



Swansea University  
Prifysgol Abertawe

# Swansea University

## Waste Management Guidance Note WMGN07:

- **Glass**

<b>Author:</b>	Ben Harris (Environment Officer)
<b>Approved by:</b>	Teifion Maddocks (Sustainability Manager)
<b>Creation date:</b>	09/11/2018
<b>Version date:</b>	06/03/2026

Waste Management Guidance Note WMGN07 Glass	
Location Generated	Varied
EWC	20 01 02
Type	Absolute Non-hazardous
Disposal Method	Segregated for recycling
Bin/ Bag Type	External 240l wheelie bins / Clear Bag

## Duty of Care Requirements

### 20 01 02 - Glass

Any business or public body that generates waste materials must correctly classify its waste, apply the principles of The Waste Hierarchy, and seek 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 streams.

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 recycle 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.

Though classified as non-hazardous it is a legal requirement under the Hazardous Waste Regulations to segregate hazardous wastes from non-hazardous wastes and to ensure that all wastes are correctly classified. Incorrectly disposing of hazardous waste via the general municipal waste stream can lead to legal and financial penalties dependent upon the severity of the noncompliance.

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.

Recycling glass saves around 50% of the energy needed to produce new glass. Each tonne of recycled glass prevents roughly 230 kilograms of mining waste, helping to reduce environmental degradation and conserve resources. Because glass can be melted and remoulded repeatedly with little to no loss in quality, it is an ideal material for continuous recycling.

Glass recycling will include such recyclable items such as;

- Glass drinks and food bottles and containers
- Glass food jars
- Glass coffee jars

### Items

Glass waste should be deposited only in the defined external general waste bins. For any material that has an unknown composition and/or contamination, then please contact the Sustainability team ([estates-waste@swansea.ac.uk](mailto:estates-waste@swansea.ac.uk)) for guidance and further details.

Under **no** circumstances should:

- (a) any **recyclables** be deposited in the non-recycling (black bin) – it diverts valuable material from being recovered or recycled and options are available
- (b) **contaminated glass** be placed in the glass recycling bin. For example, glass food jars must be washed where possible to remove food residue

Further guidance on what constitute recyclables can be found in [Separate collection of waste materials for recycling: code of practice for Wales – Annex 1](#)

## Disposal Instructions

### Internal Bins

Due to health and safety risks and the low volumes of glass sold and produced on campus, glass recycling bins are located only in key areas such as at bin compounds and near shops such as at the front of Fulton House where glass beverages are on sale.

### External Bins

The University has external 240l green wheelie bins located in all external waste compounds across the University Singleton and Bay Campuses, as well as its satellite sites.



Figure 1 – Swansea University external 240l Glass Wheelie bin

Please rinse out food jars and drinks bottle where possible before placing items into the external glass recycling bins. Items like glass bottles and vessels containing hazardous substances must not be placed into the external glass recycling bin. Please see **WMGN23 Laboratory Glass and Glass Sharps** for guidance on the disposal of laboratory glass.

## 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 the University's target to achieve 75% diversion rate away EfW or landfill by utilising the general waste stream only when required, 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)**

