

UWTSD Waste Management Plan 2022 - 2025

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## Introduction

This Waste Management Plan communicates University of Wales Trinity Saint David’s commitments to improving Waste Management, across the University’s estate. It demonstrates our commitment to continual improvement in Waste Management practices, and Resource Efficiency.

Subject to the wide range of activities at each of the University’s campuses, a diverse range of wastes are produced as a result, ranging from general wastes, recyclable materials to specialised controlled, and hazardous wastes. The University has a duty of care to ensure that all waste produced are disposed of responsibly through approved waste contractors registered with Natural Resources Wales and the Environment Agency.

## Purpose

As a producer of waste the University has a legal requirement to ensure all waste produced is disposed of in accordance with regulations and the duty of care under Environmental Legislation.

The University will apply the principles of the ‘Waste Hierarchy’ to reduce, reuse, recycle and recover any waste produced as a result of its activities in preference to the disposal of waste to landfill, whilst ensuring it meets legal requirements, and manages waste responsibly.

Other benefits include;

- Legal compliance

- Reduction of environmental impact

- Improved league table scores

- Support in reduction of scope 3 emissions

- Financial savings

**Waste Hierarchy**

The Waste Hierarchy provides guidance on the management of waste, ranking option in accordance environmental implications, favouring the prevention of waste over all other waste management options.

**Diagram

Description automatically generated**

## Objectives

Waste will be managed in accordance with the following objectives;

* To ensure that all waste produced is managed in accordance with all relevant waste legislation, including duty of care requirements whilst planning for future legislative changes, and to mitigate their effects.
* To achieve year on year improvements in waste management, and resource efficiency practices, working towards a 95% diversion of all waste from landfill
* To achieve 70% recycling or diversion of all waste by 2025, 80% by 2027.
* To educate and promote environmental awareness and the importance of waste management and resource efficiency to staff and students to encourage waste minimisation, reuse and recycling in accordance with the Waste Management Action Plan.
* To ensure safe handling and storage of waste on all University campuses, whilst promoting best practice waste management industry methods.
* To ensure zero waste will be sent to landfill where an alternative use or disposal route exists.

## Scope

This policy is applicable to all University staff, students, and all other University stakeholders and is intended to be executed via the Waste Management Action Plan and the Waste Policy.

## Monitoring

Waste produced and disposed of by the University is monitored by the Sustainability Team, with figures reported on annually in the Environmental Statement in accordance with the University’s Environmental Management System. The EMS Management Group and Sustainability Development Group will ensure in year review of the action plan.

## Roles and Responsibilities

|  |  |  |  |
| --- | --- | --- | --- |
| **Waste Source** | **Waste Type** | **Responsible Officer(s)** | **Key Stakeholders** |
| Student Accommodation | Non-Recyclable Waste, Recyclable plastic & metals, Paper & Cardboard, Glass, Food | Accommodation Manager | Campus Managers, Students, Domestic Team, Site Operative Team, Grounds Team |
| Catering Outlets | Non-Recyclable Waste, Recyclable plastic & metals, Paper & Cardboard, Glass, Food, cooking oil | Catering and Conferencing Manager | Campus Managers, Domestic Team, Site Operative Team, Customers |
| Construction/building maintenance Waste | General Mixed, DMR, Wood, Metal, Glass, [Asbestos](https://uowtsd.sharepoint.com/staffmyday/hse/SitePages/Asbestos-Information.aspx), Plaster board, paints, fluorescent tubes | Project Manager | Principal contractor, sub-contractor |
| Grounds and Landscaping | Gardening Waste | Grounds and Landscaping Manager | Grounds team, Site Operative Team |
| Grounds and Buildings | General litter and Fouling from Dogs and other animals and birds | Grounds manager  Site Manager | Site Operatives Staff & students  Grounds Team dents |
| Campus Wide | Electrical Waste (WEEE) | Campus Manager, IT Service Desk Manager | All staff and students |
| Accommodation | Mattresses | Campus Manager | Students, Site Operatives, Grounds, Accommodation Team |
| IQ/Alex | Oily Rags | Technicians | Campus Manager, Sustainability Team |
| Alex/Dynefor | Hazardous Substances | Technicians | Campus Manager, Sustainability Team |
| Offices England | GW, DMR, Food | Occupants | Domestic team |
| Offices Wales | Non-Recyclable Waste, Recyclable plastic & metals, Paper & Cardboard, Glass, Food | Occupants | Domestic team |
| Communal bins England | General Mixed, Dry Mixed Recycling, Glass, Food | Campus Managers | All staff and students  Campus Managers, Domestic Team, Site Operatives |
| Communal bins Wales | Non-Recyclable Waste, Recyclable plastic & metals, Paper & Cardboard, Glass, Food | Campus Managers | All staff and students  Campus Managers, Domestic Team, Site Operative |

## Links to other policies / procedures

Sustainability and Environmental Strategy 2023-2025

Net Zero Carbon Interim Plan

Disposal of IT Equipment (WEEE) [Policies | UWTSD](https://www.uwtsd.ac.uk/its-policies/)

Grounds Management Plan

[University Asbestos policy](https://uowtsd.sharepoint.com/staffmyday/hse/SitePages/Asbestos-Information.aspx)

[Hazardous Substances policy](https://uowtsd.sharepoint.com/staffmyday/hse/SitePages/Chemical-Safety.aspx)

[Waste Policy](https://uowtsd.sharepoint.com/:w:/r/teams/EstatesandOperational_GRP-Sustainability/Shared%20Documents/Sustainability/Waste/Legislation%20Change%2024/Policy%20Development/1.1%20UWTSD%20waste%20process%20%2024.docx?d=w8f491f4f1a564a339122f366684b2183&csf=1&web=1&e=NNtewm) (Wales)

## Document version control

|  |  |  |  |
| --- | --- | --- | --- |
| Version No: | Reason for change: | Author: | Date of change: |
| 1 |  | KW | 30/05/2022 |
| 2 | Update to action plan log | KM | 29/06/2023 |
| 3 | Update Action log to reflect Work Place Recycling Regulations (Wales) | KLW | 06/04/24 |

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**For publication:** on UWTSD (University of Wales Trinity Saint David) website

Appendix A

Waste Management Action Plan

The action plan describes the ongoing and planned activities to be undertaken within the university over the coming academic year. It is to be reviewed on an annual basis, with progress, additional activities and achievements added. The reviewed document will be made available publicly through the sustainability page of the university website.

|  |  |  |  |
| --- | --- | --- | --- |
| **Program** | **Campus** | **Target Date** | **Progress** |
| Zero waste to landfill for any waste stream that has an alternative disposal route | All | Ongoing | Achieving  Current waste streams to landfill: asbestos, sandblasting waste. |
| Landfill waste not exceed 1% of total waste by weight | All | Ongoing, review annually September | Achieved 0.04% in 2022 |
| Review Waste Data for targeted recycling/reduction activities | All | Ongoing 6 monthly | May 2023 audit identified 25% of GW waste is recyclable. |
| Review Waste Contractor Permit and Carrier Licences | NA | Ongoing Annually, July |  |
| Develop IT staff exchange program | All | August 2023 |  |
| Freshers week waste education program for students. | All | August 2023 | Completed 2022 |
| Review viability of single use cup recycling program | Trial Carmarthen  If successful All | September 2023 | Grant submission in for project |
| Develop reusable cup incentive scheme for catering | All | July 2023 |  |
| Actively minimise the use of paper. Where paper must be used – then only use recycled paper | All | October 2023 |  |
| Bin audit and review targeted reductions in GW bin availability | Lampeter | Audit June 2022  Reduction August 2022 | Audit identified 30% of GW bins to be exchanged for mixed recycling bins. |
| Student targeted recycling campaign | All, target based from waste data | September 2023  Ongoing |  |
| Develop monthly accommodation recycling score card/table | Carmarthen | August 2023 |  |
| Develop in-house catering waste on selling scheme (too good to go) | Trial in Carmarthen,  All catering outlets | December 2022  November 2023 | Complete |
| Develop waste reuse register to record waste diverted. | All | September 2023 |  |
| Education campaign around correct use of bins. | All | August 2023 | Completed 2022 |
| Education campaign around compostable waste containers within catering outlets. | All catering outlets | August 2022 | Complete, ongoing poster campaign |
| Establish composting facility for grounds garden waste. | Lampeter  Carmarthen | March 2022  July 2023 | Established  Paused due to suitability of land |
| Audit downstream lifecycle of recyclables through waste contractor | Offsite | December 2023 |  |
| Rollout of new bins in catering areas to encourage more effective capture of recyclable waste streams. | All | August 2023 | Early results show utilization of all waste streams high. Trial in August for change in Welsh legislation in April 2024 |
| Review available disposal routes for landfill waste streams | Annual | Ongoing  Annual review December | Viable recycling route found for sheet asbestos. |
| Reduce departmental reliance on General Waste skips through financial bias charge on GW | All | March 2023 | Postponed until August 2023 |
| Skip audits to ensure waste stream compliance. | All | Ongoing 6 monthly.  Ad-hoc with high demand | Ongoing, introduction of enclosed skips to reduce fly tipping use. |
| Ensure contractors are following waste policy with bin audits and NRW convictions list. | All | Ongoing |  |
| Developing recording for external contractor project waste | All | August 2023 | Projects team to deliver |
| Review print data and target reductions based on excessive usage | All | Ongoing | Review |
| Long life crockery and cutlery used for all eat in options at onsite catering outlets. | All catering outlets | November 2022 | Complete |
| Record year end food bank weights for review | All  Swansea Tressel Trust  Carmarthen: British Heart Foundation  Lampeter: Lampeter Food Bank | Annually July | Donated June 2022  Donated June 2023 |
| Develop end of year student furnishing storage/exchange. | Carmarthen  Lampeter  All | June 2023  Collections  Marketplace of Things August 2023 | Donations are in storage. |
| Implement food waste bins in all staff kitchens | All | May 2023 | Partially complete, proposed completion November 2023 |
| Develop standardized bin system across entire estate. | All | August 2023 |  |
| Develop food waste baseline for catering outlets and establish SMART reduction target. | All | August 2023 | Awaiting first full post covid year academic year data set. |
| Produce quarterly reports to feedback recycling waste rates to facility managers. | All | August 2022 | Feedback provided quarterly. |
| Ensure campus level recycling rates are above 75% | All | August 2023 |  |
| Removal of individual wrapped condiments from catering outlets. | All | August 2023 | Removed, some catering outlets are using remainder of stock. |
| Develop recycling poster for waste stream information above all student shared accommodation communal bins. | Carmarthen  Lampeter | August 2022 | Complete  Will be updated in line with changes to Welsh legislation August 2023 |

