

# Single-Use Plastics Policy



## What are Single-Use Plastics?

Single-use plastics can include any disposable plastic item which is designed to be used only once e.g. plastic packaging, plastic bags, disposable utensils, beverage containers, coffee capsules, wet wipes, plastic drinks bottles, food wrappers, bottle tops, straws, stirrers and plastic lids.

## Terms of Reference

Kent Group Services Ltd recognises that plastics present a range of technical benefits. Nevertheless, a commitment has been made to minimise the use of single-use plastics by 2025. In order to support this approach Kent Group Services Ltd has adopted the following definition of single-use plastics:

***“A plastic material with a usage period of less than seven days before being discarded as waste”***

Plastic materials include those that can be perceived as a plastic (i.e. biodegradable over time), as well as recyclable plastics. Biodegradable and recyclable products will not be considered a solution, only a temporary resolution.

## Policy Commitment

As a minimum, we will replace single-use plastics with viable alternatives, such as compostable materials, unless there are compelling operational circumstances that prevent us from doing so. In the long-term, we will aim to reduce and remove avoidable disposable products altogether and instead encourage more sustainable practices.

Kent Group Services Ltd will adhere to this policy by identifying priority areas where single-use plastics are prevalent within its supply chains and implementing a reduction plan. We will also encourage employees, clients, design professionals and customers to identify and reduce single-use plastic through active engagement about environmentally responsible products.

## Key Activities

- Identify and quantify single-use plastics in supply chains.
- Require all employees and supply chain partners to minimise the use of single-use plastics in their service provision and find sustainable alternatives (where appropriate).
- Where the use of plastics is unavoidable, Kent Group Services Ltd will encourage the use of recycled plastics, where practicable and support manufacturers that make products from locally sourced waste plastics.
- Work with stakeholders, clients, design professionals and customers in joint ventures and innovative projects designed to reduce single-use plastic waste.
- Share best practice and provide information to clients, design professionals and customers so that they can purchase environmentally responsible products and influence the design process to improve their environmental performance through plastic reduction.
- Provide information about plastic free initiatives amongst all stakeholders and beyond through Kent Group Services Ltd social media and communication channels.
- Communicate this policy to all employees, supply chain partners, design professional, customers and wider stakeholders.

The goal of removing single-use plastic must not be done in a vacuum; wherever plastic is being removed or replaced with an alternative, we will ensure that an appropriate waste removal procedure (if required) is put in place and adequate signage is provided to educate employees and our supply chain partners.

## Review

To maintain compliance with prevailing legislation and best practice this policy will be reviewed, as a minimum, on an annual basis.

A handwritten signature in black ink, appearing to read "PK", is positioned above the printed name and title of Paul Kent.

**Paul Kent**  
Director