

# Waste Management Handbook



**Brunel**  
University  
London

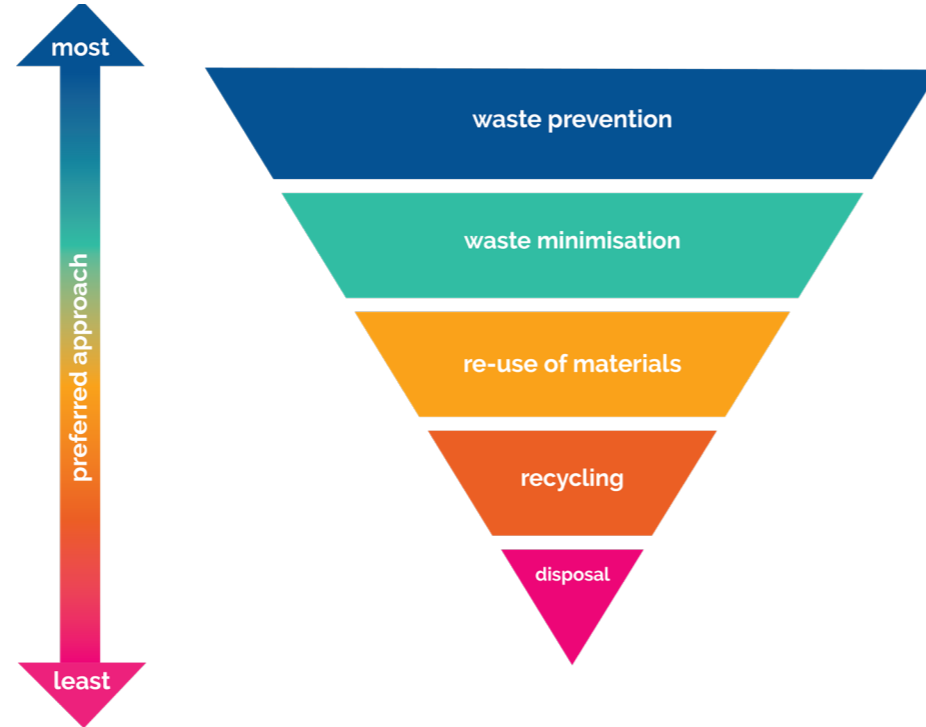
**GRUNDON**

# OUR AIMS

Brunel University London are working in partnership with Grundon Waste Management and Hayward Services to meet our environmental aims.

Brunel University London is committed to strengthening its waste management processes reducing waste, and increasing recycling whilst continuing to divert 100% of our waste from landfill.

We are working to increase our recycling percentage to 60% recycling by 2025.



# ABOUT GRUNDON & SITE SERVICES

## Grundon Waste Management

Grundon is the UK's largest family-owned supplier of integrated waste management and environmental solutions. Operating from depots across the south of England, Grundon work in partnership with customers to help minimise the financial and environmental impacts of their waste.

Grundon provide a total waste management service for the reduction, reuse, recycling, recovery and disposal of waste. This includes the collection of waste via Grundon's certified CarbonNeutral® fleet. The certification ensures that every time a Grundon vehicle collects waste at a customer's site, or a member of the Grundon team visits a site, the journey is CarbonNeutral® and avoids adding to a customer's carbon footprint. The Company also own and operate a range of industry-leading, state-of-the-art treatment facilities.

## Site Services

Site Services is a Brunel University London department that oversees the University's cleaning and waste management contracts. The Site Services Manager is responsible for managing the university's waste in an effort to reduce the negative impact our community has on its environment.

The incumbent cleaning services provider, Hayward Services, plays a key role in managing the University's waste by supporting on site waste movement, such as moving internal waste to our external waste compound.

## Why should you recycle?



Save energy



Be responsible



Divert from landfill

# WASTE & RECYCLING COLLECTIONS

The cleaning team empty the internal waste and recycling bins daily. For small amounts of general waste and recycling please use the internal bins.

For larger waste collections e.g. furniture or office clear outs, please contact the Distribution Centre via the Operations Booking System. The Porters will be able to collect your larger waste items and arrange for them to be reused, recycled or disposed of.

In residential kitchens, the Halls Waste Team collect waste daily and take it to our on site waste compound for further segregation and processing. It is the teams job to identify contaminations and maximise our recycling output.

Site Services are able to provide advice on how to recycle hazardous waste items, such as batteries, too. Please contact [Oliver.grant@brunel.ac.uk](mailto:Oliver.grant@brunel.ac.uk) for advice.

External Wheelie bins are emptied by Grundon and Hayward Services according to an agreed schedule.



# GUIDE TO WASTE STREAMS

## Mixed recycling

Paper	Plastic	Tins & cans	Cardboard
	Bottles, tubs and containers: milk, water, juice, detergent, soda bottles and yoghurt pots	Soup cans, drink cans, tuna cans, baked beans tins	Cereal boxes, toilet and kitchen rolls, cardboard packaging



contaminated food packaging  
liquids and food  
foil and cling film  
paper towels

## Food waste recycling

Meat, fish & bones	Fruit & vegetables	Leftovers & scraps	Dairy	Coffee grounds & teabags



food packaging  
plastic  
liquids  
(put liquids down the sink)  
liquid oil or fat  
(put in container until solid and empty into food waste)

## Glass recycling

Bottles	Jars



Drinking glasses  
wrap broken glasses and put in general waste  
plastic bags

## General waste

Food packaging	Tissues	Contaminated recyclables	Polystyrene
Crisp packets, pizza boxes, bread bags, sandwich packets	Tissues and paper towels	Contaminated recyclables, foil, cling film, cotton buds, cotton wool	



food waste  
recyclables  
electrical items

# YOUR WASTE STREAMS

GENERAL WASTE

MIXED RECYCLING

FOOD WASTE

GLASS WASTE

## DO'S

# &

## DONT'S

Rinse contaminated recyclables with water to remove left over food

Read information available on the bins to aid you in recycling 'on the go' correctly

Ask for advice if you are unsure

Flatten all cardboard prior to disposal

Don't place any electrical or hazardous items, such as batteries, in to the bins

Don't use black bags, or carrier bags for recycling, as these would be classified as contamination

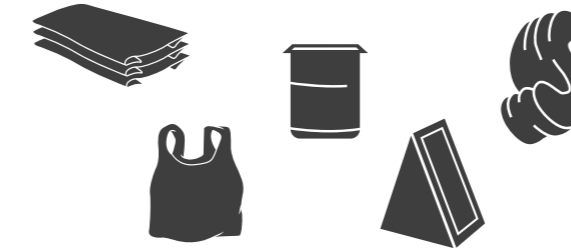
Don't place contaminated waste in to the wrong bin

Don't place disposable coffee cups, tissues or crisp packets in the Mixed Recycling bins

# GENERAL WASTE

### What goes in the general waste bin?

crisp packets | hand towels | napkins | polystyrene  
sandwich boxes | paper cups | plastic cups | foil | cellophane



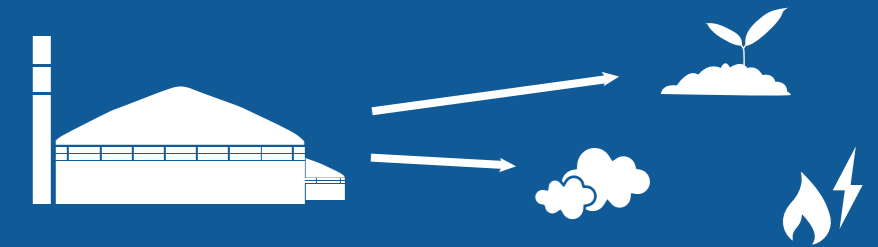
Place General Waste only in black bin liners and tie the tops to avoid spillages / contamination.



### What happens to your general waste?

The waste is taken to Grundon's Energy from Waste (EfW) facility. EfW's divert huge volumes of waste from landfill. They provide a sustainable option for energy recovery and help to reduce the dependence on unsustainable fossil fuels.

The facility processes over 410,000 tonnes of residual waste per year, generating circa 34 Mw of electricity for distribution via the National Grid - enough to power 50,000 homes.



# MIXED RECYCLING

## What goes in the recycling bin?

plastic drink bottles | milk bottles | cleaning product containers  
 food tins | aluminium cans | newspaper | office paper | flatten cardboard

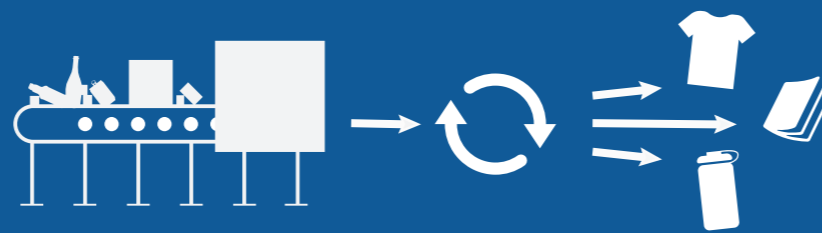


Empty cans before disposing of them into bins provided.  
 Flatten all cardboard  
 Place waste in clear bin liners and tie the tops or dispose directly into the bin.



## What happens to your recyclables?

The recycling is transported to Grundon's state-of-the-art Materials Recovery Facility where the waste is separated efficiently. The waste is then baled and sent for reprocessing.



# FOOD WASTE

## What goes in your food waste bin?

scraps | leftovers | fruit peelings | vegetable peelings | dairy  
 teabags | coffee grains | meat | fish | bones | egg shells



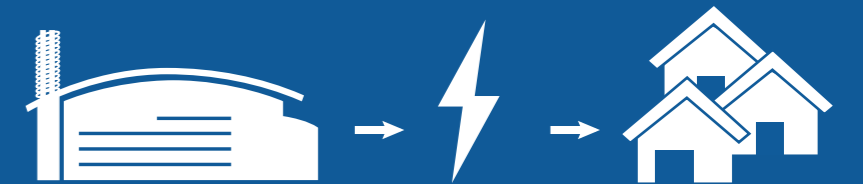
Food waste should be placed directly into the bins provided which are pre-lined with clear sacks.



## What happens to your food waste?

The waste is taken to Grundon's Anaerobic Digestion facility in Surrey, where naturally occurring micro-organisms break the food down into valuable compost used for agriculture. The facility also generates enough renewable electricity to power 4,500 homes.

This process means that the food waste is diverted from landfill, where it would have biodegraded and released harmful greenhouse gases, such as carbon dioxide and methane, which contribute to climate change. By segregating your food, you are reducing the amount sent to landfill and reducing your carbon footprint.



# GLASS WASTE

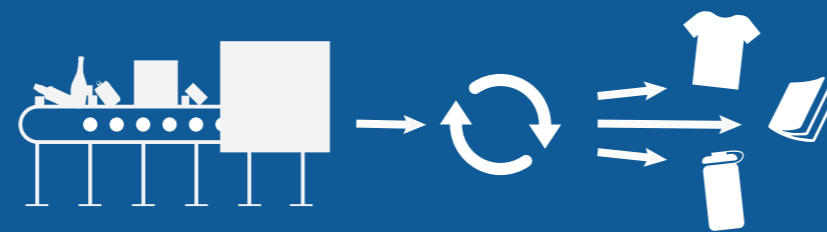
## What goes in your glass waste bin?

GLASS ONLY  
clear bottles | coloured bottles | jars | glass



## What happens to your glass waste?

The glass is transported to Grundon's state-of-the-art Materials Recovery Facility where the waste is separated efficiently. The waste is then sent for reprocessing into aggregate.



# FURTHER SUPPORT AND ASSISTANCE

For further information on Brunel University London's waste and recycling initiatives and associated legislation, please visit our Site Services Intranet pages.

If you require further support and assistance with regards to recycling, please contact the local Grundon depot.

For Brunel assistance, please contact:

**Oliver Grant**  
Site Services Manager  
oliver.grant@brunel.ac.uk



working in  
partnership with

**GRUNDON**