



NSW Environment Protection Authority

Own it and Act: preliminary status check



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See also www.epa.nsw.gov.au

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The NSW EPA has developed the Own it and Act framework to assist organisations and their networks in taking ownership and action on litter prevention over the long term.

As part of the EPA's litter grants program, community-based organisations applying for strategic grant funding and all Councils/Regional Waste Groups must complete a preliminary Own it and Act Status check using the checklist tool below.

Preliminary status check



As a first step in applying for a strategic NSW EPA litter grant, it is helpful to undertake a status check to identify what your organisation's capacity currently is to engage in long-term litter prevention.

Guidelines

The following preliminary status check is designed to introduce organisations to the Own it and Act Legacy Framework and to undertake a preliminary snapshot of your organisation's current capacity to engage in litter prevention under the key Own it and Act Enablers.

Eligibility: before completing the checklist, please ensure you meet the following criteria:

- you are in a community-based organisation that is applying for a strategic NSW EPA litter prevention grant, or a Council or Regional Waste Group
- you have read and understood the NSW EPA Own it and Act Strategic Framework document
- you are a senior officer, manager and/or coordinator who is authorised to sign off on the checklist on behalf of your organisation.

If you meet the above criteria, please complete the following status check and email the document to litter.prevention@epa.nsw.gov.au

Contact details

Organisation name:	
Your name:	
Your position/role: (must be an authorised senior position)	
Phone number:	
Email:	
What part does litter prevention play in your role/job?	
How much of your time do you spend on litter prevention?	

Own it and Act – checklist



Please tick the following check boxes that are true **from your perspective** regarding your organisation's capacity and willingness to engage in long-term litter prevention.

The Litter Prevention Unit encourages you to reflect openly on your organisation. There are no right or wrong answers, nor should this be viewed as contributing to a 'leader board'. The aim is for you to get a clear picture of where your organisation is at.

My organisation

Leadership

My organisation's leaders have a clear vision for litter prevention.

My organisation's leaders publicly promote litter prevention.

My organisation's leaders aim to improve litter prevention practices to change the status quo.

My organisation's leaders provide clear internal communication on how to implement litter prevention.

My organisation's leaders allocate resources to include litter prevention as a core activity.

Commitment

My organisation understands the benefits of a commitment to long-term litter prevention (understands the 'what's in it for me').

My organisation has a track record of involvement in long-term litter prevention.

My organisation is committed to future involvement in litter prevention.

My organisation is committed to litter prevention outcomes for the community and the environment.

My organisation is committed to collaboration as a key element to long-term litter prevention.

Permission

My organisation has formal litter prevention roles and descriptions e.g. an officer, position or unit responsible for litter prevention.

My organisation provides induction and training on litter prevention.

My organisation allows employees to make decisions about litter prevention.

Litter prevention is in formal policies, strategies and organisational plans.

My organisation allocates a budget specifically for litter prevention programs.

Processes

My organisation understands how to deliver integrated litter prevention strategies (NSW EPA litter prevention framework).

My organisation is involved with and collaborates with other stakeholders on the implementation of litter prevention projects.

My organisation has a track record of litter prevention using EPA resources (Local Litter Check, Butt Litter Check).

My organisation monitors and evaluates litter prevention programs.

My organisation celebrates litter prevention successes and shares outcomes.

My networks

If you are a regional body and have a defined network e.g. a set number of Councils or stakeholders that are member bodies of your organisation, please complete the following.

Leadership

My networks communicate a shared vision of litter prevention.

Commitment

My network understands the importance of litter prevention.

My network has a track record of involvement in long-term litter prevention.

My network is committed to future involvement in litter prevention.

Permission

My networks have appropriate resources (budget, staff and materials) to manage litter prevention.

My networks have litter prevention strategies.

My networks have litter prevention targets.

Process

My network understands how to deliver integrated litter prevention strategies (NSW EPA litter prevention framework).

My network collaborates effectively (there is confidence that each part of our network knows about the other's litter prevention activities).

My networks monitor and evaluate litter prevention programs.

My networks celebrate successes and share litter prevention outcomes