

Oxford Brookes Waste Action Plan

Annual report 2021/22

Background :

The Oxford Brookes Waste Strategy and Waste Action Plan have been developed to meet the objectives of our Social Responsibility Framework, Environmental Policy and integrate into the University-wide 2035 Strategy. Delivering a sustainable waste strategy across the organisation will enable us to reduce our environmental impact, meet legislative requirements and decrease the financial burden of our waste streams.

National Framework:

A core pledge of the UK Government's 25 Year Environment Plan is to protect our natural world and leave it in a healthier state for the next generation. It includes commitments to double resource productivity by 2050 and to minimise waste, reuse materials as much as possible, and manage materials at the end of their life to minimise their impact on the environment. The Resources and Waste Strategy published in 2018 builds on the commitments in the 25 Year Environment Plan and sets out the policies that will help achieve its vision. The Strategy contains five strategic ambitions: to work towards eliminating food waste to landfill; to double resource productivity; to work towards ensuring all plastic packaging placed on the market is recyclable, reusable or compostable; to eliminate avoidable waste of all kinds; and to eliminate avoidable plastic waste. To supplement this the UK Government also published a new Waste Management Plan for England (2021), which is intended to fulfil the requirements of the 2011 Waste Regulations.

The above plans and strategies will be partly enacted through the Environment Act, which became law in 2021 and acts as the UK's new framework of environmental protection. Once the UK left the EU, rules on nature protection, waste reduction, water quality, clean air and other environmental protections that originally came from Brussels were at risk, this Act is intended to fill the gap. The Act covers four main sections for waste management; waste and resource efficiency, producer responsibility, resource efficiency, managing waste and waste enforcement and regulation. The purpose of the Act is to build on existing waste management policies in England. The first waste related provisions outlined within the Environment Act came into force in January 2022, such as the 'producer responsibility obligations', hazardous waste and the transfrontier shipment of waste, the remainder are due to be enforced over a period of two years. The Waste Framework Directive for England still provides the legislative structure for the

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collection, transport, recovery and disposal of waste, and includes a common definition of waste. Our national framework is laid out under the 2011 Waste Regulations, which came into force on 1 October 2012. Waste Electrical and Electronic Equipment (WEEE) and Restriction of Hazardous Substances in electrical and electronic equipment (RoHS) are further controlled through directives aiming to reduce the quantity of waste from electrical and electronic and increase its re-use, recovery and recycling. The Environmental Protection Act 1990 (amend 1995) imposes a 'Duty of Care' on all producers and handlers of waste 'to take reasonable measures to prevent the unauthorised deposit, treatment or disposal of waste'.

Waste Strategy:

VISION

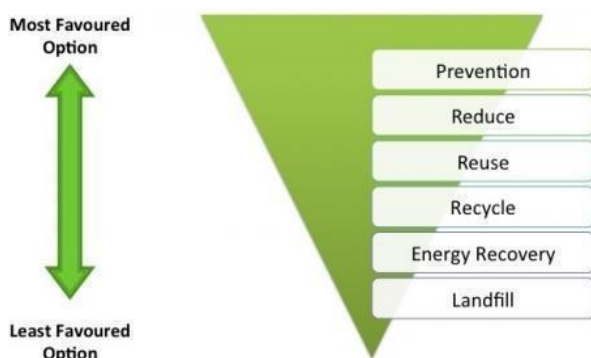
To embed a culture of sustainable waste management throughout the organisation, by delivering the principles of the waste hierarchy and integrating these principles into every aspect of the University's processes and operations.

KEY DRIVERS

1. Maintain our reputation as a sustainable and socially responsible organisation.
2. Maintain legislative, regulatory and stakeholder compliance.
3. Reduce the financial burden of inefficient waste management practices.

OBJECTIVES

- Deliver a waste hierarchy approach to waste management through waste elimination, reduction, reuse, recycling and recovery:



- Ensure compliance with legislation, regulatory and stakeholder requirements.
- Specify, evaluate and report on waste specific targets in a Waste Action Plan.
- Consult with relevant departments as well as third parties to create partnerships and to adopt best practices.

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- Engage students, staff and the local community by providing awareness, education and training on waste management

Aims of the Waste Action Plan

The Waste Action Plan details actions to be taken by the faculties and directorates enabling us to meet our objectives and high level targets for waste elimination, reduction, reuse, recycling, incineration and landfill. It delivers the requirements of the University's Waste Strategy, compliance is progressed through annual internal and external compliance audits. Lower-level targets/actions have been set within the specific faculties and directorates as detailed in Annex 1.

High Level Targets (KPIs): (shown in bold in Annex 1)

1. University-wide **recycling rate of 75%** by the end of 2025 - **REPORTED AT 54%**
2. Achieve **<2% waste to landfill** for all managed sites by the end of 2025 - **REPORTED AT 0.04%**
3. Achieve a **90% recycling rate for all construction** site wastes - **REPORTED AT 96%**

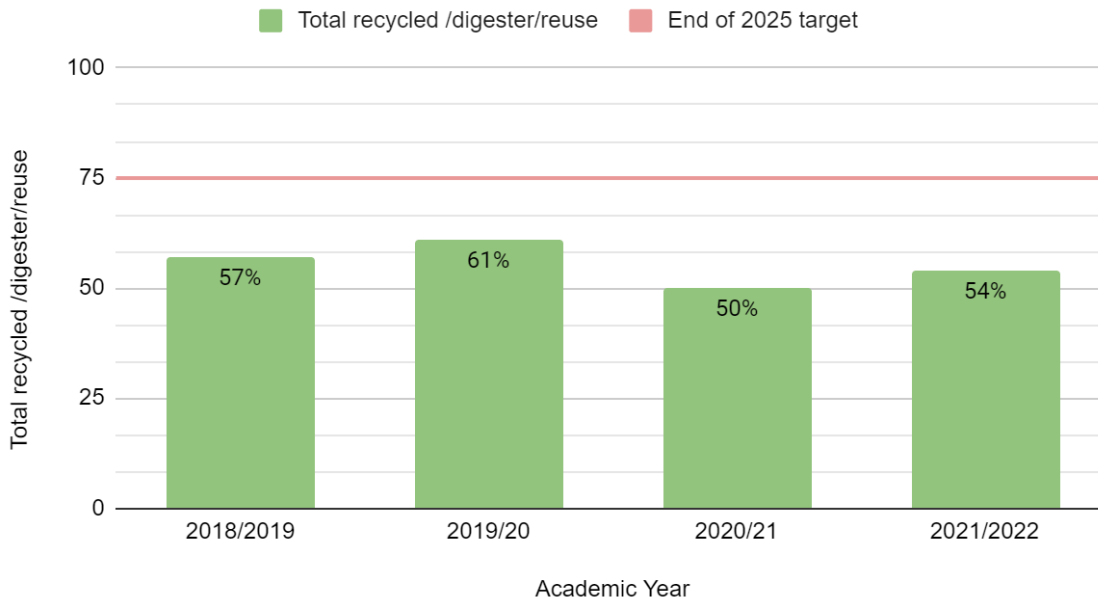
Total Waste:

Our waste recycling figures demonstrated a 4% overall improvement in recycling figures from last year at 54% recycling compared to 50% in 2020/21. However, we are still not back to the recycling figures pre-pandemic (61%).

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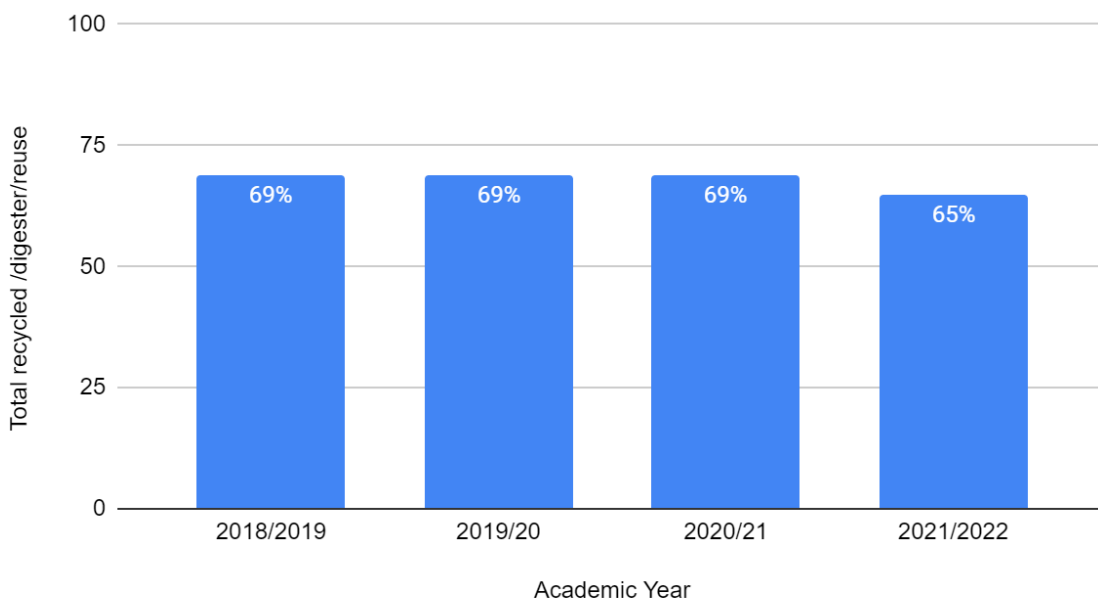
Graph 1 - University-wide recycling rate



Non-residential waste:

The campus recycling rates decreased from a consistent 69% (2019-21), to 65%. We would attribute this to catering waste, which is being poorly managed through staff retention and resourcing levels and needs to be improved.

Graph 2 - Non-residential recycling rate



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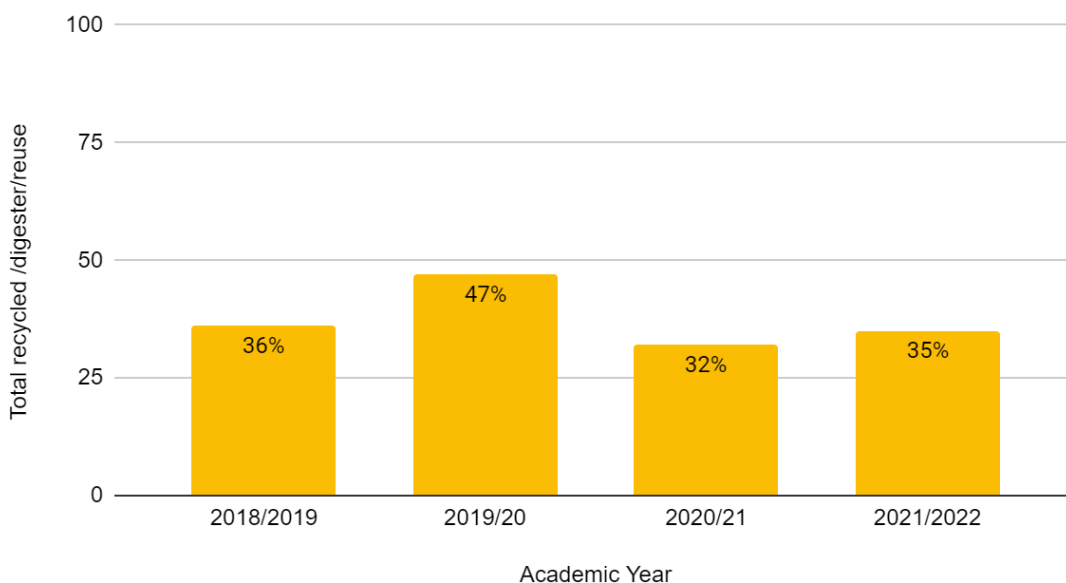
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Waste training for catering staff has been booked at the beginning of September. New signage and a limited degree of engagement will be delivered during semester 1.

Residential waste:

Residences demonstrated a slight improvement in recycling with recycling figures at 35%, compared to 2020/21 at 32%, but needs to be considerably improved if we are to reach our target by 2025.

Graph 3 - Residential recycling rate



A limited degree of engagement will be delivered to the students at the beginning of each semester, via Oxford Direct Services and the Environmental Sustainability Team. New signage has been ordered.

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ANNEX 1 : [Area] Action Plan

Key – Target ■ = Achieved. ■ = Partially Achieved / in progress. ■ = Not Achieved

2021/22 Actions / Targets	Owner	Reporting on 2020/21 targets / actions	Agreed Actions / Target 2022&23	Timeframe
WASTE HIERARCHY – PREVENT / REDUCE WASTE				
		Achieved:/Partially Achieved:Not Achieved:		
2020/21 Actions / Targets	Owner	Reporting on 2021&22 targets / actions	Agreed Actions / Target 2022&23	Timeframe
WASTE HIERARCHY – PREVENT / REDUCE WASTE				
100% default to double-sided printing.	IT Services	Achieved and Ongoing: All IT Services managed print services default to double-sided printing.	SAME AS 2021&22	August 2023
Paperless submissions for all assignments submitted on-line	Faculties/ IT Services	Achieved and Ongoing:	SAME AS 2021&22	August 2023

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(exemptions apply where on-line submissions not possible)		All assignments have been submitted on-line (exemptions apply where on-line submissions not possible) from September 2018.		
100% use of long-life crockery & cutlery for eat-in options for ECS catering outlets.	ECS Catering	Partially Achieved: Long life crockery was partially delivered across catering, this will be reinstated from September 2022	SAME AS 2021&22	August 2023
100% use of recyclable disposable products for take-out menus.	ECS Catering	Partially Achieved: EST are working with G&G and their supplier Bidfoods. A full supply chain review has been completed of disposables to move to 100% recyclable products, but there are supply chain issues relating to the types of disposables and their availability.	SAME AS 2021&22	August 2023
100% reusable crockery, cutlery, glasses and glass	ECS Catering	Achieved:	SAME AS 2021&22	August 2023

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bottles to be used across hospitality (where practicable).		Reinstated post-pandemic H&S regulations.		
Design out single-use plastics (where practicable). Measure baseline & set a smart target. Ensure water 'Refill' points across campuses	ECS Catering	Partially Achieved: Removed due to COVID-19 H&S restrictions, refill points have been reinstated post-pandemic. Single use plastic target will be reinstated for 2022/23	SAME AS 2021&22	August 2023
Separate recycling bins for all hot beverage cups	ECS Catering	Partially Achieved: We are now offering separate cup disposals to our existing bin provision as this creates less contamination. This has been included in the new waste contract, but collections did not get underway until the summer of 2022.	SAME AS 2021&22	August 2023
Promote a 20 pence discount for staff and students that use their own cups at University catering services.	ECS Catering	Partially Achieved: This was removed due to COVID-19 H&S restrictions, but has now been reinstated. More communication around this offering is required for 2022/23.	SAME AS 2021&22	August 2023

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Establish an accurate food waste baseline and set a SMART target	ECS Catering	Achieved: New smart target proposed.	New target: Catering food waste no more than 5% of revenue.	August 2023
Implement a food bank collection for end of year in Halls.	ECS	Achieved: This happens on an annual basis in partnership with Oxford Food Bank. The 'End of Year' campaign did happen this year. and Oxford Food Hub were involved in the process and collected dried food stuffs.	SAME AS 2021&22	August 2023
Ban polystyrene containers from all catering outlets	ECS Catering	Achieved and Ongoing: Complete and Ongoing	SAME AS 2021&22	August 2023
WASTE HIERARCHY – REUSE WASTE				
BHF collection point provision all year round at each Oxford Site and Halls.	ECS / Community engagement	Achieved: The campaign was delivered this academic year, final figures will not be published until Nov 2022. The 2020/21 figures showed an	SAME AS 2021&22	August 2023

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		increase in engagement with the BHF campaign, with an annual total of £25.5k raised from donations and 14.5 tonnes diverted from landfill.		
Work with our new catering supplier the diversion of prepared 'hot' and 'cold' food waste. Such as using the 'Too good to Go' app and OLIO app and the 'Too good to throw fridge'	ECS Catering	Achieved G&G have signed up to the 'Too Good to Go' app – this was delivered with the re-opening of catering outlet and will continue in 2022.	Continue to deliver the 'To Good to Go' app to prevent food waste.	August 2023
WEEE Waste re-use	ECS	New Target CDL are no longer collecting low value WEEE waste. IT services have moved to Space to collect IT waste that will be re-used, they receive revenue for this waste stream. Campus services need to find a new WEEE waste supplier.	Ensure a new contract for WEEE waste is established and a duty of care is completed on the new waste provider.	

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Use Better World Books to collect old/unwanted academic books.	ECS	Achieved & Ongoing: We have been using Better World Books since 2015 for all academic books.	SAME AS 2021&22	August 2023
Re-use 100% electrical goods where practicable	ECS	Achieved & Ongoing: All re-usable electrical items are re-used through IT Services, the space team or advertised on the environmental forum.	SAME AS 2021&22	August 2023
Address feasibility of re-use in student household items where practicable	ECS	Achieved & Ongoing: The 'end of the year' waste campaign collects items that can be re-used by students the following year in some residences. This is dependent on storage capabilities and use during the summer but is in place where practicable	SAME AS 2021&22	August 2023
Ensure that abandoned bikes are reused where viable or recycled where not.	ECS	Achieved & Ongoing: All bikes are collected after 3 months and stored within the	SAME AS 2021&22	August 2023

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		grounds team service yard for re-sale via Bicester Green and the Bike Doctor. The Bike Dr upcycles bikes where appropriate and resells them to staff and students throughout the year		
Reuse duvets and pillows (where practicable)	Halls	Partially Achieved: Where possible this has been achieved, however, due to bulk supply at certain points of the year this is not always possible and is an issue across the HE sector.	SAME AS 2021&22	August 2023
Specify take back schemes for pallets as part of delivery contracts.	Procurement	Partially Achieved: Currently not happening on the majority of deliveries being progressed through procurement on new suppliers. All other pallets removed by either ODS and recycled or RAW a local social enterprise and either recycled or re-used to make furniture.	SAME AS 2021&22	August 2023

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Re-use of unwanted furniture following the waste hierarchy.	EST & Space Team	Partially Achieved Furniture is generally re-used through the Space Team. This has historically not been recorded. We trialled the WARPIT system, but do not have the resource to support this programme	SAME AS 2021&22	August 2023
WASTE HIERARCHY – RECYCLE or ENERGY RECOVERY				
Achieve a University Wide recycling rate of 75% by the end of 2025	EST	PARTIALLY ACHIEVED 2021/22 = 55% 2020/21 = 50% 2019/20 = 61% 2018/19 = 57% 2017/18 = 59%	SAME AS 2021&22	August 2023
Extend food waste collections to each office kitchen	EST	Partially Achieved: Not delivered to office kitchens, staff have been offered caddies but they have to manage the process themselves. Currently there is no extra funding to add	SAME AS 2021&22	August 2023

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		this to the cleaners remit. This will fall under the Green Impact Program to increase sign up, but will also be a legal requirement from 2023.		
Education programs & communication	EST	Partially Achieved Staff training and signage has been delivered across the catering and halls. This needs proactively managing this year.	SAME AS 2021&22	
Continue to specify paper with 100% post-consumer waste & discourage printing	Procurement / IT Services	Achieved & Ongoing 90% of IT Services managed 'print anywhere' printers paper 100% post-consumer waste, 10% FSC accredited paper in pure white (colour print). Brookes Print 100% FSC accredited paper	SAME AS 2021&22	August 2023
Achieve <2% waste to landfill for all managed sites by the end of 2020	ECS	Achieved & Ongoing: 2021/22 = 0.04% 2020/21 = 0.7% 2019/20 = 0.8% 2018/19 = 0.7%	SAME AS 2021&22	August 2023

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2021/22 Actions / Targets	Owner	Reporting on 2020/21 targets / actions	Agreed Actions / Target 2022&23	Timeframe
		2017/18 = 0.8%		
Carry out waste audits to identify opportunities for further segregation	ECS	Achieved & Ongoing: A complete review of all waste bins/skips completed by the Environmental Sustainability Team as part of the new waste tender.	SAME AS 2021&22	August 2023
Maintain the use of recycled packaging products and disposables	ECS Catering	Partially Achieved: EST are working with G&G and their supplier Bidfoods. A full supply chain review has been completed of disposables to move to 100% recyclable products, but there are supply chain issues relating to the types of disposables and their availability.	SAME AS 2021&22	August 2023
100% recycling or recovery of bulk wood waste	ECS	Achieved & Ongoing: 100% wood waste from TDE is now removed via M&M skips where 100% of this is recovered.	SAME AS 2021&22	August 2023

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		Pallets are removed by RAW for re-use or ODS for recycling		
Separate recycling bins for all hot beverage cups	ECS Catering	Achieved and Ongoing: We offer separate cup disposals to our existing bin provision as this creates less contamination. These have been included with the new waste contract.	SAME AS 2021&22	August 2023
Work with Faculties and Directorates to minimise hazardous waste production.	ECS	Achieved & Ongoing: EST continuously working within the faculties and ECS to reduce hazardous waste production.	SAME AS 2021&22	August 2023
Continue the programme of standardisation of internal and external bins and signage.	ECS	Achieved & Ongoing: New waste signage now delivered across all campuses and residences. Bins will be continuously standardised when they are replaced.	SAME AS 2021&22	August 2023
Ensure that all new developments and	ECS	Achieved & Ongoing:	SAME AS 2021&22	August 2023

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refurbishments have suitable external storage sites for waste		EST have consulted in the design briefs for Clive Booth and the Headington Hill site		
Deliver standardised waste signage University wide.	ECS	Achieved: Consistent waste signage now delivered across all campuses and residences, for Recycling, Food and Last Resort waste. Front of House catering waste requires improvement	SAME AS 2021&22	August 2023
MONITORING, MEASURING AND REPORTING				
Produce quarterly reports based on accurate waste arising data.	ECS	Achieved: ODS & M&M are now producing accurate monthly reports & quarterly overviews. This has been requested as a KPI in the new waste contract.	SAME AS 2021&22	August 2023
Create a programme of targeted waste measures on each site to increase re-use, recovery and recycling rates	ECS	Partially Achieved. In place across campuses, EMS now extended to residences, EST working with RMs to deliver a	SAME AS 2021&22	August 2023

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2021/22 Actions / Targets	Owner	Reporting on 2020/21 targets / actions	Agreed Actions / Target 2022&23	Timeframe
		managed process for WEEE, Hazardous, bulky furniture, DMR, Food and General waste. This will also be delivered through the Green impact Program, but could be improved. EST have completed a new engagement strategy, this will require resourcing.		
PURCHASING & SUPPLIERS				
Ensure that waste minimisation is adopted in the procurement of all goods and services.	Procurement	Achieved & Ongoing: Working with the procurement team to ensure waste minimisation is designed in at the tender stage. This will be increased through the delivery of the new Environment Bill, which is looking to increase 'producer responsibility' around Waste.	SAME AS 2021&22	August 2023
CONSTRUCTION WASTE				

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2021/22 Actions / Targets	Owner	Reporting on 2020/21 targets / actions	Agreed Actions / Target 2022&23	Timeframe
Specify that the current recycling rate of 90% of all construction site waste is maintained during future demolition, refurbishment or construction projects.	ECS	Achieved & Ongoing: 2021/22 = 96% 2020/21 = 98% 2019/20 = 98% 2018/19 = 94% 2017/18 = 96%	SAME AS 2021&22	August 2023
Ensure that recycling and waste elimination are priorities in constructions and refurbishment projects	ECS	Achieved & Ongoing: The Sustainable design checklist is in place and all the waste operational procedures have been added to the contractors' handbook. Internal audits are ongoing.	SAME AS 2021&22	August 2023
Site Waste Management Plans are required for all building projects.	ECS	Achieved and Ongoing: This is not a legal requirement any more but we are requesting contractors still supply this information.	SAME AS 2021&22	August 2023
Engage students, staff and the local community by providing awareness, education and training on waste management.				
Continue waste engagement in Halls e.g. information at the	ECS	Partially Achieved	SAME AS 2021&22	August 2023

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beginning of the year, door knocking recycling campaign, British Heart Foundation Collections and end of year reuse programmes.		There was a lack of engagement across halls due to the Covid-19 crisis and resourcing levels. The BHF campaign was progressed in a limited capacity The Green Impact program will deliver this further in the coming year, however, for further improvements resourcing will be required.		
Continue to include waste information in induction programmes for new staff and students	ECS	Achieved & Ongoing: Sustainability training all new staff & welcome pack to all new students introduces waste management.	SAME AS 2021&22	August 2023
Continue the programme of waste and spills training for key staff	ECS	Achieved & Ongoing: Campus Services ad Residences staff were trained in 2021. Catering staff are booked in September 2022	SAME AS 2021&22	August 2023

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