



Cardiff  
Metropolitan  
University

Prifysgol  
Metropolitan  
Caerdydd

# Waste Management Policy

## POLICY COVERSHEET

### Key Details

<b>POLICY TITLE</b>	<i>Waste Management Policy</i>
<b>DATE APPROVED</b>	<i>7<sup>th</sup> May 2025</i>
<b>APPROVING BODY</b>	<i>Academic Board</i>
<b>VERSION</b>	<i>1</i>
<b>PREVIOUS REVIEW DATES</b>	<i>N/A</i>
<b>NEXT REVIEW DATE</b>	<i>March 2027</i>
<b>OUTCOME OF EQUALITY IMPACT ASSESSMENT</b>	<i>*No major change</i>
<b>RELATED POLICIES / PROCEDURES / GUIDANCE</b>	<i>Sustainability Strategy Sustainability Engagement Strategy Carbon Management Plan 2024- 2030 Environment and Sustainability Policy Sustainable Construction and Refurbishment Policy Sustainability Targets &amp; Carbon Management Focus</i>
<b>IMPLEMENTATION DATE</b>	<i>May 2025</i>
<b>POLICY OWNER (JOB TITLE)</b>	<i>Head of Campus Services, Assistant Director Environment and Estates</i>
<b>UNIT / SERVICE</b>	<i>Environment, Estates and Sustainability</i>
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### Version Control

<b>VERSION</b>	<b>DATE</b>	<b>REASON FOR CHANGE</b>
<i>A</i>	<i>March 2025</i>	<i>First version for UEG consideration – alignment with other policies – change from a previously published Strategy</i>
<i>1.0</i>	<i>07 May 2025</i>	<i>First version</i>

## Policy Hub

For further information on policies:

- 1 You can go to the Secretariat pages on InSite at <https://outlookuwicac.sharepoint.com/sites/Secretariat>;
- 2 You can go to the Policy Hub at [cardiffmet.ac.uk/about/policyhub](http://cardiffmet.ac.uk/about/policyhub); or
- 3 Contact [policies@cardiffmet.ac.uk](mailto:policies@cardiffmet.ac.uk).

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# Waste Management Policy

## 1 Introduction

### 1.1 Purpose

Cardiff Metropolitan University recognises the importance of the role it has to play in the protection of our natural environment, locally, regionally and globally in the promotion principles of sustainability across all its activities, including waste generation and waste removal from campus.

### 1.2 Scope

- 1.2.1 The purpose of the policy is to provide the framework to embed the key principles required to achieve the University objective to reduce Waste across all business activities.
- 1.2.2 This Waste Management Policy applies to all students, staff members, contractors, and visitors of Cardiff Metropolitan University.
- 1.2.3 Effective waste management is a critical element in achieving environmental sustainability at Cardiff Metropolitan University (Cardiff Met). Waste management, along with the resources required for its efficient delivery, directly supports the University's broader sustainability objectives, as outlined in the University's Sustainability Policy and its Carbon Management Plan 2024-2030.
- 1.2.4 The policy requirements should be considered, in conjunction with the Sustainability Targets & Carbon Management Focus document within all business activities, ensuring a whole life cycle approach to decision making in respect of procurement of resources.
- 1.2.5 Cardiff Met's Environment and Sustainability Policy is committed to promoting long-term sustainability through the responsible management of resources. In line with this, the University aims to minimise waste generation and optimise resource recovery by implementing and maintaining the core principles of Refuse, Reuse, and Recycle. The University will, where feasible and economically viable, develop and implement systems to reduce waste production, increase reuse of materials, and recycle as much as possible, supporting a circular economy in line with Welsh Government legislation.
- 1.2.6 The University is based on two Campus' – Llandaff for teaching and Cyncoed for teaching and residential: Plas Gwyn residential halls and staff offices and staff offices – Alexander House and WJEC.
- 1.2.7 This Policy supports Sustainable Development Goal numbers:



## 1.3 Definitions

- 1.3.1 Sustainable Development Goals SDG's** - The Sustainable Development Goals (SDGs) are a set of 17 goals that were established in 2015 by the United Nations (UN). The goals are intended to create a more sustainable and equitable world by addressing global challenges.
- 1.3.2 The Well-being of Future Generations (Wales) Act 2015** is a law that aims to improve the social, economic, environmental, and cultural well-being of Wales. The act's purpose is to ensure that actions meet the needs of the present without compromising the ability of future generations to meet their own needs.
- 1.3.3 ISO 14001** The University activities have an impact on the environment, and we are committed to continual improvement of our Environmental Management System (EMS) and to exceed the requirements of ISO 14001. This is supported by the publication and reporting of smart objectives and priorities to deliver the EMS, Sustainability Strategy and Carbon Management Plan with sustainability themed policies.
- 1.3.4 Carbon Net Zero** refers to the balance between the amount of greenhouse gas (GHG) that the University produces and the amount that's removed from the atmosphere. It can be achieved through a combination of emission reduction and emission removal.

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- 2.1** In line with the Well-being of the Future Generations Act (2015), Cardiff Metropolitan recognises a wide definition of sustainability, based on engaging in development that meets the needs of the present, without compromising the ability of future generations to meet their own needs.
- 2.2** We understand that our activities have an impact on the environment, and we are committed to continual improvement of our Environmental Management System and to exceed the requirements of ISO 14001.
- 2.3** We are committed to embedding the relevant goals into our business and academic process, as indicated Sustainable Development Goal numbers 12, 13 and 14 are particularly relevant to this Policy.
- 2.4** Strategy 2030, the University's strategic plan, places sustainability firmly at its heart by identifying 'Low Carbon Futures' as a strategic priority. The University will achieve its goal of becoming Net Zero Carbon for Scope 1 and Scope 2 emissions by 2030; and in parallel will progress the reduction of its Scope 3

emissions by 30% by 2030 with the aim of achieving Net Zero Carbon for Scope 3 emissions by 2040.

- 2.5 Cardiff Met is committed to meeting the Welsh Government's target of zero hazardous waste to landfill, as well as increasing the recycling rate to 70% by 2030, resulting in a 5% reduction in tCO<sub>2</sub>e from its 2021/22 baseline. The cost associated with waste disposal presents both a financial challenge and an environmental opportunity. Through reducing resource consumption and, maximising the reuse and recycling of materials, the University can reduce its environment impact whilst lowering its cost base.
- 2.6 The University's approach to Waste Management is centred around the following core objectives:
  - 2.6.1 Refuse – Actively minimise waste generation at source, focusing on sustainable procurement practices that reduces unnecessary consumption.
  - 2.6.2 Re-use – Maximise opportunities to repurpose materials and extend the life cycle of products through reuse initiatives across the University as well as links with external third-party organisations for Re-use of items at end of University lifecycle.
  - 2.6.3 Recycle – Ensure that materials that cannot be reused are recycled effectively for alternative purposes, contributing to resource recovery.
  - 2.6.4 Reduce – Minimise waste sent to landfill by engaging in innovative waste management practices and tapping into the waste and recycling markets.
  - 2.6.5 Responsibility – Ensure all waste streams are managed in compliance with environmental legislation, protecting the University's estate and surrounding environment from pollution.
- 2.7 Accurate data recording of all waste stream weights and completing of reporting to HESA annually.

### 3 Roles and Responsibilities

- 3.1 This policy applies to all Cardiff Metropolitan University Students, Staff, Contractors, and Visitors.
- 3.2 The University Environments and Property Directorate are responsible for its implementation via identified actions set out in the Sustainability Targets & Carbon Management Focus document and will work with Schools and

Directorates to support responsible and effective resource use to reduce production of waste.

3.3 All University Staff are responsible for ensuring compliance with this policy and their respective actions as set out in the Sustainability Targets & Carbon Management Focus document.

3.4 The Environments and Property Directorate will undertake the following: -

#### **3.4.1 Develop Waste Management Targets**

A set of SMART targets, setting out specific actions, responsibilities, and timelines to support the delivery of this policy. Specific, measurable targets will be established for waste reduction, recycling, and landfill diversion. These targets will align with Welsh Government goals and be reviewed regularly to drive continuous improvement.

#### **3.4.2 Regularly Review Policy and Procedures**

The University will regularly review its waste management practices, guidance, and procedures to ensure they remain in line with evolving Welsh Government legislation and sector best practices.

#### **3.4.3 Implement Monitoring and Compliance Measures**

Effective monitoring systems will be established to track waste management performance, ensuring compliance with relevant legislation and internal targets. This will include regular waste audits and reporting of findings and actioning of recommendations.

#### **3.4.4 Report Progress Transparently**

Progress towards waste reduction and recycling targets will be reported at the Climate Action Working Group, ensuring transparency and accountability within the University community.

#### **3.4.5 Provide Accessible Recycling and Reuse Facilities**

Recycling stations will be strategically placed across all University campuses, with clear bi-lingual signage and easy-to-use systems for staff, students, and visitors. This will be further supported with a process and system to ensure Re-use of resources.

#### **3.4.6 Continuous Improvement and Innovation**

Cardiff Met is committed to the ongoing improvement of its waste management practices. Regular reviews, audits, and feedback mechanisms will be undertaken and will ensure the strategy evolves in line with performance and external influencing factors.

## 4 Related Policies and Procedures

The policy should be read in conjunction with the:

- 4.1 Sustainability Strategy
- 4.2 Sustainability Engagement Strategy
- 4.3 Carbon Management Plan 2024 – 2030
- 4.4 Ethical Supply Chains Policy
- 4.5 Sustainable Procurement Policy
- 4.6 Sustainability targets and Carbon management focus.

## 5 Review and Approval

- 5.1 The policy owner will provide updates of the Policy and associated Sustainability targets and carbon management focus to the Climate Action Working Group initially and then to the University's Environment, Estates and Sustainability Committee.