

Plastic Free Letchworth – Community Audit Tool

Introduction

In the past 100 years the world has produced a lot of plastic; much of this still exists somewhere today. Half of all plastic produced is for single-use purposes, including bottles, food packaging, coffee cups, straws, bags and plastic cutlery. These items, designed to be used for minutes, will still be on our planet in hundreds of years. Up to 12 million tonnes of plastic ends up in the sea each year and the impact of this was shockingly highlighted in the latest Blue Planet series. This plastic causes harm to ocean animals and can end up in seafood that is on our plates.

Transition Town Letchworth are leading the Plastic Free Letchworth project with the aim of helping people, businesses, schools and community groups reduce their plastic use. The Plastic Free Letchworth team are working towards achieving SAS accreditation as a plastic free town. To get accreditation we need groups that run community spaces to join us as a project ally and to act to reduce the use of single use plastics.

To assist project allies, we have come up with this self-audit tool, which will enable you to identify your existing good practice and provide ideas for actions that you can take to further reduce the use of single use plastic. Once you have completed the audit we would appreciate it if you can provide a copy to the Plastic Free Letchworth team as evidence of your involvement in the project and keep us informed of progress on delivering any actions.

The Plastic Free Letchworth Team are keen to share good practice so do let us know about any novel ideas that you have to reduce the use of single use plastics, so we can share them across the town. We are always happy to come and speak about the project to any groups.

Thank you for becoming a Plastic Free Letchworth project ally.

The Plastic Free Letchworth Project Team

Email: ttletchworth@gmail.com

More information and the latest ideas can be found at:

transitionletchworth.org/stuff/plastic-free-leitchworth/

Community Venue Self Audit At:

Audit conducted by:

Date:

Kitchen

	Done	Will implement	Not relevant
Provide a full set of glasses/mugs/crockery/cutlery for hirers to use and wash			
Provide teaspoons to avoid needing stirrers			
Have refillable soap dispensers			
Have refillable washing up liquid			
Provide wooden washing up brushes and reusable washing up cloths			
Avoid providing cling film and plastic bags, and provide greaseproof paper, foil, and/or paper bags instead			

Washrooms

	Done	Will implement	Not relevant
Use refillable soap dispensers			
Consider getting rid of hand lotion if you provide it			
Put up posters on the back of cubicle doors in female washrooms promoting reusable sanitary wear			
Provide plastic free sanitary wear in female washrooms with information stating why you have chosen this option			
Put up posters near the nappy change unit promoting reusable nappies			
Provide plastic free wipes in the baby change unit and remind visitors not to flush any wipes down the loo			
Buy toilet paper wrapped in paper, rather than plastic			

Recycling

	Done	Will implement	Not relevant
Have sufficient recycling facilities			
Ensure all recycling bins are clearly labelled with information about what goes in each bin			

Outdoors

	Done	Will implement	Not relevant
Arrange occasional litter picks of your outdoor areas and ensure waste is sorted and disposed of correctly			
If you have growing space, consider providing on-site compost bins			
Provide appropriate bins in outdoor space			

Events

	Done	Will implement	Not relevant
For fairs or similar events ask hirers to encourage their visitors to bring their own bags (and discourage vendors from supplying plastic bags)			
At cake sales (and similar) encourage bakers to bring their goods in Tupperware or on plates, rather than wrapped in cling film.			
Suggest that groups who use the space to host talks hold a meeting themed around plastic waste			
For outdoor events encourage visitors to bring their own bottles/cups/cutlery			

Other

	Done	Will implement	Not relevant
Put up posters promoting Plastic Free Letchworth and with ideas for cutting individual plastic use			
Publicise yourself to hirers as a no/low single-use plastic venue			
Provide hirers with information about the reusable products you provide (e.g. crockery, bunting etc.)			
Encourage all venue hirers to consider how they could cut the amount of single-use plastic at their events (e.g. no balloons, plastic straws, plastic bags, single-use plastic cups)			
Provide reusable bunting/banners/decorations that venue hirers can use			
Allow and encourage visitors to fill up water bottles			

Agreed Actions following Audit:
