

Waste Management Plan



University of Salford Waste Management Plan 2018-2025

June 2024

Version 1.2

| Document Control Information | | | |
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| Z.Pegg/E.Goodchild | Updated annual data and action plan | V1.2 | Justine Thompson, Associate Director of Estates 28 th June 2024 |
| R.Bennett | Updated baseline, targets and action plan | V1.1 | Jason Challender, Director of Estates 30 th March 2022 |
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1. Context

1.1 Background

Waste and recycling is one of the most visible areas in the sustainability agenda and can demonstrate our commitment to staff, students and visitors as well as offering an opportunity for people to easily get involved in environmental improvement.

Waste management and recycling are co-ordinated by the University's Building Management Team based in the Estates and Facilities Division. We spend approximately £250,000 a year on waste management.

We are committed to the development of sustainable waste management practices as highlighted in our Environmental Sustainability Policy. This Plan will contribute to the success of our Environmental and Energy Management System (EEMS) and our Environmental Sustainability Plan. This Plan also aligns with the University Strategic Plan Key Enablers of remaining financially sustainable, providing a sustainable campus and enabling effective targeting of resources.

Implementation of sustainable waste management practices offers the opportunity to cut costs through effective resource management. Our aim is to manage resources more efficiently, prevent and minimise waste, increase recycling and participation giving us the following benefits:

- Legal compliance
- Reduced environmental impact
- Improved reputation (e.g. People and Planet University League)
- Support for carbon reduction targets
- Cost minimisation

The actions identified in this strategy aim to identify and build on existing good practice.

1.2 Our achievements so far

We have been working to improve the sustainability of our waste management since 2008, below is a summary of some of our key achievements.

External contracts - We have used the procurement process to encourage external waste contractors to support us in our aims for sustainable waste management and improve service delivery. A requirement of our general waste management contract is for the contractor to provide waste collection and treatment options for residual/general waste that diverts waste from landfill disposal to more "sustainable" waste management solutions, and that the facilities used are local to the University. The successful contractor was required to have similar sustainability objectives to the University and able to achieve a diversion of residual/general waste from disposal to landfill of a minimum of 70% by weight, and willing to work with the University to try and achieve a 100% diversion of waste from landfill.

Composting – We have implemented composting of green waste on our campus and in March 2024 food waste caddies have been rolled out to staff kitchens which again helps reduce waste sent offsite for disposal.

Reuse – We launched our reuse scheme in 2015 with the aim of supporting financial savings. Since the launch of the system, nearly 2,444 items have been reused, nearly 350 staff have signed up to the site, and created savings of over £225,000. Through the Warp-it platform we have also been able to engage local charitable partners for donations of items that could not be reused internally; including chairs for a local community centre, kitchenware for a local homeless shelter and craft items for a kids club.

Increase in recycling – in 2015/16 our recycling rate had dropped to just 16%; in response a significant investment in recycling bin infrastructure and negotiation of a new commercial waste contract with requirements for diversion from landfill has enabled us to improve that to 48% in 2022/23. .

1.3 Our guiding principles

Although we are proud of our achievements so far we recognise there is much more to do. Here are some of the guiding principles we consider in our sustainable waste management plans.

Waste Hierarchy

The Waste Hierarchy ranks waste management options according to their impact on the environment. As a mandatory requirement of the Waste (England & Wales) Regulations 2011 it should be considered when deciding what the best option is to manage a waste stream.

This places more emphasis on waste prevention, and requires organisations to consider preparing waste for reuse, then seeking opportunities for recycling, before options such as anaerobic digestion, energy recovery, incineration or landfill.

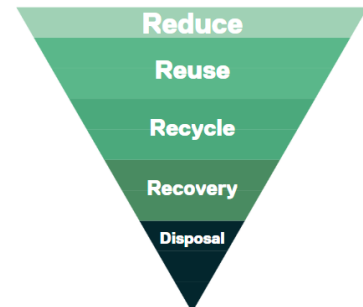


Figure 1 The Waste Hierarchy

Legal and other requirements, e.g. pledges

As with all businesses we have a legal duty to provide appropriate arrangements for the disposal of our waste and ensure it is handled appropriately. The University Environmental and Energy Management System (EEMS) includes operational controls in the form of procedures which details how waste is managed on campus to ensure legal compliance including through our contractors and partners. Through the EEMS, our compliance is monitored on a regular basis. As well as legal requirements we have other requirements such as commitments through pledges such as the Greater Manchester Universities and Hospitals Single Use Plastic Pledge. Compliance with these requirements are also tracked and monitored through our EEMS.

Circular economy and life cycle thinking

A circular economy is an alternative to a traditional linear economy (make, use, dispose) in which we keep resources in use for as long as possible, extract the maximum value from them whilst in use, then recover and regenerate products and materials at the end of each service life.¹ Life cycle thinking means accounting for economic, environmental and social impacts across all stages of a product or process life cycle.² We will consider these principles in our waste management choices but also our procurement of goods, through our Sustainable Purchasing Policy and Plan.

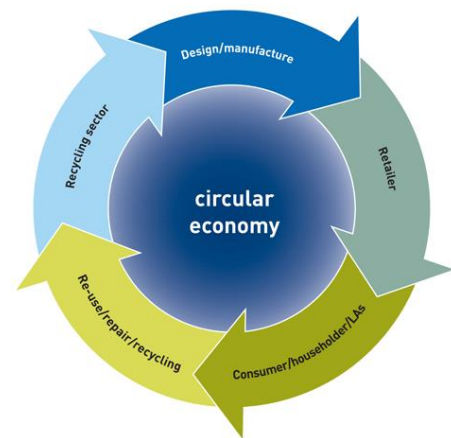


Figure 2 The Circular Economy¹

Stakeholders

We have a variety of stakeholders for whom our waste management performance is relevant. Internally the cost of waste management and resource use is significant, and students have increasing expectations for our sustainability performance. Regionally we can contribute to initiatives such as Plastic Free GM, the first city-region wide plan to drive down avoidable single-use plastics. We are also committed to Surfers against Sewage Plastic Free Community which aims to free the places that we live from single-use plastics. We will consider these stakeholders when establishing and reporting on our waste management targets and performance and communicate in line with our Environmental Sustainability Communications and Engagement Strategy.

¹ Definition from WRAP: <http://www.wrap.org.uk/about-us/about/wrap-and-circular-economy>

² Definition from Circular Economy A Practitioners Guide: <https://www.ceguide.org/Strategies-and-examples/Design/Life-cycle-thinking>

2. Waste Management Data

2.1 Baseline Year

In the academic year 2018/19 we produced 931 tonnes of waste (excluding construction waste). Of this 0.7% is hazardous waste. We have worked with our waste contractors to divert as much waste as possible from landfill and in 2018/19 the majority was diverted from landfill and our recycling rate was 40% (Figure 3). The year 2018/19 has been selected as the baseline year as since January 2019, we have had a pay-by-weight contract in place,

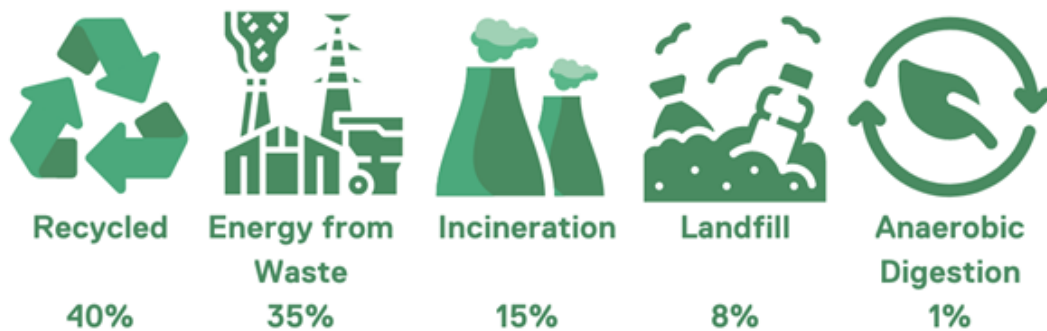
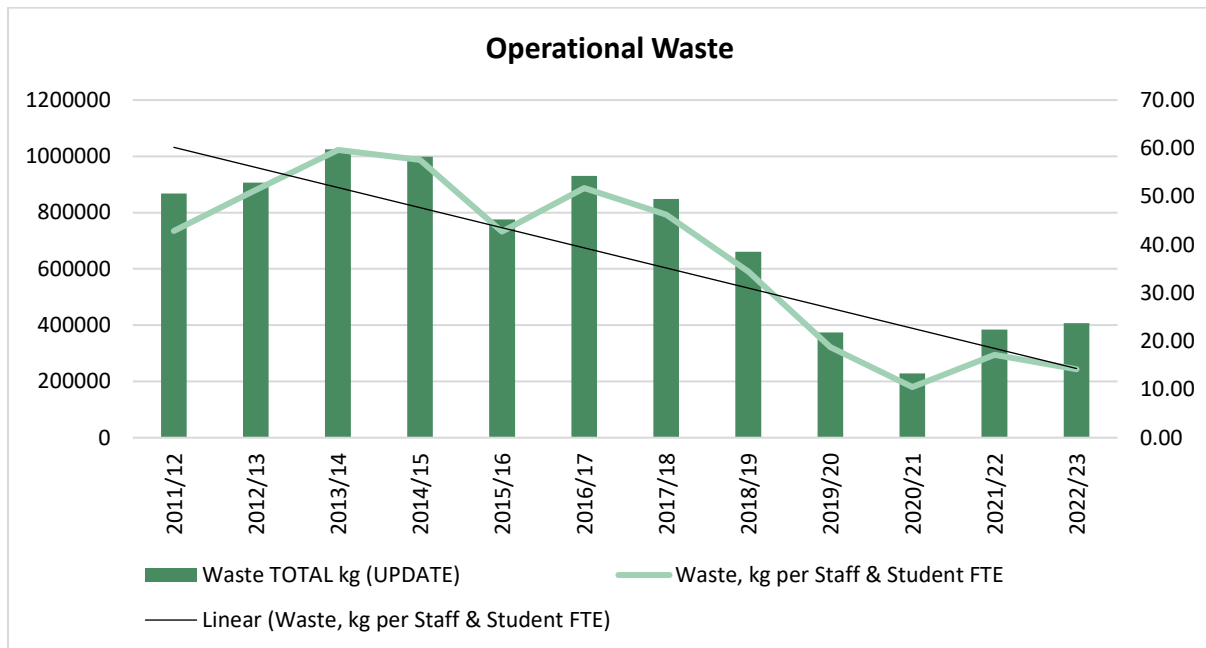


Figure 3 Waste Management routes for University of Salford operational waste 2018/19

increasing further data confidence.

2.2 Progress so far

The chart below details the total operational waste recorded and waste produced per staff and student full-time equivalent (FTE) for each year from 2011/12 to 2022/23.



Ad hoc physical audits of the contents of general and recycling waste from University buildings have been conducted over the last five years. We have found that there is significant recyclable content in our general waste disposal and the major contaminant in recycling waste is from disposable coffee cups. Projects going forward are to design new, more explicit signage that demonstrates how materials should be sorted as well as communication with the university community.

Figure 4 Waste Data at University of Salford 2011/12 to 2022/23

The chart below shows the changes in waste production and waste recycled between 2015/16 and 2022/23 as well as demonstrating the progress being made towards our recycling target of 65%.

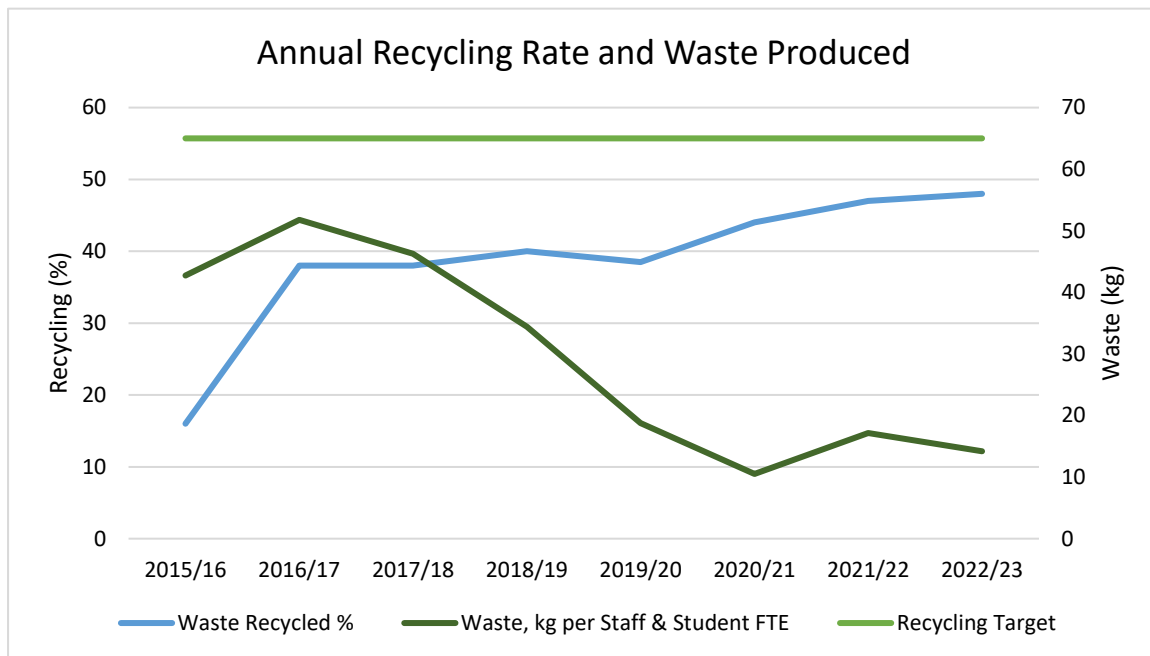


Figure 5 Annual Waste Recycling versus Target and Waste produced per Staff and Student (FTE) up to 2022/23

The figure below shows the waste disposal composition in 2022/23. We produced 407 tonnes of waste and 47.8% was recycled. This shows an increase in recycling and further diversion from landfill.

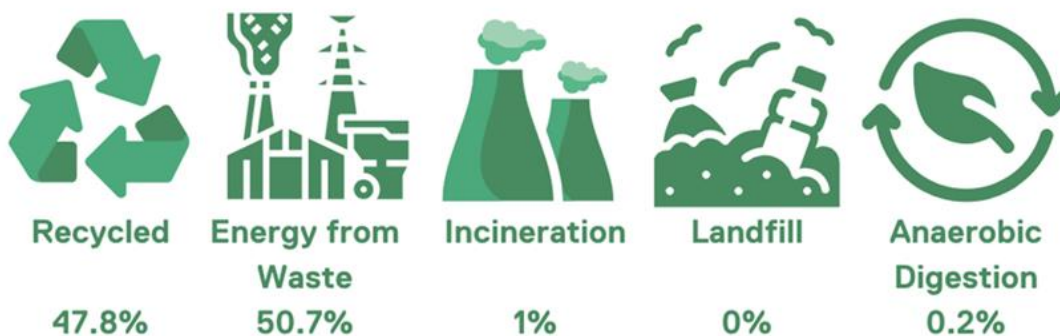


Figure 6 Waste management disposal routes for University of Salford operational waste 2022/23

2.3 Construction waste

As Figure 5 below shows the amount of construction waste generated each year varies immensely depending on the construction projects in place at the time. The data has also been difficult to obtain, particularly from smaller projects. Actions have been put in place to

improve this in recent years by embedding the requirement for data into our construction policies and procedures, and therefore contract requirements.

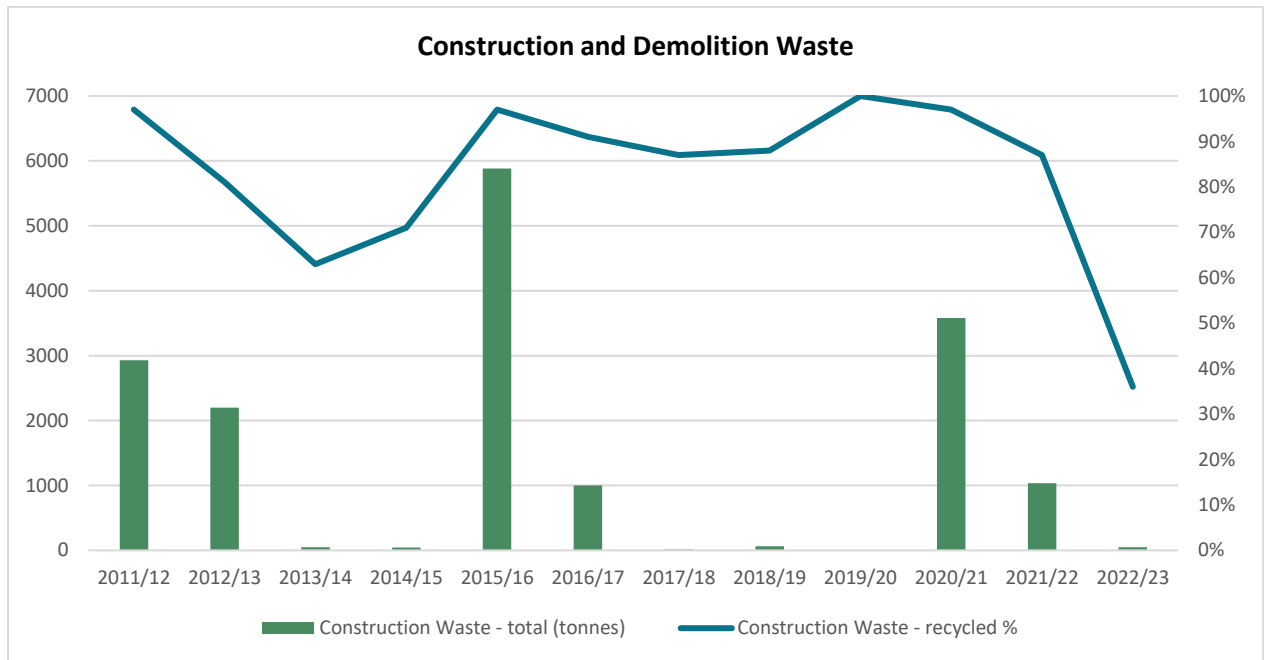


Figure 7 Total Construction waste generated and percentage recycled

3. Objectives and Targets

3.1 Objectives

The following objectives have been established for this strategy:

1. To ensure legal compliance and best practice with waste management, particularly onsite storage;
2. Eliminate waste and improve resource efficiency through circularity, including;
 - a. Encouraging the use of the waste hierarchy principles by staff, students and contractors;
 - b. To reduce the total amount of waste generated each year;
 - c. To divert waste from landfill using both onsite and offsite segregation methods;
3. To reduce the cost of waste disposal;
4. To improve the quality of waste data;

3.2 Targets

Specific targets have been established as part of the Environmental Sustainability Plan and will be managed within the Estates and Facilities, Environmental and Energy Management System.

| Target | KPI | Minimum target | Aspirational target | Target date |
|--|-------------------------------|----------------------------|---------------------|-------------|
| Reduce operational waste | Tonnes/staff & student FTE | 12% reduction from 2018/19 | | By 2025 |
| Increase operational waste recycled | % operational waste recycled | N/A | 65% | By 09/2025 |
| Eliminate avoidable single use plastics and | Audits of all areas | | | By 2025 |
| Reduce construction non-hazardous waste | Tonnes/100m2 [GIA] | ≤3.2 | ≤1.9 | From 2022 |
| Construction non-hazardous waste to landfill | % construction waste recycled | 90% | 95% | From 2022 |

4. Action Plan

| Action Ref | Objective Reference | Project Title / Description | Key Actions & Milestones | Responsibilities | Actions Completion date | Monitoring & Evaluation | Progress to date (June 2025) |
|------------|---------------------|--|---|--------------------------------------|-------------------------|--|--|
| WM1 | OBJ0021 | <u>Waste Compliance and Management</u> Supporting waste compliance and performance with development of detailed operating procedures, data collection and monitoring, Improving physical storage areas and communication programmes internally and with contractors. Undertake regular inspections, audits, and compliance reviews. | Review Waste SLA and communicate across the University. Establish duty of care waste audit programme. | Environmental Sustainability Manager | End 2024/25 | Minimisation of non-conformities related to waste management. | Operational Waste Management Group & waste data reporting established. Contract management in place for key waste contractors. Waste compounds security and monitoring improved. Waste SLA & A-Z approved, circulated to SOMs & key contractors & added to waste webpage. Waste requirements included in tender/specification documents and contractor inductions. |
| WM2 | OBJ025 | <u>University Reuse Scheme</u> Reinvigorate internal reuse through Warp-it platform. Prioritise reuse during clearances and new construction projects. | Establish reuse procedures and management system. Review storage areas to facilitate reuse. Identify and work with external partners to facilitate reuse. Promote reuse scheme across the University. Train building managers / handypersons how to use the platform. | Environmental Sustainability Manager | End 2024/25 | Reduction in waste generated. Increase in reuse via Warp-it. | Reuse procedure approved & communicated. Storage area identified. Work initiated on external partners. Clearance of Newton Building. |
| WM3 | OBJ0026 | <u>Recycling</u> Review recycling infrastructure and increase recycling communication across the University. | Review recycling infrastructure across campus. Establish event recycling scheme. Establish food waste recycling. Develop a recycling campaign through activities at Welcome Week and Go Green Salford. Engage with waste contractors to support recycling. | Environmental Sustainability Manager | End 2024/25 | Increase in recycling percentage in line with targets. Increase in food waste recycling | Implementation of external food waste collection in place from staff Kitchens. |

| Action Ref | Objective Reference | Project Title / Description | Key Actions & Milestones | Responsibilities | Actions Completion date | Monitoring & Evaluation | Progress to date (June 2025) |
|------------|---------------------|--|---|--------------------------------------|-------------------------|--|--|
| | | | Roll out new signage | | | | |
| WM4 | OBJ0015 | <u>Single-Use Plastic Commitment</u> Achieve elimination of avoidable single-use plastics on campus | Review and add to NUS led single use plastic audit. Develop an action plan for elimination for each avoidable single use plastic. Work towards Surfers against Sewage (SAS) certification | Environmental Sustainability Manager | End 2024/25 | Reduction in number of avoidable single use plastics on campus | NUS audit of US areas for single use plastics use complete Engagement with Surfers Against Sewage Campaign Single use plastics audits completed. Ongoing communications |

5. Monitoring

5.1 Objectives and Targets

The specific waste management targets as described in Section 4 previously will be monitored in line with the University Sustainability Strategy and Environmental Management System. The Reuse system will be managed and monitored by the University Estates and Facilities Operations team and included in the E&F Performance Indicators.

A periodic audit of legal compliance with regards to waste management will be carried out. This will cover waste storage, handling and controlled documents. The audit will be carried out as a minimum annually and results reported via the Estates and Facilities Operations Senior Management Meeting.

5.2 Compliance and Performance Monitoring

The Head of Environmental Sustainability is responsible for periodic checking of the waste management compliance information and maintaining the Waste Register.

The Head of Environmental Sustainability is also responsible for reporting on waste data in line with the following:

Table 1 Reporting Routes for Waste Data

| Report | Responsibility | Freq | Route |
|---|--|----------------------|--|
| General waste, mixed recycling, paper and cardboard-collections/weights/costs | General waste contractor/ Environmental Sustainability Manager | Monthly | Estates & Facilities KPIs |
| Confidential waste paper | Confidential waste contractor/ Environmental Sustainability Manager | Monthly | Estates & Facilities KPIs |
| Site waste quantities and recycling rates | Environmental Sustainability Manager | Monthly | Operational Waste Management Group Building Managers |
| Target monitoring – waste reduction and recycling | Environmental Sustainability Manager | Monthly Quarterly | Operational Waste Management Group Environmental Projects Board |
| Hazardous Waste Chemicals | Environmental Sustainability Manager | Annual | Annual HESA Return Environmental Sustainability Report |
| Hazardous Waste - other | Environmental Sustainability Manager | Annual | Annual HESA Return |

| | | | |
|--------------------|--------------------------|-------------|---|
| | | | Environmental Sustainability Report |
| Construction Waste | Capital Project Managers | As required | Reports to Head of Environmental Sustainability |