

Waste Management Procedure for Construction and Refurbishment Projects with a Value < £300,000

Moving Towards Zero Waste to Landfill in Construction Projects

Introduction

Aston University is committed to sustainable development and has set the ambitious target of zero waste to landfill by 2012. Exemplary waste management is essential to the University as:

- our Environmental Policy states that we will strive to reduce all kinds of pollution through reduced waste, reduced emissions and responsible disposal,
- we need to ensure we comply with our Duty of Care on waste disposal,
- we are required to report to our central government funders (HEFCE) on our total waste mass and its method of disposal, including construction waste,
- we need to manage budgets and cut out any unnecessary costs,
- we are a signatory to the WRAP Halving Waste to Landfill Commitment (www.wrap.org.uk/halvingwastetolandfill).

Actions for Aston University Project Team

1. Aston University will consider waste minimisation and reuse at project inception and will identify options to avoid, reduce, reuse and recover waste through planning and design and use more reused / recycled content in construction.
2. Waste minimisation and reuse will be included in any Pre-Qualification Questionnaire (PQQ), tender documents and contracts for both Design Teams and Contractors.
3. The Design Team will be made aware of the University Furniture Reuse Scheme and options for internal reuse of furniture should be considered wherever possible.
4. Any recommendations made by the Project Team / Design Team will be clearly communicated to the contractors during tendering and appointment.
5. Make clear the waste and recycling facilities available for on-site use: provision for a skip if necessary (on Potter Street); use of cardboard recycling containers (in the East Yard waste compound).
6. At preconstruction phase Aston University Project Team staff will explain what waste data we expect to be collected and how it will be recorded (see *Waste Data Reporting form for Minor Works Projects*).

Actions for Contractors during Minor Works Projects

1. Prior to work starting on site contractors should confirm how waste (if any) will be removed from site.



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2. During construction, contractors must complete the template provided (*Waste Data Reporting form for Minor Works Projects*) and send it to the Project Manager.
3. Copies of any waste transfer notes must be attached to this completed proforma.