



Okehampton Town Council

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Waste Management and Recycling Policy

General Statement

It is Okehampton Town Council's policy to implement 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 – 'reduce, reuse, recycle'.

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 have been 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.
- 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 (DCW) 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. DCW Polymers repurpose plastic waste they collect from across the South West to create a range of sustainable products including picnic benches, some of which are in use in Simmons Park. Although their sustainable solution provides materials to the manufacturing industry, saves resources and energy, reduces carbon footprint and promotes a sustainable business community, they can

be destroyed by fire. For this reason, their use will be limited to areas in which they are less likely to be vandalised.

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

Hirers of the Charter Hall and other facilities are encouraged to recycle waste. Separate bins for this purpose have been provided in the Charter Hall.

Future Recycling

We are committed to expanding our recycling policy. This includes:

- Encouraging staff and councillors to use less paper and become a 'paperless office'. Paper is the largest form of waste in the office and Councillors are asked to consider receiving electronic Agendas and papers where possible.
- Planning applications are now sent electronically only and are viewed at meetings on a projected image.
- Most invoices are sent and received by email
- Staff and Councillors are asked to carefully consider the need to print emails and documents, and where printing is needed, double sided printing in black and white is encouraged as appropriate.
- Paper records of machinery maintenance, playground checks and repairs and all reporting to be moved onto a tablet in digital form to save paper use.
- As an organisation with less than the equivalent of 10 full time employees the Council will review its systems and process to ensure that it complies with the requirement of the Simpler Recycling in England Policy¹ (updated November 2024) by 31st March 2027.

¹ <https://www.gov.uk/government/publications/simpler-recycling-in-england-policy-update/simpler-recycling-in-england-policy-update#confirmed-position-on-timeline-for-micro-firms-implementation>