



*Okehampton Town Council*

# Okehampton Town Council

## Waste Management and Recycling Policy

### General Statement

It is Okehampton Town Council's policy to ensure a high level of commitment to ensure good environmental policy throughout our council activities.

It is our intention to develop this policy by minimising the production of waste used throughout and reuse and recycle materials whenever practical to do so.

To help ensure we give proper consideration to our environmental and waste management responsibilities and to assist in the minimisation of waste and the recycling of materials wherever possible, systems and procedures will be implemented to encourage the recycling of materials with a view to minimising the overall levels of waste we produce. All staff and councillors are expected to abide by the following procedures and co-operate with the council in the execution of this policy.

### Specific Aims

As part of our commitment to protecting the environment and reducing waste levels, we have adopted the following specific aims:

- Cultivate a work ethic with a high level of awareness of waste management, waste minimisation and a desire to recycle and reuse materials when practical.
- Promote economy in the use of materials generally and in particular paper and the selection of print formats and document styles in our offices.
- Encourage the use of recycled/reclaimed materials; materials from sustainable sources and those that are suitable for disposal by recycling.
- Use suppliers who actively operate according to sound environmental principles.
- Develop waste management strategies that include recycling procedures and schemes.
- Encourage employees both in the office and in the park, to promote and establish recycling schemes that is relevant to the individual activities.

Okehampton Town Council have a waste removal contract with Devon Contract Waste Ltd who have a 'zero to landfill' policy. They are the South West's leading and only independent commercial waste handling firm, who have a zero to landfill policy. The waste that cannot be recycled is burnt for fuel. The ash created then goes into the production of construction products, for example bricks and blocks. Their sustainable solution provides materials to the manufacturing industry, saves resources and energy, reduces carbon footprint and promotes a sustainable business community.

The Parks staff recycle wherever possible. Leaves and grass cuttings are composted and waste wood is chipped. The compost and wood chippings are used in Simmons Park.

### **Future Recycling**

We are committed to expanding our recycling policy. This could include the following:

Encourage staff and councillors to use less paper and become a 'paperless office'. Paper is the largest form of waste in the office. Paperless meetings could be implemented. Planning applications are now sent electronically only, this could be expanded to other documents. Most invoices are currently sent and received by email, but records need to be further updated with email addresses to ensure that as many invoices as possible are sent and received by email. We need to discourage printing of emails by inserting 'Please consider the environment before printing this email'. Printing on both sides of the sheet should be encouraged.