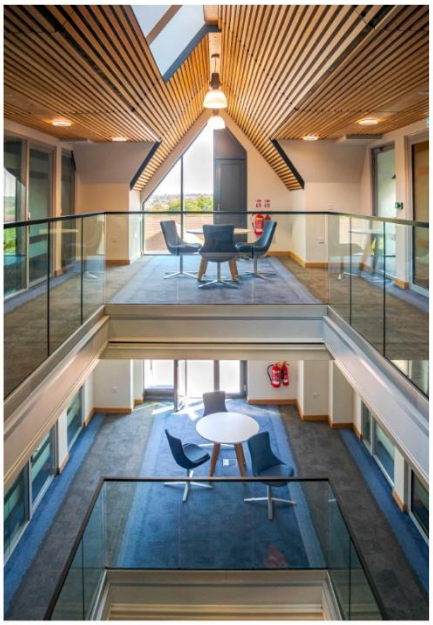
Oaklands College & Land south of Sandpit Lane, St Albans

Recycling & Waste Management Strategy - Oaklands College

October 2025



Waste & Recycling Management Strategy, Oaklands College Masterplan

Revision 1.0 3rd October 2025

Scott White and Hookins

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1.0 Strategy Overview

Oaklands College have a masterplan to improve the campus facilities, including new build and refurbishment work. As such, the College have been reviewing the anticipated impact the planned work will have on the overall waste strategy of the campus in accordance with the relevant local planning policies.

This Waste and Recycling Management Strategy provides a proposed approach to reducing, managing and responsibly disposing of waste generated across the campus. The strategy supports the College's commitment to sustainability and environmental stewardship, with the goal of minimising waste and maximising the reuse and recycling of materials, in alignment with the waste hierarchy and circular economy principles.

1.1 Methodology

This Waste and Recycling Management Strategy has been developed based on desktop studies as well as information and feedback from Oaklands College and DLA Architecture. The waste policy and context review, covering St Albans City and District Council Draft Local Plan and Hertfordshire County Council's Local Plan, was established through an initial desktop study. This set a background against which the waste strategy of the masterplan development can be reviewed.

It should be noted that all of the information contained in this strategy is subject to consultation and feedback from Hertfordshire County Council. It should also be noted that, once further detail regarding the masterplan has been established, this strategy should be reviewed and where appropriate be adapted to encompass this information.

1.2 Assumptions and Limitations

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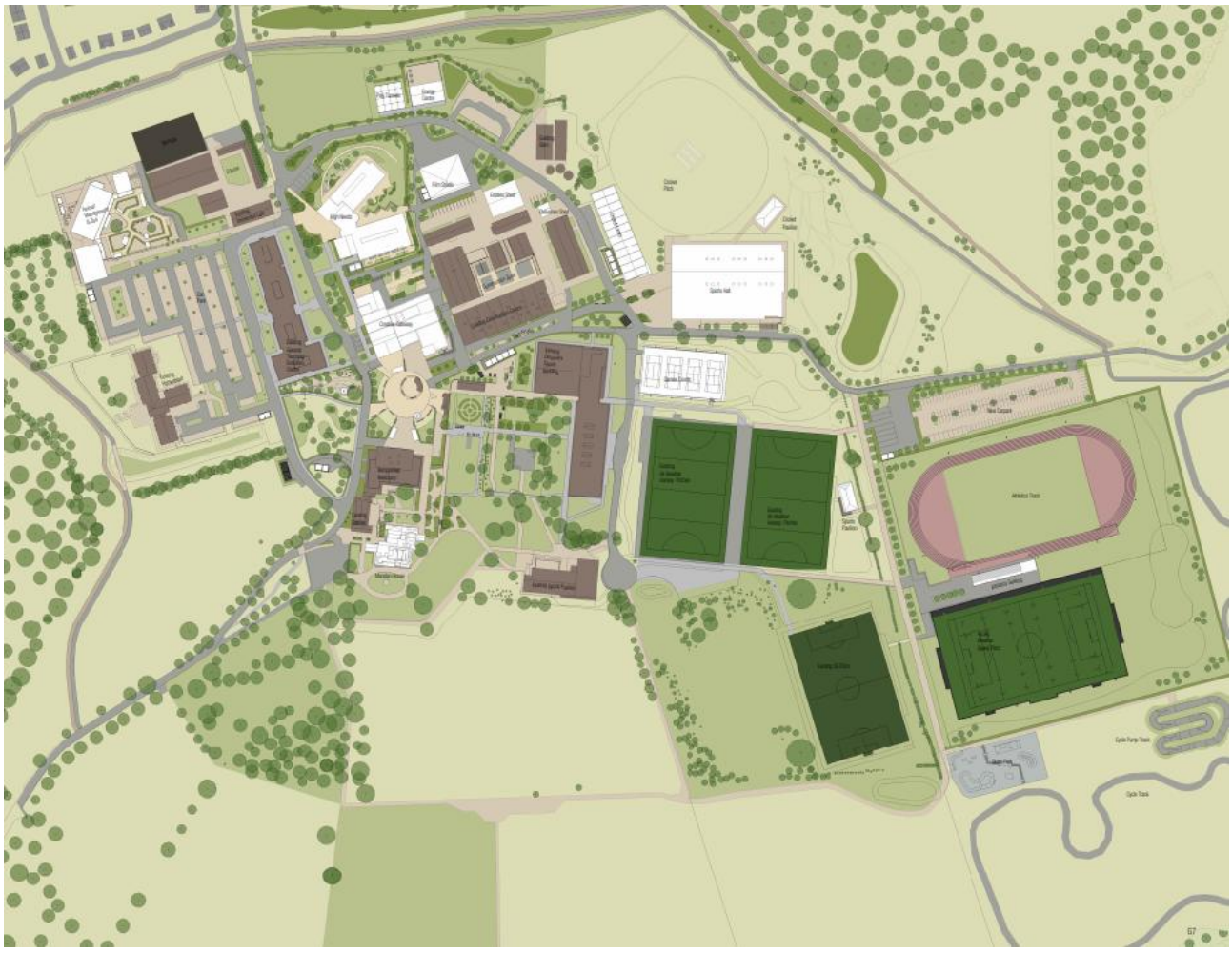
2.0 Masterplan Overview

2.1 Existing & Proposed Development

Oaklands College is a further education institution located in St Albans, Hertfordshire. The College offers a diverse range of courses including both vocational and academic, such as animal management, business, construction, and games design. As such, there are a range of different buildings, including residential accommodation, a construction centre, and stables.

With a history spanning over 100 years, the College's buildings were not originally designed for educational purposes. As part of its long-term vision, the College is investing in both refurbishments and new developments to create modern, purpose-built teaching facilities. The proposed campus masterplan is shown in Figure 1, with existing buildings noted in grey and new build or refurbished developments in white.

Figure 1: Proposed masterplan (DLA Architecture)



As part of the overall masterplan strategy, the College has identified four key commitments to the following:

- Sustainability and environment
- Happiness and wellbeing of the College community
- Digital transformation
- Equality, diversity and inclusivity

With sustainability and the environment at the heart of the College's commitments, it is imperative that the College considers the waste management strategy as part of the overall masterplan. The College has an existing Recycling and Waste Management Strategy in place and have commissioned Scott White and Hookins to review and update the existing document, whilst taking the masterplan into account. This strategy will be included as part of the formal planning submission for the masterplan development.

3.0 Waste Management Policy Review

3.1 Policy Context

St Albans City and District Council Draft Local Plan 2041

Policy DES7 Servicing of Development, outlines that servicing needs to be considered at an early stage in the design process to ensure a high level of integration in the development and to ensure quality is not compromised. The policy outlines that developments must demonstrate compliance with the following:

- Refuse and recycling storage must be accessible and should be in accordance with current local and County Council guidance unless it can be demonstrated that suitable alternative arrangements will be made.
- The location and design of refuse and recycling storage must not detract from the overall appearance of the development. The layout of new residential and commercial development should allow for efficient refuse collection and should be in accordance with applicable current guidance unless it can be demonstrated that suitable alternative arrangements will be made.

Policy CE1 Promoting Sustainable Design, Construction and Building Efficiency outlines that developments should demonstrate:

- Adopting sustainable construction and demolition methods including using materials with low embodied carbon that are sustainably sourced, and the reuse and recycling of demolished material from the development site.
- Waste should be minimised during construction and operation phases of development by using the Circular Economy approach.

Hertfordshire Minerals and Waste Draft Local Plan 2040

This draft Local Plan was considered as part of the context review for this strategy. Following this review, it has been noted that there are no specific waste-related requirements for non-domestic developments. The plan largely focuses on mineral resources and waste facilities.

4.0 Waste and Recycling Management Strategy

4.1 Goals and Targets

Oaklands College is committed to fostering a culture where waste management is more than just an operational task - it's a shared responsibility for everyone. The waste management goals are:

- Reduce waste at the source
- Ensure the safe management of hazardous materials
- Empower staff and students to make sustainable choices every day

These goals form a key part of the College's journey toward a net-zero carbon future. The College is targeting a 15% reduction in emissions by 2027 and achieving net-zero emissions by 2050.

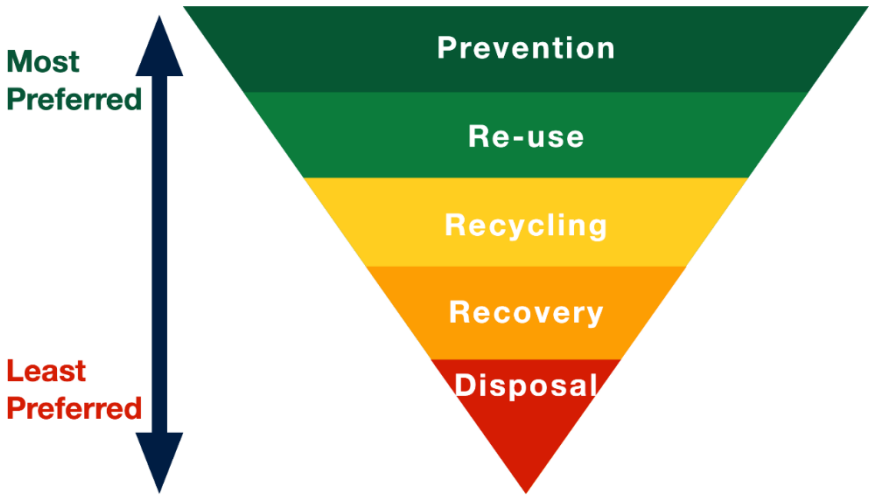
The College is currently reviewing the waste contracts and will work with the chosen contractor to set waste reduction and increased recycling rate targets.

4.2 Fundamentals to Waste Management

The waste hierarchy is the backbone of all UK, St Alban's Local Plan, and Hertfordshire County Council waste policy and Oaklands College commits to managing waste and recycling effectively to ensure the campus is kept clean, safe and the environment is protected.

The waste hierarchy, shown in figure 2, outlines the high-level principles that will be followed to guide effective waste management on campus.

Figure 2: Waste hierarchy (source: ISM Waste & Recycling)



As well as the waste hierarchy, the College is committed to implementing waste management practices in operation in accordance with circular economy principles. The waste hierarchy focuses on the priority order for waste management options and circular economy looks at system-wide design principles that aim to keep resources in use for as long as possible.

Further details about what each stage of the waste hierarchy means, and the campus-specific actions circular economy actions are noted below.

Stage	Definition	Campus-Specific Actions
1. Prevention	Avoid creating waste in the first place.	▪ Digital-first strategies (reduce paper handouts, online submissions) ▪ Bulk purchasing to reduce packaging ▪ Encourage reusable bottles, lunch boxes, cups ▪ Integrate sustainability criteria into procurement policies (e.g. work with local companies and procure materials locally)
2. Reuse	Materials are used again for the same purpose or a different purpose without undergoing significant processing.	▪ Building refurbishment work, including reuse of furniture and IT equipment ▪ Work with suppliers to redistribute and repurpose surplus items on campus ▪ Campus swap shops, book exchanges ▪ Work with local companies who donate furniture to the College
3. Recycling	Collect, sort, and process waste into new products.	▪ Segregated bins for different waste streams, with clear signage ▪ Recycling collection points for batteries, ink cartridges, WEEE, vape bins
4. Recovery	Extract energy or materials from residual waste (incineration, anaerobic digestion).	▪ Liaise with the waste contractors to understand how general waste is processed and, if not already, that it can be used for energy recovery ▪ Investigate how food waste is processed and, if not already, whether it can be sent to anaerobic digestion
5. Disposal	Landfill or incineration without recovery.	▪ Only used as a last resort for non-recyclable, contaminated, or hazardous waste

4.3 Waste Stream Forecasting

In order to begin to plan the waste and recycling strategy for the site, we have compiled a list of the existing and proposed new buildings, their use, and the anticipated waste streams.

Waste stream codes:

General waste: GW

Dry mixed recycling: DMR

Food waste: FW

Waste Electrical and Electronic Equipment: WEEE

Garden waste: GAR

Hazardous: HW

Feminine hygiene: FH

Bulky waste: BW

Animal waste: AW

Building Name	Use	Status	Anticipated Waste Streams
Immersive Lab	Teaching	Existing	DMR, GW, WEEE, FH
Homestead	Student accommodation	Existing	DMR, GW, FH
General Teaching Evolution Centre	Teaching	Existing	DMR, GW, FH
Refectory	Dining/canteen	Existing	DMR, GW, FH, FW
Stables	Animal management – teaching	Existing	AW
Barn	Animal management - teaching	Existing	AW
Construction Centre	Teaching	Existing	DMR, GW, FH, BW
Discovery Sports Building	Teaching	Existing	GW, DMR, FH
Sports Pavilion	Sports pavilion	Existing	GW, DMR, FH
Animal Management & Zoo	Teaching	New	DMR, GW, FH, AW
High Needs	Teaching	New	DMR, GW, FH

Creative Gateway	Teaching – staff	New	DMR, GW, FH
Mansion House	Staff – some events	New	DMR, GW, FH
Energy Centre	Infrastructure	New	GW
Film Studio	Teaching – productions	New	DMR, GW, FH, BW
Estates Shed	Infrastructure	New	GW, DMR, HW, GAR
Deliveries Shed	Post office	New	GW, DMR
Sports Hall	Teaching - sports	New	GW, DMR, FH

4.4 Internal Waste Management

As noted above, there are a range of different building types and therefore waste streams that need to be managed. The College have implemented consistent colour-coded signage to support correct use, segregation and minimise contamination. The College will continue to roll this out in all new buildings that are developed as part of the masterplan.

Internal bins will be collected by cleaners who travel around the site on buggies to then take these to one of the two external waste storage areas, which is discussed further in 4.5.

Waste initiatives:

- Waste segregation and the importance of effective waste management will continue to be communicated to staff and students through marketing and bulletins.
- The College will engage with the waste contractors to understand what happens with the waste and how this is processed.
- There will be a greater focus on waste monitoring and reporting to assist the College with setting KPIs and targets.
- Staff will continue take part in Wellbeing Wednesday litter picks, in partnership with Litter Hero, to help keep outdoor spaces clean.
- The catering team will continue to cut back on single-use plastics and will review packaging materials.

4.5 External Waste Storage

As part of the masterplan, general traffic will no longer travel through the centre of the site, and a new loop road will be introduced for deliveries and refuse vehicles as part of the development works.

There will be two external waste storage areas on site, with one between the new Energy Centre and the existing Barn at the north of the site, and the other in the southwest corner of the site, next the Refectory building. The new loop road and location of the waste areas are highlighted below in figure 3, which will ensure that external waste areas are located off the main traffic routes and avoid negative impact on traffic flow and site operations. In addition to large external waste, recycling, and food bins, the external waste areas will include skips for bulky items and a waste compactor. The external waste storage areas will have fencing and locks to ensure they are secure.

Figure 3: New proposed loop road and external waste storage areas (source: DLA Architecture Ltd.)

4.6 Hazardous Waste Management

The College will continue to manage hazardous waste in a responsible manner, by segregating, storing and labelling containers in a secure area. The following hazardous waste is produced on site:

- Vapes: Disposal bins have been installed at each reception and will be installed in relevant new buildings to safely handle lithium batteries and chemicals, cutting fire risks and environmental harm.
- Batteries: Battery recycling points are in staff areas to manage small electronic waste.
- Workshops and laboratories: Hazardous waste from workshops and science labs are managed by approved contractors, following all legal and environmental regulations.

4.7 Waste Collection and Contractor Arrangements

Whilst the masterplan will increase staff and student numbers, it is not expected that the development will have a significant impact on the waste produced on site. As such, it is anticipated that that the frequency of waste collections will be as follows:

- General waste, dry mixed recycling and food: 2 x per week
- Feminine hygiene waste: every 2 weeks
- WEEE waste: ad hoc
- Hazardous waste: ad hoc
- Animal waste: ad hoc

The College will monitor the effectiveness of the waste management strategy and adjust collection schedules as needed. It is currently reviewing its waste contract and will collaborate with the selected contractor to set waste reduction targets, identify any waste issues, and increase recycling rates. The overarching goal is to prioritise waste prevention, increase reuse and recycling rates, and ensure that any remaining non-recyclable waste is used for energy recovery, with landfill disposal as a last resort.

4.8 Compliance and Regulation

As per the Environmental Protection (Duty of Care) Regulations 1991, the College will continue to keep the following on file to ensure compliance:

- Waste carrier's license for all waste contractors, which are reviewed and updated annually.
- Waste transfer notes are kept for a minimum of two years.
- Consignment notes for all hazardous waste are retained for at least three years.
- Food waste will be kept separate and secure.

4.9 Roles and Responsibilities

In order for the Waste and Recycling Strategy to be effective, roles and responsibilities have been ascertained:

Stakeholders	Responsibilities
Estates and Facilities Team	○ Deliver the day-to-day waste management and highlight any issues to the Head of Estates. ○ Ensure waste is collected and securely stored. ○ Report any contamination issues. ○ Maintain cleanliness of waste stations and collection areas. ○ Follow safety protocols for handling hazardous waste. ○ Contact and coordinate with waste sub-contractors. ○ Retain all waste carrier's licenses, waste transfer notes, and consignment notes. ○ Monitor equipment (including bins, buggies, compactors)
Teachers	○ Implement and encourage best practice waste management in line with the waste hierarchy. ○ Provide feedback to the Estates and Facilities team on how to improve waste management practices. ○ Take part in the Wednesday Wellbeing litter picking events. ○ Integrate waste awareness into teaching and departmental events.
Students	○ Implement best practice waste management in line with the waste hierarchy. ○ Provide feedback to staff on how to improve waste management practices.
Procurement	○ Adopt a Sustainable Procurement Plan, which seeks to procure locally and buy in bulk, where appropriate. ○ Work with suppliers that use sustainable packaging or have waste reduction initiatives.
Marketing	○ Create marketing campaigns to share details about the waste management strategy.
Waste Subcontractors	○ Provide timely waste collection and disposal services. ○ Supply data on the waste volumes, details on how the waste is processed, waste carriers' licence, waste transfer notes, and consignment notes. ○ Comply with all relevant environmental regulations.

4.10 Construction Waste Management

As well as managing waste effectively during operation, the College will require appointed contractors on all refurbishment and new construction work to adhere to best practice waste management techniques, including:

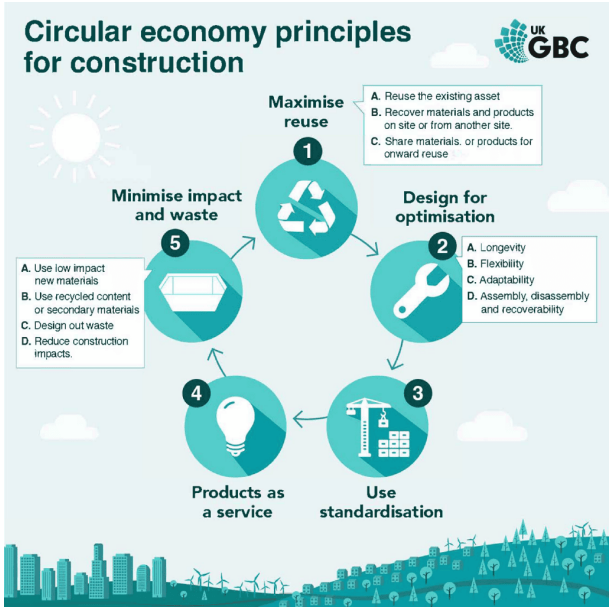
- Producing and implementing a Construction Environmental Management Plan.
- Creating a Site Waste Management Plan, including benchmark targets for the amount of waste generated and the percentage of waste diverted from landfill in accordance with best practice.
- Conduct pre-refurbishment or pre-demolition audits on all building stock ahead of any works to identify any materials that can be reused.

4.11 Circular Economy

Circular economy is a sustainable framework approach to managing materials effectively, keeping them in use for as long as possible. The College will take a circular economy approach in operation, as described in section 4.2 and within construction works as described below.

The College will take a circular economy approach to all new build and refurbishment projects, as shown in figure 4, ensuring that resources are used efficiently, waste is minimised, and materials are kept in use for as long as possible. Design and construction teams will be required to prioritise sustainable design, responsible procurement, and construction practices that reduce replacement throughout a building's lifetime. Durable materials with low embodied carbon will be favoured, and buildings will be designed with flexibility and adaptability in mind. All buildings will be audited ahead of refurbishment or demolition to identify what materials can be reused and recycled.

Figure 4: Circular economy principles (source: UKGBC)



4.12 Monitoring and Improvement

The appointed waste contractors will be required to provide waste data to the College to allow the quantity and processing of each waste stream to be reviewed. This will assist the College in identifying any waste issues and will facilitate the setting of future targets.

This Waste and Recycling Management Strategy will be reviewed annually to ensure it is adhered to and updated based on changes on campus.