Increase the number of recycling bins in Todmorden

	Task	Actions required	Considerations	January								
				Mon 24th	Tue 25th	Wed 26th	Mon 31st	Tue 1st	Wed 2nd	Mon 7th	Tue 8th	Wed 9th
Initial baseline	**Identifying current waste collection for Todmorden**	Contact CMBC, identify where 3-part recycle bins are currently located in Todmorden, identify where bin collection rounds cover (map) and ascertain whether or not it is an option to part-fund										
Users	**General public/commercial**	Determine priority areas we wish to assist through conducting visual survey	Appropriate public locations, adequate space, areas with litter/waste issues, most frequented, commercial sites with little or no recycling points									
Alternative options	**Identify and assess suitability of TTC's own site use for recycling (Patmos, Lobb Mill, Vale)**	Seek out and order recycling bins	What provider and what type of bins i.e. size, design. Also, cost of disposal service									
		Installation of bins	How to empty/dispose -commercial contract? How to dispose of sharps?									
			How many bins, what type/style and appropriate capacity									
			Identifying areas that would benefit most from additional recycling bins									
	Improve recycling facilities in local schools	Contact schools directly to gauge need for recycling facilities	CMBC support? Identifying schools in most need of additional bins for recycling									
	Provide schools with child/young person friendly information about recycling, to encourage maximum use of bins											
		Compose/seek material that is engaging and accessible for children on the subject of local recycling	Costs, how many leaflets needed, existing child-friendly info from CMBC, health and safety									