

## Single Use Plastic Working Group Action Plan

Action	Date	Group Member
Make the Defra Waste & Resources Strategy executive summary available to the group	Completed	CL
Speak to Planning and Licencing about developing wording around the 'expectation that avoidable single use plastic will not be used at the event' in a WODC event licence.	Completed	LC
Keep the Working Group appraised of progress with 'Plastic Free Coleford' project	Ongoing	CL
Create a Single Use Plastic webpage on the WODC website	In progress	LC/ICT
Cllr Al-Yousef to speak with Andrew Smith regarding a communications campaign and identify suitable initiatives.	Completed	Cllr A-Y
Engage with Leisure providers and encourage the elimination of Single Use Plastics	30 <sup>th</sup> April 2019	CL/Leisure
Circulate the Publica Single Use Plastic Audit to the Group	Completed	LC
Seek to embed Single Use Plastic principles in the procurement process	30 <sup>th</sup> July 2019	CL
Engage with café owner in Elmfield to eliminate single use plastics for takeaway containers and cups.	TBC - awaiting advice from Estates.	LC
Write a letter to central Government to lobby for the 2042 deadline to eliminate avoidable plastic waste in Defra's 25 year Environment Plan to be brought forward	30 <sup>th</sup> April 2019	CL
Develop "Single Use Plastics Top Tips" to encourage both staff and the public to reduce single use plastic usage via the website, social media, press statements	Completed	LC
Invite a staff representative onto Working Group	Completed	CL/LC
Contact Property Services regarding the cost of switching from plastic milk bottles to re-usable glass	Completed	LC
Contact Waste team for tonnage data for plastics and other waste streams e.g. glass for comparison	Completed	LC
CL to share Plastic Free Coleford design guide	Next meeting date (TBC)	CL
Contact North Leigh School re. link to their website	In progress – awaiting response	LC
Develop draft comms plan	In progress	AS/LC
Set up meeting staff representatives to discuss staff engagement and internal comms	In progress	LC
Share tonnage data.	Next meeting date (TBC)	LC