

Draft (subject to Cabinet consideration)
Single Use Plastic Action Plan (April 2021- March 2023)

Objective	Action ref.	Action	Responsibility	By when?	Update
Corporate / Procurement and Sales					
Procurement Pipeline	P1	Work with Low Carbon Economy Team to identify priority 'environmental' procurements (PEP's) within the Council's Procurement Pipeline	Procurement/Low Carbon Economy Team	*April 2021 – March 2023	Ongoing with process to be formalised in FY 2021/22.
	P2	Low Carbon Economy Team to work with services areas on PEP's to develop and strengthen specification in relation to environmental credentials.	Low Carbon Economy Team and Service Areas	*April 2021 – March 2023	Ongoing with process to be formalised in FY 2021/22.
	P3	Procurement to work with Low Carbon Economy Team to develop opportunities within the evaluation process – generally and specifically for PEP's - to measure and score environmental considerations e.g., Themes Outcomes and Measures (TOMS), Selection Questionnaire	Procurement/Low Carbon Economy Team and Service Areas	*April 2021 – March 2023	Ongoing with process to be formalised in FY 2021/22.

*To be reviewed quarterly.

Procure to Pay Process	P4	Low Carbon Economy Team and Procurement to work with Payment Income and Support Team to identify opportunities to reduce small orders and consequent reduction in CO2.	Procurement/Low Carbon Economy Team/Payment Income and Support Team and Service Areas	*April 2021 – March 2023	Initial meetings have taken with Bunzl (supplier of janitorial products) and responsible teams to initiate pilot exercise to reduce small orders
	P5	Procurement and SUP Task Group to work with Payment Income and Support Team to identify and, where possible, reduce/eradicate SUP orders across the Council	Procurement/SUP Task Force/Payment Income and Support Team and Service Areas	*April 2021 – March 2023	Payment Income and Support Team have provided initial information on sky litter usage to SUP Task Force
Local, Regional and National Engagement	P6	Procurement to promote and influence where possible the reduction of SUP locally, regionally and nationally	Procurement/Local, Regional & National Partners	*April 2021 – March 2023	Local influence – County Durham Procurement Family established. Regionally – working with North East Procurement Organisation via Collaboration North East Nationally – Head of Service Procurement, Sales & Business

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					Services chairs National Social Value Task Force
Policy and Strategy	P7	New Procurement Strategy includes Social Value and Climate Change Action Plan which specifically highlights SUP which will also be incorporated within the forthcoming Social Value Policy Statement.	Procurement	2020 - 2024	New Procurement Strategy has been launched
Sales	P8	Environmental and SUP initiatives to be incorporated within the Council's commercial activities and delivery.	Procurement and Sales/Service Areas	*April 2021 – March 2023	Ongoing initiatives via central Sales Team and Service areas including EDF Social Value regional initiative and Energy Management and Sustainability SLA.
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DCC Catering Services					
Remove the use of unnecessary single use plastics in catering	C1	Promote the DCC reusable cup to staff.	Catering Services / Communications	*April 2021 – March 2023	713 reusable cups sold to date. Further promotion to take place when DCC locations are fully open.

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services and source alternatives to SUPs.	C2	Source alternatives for SUPs across DCC's catering services.	Catering Services	*April 2021 – March 2023	Under regular review.
	C3	Identify SUP use in Culture and Sport catering venues and develop a reduction strategy for implementation.	Catering Services / Culture & Sport	*April 2021 – March 2023	Canned water to be introduced at Freemans Quay Leisure Centre and at Durham University (via Marlish Water supplies). Alternatives to SUPs have already been implemented in catering services.
	C4	Develop communication messages to the customer in relation on achievements so far with regards to the reduction of SUP's within DCC catering sites.	Catering Services / DCC Communications	*April 2021 – March 2023	More signage required in order to raise awareness of SUP alternatives across DCC and partner organisations.
	C5	Design and plan new takeaway concepts for the new civic menu roll out that incorporate the elimination of SUP's.	Catering Services / DCC Communications	*April 2021 – March 2023	DCC catering services to introduce SUP alternatives in the new civic building.

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Consumer Protection Services					
Influence traders and street operators to seek alternatives to single use plastics.	CP1	Review the DCC Licensing Act Policy in order to incorporate the reduction of or alternatives to SUPs where possible, subject to conditions.	Consumer Protection	*April 2021 – March 2023	DCC Statement of Licensing Policy updated, references a ban on straws being readily available, takeaway boxes and cups made from expanded polystyrene in line with national legislation.
	CP2	Review the DCC Street Trading Policy in order for alternatives to SUPs be provided where possible, subject to conditions.	Consumer Protection	*April 2021 – March 2023	All traders will be encouraged to sign up to the Single Use Plastics Pledge. Briefing note to be developed for traders regarding updated legislation.

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					The DCC Street trading policy review date has been put back to at least 2022/23 as a result of Covid, work backlog and a queue of policy revisions already on the forward plan
	CP3	Review the DCC Market Operator Agreements in order to influence the use of SUPs.	Consumer Protection	*April 2021 – March 2023	Limited progress in this area to date, consumer protection to contact Nobles as part of initial SUP reduction engagement. Changes to market management arrangements and contracts may occur by the end of 2021/beginning of 2022.
DCC Children & Young Peoples Services (Education)					
	E1	Continue to encourage all schools to sign up to the SUP pledge and	CYPS / Waste Management	*April 2021 –	

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		provide advice and support to aid them to reduce their single use plastic usage in school		March 2023	
	E2	Make explicit links with the second Climate Emergency Response Action Plan about how waste management and the reduction of plastic consumption / enhanced reuse and recycling can support the targets and aspirations.	CYPS/ Waste Management/ Low Carbon Economy Team	*April 2021 – March 2023	
	E3	Link the UN Sustainable Development Goals and the issue of SUP's in new learning opportunities for schools. Direct links to Goals 12, 13 and 15	CYPS	*March 2023	
DCC Highways					
Source alternative uses for plastics where possible.	H1	Continue with trials of using pelletised plastic within road construction and feedback on the future viability of expanding the scheme across County Durham.	Highways	*April 2021 – March 2023	DCC trial of plastic roads to be rolled out where possible across highway specifications. Social value meeting to be held with Kier and procurement.

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Waste Management					
Promote awareness of sustainable waste management practices and encourage behavioural change in relation to the use of SUPs.	W1	Provide key communication to the public in relation to how SUPs can be prevented and recycled in conjunction with wider waste awareness messages.	Strategic Waste Management / DCC Communications	*April 2021 – March 2023	2020 SUP communication produced. Plan to be updated for 2021/22.
	W2	Provide key educational talks to schools and community groups in relation to sustainable waste management practices in relation to SUPs.	Strategic Waste Management	*April 2021 – March 2023	Ongoing. 16 specific SUP talks were delivered Oct-March 2020. These are currently on hold due to the pandemic.
	W3	Consider the provision of expanding further street recycling provision across County Durham following feedback from the reintroduction of the Durham City trials.	Strategic Waste Management	*April 2021 – March 2023	Trials ongoing, currently issues with contamination, however bins act as a public reminder.
	W4	Work with external partners to promote SUP reduction campaigns to the public e.g. promotion of Northumbrian Water's Refill Campaign.	Strategic Waste Management	*April 2021 – March 2023	271 locations across County Durham are registered on Northumbrian Water's Refill app map.

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	W5	Engage with Change Advocates to raise awareness of SUPs and their alternatives.	Transformation & Partnerships / Strategic Waste Management / Facilities	*April 2021 – March 2023	DCC Climate Change Champion network has been developed as part of the County's Climate Emergency Response. SUP messages to be promoted via this network.
	W6	Review all DCC owned buildings to ensure the internal recycling schemes are being used in the correct manner.	Transformation & Partnerships/ Strategic Waste Management / Facilities Management / Communications	*April 2021 – March 2023	Ongoing. Internal audits to be established once buildings reopen. All partners to engage.
	W7	Investigate options in relation to DCC registering Walkers Crisp packet collection points across County Durham.	Strategic Waste Management / Facilities / Culture & Sport	*April 2021 – March 2023	Beamish Museum and the Land Registry have introduced this scheme. DCC trialling in County Hall, nearly 10,000 packets were sent back to Walker's Crisps to be recycled in May 2020.
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Culture & Sport					

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Promote and implement methods to reduce the amount of SUPs used.	CS1	Promote the SUP message to producers and traders at both Bishop Auckland Food Festival and Seaham Food Festival, giving priority to those traders who demonstrate a commitment to the reduction of SUPs.	Culture, Sport & Tourism	*Ongoing	This procedure is in place. Information is shared with producers about environmental impact, and our expectations from them including sustainable waste management.
	CS2	Commitment to reduction of SUPs at Gala Theatre, Empire Consett and Bishop Auckland Town Hall. This will include replacement of plastic bar glasses with plastic-free alternative, elimination of the sale of water in plastic bottles, replacement of ice-cream and popcorn tubs with compostable alternatives.	Culture, Sport & Tourism	*August 2021 - March 2022	Completed for Gala. The successes will be rolled out to the other cultural venues.
	CS3	Roll out of successes to other Culture & Sport run facilities.	Culture, Sport & Tourism	*August 2021 - March 2022	Ongoing.
	CS4	Encouraging all festivals and events partners to go plastic-free, and transition from SUPs to sustainable alternatives.	Culture, Sport & Tourism	*August 2021 - March 2023	Ongoing.

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External Partner Engagement					
Work with external partners in order to reduce and provide alternatives for SUPs.	EP1	Continue the development of a 'plastic free network' with Durham BiD in relation to providing key messages around sourcing alternatives to SUPs.	Durham BiD / DCC Task Group	*April 2021 – March 2023	SUP pledge and network being regularly promoted via Durham BiD newsletters.
	EP2	Continue to promote Northumbrian Water's Refill Campaign across County Durham.	Northumbrian Water / DCC Task Group	*April 2021 – March 2023	19 June 2020 was National Refill Day. There are 271 Refill stations registered across County Durham. The National Refill day scheduled for 2021 is 16 June.
	EP3	Encourage organisations and partners to join the North East Nature Partnership's Environmental Accreditation Scheme.	NEEP/ DCC Task Group/ Partners.	*April 2021 – March 2023	Ongoing.

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	EP4	Replicate best practice examples of reusable / washable food containers.	Durham University Catering / DCC Task Group	*April 2021 – March 2023	Trials to be expanded across other colleges. 525 reusable containers have been issued to students in advance of the pandemic. Other partners to investigate.
	EP5	Adopt the Environment Agency's staff communications scheme and promote plastic free days to staff.	Environment Agency / DCC Task Group	*April 2021 – March 2023	Further internal engagement required to DCC staff and via Partner organisations
	EP6	Promote beach clean ups with staff and external partner organisations. Carry out surveys on beach litter for the Marine Conservation Society and support Great British Beach Clean and World Oceans Day. Train 5 volunteer beach clean leaders to carry out beach cleans.	SeaScapes/Heritage Coast / DCC/ Partners	*July 2021 – March 2022	Previously Heritage Coast completed: <ul style="list-style-type: none"> • 21 events • 450 bags collected engaging 431 volunteers. 80% plastic content collected from beaches and sent to BIFFA for recycling.

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		Work with schools and colleges to promote SUP and raise awareness of plastic in the marine environment.			
	EP7	Actively engage in the development of a Source to Sea Plastic Free Wear Catchment programme.	Wear Catchment Partnership/DCC/Partners	*June 21 to June 22	Initial scoping meeting held. Development workshop to be held October 21
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Communications					
Develop a communications plan in order to raise awareness of the SUP issue with the public and interested parties.	C1	Promote the work of the SUP task group via regular updates and features within Durham County News and other platforms.	DCC Communications Team	*April 2021 – March 2023	SUP articles featured in Spring & Winter editions of DCN.
	C2	Ensure that residents are informed of both why and when alternatives to SUPs are being used.	DCC Communications Team & SUP Task Group	*April 2021 – March 2023	See SUP website: www.durham.gov.uk/singleuseplastics

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	C3	Ensure that clear information of the different types of plastic, identifying what can and cannot be recycled is provided to residents.	DCC Communications Team & SUP Task Group	*April 2021 – March 2023	See SUP website: www.durham.gov.uk/sin-gleuseplastics
	C4	Provide residents with an opportunity to identify how SUPs usage can be reduced.	DCC Communications Team & SUP Task Group	*April 2021 – March 2023	See SUP website: www.durham.gov.uk/sin-gleuseplastics
	C5	DCC and partners to offer reward schemes for the use of alternatives to SUPs.	DCC Communications Team & SUP Task Group	*April 2021 – March 2023	See SUP website: www.durham.gov.uk/sin-gleuseplastics
	C6	Develop a plastic information network across County Durham via a web based hub.	DCC Communications Team & SUP Task Group	*April 2021 – March 2023	We have a total of 301 sign ups to date Individuals 192 Schools 38

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					Businesses 42 Community Groups 29

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