Appendix 1 Action Plan

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| **Objective** | **Action** | **Person(s) Responsible** | **Timeframe** |
| 1. To begin the three phases to remove, where possible, SUPs and replace with more sustainable, eco-friendly options.
 | * 1. Remove, where possible, SUP categorised as easy, from our departments and services (6 months)
 | All  |  |
| * 1. Remove, where possible, SUP categorised as moderate from our departments and services (12 months)
 | All |  |
| * 1. Remove, where possible, SUP categorised as difficult from our departments and services (18 months+)
 | All |  |
| 1. Prevent the use of SUP at external events permitted at the beach, parks and gardens.
 | Incorporate SUP policy into event booking forms. | All |  |
| 1. Ensure that our suppliers reduce and remove SUP (wherever possible) in their service provision
 | Revise existing procurement policy and procedures. | Julie GordonJake  |  |
| 1. Promote SUP alternatives and offer advice on how the local community can eliminate usage.
 | Develop a communications plan. This will form part of the CEE communications plan. | Sarah Hudspith / Sophie Chapman |  |
| 1. Support communities, beach cleans and litter-pick initiatives to ensure our parks, beaches and open spaces are free from plastic litter.
 | Actively encourage and promote beach cleans, litter picks, etc | All |  |
| 1. Raise staff awareness to discourage purchasing SUP items.
 | Staff training and suggestion of alternatives | All |  |
| 1. Encourage the use of recycled plastics where SUP is unavoidable, and pursue pioneering recycling opportunities
 | Staff training and research alternative recycling opportunities  | All |  |
| 1. Share best practice and updates on actions that Weymouth Town Council are taking to reduce and remove SUP.
 | Six-month report to CEE Working Group and annual update at Full Council Meetings using survey data. | Ben Heath/ David Harris |   |