



Swansea University  
Prifysgol Abertawe

# Swansea University

## Waste Management Guidance Note WMGN06:

- **Food Waste**

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Waste Management Guidance Note WMGN06	
Food waste	
Location Generated	All areas
EWC	20 01 08
Type	Non-hazardous municipal waste
Disposal Method	Segregated for recycling / anaerobic digestion
Bin/ Bag Type	Food waste caddy

## Duty of Care Requirements

### 20 01 08 – Biodegradable kitchen and canteen waste

Any business or public body that generates waste materials should apply the waste hierarchy to all streams in order to minimise the amount of waste sent for disposal. In practice, this means ensuring all wastes are segregated at source and disposed of via the correct stream.

The University has committed to segregating its waste at source and focusing on separating key recycling streams; cans, paper, plastics, food and glass. Segregation at source improves recyclate quality and also adheres to the Waste Regulations (England and Wales) 2011. The Regulations stipulate that materials such as paper, metal, plastic and glass must be collected separately if it is necessary to encourage high quality of the recycling of the material.

Additionally, in April 2024 the Welsh Government implemented new Recycling at Work Regulations applicable to all Welsh Businesses. There is a Legal requirement to segregate under the following regulations: The Waste Separation Requirements (Wales) Regulations 2023.

The University has installed food waste caddies in all Halls of residence kitchens, staff office kitchens in all buildings, and back and front of house in all food serving outlets. All the University's food waste is sent for Anaerobic Digestion, a process which creates biogas and bio fertiliser.

## Items

Items that can be placed in the University food waste caddies and food waste bins include;

- fruit and vegetable peelings.
- leftover cooked food (e.g. rice, pasta, vegetables)
- tea bags and coffee grounds.
- eggshells.
- gone off/mouldy food.
- meat and fish (raw or cooked)
- dairy products.
- small bones up to and including chicken carcass.

Under **no** circumstances should:

- a) compostable/biodegradable food packaging be placed in the food waste bins
- b) plastic packing be placed in the food waste bins
- c) large quantities of liquids

Further guidance on what constitute recyclables can be found in [Separate collection of waste materials for recycling: code of practice for Wales – Annex 4](#)

## Disposal Instructions

### Internal

The University has installed food waste caddies in all Halls of residence kitchens, staff office kitchens in all buildings, and front and back of house in all food serving outlets. Compostable liners must be placed into the food waste caddies.



Figure 1 – Swansea University indoor food waste caddy

If your area kitchen does not have a food waste caddy, please contact [estates-waste@swansea.ac.uk](mailto:estates-waste@swansea.ac.uk)

### External Bin



Figure 2 – Swansea University external contractor maintained bin

## External Waste Compound Locations & Information

### Bay Campus:

- Service Yard
- Bay Library
- Y Twyni
- Engineering North

### Singleton Campus:

- Kier Hardie\*
- Library & Information Centre
- Faraday Tower\*
- Talbot
- Grove\*
- Union House
- Preseli\*
- Langland\*
- ILS1\*
- Llyr

\*External Euro 1100L bins for these compounds are now stored in locked covered units:



Figure 3 – Singleton Campus: External Euro 1100L bin covered compounds

If required, the access code for the compounds can be provided on request by emailing [estates-waste@swansea.ac.uk](mailto:estates-waste@swansea.ac.uk)

**Please report any damage to the compounds or access issues as soon as possible via the [Estates Helpdesk](#)**

## Disposal Cost

The collection and recycling cost is factored into the University's waste management service provision; therefore, there is no direct cost to individuals/Faculties/PSUs. However, individuals can minimise cost and contribute to the University's target to achieve **75%** diversion rate away EfW or landfill by ensuring all recyclables and food waste are disposed

of via the dedicated bins, reducing environmental impact and supporting the Circular Economy.

**Labelling**

See template

**For further guidance please contact [estates-waste@swansea.ac.uk](mailto:estates-waste@swansea.ac.uk)**

