

WASTE MANAGEMENT PLAN



2024-2030

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TABLE OF CONTENTS

Introduction.....	3
Waste Management Data.....	4
Baseline year.....	4
Progress to date.....	4
Waste Management Objectives, Targets and KPIs.....	6
Objectives.....	6
2024 – 2030 Targets and Annual KPI's	6
Action Plans	3
Action Plan Reference 6A: Waste Management – Waste Recorded as General.....	3
Action Plan Reference 6B: Waste Management - Recycling.....	4
Action Plan Reference 6C: Waste Management – Food Waste Recovery Non-Residential	5
Governance, Monitoring and Reporting	3
Monitoring and reporting.....	3
Areas of responsibility and accountability.....	4
Summary.....	3
Appendix.....	4
Appendices 1: Environmental Policies	4
Appendices 2: List of Waste Producted and Disposal Routes.....	5
Appendix 3: Environment and Sustainability Governance Structure	6
Purpose.....	3
Meetings.....	3
Members	3
terms of reference.....	3
Reporting.....	4
Outcomes and Effectiveness	4

Version Information

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INTRODUCTION

The University of Northampton is committed to supporting a circular economy approach to the management of waste generated across the estate. The UON waste management system is managed according to the principles of the waste hierarchy concept (Figure 1, DEFRA 2011) with prevention at the forefront of our waste management practices.

This Waste Management Plan and the associated Environment Management System action plans demonstrate how the university handles waste across the estate through sustainable and legally compliant practices. It outlines a comprehensive approach to the management of all waste streams produced across the university estate and addresses education and behaviour change in a way that aligns with our strategic goals and stakeholders' interests.

The key objectives are to drive the reduction in the total waste produced and through segregation, increase the volume of recyclable materials captured, while ensuring full legal compliance with applicable laws, regulations, and industry standards. Legal compliance is integral to the plan, this is achieved through on-going monitoring, internal auditing, consistent evaluations, and updates to the waste aspects within the Environmental Legal register.

This plan is underpinned by the university waste management and single use plastic policy (Appendix 1).



Figure 1: Waste hierarchy provided by DEFRA (2011)

All waste produced at UON is managed according to the UON Waste Policy and Standard Operating Procedures. This ensures that the negative impacts that waste management can have on our wildlife, water pollution and the degradation of land are prevented and that pests such as vermin, insects and scavenging birds which can be hazardous to human health are kept at bay.

Waste disposal across the university estate is carried out by UON appointed waste management contractors. 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 must be willing to work with the University to try and achieve a 100% diversion of waste from landfill.

WASTE MANAGEMENT DATA

BASELINE YEAR

The baseline data for waste is Academic Year 2018/19, this is the year the new Waterside Campus was opened and therefore provides consistent and comparable data for subsequent years. The exception is the Food Recovery – Non-Residential buildings metric as this was introduced in 2021/22 and therefore has been set as the baseline data.

In the academic year 2018/19, 786.52¹ tonnes of waste (excluding construction waste) were produced. All the waste generated was diverted from landfill with 68% of the total waste sent for recycling.

In 2020 a new waste contractor was appointed; this has enabled more comprehensive reporting ensuring the delivery of timely data and reporting.

PROGRESS TO DATE

Annual comparisons have shown a steady increase in total waste arising across the estate since the baseline year 2019/20. Fig 2 below demonstrates the year-on-year volume of waste collected against the baseline year, which for 2022/23 showed an 18% reduction. However, it is evident that an incremental trend is forming, whereby the volume of total waste has been increasing year on year since 2020/21.

Due to the lockdown periods during the 2020 calendar year the number of staff and students on campus was significantly lower than in subsequent years resulting in less waste generated, however the academic year 2022-23 has seen all teaching and the use of buildings return to normal and therefore gives an accurate reflection on waste produced during a typical academic year.

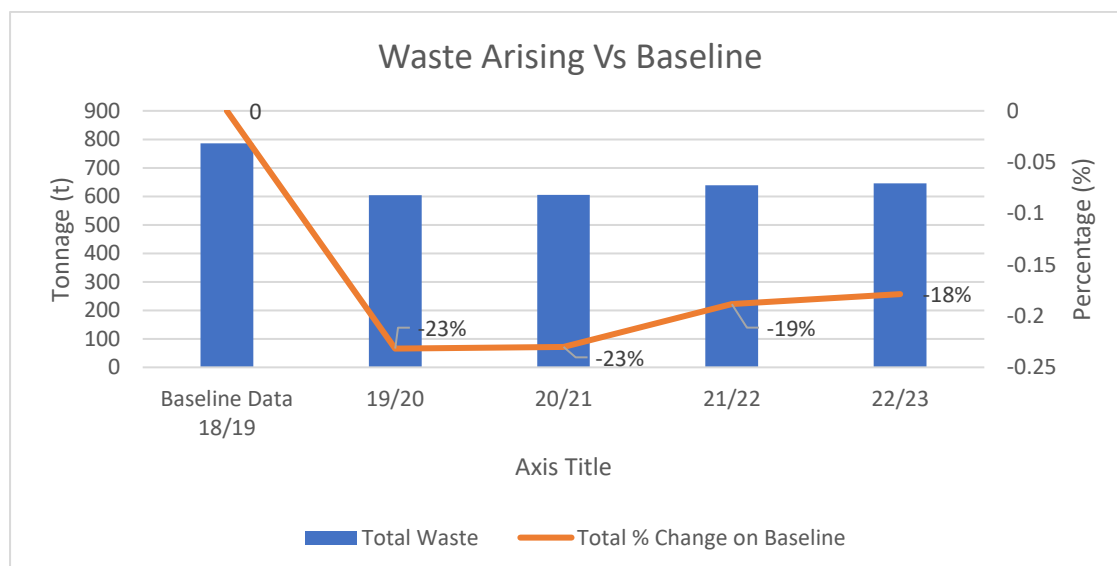


Fig 2 Total Waste Arising Vs Baseline.

¹Data taken from Cawleys Waste Report 18-19

From the academic year 2022/23, waste disposal volume data has been broken down across residential and non-residential buildings to support the identification of key areas requiring improvement. Based on this data appropriate waste reduction initiatives will be devised and implemented.

UON works closely with our waste disposal contractors to ensure all waste is disposed of by the most sustainable route with landfill being the last resort.

Up to 2019 the University of Northampton was a zero to landfill site, this changed with the move to the new Waterside Campus due to the use of a Biomass Boiler for providing hot water across the estate.

The most challenging waste stream to dispose of has been the bio-ash produced by the biomass boiler. The first collection was removed from site in September 2021 and used for landfill capping which is the current method of disposal provided by our contractor Suez.

Many alternative routes have been explored to source a sustainable route of disposal; several laboratory tests have been conducted to determine the characterisation of the ash. The final option explored was via a 3rd party who we hoped to be able to use the ash in land restoration projects. However, due to the composition of the ash being of high alkalinity this was not possible, therefore we have had no option but to dispose of the ash via landfill capping.

UON continues to work closely with the appointed waste contractors to investigate new and innovative solutions to the disposal of the bio-ash, this is discussed regularly within monthly supplier management meetings.

Appendix 2 details the disposal routes for all waste streams generated across the UON estate.

WASTE MANAGEMENT OBJECTIVES, TARGETS AND KPIS

OBJECTIVES

The overarching objectives of the Waste Management Plan are:

To reduce the total volume of non-recyclable waste generated across the estate.

To increase the percentage of recyclable materials captured and processed.

To reduce food waste generated across non-residential areas.

To ensure regulatory compliance

2024 – 2030 TARGETS AND ANNUAL KPI'S

Action Plan	Overall Target	Annual Target(s)	Measure
Waste – Recorded as General	Reduce total waste recorded as general to 23kg or less per Student FTE by 2030	2 kg reduction (vs previous year) in the total waste recorded as general per Student FTE	Measured through the annual Student FTE Normalisation Factor: Waste recorded as general (all sites) / Student FTE x 1000 = Kg waste per Student FTE Measured using the data from all waste management contractors including Suez and Stericycle reports and Waste Transfer Notes.
Waste – Recyclable Material	70% of total waste produced recorded as recyclable material	5% Increase in recycling rate	Measured using the data from all waste management contractors including Suez, Stericycle and Cawleys monthly reports and Waste Transfer Notes. Periodic visual waste audits measuring % of waste streams captured in all bin types.
Waste - Food	5% reduction in food waste produced from non-residential areas by 2030 – compared to baseline	2% reduction in food waste collected vs previous year	Food waste measured for all Non-residential buildings across all sites including satellite sites (Podiatry, Development Hub, Innovation Centre, Resource Centre). Data collated using the Suez monthly waste report. Periodic visual waste audits measuring % of waste streams captured in all bin types.

Table 1: 2024-2030 Targets and Annual KPIs

ACTION PLANS

ACTION PLAN REFERENCE 6A: WASTE MANAGEMENT – WASTE RECORDED AS GENERAL

Overall Target: Reduce total waste recorded as general to 23kg or less per Student FTE by 2030

24/25 Annual Target: 2 kg reduction (vs previous year) in the total waste recorded as general per Student FTE

Key Actions	Owner	Completion / Review date	Outcomes and Progress Notes (inc. date for tracking purposes)
Provide clear and visual waste avoidance, disposal and segregation instructions for new students – this should be relatable for all nationalities, accounting for different waste management processes in different countries.	Environment Advisor	Aug 25	
Provide clear and visual waste avoidance, disposal and segregation instructions for members of staff – this should form part of a wider sustainability briefing / induction to be completed on a periodic basis via CBTs.	Environment Advisor	April 25	
Refresh bin labels and waste guidance signage across all campus	Facilities Manager	Annually	
Complete annual waste audits across all departments, working with faculties and departments to identify waste produced and seek most suitable solutions.	Environment Advisor	Annually	
Vegware disposal – submit recommendation report for eliminating or correctly disposing of Vegware.	Environment Advisor	July 25	
Communicate waste management targets and performance to staff and students throughout	Engagement Role	July 25	

the academic year – include tips / suggestions for achieving our targets			
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ACTION PLAN REFERENCE 6B: WASTE MANAGEMENT - RECYCLING

Overall Target: 70% of total waste produced recorded as recyclable material.

24/25 Annual Target: 5% Increase in recycling rate

Key Actions	Owner	Completion / Review date	Outcomes and Progress Notes (inc. date for tracking purposes)
Provide clear and visual waste avoidance, disposal and segregation instructions for new students – this should be relatable for all nationalities, accounting for different waste management processes in different countries.	Environment Advisor	Aug 25	
Provide clear and visual waste avoidance, disposal and segregation instructions for members of staff – this should form part of a wider sustainability briefing / induction to be completed on a periodic basis via CBTs.	Environment Advisor	April 25	
Refresh bin labels and waste guidance signage across all campus	Facilities Management	Annually	
Complete annual waste audits across all departments, working with faculties and departments to identify waste produced and seek most suitable solutions for disposal.	Environment Advisor	Annually	
Evaluate recycling options across the estate and work with relevant departments to source new segregation options.	Environment Advisor	July 25	
Communicate recycling targets and performance to staff and students throughout the academic	Engagement Role	July 25	

year – include tips / suggestions for achieving our targets			
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ACTION PLAN REFERENCE 6C: WASTE MANAGEMENT – FOOD WASTE RECOVERY NON-RESIDENTIAL

Overall Target: 5% reduction in food waste produced from non-residential areas by 2030 – compared to baseline 2018/19.

24/25 Annual Target: 2% reduction in food waste collected vs previous year.

Key Actions	Owner	Completion / Review date	Outcomes and Progress Notes (inc. date for tracking purposes)
Provide clear and visual food waste avoidance, disposal and segregation instructions for new students – this should be relatable for all nationalities, accounting for different waste management processes in different countries.	Environment advisor	August 25	
Provide clear and visual food waste avoidance, disposal and segregation for members of staff – this should form part of a wider sustainability briefing / induction to be completed on a periodic basis via CBTs.	Environment Advisor	April 25	
Communicate waste management targets and performance to staff and students throughout the academic year – include tips / suggestions for reducing food waste.	Environment advisor	February 25	
Review all sites for adequate food waste disposal, ensuring compliance with the Simpler Recycling Legislation coming into effect March 31 st 2025	Environment Advisor	March 25	
Create and implement a communication and engagement strategy to promote a change in behaviour and educate staff and students on correct disposal of waste.	Engagement Role	TBC	

GOVERNANCE, MONITORING AND REPORTING

The progress and achievement of the waste management plan objectives and action plans are monitored and reported through the Environment and Sustainability Governance Structure (Appendix 3). This demonstrates our commitment to the achievement of objectives and accountability for the reporting and monitoring of progress towards the achievement of the targets and KPIs outlined in this plan as well as ensuring regulatory compliance.

MONITORING AND REPORTING

In addition to the UON Environment and Sustainability Governance Structure, progress of the action plans outlined in this document are reported on and presented to The Investors in the Environment (IiE) as part of the annual accreditation. Audits take place by an IiE Assessor each October. Table 1 outlines the monitoring and reporting functions in addition to the Environment and Sustainability Governance Structure.

Function	Responsibility & Accountability	Purpose	Output	Frequency	Distribution
The Sustainability Board	Dir, ECS Assistant Dir, SU, Faculty and Action Group Representatives	To develop strategy, monitor performance against targets, approval of policies, compliance reporting.	Meeting Minutes Policy approval	3 times per year	ULT, Faculties, Professional services
HSSE Committee Meeting	Environment Advisor	To report progress, target achievement and actions.	HSSE Committee Paper and Meeting Minutes	3 times per year	Faculties, Professional Services
Investors in the Environment External Audit	Environment Advisor	External validation of the progress of action plans and target achievement	UON EMS Manual and IiE Audit Finding Report	Annually	Director of Estates and Campus Services
University Leadership Team	Environment Advisor	To report progress, performance and maintain accountability for legal and regulatory compliance.	Annual Environment and Sustainability Report	Annually	ULT, Faculties, Board of Governors, Sustainability board, public facing web pages.

Table 1: Monitoring and Reporting Functions

AREAS OF RESPONSIBILITY AND ACCOUNTABILITY

Key Areas of Responsibility	Director, ECS	Assistant Director, ECS	Maintenance Service Manager	Facilities Manager – Residencies & Resource	Facilities Manager – Front of House	Faculty Managers / Department Heads	Environment and Sustainability Manager	Catering and Commercial Manager
Appointment of Waste Management Contractors, to include checking of all waste carriers registration documentation		X	X	X			X	
Waste Disposal and Handling Training, including Waste Management Policies and Procedures			X	X	X	X		X
Management of designated Waste Storage Areas			X					
Ensure the correct segregation of waste			X	X	X	X	X	X
Regulatory Compliance with Waste Management Legislation as set out in the Environmental Legal Register	X	X	X	X	X	X	X	X
Maintenance of records in relation to waste produced and disposed of			X	X	X			
Understand waste generated by department's activities and ensure the appropriate collection and disposal arrangements are in place		X	X	X	X	X		X
Waste Management Policy	X	X	X				X	

Table 2: Key areas of responsibility

SUMMARY

This Waste Management Plan ensures that all waste generated across the University Estate is managed effectively, disposed of within the framework of the DEFRA waste hierarchy and supports the objectives of reducing waste volumes and increasing segregation.

Delivery of the plan is the responsibility of the Estates and Campus Service Department specifically between the Environment & Sustainability Team, the Maintenance Services and Facilities Teams. The adherence to the plan is governed by the internal Environment and Sustainability Governance Structure and the external Investors in the Environment Accreditation.

Through the implementation of sustainable waste management practices, such as the minimisation of waste generated on site, recycling, composting, reducing the use of energy from waste facilities and seeking innovative ways to eliminate the need for landfill solutions, we can minimise our impact on the environment and conserve valuable resources.

APPENDIX

APPENDICES 1: ENVIRONMENTAL POLICIES

[Waste Policy V4](#)

[Single Use Plastic and Disposable Item Policy](#)

[Environment Policy](#)

APPENDICES 2: LIST OF WASTE PRODUCTED AND DISPOSAL ROUTES

WASTE STREAM	DISPOSAL ROUTE
Clothing / Re-useable items	Re-use
Cooking Oil	Recycling
Clinical	Incineration
Batteries	Recycling
General Non-Hazardous Waste IC	Incineration
Dry Mixed Recycling IC	Recycling
Food Processing Waste IC	Anaerobic Digestion
Confidential Waste Paper IC	Recycling
Mixed Packaging Glass IC	Recycling
Green Waste for Composting IC	Composting
Wood	Recycling
Road Sweepings	Recycling
Mattresses	Recycling
Metal	Recycling
Empty Aerosols	Recycling
WEEE Waste to be processed	Recycling
WEEE Waste not required to be processed	Recycling
Hazardous Waste suitable for Aqueous Burn	Incineration
Haz Waste needed for Acidic/Alkaline Treatment	Recycling
Oily Rags	Incineration
Oil Waste	Recovery
TV Monitors	Recycling
Solvent Waste	Recycling
LEV Sawdust	Incineration
Florescent Tubes	Recycling
Tyres	Recycling
Coffee Cups	Recycling
Paint Related Material	Recovery

Environment & Sustainability Governance Structure

To enable us to build on the achievements made to date by the SHE Team and to demonstrate our commitment to embedding sustainability UON requires a Sustainability Governance Structure. This will ensure effective oversight and decision-making on strategy, performance, responsibility and accountability.

Name of Body	Purpose
University Management Team (UMT) Board Level	Purpose: Responsible for agreeing sustainability strategy, accountabilities, responsibilities and governance structure with respect to sustainability.
Sustainability Board	<p>Who: At least one member of the (UMT), senior academics from key Faculties, team leads or members from the wider university teams, representatives from the Action Groups and Environment & Sustainability Manager (or representative of the Environment & Sustainability Team).</p> <p>Purpose: To oversee our objectives, targets and work on sustainability. Responsible for ensuring that our sustainability targets are integrated into projects, initiatives and where appropriate approving projects. This group is responsible for reviewing our progress against targets and strategy. This Group is responsible for signing off policies and procedures.</p> <p>Reporting Structure: Chair updates the UMT once a year</p> <p>Frequency: Sustainability Board meets termly.</p> <p>Terms of reference needed</p>
Environment & Sustainability Team	<p>Who: Members of the Environment & Sustainability Team.</p> <p>Purpose: Oversee and coordinate the implementation of the sustainability strategy. Monitoring reporting and reviewing sustainability policies and practices. Provide specialist advice as required.</p>
Action Groups	<p>Who: Members of the Environment & Sustainability Team, staff and students.</p> <p>Purpose: Action Groups are voluntary groups responsible for generating ideas for innovation and support activities such as applying for support and funding for initiatives, implementing specific UoN projects, engaging staff, students and the local community.</p> <p>Reporting Structure: Action Team members report to the Sustainability Board.</p>

Sustainability Board

PURPOSE

To oversee our objectives, targets and work on sustainability. This group is accountable for ensuring progress is made against sustainability targets.

MEETINGS

The Sustainability Board shall meet quarterly to review progress against sustainability targets, projects and initiatives.

MEMBERS

The meeting shall be chaired by the Director, Estates and Campus Services, with the Service Administrator, Estates & Campus Services as minutes taker, attendees are representatives from across the University.

- Director of Estates & Campus Services (Chair)
- Assistant Director Estates & Campus Services
- Environment & Sustainability Manager
- Accommodation Manager
- CEO Student Union
- Head of Projects & Infrastructure Development
- Representatives from;
 - Faculty of Arts, Science & Technology
 - Faculty of Health, Education & Society
 - Faculty of Business & Law
 - Research & Enterprise
 - Library Learning Services
 - Professional Services
 - Student Futures
 - Health & Safety
 - 1st Degree Facilities
 - Student Sustainability Champion
 - Reps from Action Groups
 - Reps from RTU's

TERMS OF REFERENCE

- To develop and implement a Sustainability Strategy in support of the Estates Development Framework (EDF) and the aims of the overall University Strategy
- To advise the University Leadership Team (ULT), the Board of Governors and the Estates Strategy Board on progress with the strategy and matters pertaining to risk and reputation
- To ensure that UON environmental and sustainability policies are fit for purpose, reviewed, monitored and communicated effectively
- To create a Social Impact & Engagement Policy incorporating cost-of-living and student sustainability projects

- To assist and monitor the implementation of embedding sustainability into education
- To oversee and evaluate proposals on sustainable and environmental matters
- To oversee, advise on and mitigate any financial risks associated with the Sustainability Strategy
- To oversee and monitor energy issues including energy and cost reduction initiatives including energy procurement
- To agree and monitor targets in relation to the sustainable travel policy
- To ensure compliance with all relevant statutory and legal requirements in relation to sustainability and the environment through the Environmental Legal Register
- To consider sustainability and environmental implications associated with changing legislation, local government planning and governance requirements
- To agree and monitor targets and goals in regard to sustainability
- To propose and review Capital development projects through the planning round process in regard to Net Zero Carbon
- To monitor and review the Net Zero Carbon commitment
- To develop and monitor a strategy to improve UON rankings in relevant league tables
- To develop strategies to enhance community engagement with local authorities and Northampton in general
- To receive and discuss recommendations from other stakeholders and external agencies on capital projects, space management and timetabling
- To recommend items for escalation to the Estates Strategy Board and ULT

REPORTING

The Sustainability Board reports to the Estates Strategy Board and ULT as required

OUTCOMES AND EFFECTIVENESS

Notes from the meeting shall be taken and added to the Sustainability Board TEAMS site as soon as possible after each meeting with acceptance at the next meeting. Update UMT annually on progress against targets (report and/ or presentation).