Implementation:

1. Very hard to implement; 2. Moderately difficult to implement; 3. Easy to implement

Facilitation Score: Ease of Implementation x Impact for each action. The higher the score, the higher the facilitation (9 max, 1 min)

<table>
<thead>
<tr>
<th>Strategy Objectives</th>
<th>Strategy Targets</th>
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<tbody>
<tr>
<td>Waste Stream</td>
<td>Cost Reducti</td>
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<tr>
<td>Work to be undertaken</td>
<td>Timescale</td>
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<td>Y Y Y Y Y Y 2 3 6</td>
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### On-site Solutions

Review wheelee bin quantities and emptying frequency to optimize recycling streams and reduce bin rental costs

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### Contractual

Ensure that Pay-by-weight is in place for all applicable waste streams

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### Innovation

Roll-out recycling collections for pipette tip boxes from labs

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### Health & Safety / Duty of Care

Ensure copies of hazardous waste consignment notes and waste transfer notes (WTN) are sent to Sustainability Services to be collated

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### Procurement

Agreed with Catering & RUSU for ad-hoc collections to be sent & stored by Sustainability

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### Recycling

Caterers' bin usage to change to wheelie bins

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### Waste Stream

- **Specific:** Catering to purchase new dishwasher for glasses at Park East so that more drinks can be served in glass rather than plastic cups.

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**Circular Engagement**
Investigate suppliers that focus on giving a service, rather than selling items/goods, to improve circular lifecycles of goods
Various
Y Y Y Y Y Y Y Y 2 3 6 Procurement
Discuss in Responsible Procurement Group
By Oct 2023
Nil
TBC
Less disposal of items
Medium
To be actioned

**Contractual**
Check that waste contractor is giving rebate for each collection of metal waste
Metal
Y Y Y Y Y Y 3 2 6 Sustainability / Procurement
Check monthly invoices and raise in supplier review meetings
By Dec 2022
Included in waste contract
Included in waste contract
Nil
None
Medium
Completed

**On-site Solutions**
Ensure skips are full before collection/emptying so that journeys and costs are reduced
Various
Y Y Y Y Y Y 2 3 6 Sustainability
Work with users to ensure skips are full as possible
By Dec 2023
Nil
Up to £1k p.a.
Fewer skip collections, so reduced vehicle movements
Medium
To be actioned

**On-site Solutions**
Management of surplus food from cafés to be reviewed to consider how to reduce waste disposal and save costs
Food
Y Y Y
Y
2 3 6 Catering
Catering to consider options for unwanted food to reduce disposal
By Aug 2022
Included in project cost
Nil
£130 per tonne of food waste
Reduction in food waste
Medium
Completed

**On-site Solutions**
Reduce waste from refurbishments and offices moves, with an emphasis on better planning for large scale re-use, repair and re-manufacture.
Various
Y Y Y Y Y Y Y Y 2 3 6 Sustainability / Projects
Discussions between Sustainability and Projects
By Jul 2023
Included in project cost
Included in project cost
Increased re-use of items
Medium
In progress

**Waste Stream Specific**
Review locations and containers for collecting glass bottles from across campuses
Glass
Y Y Y Y
3 2 6 Sustainability
Consider 240L bins versus bottle banks; and most relevant locations
By Jul 2023
Nil
Nil
More glass removed from general waste
Medium
Completed

**Waste Stream Specific**
Remove more cardboard from General Waste & DMR stream and collect separately in bins for paper/card
Paper / Cardboard
Y Y Y
Y
2 3 6 Sustainability
Better labelling of internal & external bins; improved information to staff
By Jul 2023
Included in waste contract
$60 per tonne sent for recycling
Increased amount of card sent for recycling
Medium
In progress

**Waste Stream Specific**
Removal of hard-backed books/theses from general waste, by collecting and sending to specialist contractor to de-spine and recycle
Paper / Cardboard
Y Y Y Y
Y
3 2 6 Sustainability
Discuss with Select, By Dec 2021 Library, Archives
Nil
Nil
Nil ($130 per tonne on-cost compared to GW)
Increased amount of paper sent for recycling
Medium
Completed

**Waste Stream Specific**
Introduce monthly wooden pallet collection round from specific campus locations by main waste contractor (to reduce number of pallets being put in skips with other wood)
Wood
Y Y Y Y
Y
3 2 6 Sustainability
Included in new Waste Contract - to be actioned by Select
By Jul 2022
Nil
Nil
Increased re-use of pallets. Better data
Medium
Completed

**Circular Engagement**
Investigate UniGreenScheme for disposal of unwanted, working equipment from labs, catering etc.
Equipment / WEEE
Y Y Y Y Y
Y
2 2 4 Sustainability
Publicise UGS to lab users and catering
By May 2022
Nil
£150 per tonne of WEEE not sent for disposal
Increased re-use of equipment
Medium
Completed

**Communication**
Create a communications plan to engage and communicate with staff/students about their part in waste processes and new innovations
Various
Y Y Y Y Y Y Y Y Y 2 2 4 Sustainability and Procurement
Integrate with sustainability annual comm plan
By Sep 2023
Nil
Difficult to quantify
Reduce waste produced and increase re-use
Medium
Completed

**Communication**
Identify methods of engaging building users in gamification and competition to raise engagement levels
Various
Y Y Y Y Y Y Y Y Y 2 2 4 Sustainability
Revamp & publicise DoingLifeRBT platform for staff & students
By Dec 2022
Previously funded
Difficult to quantify
Increased focus on moving waste up Hierarchy
Completed

**Communication**
Review internal bin signage with a view to improving it, particularly the details of where food/drink should be put
Various
Y Y Y Y Y Y Y Y Y 2 2 4 Sustainability
Undertake internal bin audit and decide if changes needed
By Sep 2023
Nil
£60 per tonne sent to recycling
Improved recycling
Medium
To be actioned

**Communication**
Consider promoting or developing a "Living App" to assist in increasing recycling awareness and activity
Various
Y Y Y Y Y Y Y Y Y 2 2 4 Sustainability
Investigate existing apps
By Sep 2024
TBC
Difficult to quantify
Improved recycling
Medium
To be actioned

**Health & Safety / Duty of Care**
Roll-out new wheelie bins to improve access for Cleaning staff and reduce impact from vermin, including improved labelling & branding
Various
Y
2 2 4 Sustainability / Cleaning
Discuss specific locations with Cleaning Services
By Jul 2023
Up to £12k p.a. extra for bin rentals
Nil
Duty of Care
Medium
In progress

**Health & Safety / Duty of Care**
Establish a permanent home for 5 RORO skips, particularly if the current location is going to be compromised by the Art School building
Various
Y
2 2 4 Sustainability / H&S / Campus Services
Initial investigation of possible locations
By Jul 2023
Nil (unless fencing required)
Nil
Duty of Care
To be actioned

**Innovation**
Investigate alternative disposal routes (e.g. incineration) for the small quantity of waste that is currently disposed of at a licenced hazardous waste landfill (approx. 1 tonne per year).
Hazardous waste
Y Y Y Y Y Y
2 2 4 Sustainability
Discuss options with waste contractor
By Jul 2024
Up to £5k for 1 tonne p.a.
Nil
Less material sent to landfill
Medium
In progress
Duty of Care

Health & Safety / Services

- Undertake external audit and discuss with heads/managers by Dec 2022
- nil
- Recycling of glass rather than sent to incineration
- medium
- completed

- Investigate re-usable greengrocer crates that are returned to suppliers, rather than using cardboard packaging; and better segregation of recycling streams in catering venues.
- Various
- Y Y Y Y
- 2 2 4
- Sustainability / Technical Services
- First trial collection from TOB6 lab clearance to take place by Dec 2022
- nil
- nil (same disposal cost as GW)
- medium
- completed

On-site Solutions
- Update older external waste/recycling bins at Whitknights and improve signage on all external bins.
- Various
- Y Y Y
- 2 2 4
- Sustainability
- Undertake external bin audit and upgrade project by Jul 2022
- £2.3k (funded in 2021/22)
- nil
- Improved recycling
- medium
- completed

On-site Solutions
- Update older external waste/recycling bins at London Road and UPP Halls and improve signage on all external bins.
- Various
- Y Y Y
- 2 2 4
- Sustainability
- Undertake external bin audit and upgrade project by Jul 2023
- £15k
- nil
- Improved recycling
- medium
- in progress

On-site Solutions
- Increase paper cup tax and improve access to re-usable alternatives in cafés and restaurants.
- Cups
- Y Y Y Y
- 2 2 4
- Catering
- Decision to be made and communicated by Sep 2022
- funded via catering
- nil
- Increased re-use of items
- medium
- completed

Reporting & Monitoring
- Ensure all collections of metal have weight data.
- Metal
- Y Y Y
- 2 2 4
- Sustainability
- Weight data for all skips and ad-hoc collections to be recorded by Select by Feb 2022
- included in waste contract
- nil
- Better data analysis
- medium
- completed

Reporting & Monitoring
- Obtain weight data for all clinical waste collections and information about final treatment/disposal.
- Clinical
- Y Y Y
- 2 2 4
- Sustainability
- Information to be provided by Select by Aug 2022
- included in waste contract
- nil
- Better data about waste to landfill
- medium
- completed

Waste Stream Specific
- Replace Vegware in cafés with re-usable containers and cutlery.
- Food
- Y Y Y Y
- 2 2 4
- Catering
- Investigate possible eat-in situations by Jul 2024
- TBC
- nil
- Increased re-use instead of disposal
- medium
- in progress

Waste Stream Specific
- Identify potential alternative solutions to problem single-use plastics in order to remove/reduce amount used.
- Plastic
- Y Y Y Y
- 2 2 4
- Sustainability / Procurement
- Identify problem plastics and investigate options by Jul 2024
- TBC
- nil
- Less plastic in circulation
- medium
- to be actioned

Waste Stream Specific
- Reduce the amount of non-clinical waste entering the clinical waste stream, including more use of “Tiger bags” where appropriate; and ensure clinical waste is collected in correct packaging for waste properties.
- Clinical
- Y Y Y Y
- 2 2 4
- Sustainability / Technical Services
- Undertake audit and discuss with technical heads/managers by Dec 2022
- nil
- Up to £4k p.a. (21 put into Tiger bags, 10 clinical)
- Less waste treated as hazardous for disposal
- medium
- in progress

Waste Stream Specific
- Storage for Warp-IT scheme to be moved from Marsden Shed due to demolition for ECMWF building.
- Furniture
- Y Y Y
- 2 2 4
- Sustainability / Projects
- New storage location to be agreed and moved made by Jun 2023
- funded by Projects
- nil
- None
- medium
- completed

Innovation
- Investigate whether our waste contractor can send residual waste from the segregation of bulky general waste to EfW incineration, rather than to landfill.
- General waste
- Y Y Y Y
- 1 3 3
- Sustainability
- Discuss options with waste contractor by Jul 2024
- £5k p.a. (for 10 tonnes)
- nil
- Less material sent to landfill
- medium
- in progress

Innovation
- Investigate “Green Chemistry” – the idea of swapping from hazardous to less/non-hazardous chemicals, thereby reducing environmental risks and disposal costs, and moving up the Waste Hierarchy.
- Chemicals
- Y Y Y Y
- 1 3 3
- Technical Services / Schools
- Part of LEAF scheme being rolled out by technical services by Jul 2024
- LEAF scheme funded
- TBC
- Less hazardous waste
- medium
- in progress

Waste Stream Specific
- Investigate expanding food waste collections to serve offices, kitchensettes and social areas in buildings.
- Food
- Y Y Y
- 1 3 3
- Sustainability / Cleaning
- Analyse options and costs before making decisions by Aug 2024
- TBC (new bins & extra time for cleaning staff)
- nil
- Low food waste sent to EfW
- medium
- to be actioned

Waste Stream Specific
- Investigate expanding food waste collections to serve smaller cafés, food market and events.
- Food
- Y Y Y
- 1 3 3
- Sustainability / Catering
- Analyse options and costs before making decisions by Aug 2024
- £200 per extra bin to be bought
- nil
- Low food waste sent to EfW
- medium
- to be actioned

Waste Stream Specific
- Investigate reverse vending and deposit return schemes.
- Glass
- Y Y Y Y Y
- 1 3 3
- Sustainability / Technical Services / Procurement
- Investigate Government strategy and plans, plus supplier actions by Jul 2024
- TBC
- nil
- More glass removed from general waste
- low
- to be actioned

Innovation
- Consider if labs can use clinical waste one-trip tubs made from recycled plastic (e.g. Wiva infinity range).
- Plastic
- Y Y Y Y
- 2 2 4
- Sustainability / Technical Services
- Bins to be assessed by technical services to consider impact by Jul 2023
- £500 p.a. (in cost for 250 bins used)
- nil
- Used of recycled material rather than virgin plastic
- low
- to be actioned

Contractual
- Engage with the Letrecycle.com website to understand the value of some of the recycling and waste streams.
- Various
- Y
- 3 1 3
- Sustainability
- Monthly check to be initiated by Dec 2022
- nil
- nil
- None
- low
- completed

Health & Safety / Duty of Care
- Consider creating fencing around waste compounds away from buildings for storage of wheelie bins, in order to increase security, reduce fire risk, and improve aesthetics.
- Various
- Y
- 1 3 3
- Sustainability / H&S / Campus Services
- Initial investigation of possible locations by Jul 2024
- TBC
- nil
- Duty of Care
- low
- to be actioned
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<th>Innovation</th>
<th>Collect expanded polystyrene (EPS) on campus to be sent for recycling</th>
<th>Plastic</th>
<th>Y</th>
<th>Y</th>
<th>Y</th>
<th>3</th>
<th>1</th>
<th>3</th>
<th>Sustainability / Porters</th>
<th>Select to supply a skip for EPS collection, and Porters to add items</th>
<th>By May 2023</th>
<th>Nil</th>
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<th>Increased recycling. Less bulk items in general waste bins</th>
<th>Low</th>
<th>In progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-site Solutions</td>
<td>Investigate the feasibility of operating a waste sorting facility on site in order to pre-sort items, to improve the amount of material sent for recycling rather than sent off-site as general waste.</td>
<td>Various</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>1</td>
<td>3</td>
<td>3</td>
<td>Sustainability / H&amp;SS / Campus Services</td>
<td>Initial investigation of feasibility</td>
<td>By Jul 2024</td>
<td>TBC</td>
<td>Nil</td>
<td>Increased amount sent for recycling</td>
<td>Low</td>
<td>To be actioned</td>
</tr>
<tr>
<td>Reporting &amp; Monitoring</td>
<td>Incorporate Warp-it weight and cost savings data into the annual reporting process</td>
<td>Furniture</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>3</td>
<td>1</td>
<td>3</td>
<td>Sustainability</td>
<td>Data to be downloaded from Warp-it and saved into weight spreadsheet</td>
<td>By Sep 2021</td>
<td>Nil</td>
<td>Nil</td>
<td>Better data analysis</td>
<td>Low</td>
</tr>
<tr>
<td>Reporting &amp; Monitoring</td>
<td>Roll-out of Pay-by-Weight for glass and food collections in order to improve data collection</td>
<td>Various</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>3</td>
<td>1</td>
<td>3</td>
<td>Sustainability</td>
<td>Included in waste contract re-tender</td>
<td>By Feb 2022</td>
<td>Included in waste contract</td>
<td>Included in waste contract</td>
<td>None</td>
<td>Low</td>
<td>Completed</td>
</tr>
<tr>
<td>Innovation</td>
<td>Consider carpet recycling as part of refurbishment projects</td>
<td>Carpet</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>Maintenance / Projects</td>
<td>Consider for refurbishments</td>
<td>By Jul 2024</td>
<td>TBC</td>
<td>Nil</td>
<td>Increased recycling</td>
<td>Low</td>
</tr>
<tr>
<td>Innovation</td>
<td>Investigate recycling of small items made from rigid plastic e.g. pens, stationery, coffee pods</td>
<td>Plastic</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>Sustainability</td>
<td>Discuss options with waste contractor</td>
<td>By Jul 2024</td>
<td>TBC</td>
<td>Nil</td>
<td>Less material sent to EfW</td>
<td>Low</td>
<td>To be actioned</td>
</tr>
<tr>
<td>Innovation</td>
<td>Investigate recycling of soft plastics e.g. food bags, crisp packets</td>
<td>Plastic</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>Sustainability</td>
<td>Discuss options with waste contractor</td>
<td>By Jul 2023</td>
<td>TBC</td>
<td>Nil</td>
<td>Less material sent to EfW</td>
<td>Low</td>
<td>To be actioned</td>
</tr>
<tr>
<td>Innovation</td>
<td>Investigate segregation of coffee grounds for composting or upcycling</td>
<td>Food</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>Sustainability / Catering</td>
<td>Discuss options with waste contractor</td>
<td>By Jul 2024</td>
<td>TBC</td>
<td>Nil</td>
<td>Less material sent to EfW</td>
<td>Low</td>
<td>To be actioned</td>
</tr>
<tr>
<td>Reporting &amp; Monitoring</td>
<td>Introduce a set of KPIs to assess waste management processes</td>
<td>All</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>Sustainability / Procurement</td>
<td>Included in waste contract re-tender</td>
<td>By Dec 2021</td>
<td>Included in waste contract</td>
<td>Included in waste contract</td>
</tr>
<tr>
<td>Reporting &amp; Monitoring</td>
<td>Introduce a monthly data recording and reporting process for all figures from service providers, covering all streams</td>
<td>All</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>Sustainability</td>
<td>Spreadsheet analysis in place</td>
<td>By Aug 2022</td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td>Reporting &amp; Monitoring</td>
<td>Determine annual weight of composting undertaken by Grounds Maintenance</td>
<td>Organic</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>Sustainability / Grounds</td>
<td>Undertake audit &amp; desktop exercise</td>
<td>By Aug 2023</td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td>Waste Stream Specific</td>
<td>Consider Vegware collections from cafes/restaurants (to be sent to commercial composting facility)</td>
<td>Food</td>
<td>Y</td>
<td>Y</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>Catering</td>
<td>Investigate possibility for eat-in situations</td>
<td>By Jul 2024</td>
<td>£100 per tonne on-cost</td>
<td>Nil</td>
<td>Sent for composting rather than EfW</td>
<td>Low</td>
<td>In progress</td>
<td></td>
</tr>
<tr>
<td>Waste Stream Specific</td>
<td>Investigate the collection of standard paper cups in DMR, rather than needing separate collections</td>
<td>Cups</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>Sustainability</td>
<td>Discuss with Select</td>
<td>By Dec 2023</td>
<td>Nil</td>
<td>TBC (stop using separate collection bins)</td>
<td>More cups collected</td>
<td>Low</td>
<td>To be actioned</td>
</tr>
<tr>
<td>Waste Stream Specific</td>
<td>Investigate textile collections for workwear</td>
<td>Textiles</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>Y</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>Sustainability / Procurement</td>
<td>Investigate workwear in Maintenance, Catering, Labs etc.</td>
<td>By Jul 2024</td>
<td>TBC</td>
<td>TBC</td>
<td>Reduction in general waste</td>
<td>Low</td>
</tr>
<tr>
<td>Innovation</td>
<td>Investigate introducing plastic-free paper cups, which could be composted or included with cardboard for recycling</td>
<td>Cups</td>
<td>Y</td>
<td>Y</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>Sustainability / Catering</td>
<td>Initial investigation of feasibility</td>
<td>By Jul 2024</td>
<td>TBC</td>
<td>Nil</td>
<td>Increased amount sent for recycling</td>
<td>Low</td>
<td>To be actioned</td>
<td></td>
</tr>
</tbody>
</table>