

Waste Management Advisory Group (WMAG)

Overview:

The Waste Management Advisory Group (WMAG) will be a key forum to inform and guide the development and implementation of the Waste Strategy for Oxford Brookes University. Alignment with circular economy principles, following a waste hierarchy approach through waste prevention, reduction, reuse, recycling and recovery across our operations. Membership of this group consists of staff and stakeholders who have knowledge and expertise in this area to ensure that the University makes effective use of its resources.

Summary of Purpose:

- Provide governance and oversight for waste management, following circular economy and the waste hierarchy principles across the University.
- Establish targets and key performance indicators (KPIs) related to waste generation, recycling rates, and circular economy practices.
- Monitor, measure, evaluate performance, process effectiveness and compliance.
- Report on performance against targets and KPI's on a quarterly basis.

Duties and Responsibilities:

- To provide operational oversight of waste management practices.
- Develop, review and report on performance against waste management targets and KPI's.
- Scrutinise and advise on circular economy measures, waste prevention, reduction recycling programs, initiatives and events.
- Appraise financial, regulatory and other risks related to waste management.
- Ensure strategic alignment of waste management initiatives with objectives and targets
- Evaluate engagement activities and communications around waste management.
- Share best practices, innovations and new approaches to enhance recycling and minimise waste.

Authority:

- The Chair will coordinate the group's activities and priorities.
- Decisions and recommendations will be consensus-based within the group.
- Items requiring broader approvals will be escalated to Estates & Campus Services Senior Leadership Team (SLT) and then to the Sustainability Steering Group who

TERMS OF REFERENCE AND MEMBERSHIP

have delegated authority to ensure the University's sustainability ambitions are achieved in line with the 2035 University Strategy.

- Policy changes and strategic changes will be referred to VCG for approval.

Reporting:

- Waste, recycling and resource use metrics will be reported quarterly to the Sustainability Steering Group and relevant stakeholders.
- Financial reporting will occur through the annual planning cycle and quarterly updates.
- Significant budget, compliance or risk issues will be escalated as needed.

Membership

Core Members

Role	Name
Chair	Michele Morley
Secretariat	TBC
Head of Environmental Sustainability	Michele Morley
Environmental Compliance Officer	TBC
Senior Campus Services Manager	Paula Stevens (Mark Johnson, Deputy)
Residential Operations Manager	Claire Moona
Clinical Waste Lead	Elizibeth Mitchell
Project Lead (where appropriate)	Neil Ward
Financial Lead (where appropriate)	Tony Perry
IT Waste Lead	Gareth Brown
Student Union	SU President
Catering	Claudia Reiter
Engagement	Sophie Petch, Laura Hu

External Members (on invitation)

Role	Name
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Oxford Direct Services	Mathew Chalke, Maria Warner

Frequency of Meetings

- The group will meet quarterly at a minimum
- Ad-hoc meetings may be called as needed to address emerging waste/recycling matters

Change History

Version	Date
1.0	

TERMS OF REFERENCE AND MEMBERSHIP

Annex 1

Waste Providers and Key Contacts:

TradeBe - Clinical waste.
MCP- Asbestos waste.
Ecobat (formerly G&P) - Battery waste.
Recolight - Light fitting waste
Electrical Waste Recycling Group - Electrical waste
ODS - DMR, General and food waste
Restore - Confidential waste
Prestige - Sanitary waste
BHF - Donation banks.
Grundons - Hazardous
CAMFIL - Filters
MGI - Refrigerants
RAW - Pallets upcycling
SUEZ - Swindon waste provider
Alpha Labs - Tip Boxes
Metal Salvage Ltd - Metal
Stern - Halls WEEE waste
Stone - IT waste