




University  
of Glasgow


## Waste Management Strategy (non-hazardous waste) (2016-2021)

 University  
of Glasgow

**Waste less. Save more.**  
WARPit brings the unused into use, saving money,  
avoiding carbon emissions and landfill waste.

[warp-it.co.uk/UniOfGlasgow](http://warp-it.co.uk/UniOfGlasgow)  
[www.glasgow.ac.uk/recycling](http://www.glasgow.ac.uk/recycling)

The University of Glasgow, charity number SC004401



### Version Control

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## **Introduction**

The Waste Management Strategy has been developed to support both the University's Sustainability Strategy and the wider University Strategy.

The Strategy covers all non-hazardous waste on campus. It aims to promote collective responsibility for the management of waste across all of our campus locations and to ensure that the waste hierarchy of 'reduce, reuse and recycle' is promoted and practiced. The Strategy commits the University to continually improve the way it manages waste and will also help us to ensure that we achieve and maintain legal compliance.

The Waste Management Strategy is built upon five key themes identified in the University's Sustainability Strategy which are key to creating an organisation that acts progressively and respects the spaces in which it operates (environment, market place and community).

**Professor Dan Haydon and Dr David Duncan, co-chairs of the Sustainability Working Group**

**Vision**

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“The provision of ethically sound waste management services and infrastructure that promote environmental best practice, are legally compliant and provide value for money”

**Mission**

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“To effectively engage with our staff and students, in such a way that collective responsibility is assumed for waste disposal across our campuses”

## **Context**

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### **University Strategy (2015-2020)**

- A World Class and world-changing University
- Bringing Inspiring people together
- Creating a World Class environment for learning and research
- Discover and share knowledge that can change the world.

### **University Sustainability Strategy (2016-2020)**

- A whole of institution approach to sustainability
- Respecting the environment
- Becoming a positive force in the market place
- Building knowledge and sharing best practice
- Impacting positively on people and communities

### **Estates Strategy (2016/17- 2020/21)**

- To support the University Strategy by creating world-class places
- Inspiring change and delivering excellence

### **Estates five-year Business Plan (2016-21)**

- Improve carbon efficiency of our Estate and contribute to a reduction in the University's carbon footprint
- Maximise the utilisation of our assets and resources to reduce environmental impact

### **Capital and Maintenance Plan**

- Supporting delivery and operation of the £1b of new property assets
- Maintain operation of the existing estate

## Key themes

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Delivery of the Waste Management Strategy will be built on the following key themes:

### Whole institution approach

We will:

- Provide homogeneous internal recycling facilities across the estate
- Provide consistent on-the-go recycling facilities across the estate
- Provide 'plumbed-in' water dispensers in each of our buildings
- Minimise the use of catering disposables, and where these are required, ensure they are recyclable
- Effectively promote the use of reusable mugs at all catering establishments
- Use BREEAM/SKA to reduce demolition/construction waste from new buildings/refurbs
- Ensure that adequate waste management facilities are designed in to new buildings
- Charge departments for ad hoc skip use, in order to dis-incentivise waste production
- Pilot decentralisation of waste management costs, in order to dis-incentivise waste production
- Motivate staff and students to support initiatives and promote best practice

### Respecting the environment

We will:

- Reduce waste to landfill and maximise segregation of "dry mixed recycling", with the aim of achieving a 50% recycling rate by 2020
- Separate cardboard waste for central collection and baling
- Improve the segregation of food waste from catering venues in order to divert from landfill
- Investigate the feasibility of composting some of our food waste on site
- Facilitate the reuse of University owned resources within the organisation
- Provide improved repair facilities for students via GUEST (bikes, clothes, electronics)
- Work with internal and external stakeholders to ensure efficient servicing of the estate, and to minimise the carbon emissions associated with waste transport

## **Becoming a positive force in the market place**

We will:

- Ensure our waste contractors manage residual waste in an appropriate manner
- Ensure that waste management is specifically addressed in tender processes, from a procurement perspective
- Ensure that category managers and purchasing officers are trained in waste reduction
- Facilitate the support of social enterprises/supported businesses with respect to waste management

## **Building knowledge and sharing best practice**

We will:

- Ensure that regular waste audits of internal and external bins are carried out to better understand current and potential recycle rates
- Establish a mechanism for attributing waste management costs to specific buildings
- Improve communications in line with environmental communications strategy
- Improve staff and student engagement (staff induction/fresher week/Go Green week)
- Update/improve the waste intranet pages
- Re-launch our WARPIT asset reuse portal; city-wide network and more than just furniture
- Improve print media to support the correct use of internal recycling bins

## **Impact on people and communities**

We will:

- Share surplus resources with other public/3rd sector bodies in the city
- Comply with our obligations as a Duty Body, the under the Environmental Protection Act 1990 and comply with Waste (Scotland) Regulations 2012
- Have regard to the guidance set out in the Code of Practice on Litter and Refuse on fulfilling the duties under section 89 of the Environmental Protection Act 1990. Including monitoring our land regularly to ensure the standards are met and to indicate where preventative action is required
- Develop a litter prevention action plan and support action on litter prevention within our community

## Five-year plan

This plan sets out the actions and outcomes that will help deliver the five-year strategy.

Key to the implementation of this plan, will be the establishment of a secondment role for a 'waste and recycling' co-ordinator; objectives that are contingent on this have been marked with an asterisk (\*).

### 1.0 Whole-of-institution approach

| Objective  | KPI   | Measure of Success<br>What does good look like?  | Owner | Progress |
|--|---|--|-------|----------|
| Upgrade internal recycling facilities in at least two buildings each year*   | Number of buildings where internal recycling facilities have been upgraded                    | Internal recycling stations are provided in a consistent manner in all of our buildings          | JF    |          |
| Introduce process to enable analysis of effectiveness of 'on-the-go' recycling facilities across the estate, by Dec 2018*            | Segregation at source recycling rate (%) for 'on-the-go' recycling facilities                 | A 50% segregation at source recycling rate achieved by 2020 for 'on-the-go' recycling facilities | JF    |          |
| Carry out review of student – accessible water fountains on campus and develop plan to improve access, by July 2019*                 | Number of buildings with 'plumbed in' water dispensers  | Circulation areas in all buildings contain a 'plumbed in' water dispenser                        | BM    |          |
| Minimise the use of catering disposables, and where these are necessary we will ensure they are recyclable or compostable, (ongoing) | Total spend (£) on catering disposables and on non-recyclable and non-compostable disposables | No further use of non-recyclable and non-compostable disposables                                 | SG    |          |
| Effectively promote the use of reusable mugs at all catering establishments, (ongoing)   | Number of 'keep cup' sales and hot drink purchases using 'keep cups'                          | Increased use of 'keep cups' by staff and students   | SG    |          |
| Review self-catering provision in student facing buildings, by Dec 2018  | Number of buildings with self-catering provision for students                                 | Students are able to reheat left over food from home, thus reducing food waste                   | SG    |          |
| Use BREEAM/SKA to reduce demolition/construction waste from new buildings/refurbs (ongoing)  | Reuse and recycling rates for project-related demolition and construction waste               | Targeted reuse and recycling rates are achieved  | DH    |          |
| Introduce a procedure for reporting/recording project-   | Procedure implemented and overall recycling   | Targeted reuse and recycling   | DH    |          |

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| related demolition/construction waste   | rates (%) for demolition/construction waste are determined | rates are achieved  |                      |  |
| Ensure that adequate waste management facilities are designed in to new buildings (ongoing)               | Relevant BREEAM credits for waste management are achieved  | Internal recycling stations are provided in a consistent manner in all of our buildings | DH                   |  |
| Charge projects/services/departments for <i>ad hoc</i> skip use, by June 2019*                            | Total number of <i>ad hoc</i> skip hires                   | Reduced use of <i>ad hoc</i> skips  | JF                   |  |
| Pilot decentralisation of waste management costs, in order to dis-incentivise waste production June 2019* | Waste tonnages produced by specific buildings or services  | Reduced waste tonnages produced by specific buildings or services                       | JF                   |  |
| Motivate staff and students to support initiatives and promote best practice (ongoing)*                   | Segregation at source recycling rate (%)                   | Staff and students understand how to dispose of waste correctly                         | GUEST waste promoter |  |

## 2.0 Respecting the environment

| Objective  | KPI   | What does good look like?   | Owner | Progress |
|--|---|---|-------|----------|
| Reduce waste to landfill and maximise segregation of “dry mixed recycling” (ongoing)*  | Segregation at source recycling rate (%)  | A 50% segregation at source recycling rate achieved by 2020   | BM/JF |          |
| Pilot separate collection of cardboard waste for central collection and baling, by June 2019*                                      | Business case for separate collection of cardboard waste is produced                              | Waste management costs reduced due to separate collection of cardboard waste                            | JF    |          |
| Improve the segregation of waste from catering venues in order to divert from landfill, and reduce contamination of DMR, (ongoing) | Segregation at source recycling rate (%) based on bin tonnages from Fraser Building/1A The Square | Staff and students understand how to dispose of food (including liquids) and recyclable waste correctly | SG    |          |
| Investigate the feasibility of composting some of our food waste on site, by June 2019*  | Feasibility study produced  | Reduced food waste disposal costs; supply of compost for Grounds activities                             | JF    |          |
| Further facilitate the reuse of University owned resources within the organisation, by June 2019*                                  | Monthly cost/carbon savings recorded on WARPit portal; increased number                           | Reuse of surplus resources within the University, beyond furniture                                      | JF    |          |



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|   | of staff using WARPit  |   |                    |  |
| Provide improved repair facilities for students via GUEST (bikes, clothes, electronics), by Oct 2019  | Number of students attending weekly repair workshops, annually | Students are aware of and use weekly repair workshops   | GUEST coordinators |  |
| Work with internal and external stakeholders to ensure efficient servicing of the estate, and to minimise the carbon emissions associated with waste transport (ongoing)* | Transportation cost invoiced by waste contractor               | Number of waste pick-ups on campus in kept to a minimum | JF                 |  |

### 3.0 Becoming a positive force in the market place

| Objective   | KPI   | What does good look like?  | Owner | Progress |
|---|---|--|-------|----------|
| Ensure waste contractors manage our residual waste in an appropriate manner (ongoing)*                            | Annual visit/inspection of waste contractor premises          | Waste contractor compliant with all legal obligations  | JF    |          |
| Implement Contract Supplier Relationship Management with our strategic supplier for non-hazardous waste (ongoing) | Quarterly business review produced by the supplier            | Supplier achieves 'highly satisfactory' score in CSR model   | JG    |          |
| Pilot waste management data portal with strategic supplier for non-hazardous waste, by Aug 2019                   | Pilot completed and constructive feedback on utility provided | Successful pilot leads to provision of data portal with appropriate capacity for data analysis                                       | SM    |          |
| Strategic supplier for non-hazardous waste delivers on community benefits (ongoing)                               | Number of events/placements delivered, annually               | Strategic supplier for non-hazardous waste has visible presence on campus and provides learning opportunities for staff and students | JG    |          |
| Ensure that purchasing officers are trained in waste reduction from a buyers perspective (ongoing)                | Number of training sessions delivered, annually               | Purchasing officers understand how to reduce waste associated with purchasing  | JG    |          |
| Where there is a cost effective solution, use waste management services provided by social enterprises            | Number of social enterprises contracted                       | Our work also benefits the local community   | JG/JF |          |

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| (ongoing) |  |  |  |  |
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#### 4.0 Building knowledge and sharing best practice

| Objective   | KPI   | What does good look like?  | Owner | Progress |
|---|---|--|-------|----------|
| Ensure that regular waste audits of internal and external bins are carried out to better understand current and potential recycle rates, by Dec 2018* | Quarterly audit reports produced for internal and external recycling bins | Information derived from audits used to drive operational improvements                                   | JF    |          |
| Establish a mechanism for attributing waste management costs to specific buildings, by Jun 2019*  | Waste management costs are assigned to buildings on a monthly basis       | Estates & Buildings management have a complete picture of buildings' running costs                       | JF    |          |
| Update the waste management intranet pages, by Aug 2018   | Update completed  | Waste management intranet pages contain up-to-date and relevant information for staff and students       | SM    |          |
| Improve print media to support the correct use of internal recycling bins, by June 2018   | Segregation at source recycling rate (%)                                  | Engaging communications material ensures staff and students understand how to dispose of waste correctly | SM    |          |

#### 5.0 Impact on people and communities

| Objective   | KPI  | What does good look like?  | Owner | Progress |
|---|--|--|-------|----------|
| Share surplus resources with other public/3rd sector bodies in the city, by June 2019*  | Number of items shared with external organisations, annually | Regular sharing of surplus resources with other public sector organisations and charities in Glasgow | JF    |          |
| Comply with our obligations as a Duty Body, under the Environmental Protection Act 1990 and Waste (Scotland) Regulations 2012 (ongoing) | Number of infringements                                      | We are informed with regard to any changes in waste regulations and legal compliance is achieved     | JF    |          |
| Monitor our land regularly for littering to ensure Code of  | Quarterly monitoring reports                                 | Information derived from   | JF    |          |

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| Practice standards are met and to indicate where preventative action is required, by June 2019*                     | for littering on the estate are produced | audits used to drive operational improvements to reduce impact of littering |    |  |
| Develop a litter prevention action plan and support action on litter prevention within our community, by June 2019* | Litter prevention action plan produced   | Reduced impact of litter, both on the estate and the wider community        | JF |  |