

Haringey Council

Single-Use Plastics (SUP) Policy

What are single-use-plastics (SUP)?

- The Institute for European Environmental Policy defines an SUP as: ‘any disposable plastic item which is designed to be used only once.’

Examples include - containers, wet-wipes, straws, bottles and carrier bags. Often many products have SUP lining too – such as disposable coffee cups and many takeaway food containers.

Plastic waste is one of the greatest environmental challenges facing the world today.

The UK government 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 each year from eating or becoming entangled in plastic waste. In the UK we consume an estimated 38.5 million single use plastic bottles every single day – with only 60% of these being recycled. Over 700,000 end up being littered every day, with many that will end up in the ocean and harming wildlife, our natural environment and the planet.

Haringey Council, as a large employer and procurer of goods and services, is well placed to help tackle the issue of Single Use Plastics. Our priority is to tackle the unnecessary use of SUPs across our own services and in our buildings. This will be done by both encouraging our staff to modify their behaviours and by changing our own practices around purchasing and procurement.

This policy supports the ambition set out in the Borough Plan, specifically Place Priority Objective 10 – a cleaner, accessible, and attractive place. This objective targets waste minimisation, which this policy will help achieve through reducing the consumption of SUPs.

Our Vision:

To reduce the consumption of single use plastics across the Council and its services. Becoming a London leader in best practice for SUP reduction. Achieving this by using education, awareness, and behaviour change principles as well as improving our own supply chains, influencing our partners and rethinking our practices.

Our objectives:

- 1) Work to eliminate the avoidable use of SUPs across Council offices
- 2) Work in partnership with schools to eliminate avoidable SUPs
- 3) Audit the organisation to assess all of the Council’s commercial and service uses of SUPs and develop solutions
- 4) Improve procurement practices to reflect the commitment to reducing SUPs in Haringey

This action plan accompanies the SUP Council Policy. It lays out all of the actions already completed, actions that are ongoing, and future actions planned for the Council. Each action is matched up to the specific objective that it helps achieve from the policy.

Objective 1: Work to eliminate the avoidable use of SUPs across our offices and workforce.

- a) **Action:** Give out reusable coffee cups to new members of staff and encourage them to use these instead of buying coffee in disposable cups.
- **Time frame:** Completed on 13.01.20.
 - **Funding:** HR
 - **Lead officer(s):** HR - Gemma Villalobos, Yiota Nicola and Sophia Johnson.
 - **Update Oct 20:** Reusable coffee cups are provided to new members of staff who attend Corporate Induction. Due to Covid pandemic, Corporate Induction is run virtually, we have not been able to continue providing cups at induction.
- b) **Action:** The Council will no longer order plastic cups for water dispensers. Once current stock runs out, these will be replaced with alternatives. This will save 85,000 plastic cups in 2020.
- **Time frame:** By September 2020.
 - **Funding:** Existing budgets in Facilities Management.
 - **Lead officer(s)** Operational Facilities Management – Darren Butterfield
 - **Update Oct 20:** Current stock are still being used due to reduction of visitors to buildings. No new SUP cups are currently being purchased. Alternative options have been found and are going through the process to confirm they can be fully recycled via our current office recycling collections.
- c) **Action:** The Council will use reusable receptacles in its civic buildings to replace SUP cups.
- **Time frame:** Upon reopening Council Buildings.
 - **Funding:** Existing budgets in Facilities Management.
 - **Lead officer(s):** Operational Facilities Management - Darren Butterfield
 - **Update Oct 20:** This will be risked assessed to ensure suitable receptables can be used for the type of building use and Environment. Glasses were introduced at the Civic Centre before it closed. Glass would not be suitable in a customer care service area and these areas would use recyclable cups.
- d) **Action:** George Meehan House has swapped out plastic stirrers, lids, cups, individual milk containers and cutlery for non-plastic alternatives. They have also banned the use of confetti cannons and artificial confetti. Reducing SUP consumption at events such as citizenship ceremonies and weddings.
- **Time frame:** Completed.
 - **Funding:** None needed.
 - **Lead officer(s):** Staff Waste Reduction Network – Paul Oram, Aaron Scorse and Alison Woodcraft
 - **Update Oct 20:** This was completed last year, no new updates.

- e) **Action:** Develop and support the Staff Waste Reduction Network. This staff run network will work on waste and plastic reduction goals and help with communications.
- **Time frame:** Completed.
 - **Funding:** None needed.
 - **Lead officer(s):** Staff Waste Reduction Network with support from all services – Paul Oram, Aaron Scorse and Alison Woodcraft
 - **Update Oct 20:** The network is still running, but activity has scaled back with the majority of the workforce being at home during the pandemic.
- f) **Action:** Develop an on-line advice page to encourage staff to reduce the amount of SUP while working from home.
- **Time frame:** By Autumn 2020.
 - **Funding:** Officer time.
 - **Lead officer(s):** Staff Waste Reduction Network, with advice from Waste Services (as a high number of staff are borough residents) – Paul Oram, Aaron Scorse and Alison Woodcraft
 - **Update Oct 20:** In progress.
- g) **Action:** Recycling bins at back of RPH have been locked. This has reduced contamination, meaning the Council can recycle more waste and reduce costs in waste disposal.
- **Time frame:** Completed.
 - **Funding:** No costs.
 - **Lead officer(s):** Operational Facilities Management – Darren Butterfield
 - **Update Oct 20:** Completed
- h) **Actions:** Closed loop recycling will be used for coffee machines in our Civic buildings, so that all coffee pods are captured and recycled.
- **Time frame:** Upon reopening Council Buildings.
 - **Funding:** No costs.
 - **Lead officer(s):** Operational Facilities Management – Darren Butterfield
 - **Update Oct 20:** This was set up with the coffee machine supplier. Coffee machine lease has ended and is being returned whilst the Civic Centre building is closed.
- i) **Action:** All new members of staff to be given induction information setting out the SUP policy and offering tips about how to avoid SUP waste.
- **Time frame:** Starting in 2020.
 - **Funding:** No costs.
 - **Lead officer(s):** HR - Gemma Villalobos and Yiota Nicola.
 - **Update Oct 20:** Staff induction is currently running virtually. Will be progressed once staff are back in the office again.

- j) Action:** River Park House podium café introduced 10p charges for disposable coffee cups and salad pots.
- **Time frame:** Upon reopening Council Buildings.
 - **Funding:** No costs.
 - **Lead officer(s):** Café staff / Carbon Management – café staff / Joe Baker
 - **Update Oct 20:** New operator of the Café will be procured. The new operator will be expected to charge for disposable cups.
- k) Action:** Haringey branded reusable coffee cups sold at the podium café in River Park House. Encouraging people to stop using disposable cups.
- **Time frame:** Brought ready to use upon reopening Council Buildings.
 - **Funding:** Carbon Management.
 - **Lead officer(s):** Carbon Management - Joe Baker
 - **Update Oct 20:** Cups have been brought and waiting to be handed to the new café operator.
- l) Action:** Food waste bins will be trialled in River Park House. To reduce contamination of recycling and reduce waste.
- **Time frame:** Trial within 3 months of return to office.
 - **Funding:** Existing waste budgets.
 - **Lead officer(s):** Waste Services and the Staff Waste Reduction Network – Nathan Vear
 - **Update Oct 20:** Not yet confirmed because of Covid-related restrictions and with offices either being shut down or operating with reduced capacity.
- m) Action:** Run a campaign with MochaDifference to introduce a coffee cup recycling scheme and increase uptake of reusable cups in River Park House.
- **Time frame:** Starting in 2021.
 - **Funding:** No costs.
 - **Lead officer(s):** Waste Reduction Network in partnership with London Energy – Paul Oram, Aaron Scorse and Alison Woodcraft.
 - **Update Oct 20:** This will take place once there is a significant shift back to office working e.g. after April 2021 at the earliest.
- n) Action:** investigate a milk delivery service (in glass bottles) to Alexandra House and River Park House. To reduce staff's consumption of SUPs.
- **Time frame:** Not yet confirmed due to COVID and offices are shut down.
 - **Funding:** TBC
 - **Lead officer(s):** Future Ways of Working – Accommodation – Beth Kay
 - **Update Oct 20:** To be piloted in new Team Day space as part of the proposed Team Day “offer”, start date not yet confirmed due to COVID.

- o) Action:** Increasing recycling rates across Council buildings.
- **Time frame:** Not yet confirmed due to COVID and offices are shut down.
 - **Funding:** Existing budgets.
 - **Lead officer(s):** Staff Waste Reduction Network / Operational Facilities Management / Waste Services – Beth Kay/ Darren Butterfield/ Nathan Vear
 - **Update Oct 20:** Not yet confirmed due to Covid related restrictions and with offices being either shut down or operating with reduced capacity.
- p) Action:** Highways will implement bio-degradable bags (glassine and kraft paper) when issuing parking tickets, replacing plastic packaging.
- **Time frame:** Completed.
 - **Funding:** Existing budgets - saving.
 - **Lead officer(s):** Parking – Ben Jackson
 - **Update Oct 20:** Parking Enforcement have introduced PCN bags made from degradable substrates. The substrate for the face is glassine paper. It starts from 100% sustainably managed forests and is 100% degradable and recyclable. The reverse of the bag and the release paper are made of kraft paper which is 100% biodegradable and is natural chlorine free product. The only part of this product not biodegradable is the reverse adhesive which is a waterproof hot melt solvent. This though, can go through the recycling procedure

Objective 2: Work in partnership with schools to eliminate avoidable SUPs

- a) Action:** North London Waste Authority (NLWA) delivered waste reduction, plastics, and recycling lessons, workshops, and assemblies at two Haringey schools.
- **Time frame:** TBC – if schools are able to support this with social distancing measures.
 - **Funding:** NLWA.
 - **Lead officer(s):** NLWA - Waste prevention officers – Nathan Vear
 - **Update Oct 20:** Due to Covid-related operating measures, schools are not currently able to receive visitors. Discussions are ongoing with NLWA about their support to schools.
- b) Action:** Encourage schools to sign up to the Surfers Against Sewage Plastic Free Schools Pledge. This monitors and track progress when schools make the Surfers Against Sewage plastic free schools pledge.
- **Time frame:** Spring Term 2021.
 - **Funding:** No direct cost.
 - **Lead officer(s):** Waste Services / NLWA / Education / Schools – Nathan Vear

- **Update Oct 20:** No activity has taken place due to operational constraints and because of capacity in schools. The activity needed for delivery will be reviewed in Q4.
- c) Action:** Create a section on the website for Plastic Free Schools. Have advice, guidance and share best practice.
- **Time frame:** 2021.
 - **Funding:** No direct cost.
 - **Lead officer(s):** NLWA - Waste prevention officers – Nathan Vear
 - **Update Oct 20:** Planned for Spring Term 2020/21.
- d) Action:** Encourage schools to sign up to the Eco Schools Keep Britain Tidy scheme and work towards the Silver Award and Green Flag.
- **Time frame:** 2021.
 - **Funding:** No direct cost.
 - **Lead officer(s):** NLWA - Waste prevention officers – Nathan Vear
 - **Update Oct 20:** Discussions with NLWA planned for November to determine current capacity and resource availability.
- e) Action:** Advertise the Wastebuster plastic reduction resources to schools.
- **Time frame:** 2021.
 - **Funding:** No direct cost.
 - **Lead officer(s):** NLWA - Waste prevention officers / Waste Services – Nathan Vear
 - **Update Oct 20:** Planned for Spring Term 2020/21.

Objective 3: Audit the Council to assess all of our commercial and service uses of SUPs and come up with solutions.

- a) Action:** Annual review of waste streams managed by the Staff Waste Reduction Network. Identifying areas for plastic and waste reduction in service areas and buildings. This will identify new ways to tackle SUPs across the organisation.
- **Time frame:** September 2020.
 - **Funding:** No costs.
 - **Lead officer(s):** Staff Waste Reduction Network / Waste Services / Operational Facilities Management – Nathan Vear, Paul Oram, Alison Woodcraft and Aaron Scorse
 - **Update Oct 20:** First annual audit took place in April 2020, next audit would be due April 2021.

- b) Action:** Advertise results from the audit to encourage behaviour change.
- **Time frame:** 2020.
 - **Funding:** Case by Case.
 - **Lead officer(s):** Staff Waste Reduction Network – Paul Oram, Alison Woodcraft and Aaron Scorse.
 - **Update Oct 20:** Results were presented at Place Board with discussion of ideas to take forward. Due to large scale working from home, many of the findings are not relevant at the moment.

Objective 4: Improve our procurement practices to reflect our commitment to reducing SUPs in Haringey.

- a) Action:** New guidelines on SUPs and procurement are being developed as part of the Social Value Toolkit. These will be shared as best practice for all procurement projects across the Council to reduce the amount of single use plastic brought by the Council, both directly or as a result of materials purchased and wrapping.
- Time frame: By Summer 2021.
 - Funding: Strategic procurement costs within contracts.
 - Lead officer(s): Procurement Service – David Pridmore
 - **Update Oct 20:** This is now a requirement as part of our social value evaluations.
- b) Action:** Monitor the SUP procurement practices and publish our performance in the Waste - Recycling and Reduction Plan of the Council.
- **Time frame:** By 2022.
 - **Funding:** Within existing budgets.
 - **Lead officer(s):** Procurement Services - Nathan Vear/ David Pridmore
 - **Update Oct 20:** This will be incorporated into the Reduction and Recycling Plan when it is next revised.