

PLASTIC CLEVER COUNCIL INITIATIVE ACTION PLAN – 19th JUNE 2018

Task	What needs doing	Who by	Progress and when by?	Task Completed
1. Assessment of single use plastic use by GBC. Undertake an audit of the single use plastic that we currently use across GBC as part of our own activities.	1a. Internal article on single use plastics to highlight issue and encourage departments to look at ways to reduce use of single use plastics.	Mark Hurst	RMc has sent out an email to all staff April 2018. Will have a further 4 page article on the campaign on single use plastic in particular 'Kids Against Plastic' Winter contact will be sent out 20/11/18	Yes
	1b. Internal email to staff to clarify what can and cannot be recycled in the offices and where to deposit items.	Christine Pitcher (via Katie Walters)	Completes-all staff aware.	Yes
	1c. Undertake audit at Civic Centre and depot.	Christine Pitcher	Audit completed and items removed - March 2018. Have some single use items still being used from old stock but no more will be purchased.	Yes
	1d. Undertake audit at Leisure centres.	Kate Morris	Leisure centres audit completed, awaiting summary and actions. - May 2018. Vending machines are in contract until 2019 so can't change that before unless manufacturers change it themselves. The hot drinks machines in the leisure centres no longer use plastic cups. Awaiting confirmation of the goggles sold in	No

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	1e. Undertake audit at Community Centres.	Lance Juby/Rachel Wade	the centres and that they're non plastic. Community centres only have proper cutlery now, the Council now have a single plastic clause in the booking form for children's parties.	Yes
	1f. Source branded reusable cups and bottles for staff usage.	Kate Morris	250 DNA water bottles to be sourced and handed to staff.	No
	1g. Review drinks machines in areas such as the depot and leisure centres for use of plastic cups.	Christine Pitcher	The depot has had a chilled water cooler installed for use by the PASC team, we have also provided them all with refillable plastic bottles so they can fill these and take them out with them. They had asked if we could provide cups for the machine but due to the plastics policy we gave them bottles instead.	Yes
	1h. Review of procurement activity in terms of plastic cutlery, stirrers, milk sachets etc in Civic meeting rooms.	Christine Pritcher	All replaced - March 2018. Still have a few left to use from old stock. Milk cartons are now in recyclable packaging. Mark Hurst to discuss with Veolia whether they can recycle them at the next JWMC in October 2018.	Yes

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	1i. Review of stationery items for plastic content	Mike Hill (Via Alison Ball)	Not yet started.	No
	1j. Deposit recycle bins in offices and kitchen areas in all council buildings.	Christine Pritcher/Kate Morris/Rachel Wade	Completed June 2018. Leisure and Community Centres need a further review.	In Part
	1k. Waste bins in town centre areas adapted to enable separation of waste.	Mark Hurst	Looking at the option of 3 way separation. After discussion with Mel Cryer prices have been obtained for two way separation bins for litter/recycling. 5 bins to be purchased	No
	1l. Investigate possible installation of water fountains at key locations.	Christine Pitcher/Johyn Evens	This project needed input from engineering. A suitable location was found in the park and the fountain purchased. There were then some issues with install due to cladding on the building so a frame work/plinth had to be manufactured. A few designs were sent back and forth and one was agreed on. This design went to	No

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			manufacturers, there was then a major delay from the steel manufacturers and little communication from them. A new fabricator has since been found they have the design and plinth should be manufactured in the next few weeks. Plumber ready to install once plinth is in position. Water fountains in GCP and Arnot Park anticipated to be working by early November 2018	
2. Assessment of single use plastic use by partners and contractors. Seek the support of our key partners and contractors and get them to commit to support similar actions.	2a. Meet with partners (CCG, DWP, Police) and contractors to discuss the issue, identify areas where changes can be made and encourage commitment to these changes.	Mike Hill/ Mark Hurst/ Councillors	Not yet started (Note: City Council for GCP, bar and catering providers etc)	No
	2b. Build this issue into future contract proposals.	Mike Hill (via Alison Ball – procurement)	Not yet started - December 2018	No

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	2c. Apply pressure to County/ Veolia to clarify and improve the recycling contract.	Mike Hill/ Mark Hurst	Mark Hurst to obtain an update at next meeting.	No
	2d. Raise our plastic friendly intentions at the Business Partnership Forum.	Russell Davies	Discussed at forum meeting - April 2018	Yes
	2e. Discuss with manufacturers about their production and use of plastic containers.	Cllr Hollingsworth	To be raised with Cllr Weisz and the Climate Change Group	No
	2f. Contact Wilkens the printers in Colwick to see what they can do for us.	Cllr Hollingsworth	Initial contact made but need to arrange a meeting - July 2018 <i>Cllr Hollingsworth to chase response and raise with Climate Group</i>	No
	2g. Talk to supermarkets about the potential of introducing plastic free aisles.	Cllr Hollingsworth	Not yet started - October 2018 Suggestion of possibly working together with the climate change group.	No

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3. External communications campaigns run to highlight these issues to influence behaviour of businesses and residents	3a. Contacts magazine article.	Rob McCleary	Article to be in the Winter 2018 Contacts magazine.	No
	3b Press release, TVs at Civic Centre and social media campaigns on council progress.	Rob McCleary	Continuous-article with the Meeks, 4 pages on Plastic Clever and 'Kids against Plastic' campaign in Winter contacts	Yes
	3c. Look at external communications on what are recyclable plastics and what are not (linked to 1)	Mark Hurst/ Rob McCleary	We will use the bin reminder system to keep reinforcing this message and the Council's social media outlets.	Yes
	3d. Communication to coffee shops and food businesses on encouragement of reduction of plastic cups or that they are recycled. Encourage customers to bring their own reusable cups.	Sam Palmer/Nicola Bryant	Work with the Meek family to deliver scheme. Consider GCP café as flagship . Process in place with the family and a check list to be completed by local businesses.	Yes

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	3e. Prepare recycling information for display on street bins and waste vehicles.	Mark Hurst/Rob McCleary	Vehicle signage fitted End of May/early June.(picture attached)	Yes
4. Look at plastics use at Council events and venues/ facilities	4a. Discourage the use of Chinese Lanterns and balloons as part of booking form.	Lorraine Brown	The Council does not allow Chinese lantern and discourages the use of all single use plastics. Tender pack for corporate events updated June 2018 so that potential contractors are fully aware of the Council's expectations to reduce single use plastics at events.	Yes
	4b. Assess plastic use and negotiate change with providers.	Lorraine Brown	Arnold Carnival Food Tender form updated to include section on plastics/recycling etc.	Yes
	4c. Specify how waste can be separated and disposed of.	Lorraine Brown	In the process of obtaining 6 clear front bins to enable it to be clear to	No

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			public what can be out disposed of in each of the bins. Section in the tender pack to say food waste must be taken off site. Tender also refers to recycling as a priority.	
	4d. Could we have a stand at the Arnold Carnival to promote the anti-plastic message?	Mark Hurst	Meek family to be invited to share a stand with waste team – attended the carnival.	Yes
	4e. Investigate possibility of holding a plastic 'expo' event in the borough with partners in the future	Lorraine Brown/Cllr Hollingsworth	Possibly utilise other local existing events - November 2019. Cllr Hollingsworth to discuss this with the Gedling Climate Change Group.	No

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