 restrictions. Further face to face community action days and community education events have been temporarily placed on hold until such time they can be safely rearranged and will form part of the Updated Action Plan (Appendix 1). In the meantime the Taskforce focussed on a virtual campaign and linked in with the rearranged Great British September Clean (September 11<sup>th</sup> – 27<sup>th</sup>). Particular focus was given to the plastic waste generated by disposable face masks and gloves. Volunteers were sought internally within the Council, the Climate Change Champions and through the Community Taskforce to highlight the issue, offer alternatives and used social media to share these messages.
- 4.3.5 During the year a number of social media campaigns were carried out including:
- #greenXmas campaign – selfies were created about to how to have a sustainable Christmas, reaching an audience of 297.6k;
  - Single-use Plastic Free February 2020 Challenge - a 10 week challenge to encourage people to commit to making 5 changes to reduce their single-use plastic usage, reaching an audience of 316.4K;
  - World Environment Day 5<sup>th</sup> June 2020 reaching an audience of 509.6K. We also asked residents to share photos of the borough's wildlife to demonstrate biodiversity and received 502 entries.
- 4.3.6 The Council will create an Environmental Awareness Events calendar that will be added to the Sustainable Telford & Wrekin Website to highlight national and international activities, including Plastic Free July 2021. Specific events will be chosen to promote plastic-free action campaigns via a range of social media platforms which will ultimately feed into the web-page.
- 4.3.7 The Taskforce has added a range of case studies featuring local business, schools, groups and organisations to the [Sustainable Telford & Wrekin](#) website, which was launched in February 2020, to further promote the plastic free agenda and to enable the sharing of ideas, experiences and best practice within the Borough.
- 4.3.8 Over the next year, a priority for the Council and Taskforce will be to develop a Green Guide which will provide practical advice for local businesses and other organisations on how to improve sustainability, including reducing single-use

plastics and their carbon footprint. The Green Guide will be a cross-cutting project between the Climate Change Partnership and Plastic Free Taskforce. A separate project group will be established to enable this project, which will include two volunteers who have come forward from the Plastic Free Taskforce.

4.3.9 The Council and the Taskforce will continue to work with the borough towns of Newport, Madeley, Oakengates and Wellington to obtain Town or Parish Plastic Free accreditation. The Taskforce has also approached other borough towns to see if they are also interested in working towards plastic free accreditation, this will contribute to the wider Borough Plastic Free accreditation. The Gorge Parish Council support this in principle and will be making a declaration to be plastic free at their October meeting. Great Dawley Town Council will be also be taking plastic free accreditation forward as an agenda item at their October meeting. The Council and the Taskforce will continue to work with businesses and schools to achieve the Borough status. Representatives of the Taskforce recently attended the Interfaith Council to encourage faith groups to get involved in reducing single-use plastic and further meetings are planned with the Primary and Secondary Schools Forums and local business networks.

4.3.10 The Council has just commenced work on a new educational project, in partnership with the British Ironwork Centre. The Council, working with the Taskforce, will enlist the help of primary and secondary school groups, local businesses and volunteers in the project as a way of encouraging these organisations to reduce their usage of single-use plastic and contribute towards achieving plastic free status. The Taskforce will facilitate featuring the educational display at an event during 2021 with the potential of creating a display during Spring/Summer 2021.

## **5 PREVIOUS MINUTES**

5.1 Motion for Full Council dated 25 July 2019

5.2 Cabinet report dated 12 September 2019

## **6 BACKGROUND PAPERS**

6.1 None

**Report prepared by Clare Webb, Climate Change & Sustainability Project Support Officer. Telephone: 01952 388130 Email: [clare.webb@telford.gov.uk](mailto:clare.webb@telford.gov.uk)**

## APPENDIX 1 – Updated Single-Use Plastic Free Council / Community Action Plan

### 1.1 Single-Use Plastic Free Council

ACTION	WHO	TIMEFRAME	SUCCESS MEASURE	STATUS	COMMENTS
Replace all bin liners within Council sites and schools (including school kitchens)* with compostable alternatives (*schools where Telford & Wrekin Council provide Cleaning/Catering Service)	Cleaning Services - Group Manager	September 2019	Number of bin liners replaced with a more sustainable alternative	Completed	Sustainable bin liners are being used in all our Council buildings.  Catering have purchased 9,400 bags.  Cleaning have purchased 34,000 bags.
Waste audit within Addenbrooke & Darby House to measure waste/recycling levels. This will be followed by an internal communication campaign and a bin purge (remove excess bins from floors within Council buildings) to encourage waste reduction and greater use of recycling bins.	Facilities Management - Team Leader	October-December 2019	Increased weight of plastic waste collected for recycling plus a reduction in number of plastic bin liners used	Completed	Bins were removed in favour of one bin on each floor.

<p>Install mains-fed water dispensers in public/reception areas of 7 key buildings to enable visitors and employees to refill and reduce use of plastic water bottles:</p> <ul style="list-style-type: none"> <li>• Darby House</li> <li>• Wellington Civic and Leisure Centre</li> <li>• Oakengates Leisure Centre</li> <li>• Newport Pool</li> <li>• Horsehay Golf Centre</li> <li>• Madeley Ski and Snowboard Centre</li> <li>• Telford Ice Rink</li> </ul>	<p>Facilities Management - Team Leader</p>	<p>November 2019</p>	<p>Usage of water fountains per site (will require sub-meters to be installed)</p>	<p>Completed</p>	<p>Water stations are in situ but currently not in use (water supply switched off) due to Covid-19 restrictions.</p>
<p>Replace plastic stationery purchased through the corporate contract with more sustainable alternatives, such as:</p> <ul style="list-style-type: none"> <li>▪ Cardboard ring binders</li> <li>▪ Compostable dividers and document wallets</li> </ul>	<p>Procurement &amp; Commissioning - Procurement Team Leader</p>	<p>December 2019</p>	<p>Reduction in single-use/limited use plastic stationery purchased through corporate contract</p>	<p>Completed</p>	<p>Notebooks have been changed to metal ring binders and we have blocked the purchase of punched/polly pockets; books and pads which contain plastic or glue, as well as cups, lids and stirrers which contain single-use plastic. The number of deliveries to buildings has been reduced significantly.</p> <p>We continue to recycle pens via Hollinswood Primary School Initiative.</p>

Run a pilot deposit scheme for re-usable coffee cups in Café Go and if successful, assess the costs and benefits of rolling out a borough-wide scheme (to be discussed with taskforce)	Catering Services - Group Catering Manager	September 2019	Number of cups being purchased/returned	Completed	Approx 300 cups have been purchased and are in use at Cafe Go. We will continue to use the branded cups at events and within schools.
All Council tender evaluations to include 10% weighting for environmental impact (to include climate change and plastic pollution)	Procurement & Commissioning - Procurement Team Leader	October 2019 and ongoing	Environmental changes recorded in successful bidders' document (now incorporated into contract monitoring documents)	Completed	Website and procurement plan have both been updated.  The contracts register will be updated to evidence the detail.
Remove plastic packaging from ICT equipment delivered from hardware suppliers for laptops and mobile phones	ICT Services	January 2020	Reduction in plastic packaging from ICT hardware deliveries (compared to October-December 2019 baseline)	Completed	This has proved difficult to review retrospectively but new environmental guidance has been produced, questions added to tender documents, requirements added to the procurement intentions, the procurement plan and the contracts.

Extend replacement of single-use plastic items implemented in Café Go (straws/milk containers/condiment sachets) to school sites (where the Council provides the Catering Service) – also to cease the use of cling-film across the Catering Service	Catering Services - Group Catering Manager	September 2019	Reduction in single-use plastic used in school kitchens	Completed	Vegware products are now in schools.
Promote the 'single-use plastic challenge' (10-week challenge to encourage people to commit to making 5 changes to reduce their single-use plastic usage)	Corporate Comms - Communications Officer	Pilot with Council employees from 23 October 2019/external launch January 2020	Number of people participating in the challenge	Completed	146 people signed up to the challenge.
Provide an option for Council employees to purchase milk in plastic free containers, delivered to Council Offices	PFTW Project Lead	October 2019	Take-up of offer by Council employees	On hold	Milk Vending machine was installed and successfully used and 1200 litres of milk were delivered from the launch date of 10 <sup>th</sup> February until lock down (6 weeks in total). Due to Covid-19 restrictions the Milk Vending machine has been removed for now.

<p>Install an outdoor water dispenser in Southwater (as above) and review usage to assess costs and benefits of installing additional dispensers in key outdoor locations e.g. Town Park/Ironbridge/T50 walking route.</p>	<p>biT - Building Services Engineer</p>	<p>April 2020 (tbc with Severn Trent Water)</p>	<p>Usage of water fountain</p>	<p>On hold</p>	<p>Covid-19 restrictions have severely impacted this initiative therefore we will keep it under review.</p>
<p>Plastic-free event trial – with single-use plastics to the furthest extent eliminated by insisting all vendors and suppliers consider their usage of single-use plastic from bottles and receptacles to zip ties and straws. This would mean vendors would need to commit to source glass and aluminium drinks bottles and reusable cups and drinks containers. We will also run a refill scheme (either by hiring mobile fountains or through a standpipe) and will trial a deposit return cup scheme. Waste will be collected by a company that will sort and recycle all event waste.</p>	<p>Culture &amp; Well Being - Arts &amp; Culture Manager</p>	<p>September 2019 (Festival Hub – Dale End Park, Ironbridge)</p>	<p>Reduction in plastic waste collected</p>	<p>On hold</p>	<p>This will continue to be evidenced at future events by working together with a specialist waste company to reduce, recycle and reuse waste, as piloted at the Festival of Imagination event in Ironbridge in September 2019. In 2020 this was due to be much stricter and clearly messaged to all. Since the outbreak of Covid-19 all Council run community events have been cancelled. However, at all future TWC organised events it is a priority to ensure people can recycle and reduce their waste.</p>

Environmental impact to be included in the summary impact assessment section of Cabinet reports to ensure that consideration is given to climate change and the impact of single-use plastics.	SMT - Commercial Services / Business Development & Employment	December 2020	Ongoing review of reports and information provided related to environmental impact.	In progress	Work has been delayed due to the Covid-19 response but is now being revisited.
Encourage staff to bring reusable water bottles into the office via internal communications.	Corporate Comms - Communications Officer	December 2020	Reduction in plastic bottle disposal	New	
Car tyres are a major source of ocean microplastics – promote via internal communications how Fleet Services and staff can help to reduce vehicle tyre plastic pollution.	Corporate Comms - Communications Officer	December 2020	Number of views	New	
Review the use of products purchased that contribute to microplastic pollution within Council service areas to eliminate the purchase of the products.	PFTW Project Lead & Procurement Commissioning Team Leader	December 2021	Review batch analysis	New	

Review single-use plastic used in our Care sector: first aid / medical equipment, disposable aprons, vinyl/latex gloves are not widely recyclable – research and replace with sustainable alternatives where possible.	PFTW / Service Delivery Manager – My Options	February 2022	Review batch analysis	New/on hold	<p>Due to the Covid-19 increase in PPE requirements in the care sector the review is on hold.</p> <p>We will research and explore options to formulate a plan to enable us to move forward with making changes once we are able to step out of the current robust regime.</p>
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## 1.2 Single-Use Plastic Free Community

ACTION	WHO	TIMEFRAME	SUCCESS MEASURE	STATUS	COMMENTS
Deliver Refill action day	PFTW Project Lead	October 2019	Number of refill stations added on Refill App/social media coverage and engagement	Completed 14 October (Wellington Town Centre)	<p>Campaign successfully promoted through social media and the local press.</p> <p>12 businesses signed up on the day.</p>

<p>Support Parish Town Plastic Free Status &amp; Borough Status Accreditation.</p> <p>Council Officers and Members of the Taskforce will make contact and attend Parish Council Steering Groups, community forums, local business initiative event days and steering groups including:</p> <ul style="list-style-type: none"> <li>▪ Interfaith Council</li> <li>▪ British Youth Council</li> <li>▪ Chamber of Commerce</li> <li>▪ Telford Growth Hub</li> <li>▪ Federation of Small Businesses</li> <li>▪ Primary Heads and Secondary Heads Forum</li> <li>▪ The Business Environmental Support Scheme for Telford (BESST)</li> </ul>	Plastic Free Taskforce	December 2021	Accreditation awarded	On going	
Recruit Climate Change Champions Volunteers to communicate widely with residents to encourage behaviour change.	PFTW Project Lead	2020 / 2021	Number of volunteers	New and on going	Induction events to be held monthly.

Community Action Days – at least 2 to be held open to everyone to raise awareness - including Litter pick relay (postponed from 30 March 2020) virtual day or week of litter pick promotion via social media and link with Hollinswood School Litter pick activity	PFTW & Plastic Free Taskforce	2020 / 2021	Community engagement and participation	New	
A Green Guide - establish a sub group of the Plastic Free Taskforce and Climate Change Borough Partnership to develop an online resource to support local businesses.	Plastic Free Taskforce & Climate Change Borough Partnership	Spring 2021	Publication promoted and shared via social media / website	New	
Explore a Greener Living Fair event: a celebration of Sustainable Living with variety of stalls offering advice and information on a host of greener living topics and inviting local businesses to take part.	PFTW & Culture & Wellbeing Service Manager	Spring/Summer 2021	Number of businesses taking part and community participation	New	
Promote how to stop personal protective equipment becoming plastic pollution - switch to re-useable face coverings.	PFTW Project Lead & Plastic Free Taskforce	September 2020	Success of social media campaigns.	New	

Consider introducing new Terracycle recycling programmes for non-recyclable products including biscuit and cracker wrappers, crisp packets, pet food packaging and cheese packaging recycling at Council and Parish buildings.	PFTW Project Lead / Parish & Town Council Borough Partnership Working Group	Spring 2021	Success of social media campaigns to increase recycling collected.	New	
Provide an option for schools to purchase a Pergal milk machine to deliver milk in plastic free containers	Catering Services - Group Catering Manager	Summer 2021	No of schools taking part	New	
The Council will work with the Taskforce on a new educational project. With help from schools the Taskforce will facilitate creating the educational display at an event during Spring/Summer 2021.	PFTW Project Lead PF Taskforce	Spring/Summer 2021	Community engagement and participation	New	