

Oxford Brookes Waste Action Plan

Annual report 2022/23

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:

In December 2018 the UK government published 'Our waste, our resources: a strategy for England (the Strategy)'. This set out the government's aim to establish a circular economy where products are used again or for longer through reuse, repair and recycling. It contained five strategic ambitions including doubling resource productivity and eliminating avoidable waste of all kinds by 2050, as well as 83 commitments in areas such as improving recycling and waste management, reducing food waste and promoting waste reduction overseas.

The government has commitments and requirements in this area that predate the Strategy, including through waste and recycling regulations transposed from EU directives into UK law in 2011, and under the 1990 Environmental Protection Act. In 2021 the Environment Act passed into law, under which the government has set a legislative target to halve the amount per person of residual waste (excluding mineral waste) that is sent to landfill and incineration for England by 2042 compared with 2019 levels. The need to decarbonise the waste sector became more pressing in 2019 when government passed legislation committing the UK to achieving 'net zero' greenhouse gas emissions by 2050.

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.

This action plan will be reviewed annually by the Environmental Sustainability Team and signed off by the Estates and Campus Services senior leadership team.

ECS SLT sign off date: 12/10/2023

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 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'.

The National Audit Office (NAO) completed a review ['The government's resources and waste reforms for England'](#) report (June 2023), with the following key findings:

- Government did not achieve its target to recycle 50% of waste from households by 2020 but did achieve other waste targets.
- Without an effective long-term delivery plan it is more difficult for government and businesses to prepare for the investment and regulatory changes that will be required, and for Defra to make well-informed decisions about prioritising its work on resources and waste.
- Defra has not yet set out how the waste system as a whole needs to change to meet its multiple objectives and targets.
- While Defra publishes some useful waste metrics, it is not yet able to effectively assess overall progress on waste and resources because of weaknesses and limitations in its performance information.
- Defra is not in a position to set a target for tackling waste at source, which creates risks that this is not getting the priority that it merits.
- The collection and packaging reforms - Defra did not do enough to put in place essential aspects of programme management when it set up the collection and packaging reforms programme. Delays and a lack of clarity about Defra's plans have added to the challenge of achieving the expected benefits from the reforms.
- Defra has much more to do to improve businesses' confidence in the reforms.
- There are inherent uncertainties about the scale of the benefits of the deposit return scheme

The 2023 NAO report concluded 'In December 2018 government set strategic long-term ambitions to reduce waste and make more efficient use of raw materials. Four and half years on, Defra is

delivering some projects and planning others, but it still does not know what it needs to do to achieve its ambitions over the long term. It cannot plan every step in detail over such long time-frames. However, it should know, in outline, what new policy interventions may be needed, their respective contributions, and when the main decision points will be’.

Waste Strategy:

VISION

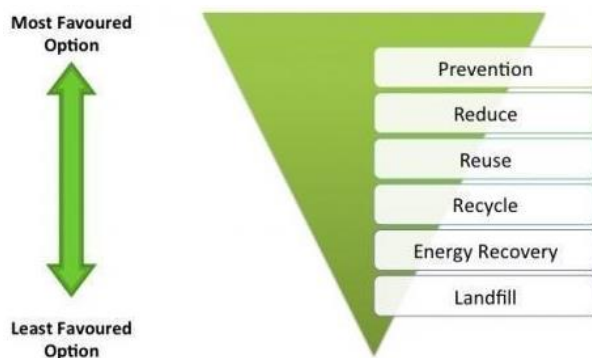
To embed a culture of sustainable waste management throughout the organisation, by delivering the principles of the waste hierarchy and integrating these principles into every aspect of the University’s processes and operations.

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.
- 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.

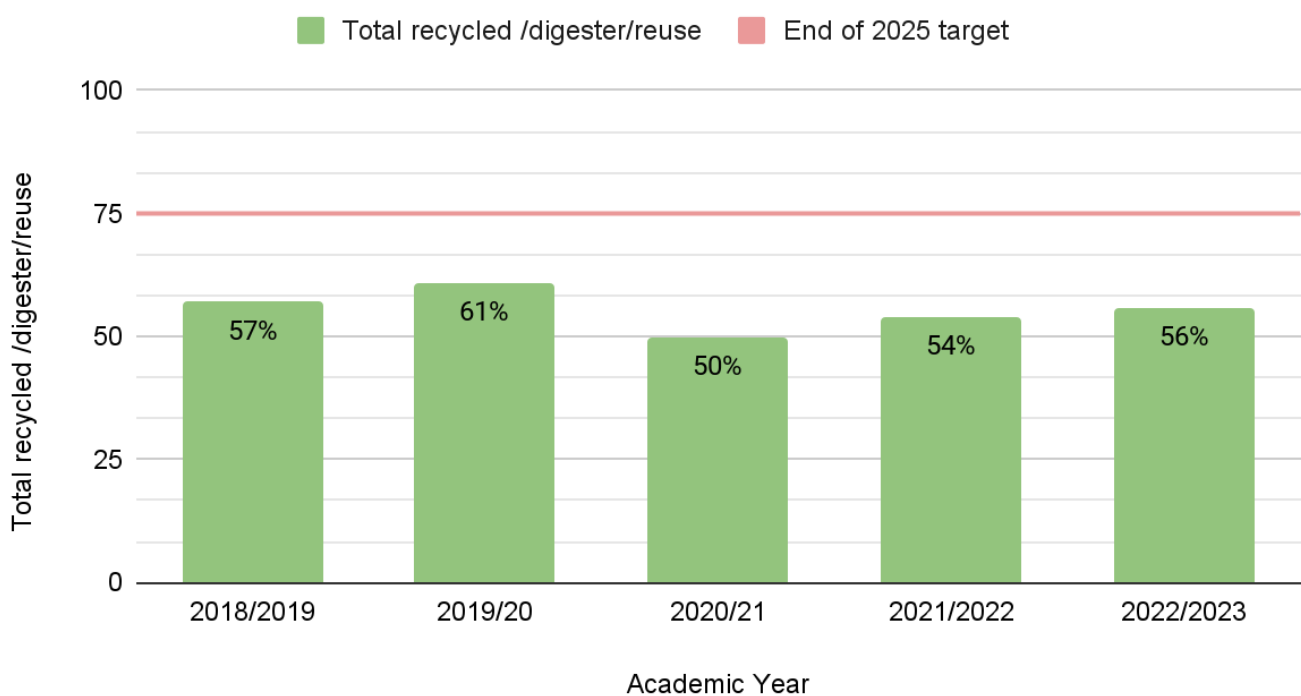
High Level Targets (KPIs): (shown in bold in Annex 1)

1. University-wide **recycling rate of 75%** by the end of 2025 - **REPORTED AT 56%**
2. Achieve **<2% waste to landfill** by the end of 2025 - **REPORTED AT 0.1%**
3. Achieve a **90% recycling rate for all construction** site wastes - **REPORTED AT 96%**

Total Waste:

Our waste recycling figures demonstrated a 2% overall improvement in recycling figures from last year at 56% recycling compared to 54% in 2021/22. However, we are still not back to the recycling figures pre-pandemic (61%) and not near enough to our 75% target by 2025.

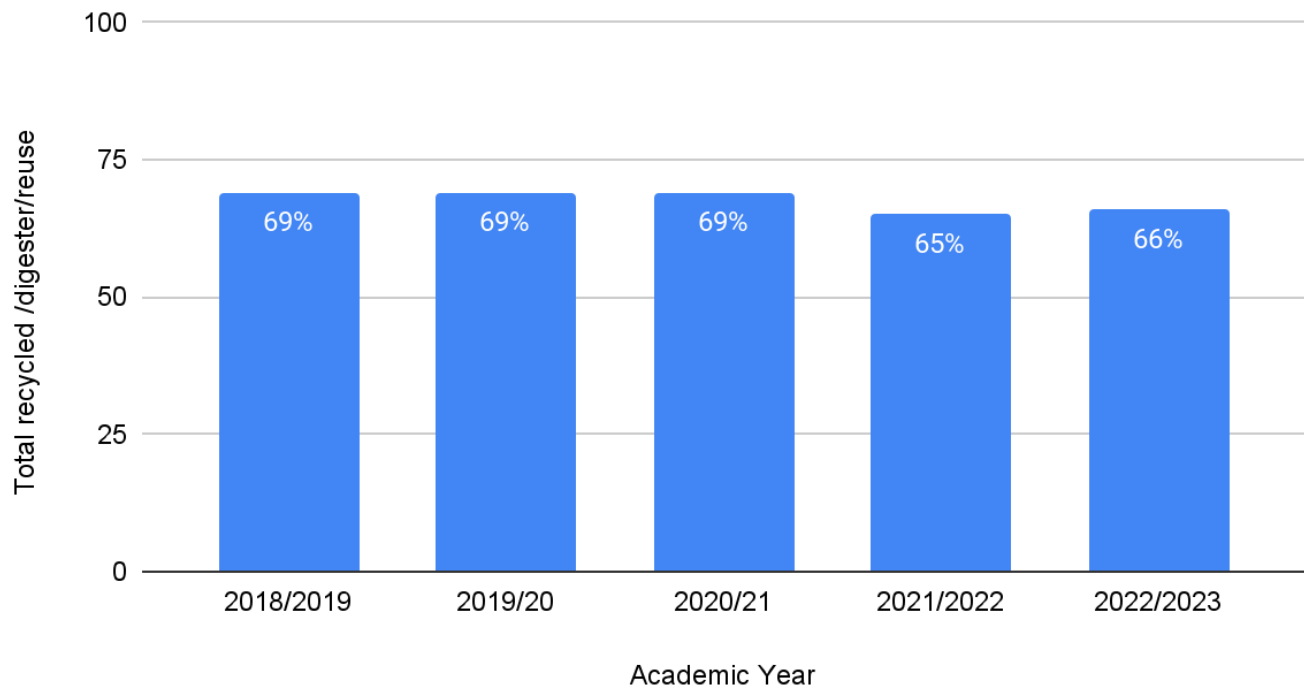
Graph 1 - University-wide recycling rate



Non-residential waste:

The campus recycling rates increased slightly from 65% (2021-22), to 66%. We would attribute this to continued difficulties with catering waste, as well as general poor performance across campuses during our Summer Schools program, which greatly increases incidences of contamination in recycling bins across the campus. This is the first year pre-pandemic that Brookes has hosted full occupancy summer-schools, this presents many opportunities for improvement and will be reviewed in the autumn.

Graph 2 - Non-residential recycling rate

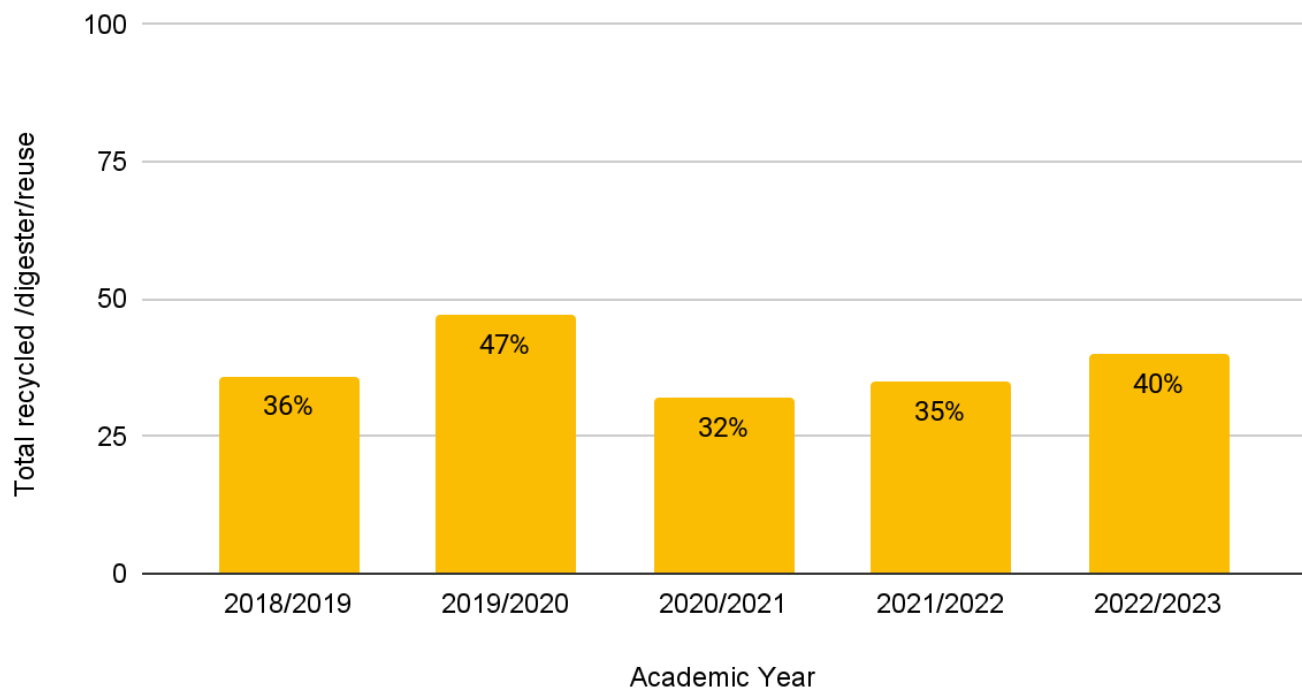


Waste training for catering staff has been booked at the beginning of September. A new engagement officer post is in recruitment. When in post their role will include campaigns to improve recycling behaviour in both residential and non-residential settings.

Residential waste:

We have seen continued improvement in our residential waste, an area which has been lagging behind since the pandemic. Residences demonstrated an improvement in recycling with recycling figures at 40%, compared to 2021/22 at 35%, but needs to be considerably improved if we are to reach our target by 2025.

Graph 3 - Residential recycling rate

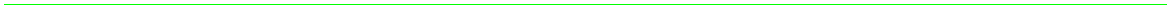
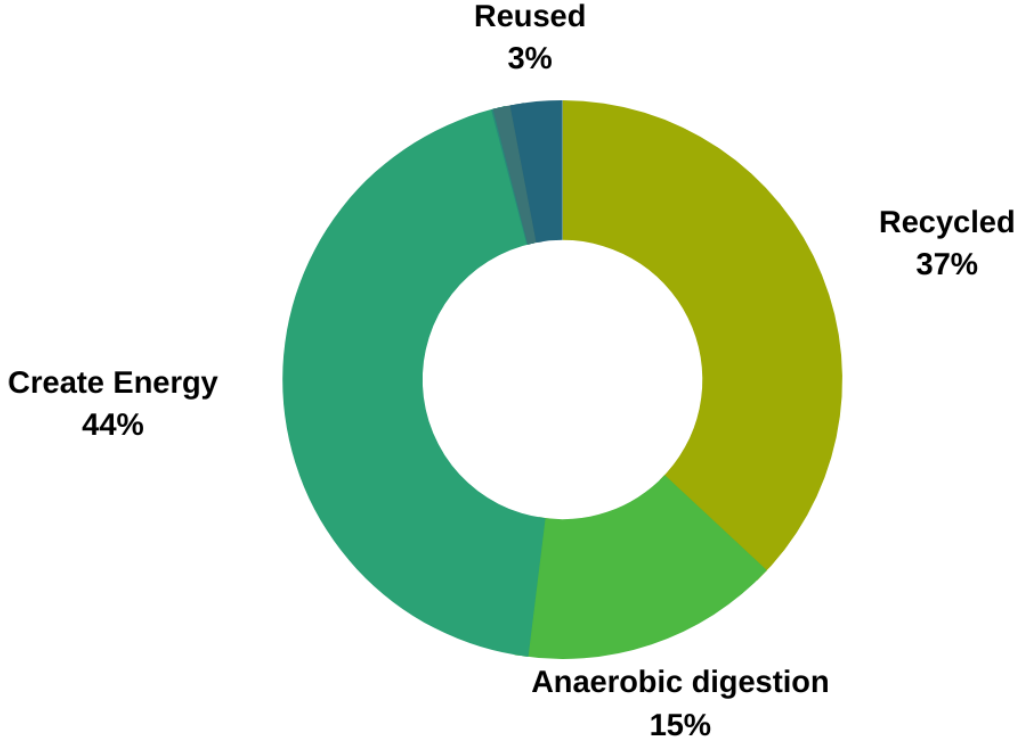


A limited degree of engagement will be delivered to the students at the beginning of the first semester, via Oxford Direct Services and the Environmental Sustainability Team. A greater degree of engagement will be delivered when the new engagement officer is in post. We are also trialing new external bins (front end loaders) at our Clive Booth Student village, communication plans are in place. A new communication and engagement plan has been devised for halls with inter-residence reporting, competitions and rewards. The new engagement officer post is in recruitment and will be key to delivering improvement.

Reuse:

Historically we have reported re-use inconsistently. Going forward we have created new processes for re-use and defined what falls into this category. While there is a large amount of internal reuse at Brookes (between departments, campuses) the new reporting data will represent waste items that leave the organisation to be re-used externally. In 2022/2023 we have made a proactive effort to record where waste has been diverted for reuse. We are focusing on social impact with charitable donations of furniture to local schools, social enterprises and environmental organisations such as Oxfordshire Youth and the Freshwater Trust. With the decant of Wheatley campus on the near horizon, we envisage an increase in donated and reused furniture.

Waste Breakdown by category 2022/23



ANNEX 1 : Action Plan

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

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
WASTE HIERARCHY – PREVENT / REDUCE WASTE				
100% default to double-sided printing.	IT Services	Achieved: All IT Services managed print services default to double-sided printing.	SAME AS 2022&23	August 2024
Paperless submissions for all assignments submitted on-line (exemptions apply where on-line submissions not possible)	Faculties/ IT Services	Achieved: All assignments have been submitted on-line (exemptions apply where on-line submissions not possible) from September 2018.	SAME AS 2022&23	August 2024
100% use of long-life crockery & cutlery for eat-in options for ECS catering outlets.	ECS Catering	Achieved: Long life crockery has been delivered across catering outlets with washing facilities.	SAME AS 2022&23	August 2024
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	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		supply chain review needs completing in 23/24 and agreement on packaging with the new ECS commercial lead.		
100% reusable crockery, cutlery, glasses and glass bottles to be used across hospitality (where practicable).	ECS Catering	Achieved: Reinstated post-pandemic.	SAME AS 2022&23	August 2024
Design out single-use plastics (where practicable). Measure baseline & set a smart target.	ECS Catering	Achieved: Single use baseline has been completed - 22/23 delivered a 12% reduction on our 2022 baseline.	15% reduction in single use plastics (2022 baseline)	August 2024
Ensure water 'Refill' points across campuses and free water available in every catering outlet	ECS Catering	Achieved: Refill points have been reinstated post-pandemic.	SAME AS 2022&23	August 2024
Separate recycling bins for all hot beverage cups	ECS Catering	Achieved: We are now offering separate cup disposals to our existing bin provision as this creates less contamination. These are being	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		under-utilised and communication needs to improve.		
Promote a 20 pence discount for staff and students that use their own cups at University catering services.	ECS Catering	Achieved: Discounts are being offered but uptakes are still quite low. The SU are proposing a new 'cup tax' of 30p to incentivise change. More communication around this offering is required for 2023/24.	New Target Delivery of a new 30p 'cup tax' and engagement campaign to incentivise change. Keep cups on offer at every outlet.	August 2024
Catering food waste no more than 5% of revenue.	ECS Catering	Partially Achieved: 2% of revenue achieved (not including summer schools and hospitality, this will be reviewed separately)	SAME AS 2022&23 Baseline and new target for Summer Schools and hospitality required.	August 2024
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 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
Ban polystyrene containers from all catering outlets	ECS Catering	Achieved: Complete and Ongoing	SAME AS 2022&23	August 2024
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 2023. The 2021/22 figures showed an increase in engagement with the BHF campaign, Oxford Brookes donated 2672 bags, raising an incredible £37,408, 70% of Oxford's total and diverted 21.4 tonnes of waste from landfill	SAME AS 2022&23	August 2024
Continue to deliver 'discounting' initiatives to prevent food waste at the end of the day.	ECS Catering	Achieved: G&G deliver 50% 'discounting' at the end of the day, which is well utilised.	SAME AS 2022&23	August 2024
Ensure a new contract for WEEE waste is established and a duty of care is completed on the new waste provider.	ECS	Achieved: CDL are no longer collecting low value WEEE waste. IT services have moved to Space to collect IT	Ensure WEEE waste is collected (re-used/recycled where possible) and disposed of	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		waste that will be re-used, they receive revenue for this waste stream. Campus services are now using ODS, there were a few teething problems at the beginning of the contract, these have now been resolved	in accordance with the waste regulations	
Use Better World Books to collect old/unwanted academic books.	ECS	Achieved: We have been using Better World Books since 2015 for all academic books.	SAME AS 2022&23	August 2024
Re-use 100% electrical goods where practicable	ECS	Achieved: All re-usable electrical items are re-used through IT Services, the space team or advertised on the environmental forum.	SAME AS 2022&23	August 2024
Address feasibility of re-use in student household items where practicable	ECS	Achieved: 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	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		during the summer but is in place where practicable		
Ensure that abandoned bikes are reused where viable or recycled where not.	ECS	Achieved: All bikes are collected after 3 months and stored within the 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	SAME AS 2022&23	August 2024
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. A local dog home has taken a large quantity of duvets this year.	SAME AS 2022&23	August 2024
Specify take back schemes for pallets as part of delivery contracts.	Procurement	Partially Achieved: Currently not happening on the majority of deliveries being	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		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.		
Re-use of unwanted furniture following the waste hierarchy.	EST & Space Team	Achieved Furniture is generally re-used through the Space Team. This has historically not been recorded. We are now keeping records on re-use, with positive results.	SAME AS 2022&23	August 2024
WASTE HIERARCHY – RECYCLE or ENERGY RECOVERY				
Achieve a University Wide recycling rate of 75% by the end of 2025	EST	PARTIALLY ACHIEVED 2022/23 = 56% 2021/22 = 55% 2020/21 = 50% 2019/20 = 61% 2018/19 = 57%	SAME AS 2022&23	August 2024
Extend food waste collections to each office kitchen	EST	Partially Achieved:	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		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 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 2024.		
Education programs & communication	EST	Partially Achieved: Staff training and signage has been delivered across the catering and halls. This needs proactively managing this year with the new engagement officer on recruitment.	SAME AS 2022&23	August 2024
Continue to specify paper with 100% post-consumer waste & discourage printing	Procurement / IT Services	Achieved: 90% of IT Services managed 'print anywhere' printers paper 100% post-consumer waste.r	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
Achieve <2% waste to landfill for all managed sites by the end of 2020	ECS	Achieved: 2022.23 = 0.01% 2021/22 = 0.04% 2020/21 = 0.7% 2019/20 = 0.8% 2018/19 = 0.7%	SAME AS 2022&23	August 2024
Carry out waste audits to identify opportunities for further segregation	ECS	Achieved: A complete review of all waste bins/skips completed by the Environmental Sustainability Team in partnership with ODS in June 2023.	SAME AS 2022&23	August 2024
Maintain the use of recycled packaging products and disposables	ECS Catering	Partially Achieved: EST are working with G&G and their supplier Bidfoods. This has not progressed this year and needs actively progressing with the new ECS commercial lead and G&G.	SAME AS 2022&23	August 2024
100% recycling or recovery of bulk wood waste	ECS	Achieved: 100% wood waste from TDE is now removed via M&M skips where 100% of this is recovered.	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		Pallets are removed by RAW for re-use or ODS for recycling		
Separate recycling bins for all hot beverage cups	ECS Catering	Achieved: We offer separate cup disposals to our existing bin provision as this creates less contamination. These bins are being under utilised and further engagement is required.	SAME AS 2022&23	August 2024
Work with Faculties and Directorates to minimise hazardous waste production.	ECS	Achieved: EST continuously working within the faculties and ECS to reduce hazardous waste production.	SAME AS 2022&23	August 2024
Continue the programme of standardisation of internal and external bins and signage.	ECS	Achieved: New waste signage now delivered across all campuses and residences. Bins will be continuously standardised when they are replaced.	SAME AS 2022&23	August 2024
Ensure that all new developments and	ECS	Achieved: EST have consulted in the design briefs for Clive Booth and the	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
refurbishments have suitable external storage sites for waste		Headington Hill site. New FEL's have been introduced at CBSV		
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.	SAME AS 2022&23	August 2024
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 2022&23	August 2024
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 managed process for WEEE, Hazardous, bulky furniture, DMR, Food and General waste. This will also be delivered through the	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		Green impact Program, but could be improved. New engagement officer will aid in this action upon recruitment..		
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 2022&23	August 2024
CONSTRUCTION WASTE				
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: 2022/23 = 99% 2021/22 = 90% 2020/21 = 98% 2019/20 = 98% 2018/19 = 94%	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
Ensure that recycling and waste elimination are priorities in constructions and refurbishment projects	ECS	Achieved: 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 2022&23	August 2024
Site Waste Management Plans are required for all building projects.	ECS	Achieved: This is not a legal requirement any more but we are requesting contractors still supply this information.	SAME AS 2022&23	August 2024
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 beginning of the year, door knocking recycling campaign, British Heart Foundation Collections and end of year reuse programmes.	ECS	Partially Achieved: There was a lack of engagement across halls due to the Covid-19 crisis and resourcing levels. The BHF campaign has picked up will this year. The Green Impact program will deliver this further in the coming year, however, more proactive engagement is required and will be delivered through the	SAME AS 2022&23	August 2024

2022/23 Actions / Targets	Owner	Reporting on 2022/23 targets / actions	Agreed Actions / Target 2023&24	Timeframe
		new engagement officer on recruitment.		
Continue to include waste information in induction programmes for new staff and students	ECS	Achieved: Sustainability training all new staff & welcome pack to all new students introduces waste management.	SAME AS 2022&23	August 2024
Continue the programme of waste and spills training for key staff	ECS	Achieved: Campus Services, catering & Residences staff were trained in 2022. Catering staff are rebooked in September 2023	SAME AS 2022&23	August 2024